

Appendix C - Draft Homes Action Plan for 2013/14

1. BALANCE THE HOUSING MARKET

1.1 Increase the Supply of Affordable Homes						
Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding
				STAFF TIME	Budget	
<p>Deliver 190-235 units of affordable housing to include:</p> <p>100-125 new build affordable homes in South Hams</p> <p>80-100 new build affordable homes in West Devon</p> <p>8 empty homes returned to use or provided through conversion as affordable homes (South Hams)</p> <p>1 x West Devon and 1 x South Hams through the Shekinah Project</p>	<p>Increased supply of affordable homes to meet identified need.</p> <p>Increased supply of affordable homes & increased New Homes Bonus.</p> <p>Enable the Councils to meet the statutory accommodation duty under the Housing Act.</p>	March 2014	<p>South Hams District Council</p> <p>West Devon Borough Council</p> <p>Registered Providers</p> <p>Developers</p> <p>CCD – Rural Housing Partnership</p> <p>Private sector landlords and Chapter 1</p>	<p>1.75 FTE South Hams</p> <p>1.4 FTE West Devon</p>	Capital Funding budget as approved in both Councils	<p>Homes and Communities Agency Affordable Housing Programme</p> <p>Registered Providers</p> <p>Developers</p>
<p>Introduce Self Build Initiative.</p>	<p>Increased options to deliver affordable homes.</p> <p>Increased supply of affordable homes & increased New Homes Bonus.</p> <p>Links to further education & employment opportunities.</p> <p>Positive growth & economic benefits.</p> <p>Reduce Council liability for maintenance of council owned plots.</p>	August 2013	<p>West Devon Borough Council</p> <p>South Hams District Council</p> <p>Parish Councils</p> <p>Registered Providers</p> <p>Community Groups</p> <p>CCD – Rural Housing Partnership</p>	4 days per month	No budget implications at this time	<p>Homes & Communities Agency</p> <p>Registered Providers</p>

Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding
				STAFF TIME	Budget	
Explore and deliver alternative funding models for the delivery of affordable housing.	<p>Increased investment in affordable housing delivery.</p> <p>Increased housing options including low cost home ownership models.</p>	July 2013	<p>South Hams District Council</p> <p>West Devon Borough Council</p>	1 day per month	No budget implications	<p>Registered Providers</p> <p>Homes & Communities Agency</p> <p>Private Institutional Investment</p>
Deliver a Connecting Communities project.	<p>Increased community capacity and engagement in the delivery of affordable housing.</p> <p>Increased numbers of affordable homes.</p> <p>Best practice and learning shared across communities to enable the delivery of housing and facilities to meet local needs.</p> <p>Increased localism and community ownership.</p> <p>Less reliance on local authority intervention.</p>	Sep 2013	<p>South Hams District Council</p> <p>West Devon Borough Council</p> <p>Registered Providers</p> <p>Community Groups</p> <p>Parish Councils</p> <p>CCD – Rural Housing Partnership</p>	<p>1 officer x 1 day per week for 6 weeks to develop web site</p> <p>Minimal input thereafter</p>	No other budget implications	<p>Devon County Council</p> <p>RIEP funding allocated for Localism Projects available through Community Team</p>
Explore innovative approaches to site selection.	Greater community engagement in the delivery of affordable housing in appropriate locations.	March 2014	<p>South Hams District Council</p> <p>West Devon Borough Council</p>	10 days	No budget implications at this time	

1.2 Understand the Local Housing Market and Assess Local Housing Need						
Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding
				STAFF TIME	Budget	
Finalise and publish the Strategic Housing Market and Needs Assessment.	Clear evidence to support new Local Plans for both Councils. Inform & support future planning policy & site specific negotiations.	June 2013	South Hams District Council West Devon Borough Council Plymouth County Council Cornwall County Council Dartmoor National Park GVA Grimley Consultants	25 days	£22k per authority	
Undertake 3 Parish Housing Needs Surveys	Housing needs in specific parishes identified to help inform future development. Residents are aware of local housing need helping to support delivery of local rural housing schemes.	March 2014	South Hams District Council West Devon Borough Council Community Council For Devon Parish Councils	2/3 days per LA	£5k per annum (£2.5k x both authorities)	Other rural Devon Districts Dartmoor National Park Registered Providers
Gypsies & Travellers Accommodation	Enable the provision of suitable sites for Gypsies and Travellers.	March 2014	South Hams District Council West Devon Borough Council	12 days	No budget implications at this time	
Deliver Community Housing surgeries.	Raising awareness and understanding of affordable housing at community level. Promoting the Localism agenda.	Every 6 months	South Hams District Council West Devon Borough Council	1 x day per 6 months per Council	No other budget implications	

1.3 Make Better Use of Existing Housing Stock						
Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding
				STAFF TIME	Budget	
Develop, adopt and implement a Joint Empty Homes Strategy across both Councils in light of changes to Council Tax exemptions.	Targeted approach to bringing empty properties back into use, maximising use of existing housing stock and New Homes Bonus income for both Councils.	October 2013	South Hams District Council West Devon Borough Council	0.2 FTE WDBC 0.2FTE SHDC	No other budget implications	None at present but HCA funding to be accessed when available
Down Sizing Project (Welfare Reform Act) – Deliver a new scheme targeted at older tenants to encourage downsizing into designated and sheltered accommodation and free up family homes for those in need.	Mitigate risk of rent arrears for households under occupying. Increase supply of general needs family housing for local people. Meet the needs of older people.	August 2013	South Hams District Council West Devon Borough Council Registered Providers Devon Home Choice Partnership	1 day per month	SHDC - Up to £25k WDBC – up to £15k	
Improve Night Shelter provision in South Hams.	Aid the regeneration of disused Council employment units. Reduce incidence of rough sleeping and increase health & well being for those vulnerable people on the streets. Enable vulnerable homeless people into secure accommodation.	Summer 2014	South Hams District Council Revival Life Ministries Shekinah	1.5 days per month	No budget implications	Revival Life Ministries Charitable donations

2. ENHANCE HOUSING OPTIONS AND CHOICE

2.1 Improve Housing Options and Choice for Vulnerable People							
Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding	
				STAFF TIME	Budget		
Work with partners to provide improved support and access to services for rough sleepers.	<p>Reduction in the incidences of rough sleeping.</p> <p>Offering temporary accommodation to people who are rough sleeping</p> <p>Provide one point of contact for rough sleepers</p> <p>Offering individual solutions</p> <p>Facilitate re-connection</p> <p>Assist into suitable settled accommodation</p> <p>Health needs audit of rough sleepers & people at risk of rough sleeping in Totnes.</p> <p>Better understanding of number of rough sleepers in the area by conducting an early morning street count in rough sleeping "hotspots"</p> <p>Community & local businesses educated in how to best support rough sleepers in their area.</p>	Spring 2014	South Hams District Council West Devon Borough Council Shekinah Encompass South West Revival Life Ministries NHS Devon	1 day per week	Increased expenditure on temporary accommodation £10,000	<p>FTE Post across South Hams & West Devon funded by central government grant until September 2014</p> <p>Homelessness prevention funding</p>	

2.2 Devon Home Choice						
Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding
				STAFF TIME	Budget	
Review membership of Devon Home Choice Partnership	Ensure future platform for the allocation of social housing provides value for money and is fair and equitable to the service users.	March 2014	Devon Home Choice Partners	20 days between Housing Services manager and Team Manager	No other budget implications	
2.3 Prevent Homelessness						
Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding
				STAFF TIME	Budget	
Develop a policy to enable the Council to discharge its homeless duty to accommodate into the private rented market instead of into units of social housing	<p>Reduced amount of time applicants remain in temporary accommodation.</p> <p>Reduction in number of applicants placed in temporary accommodation</p>	December 2013	<p>South Hams District Council</p> <p>West Devon Borough Council</p>	2 days a week	No other budget implications	<p>Discretionary Housing payments</p> <p>Homelessness prevention funding</p>
Establish a procedure for using the Devon Minimum Property Standards to support the discharge of the main homelessness duty into the private rented sector.	<p>Better use of Housing Stock.</p> <p>Reduction in instances of temporary accommodation required.</p> <p>Security built in to ensure safe and suitable properties through Landlord's self-certification with a monitoring function from Environmental Health</p>	April 2014	<p>South Hams District Council</p> <p>West Devon Borough Council</p>	To be confirmed	No other budget implications	

2.4 Increase Awareness of Housing Options						
Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding
				STAFF TIME	Budget	
Target tenants affected by the bedroom subsidy reform	<p>Early intervention will prevent homelessness through rent arrears and other debt by offering an individual housing options service to support and assist applicants through:</p> <ul style="list-style-type: none"> • Money Advice • Targeted Mutual Exchanges • Downsizing support packages 	Autumn 2014	South Hams District Council West Devon Borough Council Registered Providers	1 day a week	No other budget implications	Discretionary Housing payments Homelessness prevention funding
Employ a dedicated Young Persons Officer for South Hams & West Devon	<p>To improve the outcomes of Young People who become homeless.</p> <p>To reduce the numbers of young people entering the care system</p> <p>To find sustainable realistic solutions to young people in housing crisis</p> <p>To educate and inform Young People about their housing options</p>	Autumn 2013	South Hams District Council West Devon Borough Council Devon County Council	3 days a week	No other budget implications	£20k Devon County Council

3. SECURE GOOD QUALITY SAFE HOMES

3.1. Support Independent Living						
Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding
				STAFF TIME	Budget	
Develop and promote adoption/ implementation of a joint protocol with Registered Providers for the delivery of Disabled Facility Grants within their stock.	Adaptations for Registered Provider Tenants assessed, approved and delivered efficiently enabling individuals to live independently.	November 2013	South Hams District Council West Devon Borough Council Registered Providers	Minimal – quarterly meetings	Existing grants Budget	Registered Provider funding subject to negotiations

3.2. Improve Private Sector Housing Conditions						
Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding
				STAFF TIME	Budget	
Promote the Private Sector Renewal Policy across both Districts.	The health and well being of individuals and families improved through the improvement of Private Sector Housing Condition.	October 2013	South Hams District Council West Devon Borough Council Owner-occupiers and Private Landlords Wessex	0.5 FTE SH 0.4FTE WD	Existing grants Budget	Residual Decent Homes Funding from previous years
Implement a risk based inspection programme for Licensed Park Home/Caravan Sites.	Sites inspected in line with statutory requirements and risks to residents reduced.	October 2013	South Hams District Council West Devon Borough Council	0.05FTE WD 0.05FTE SH	Existing Budget	
3.3. Reduce Fuel Poverty and Increase Energy Efficiency						
Milestones	Outcomes	Target Date	Responsible Partners	Council Resource Required		External Funding
				STAFF TIME	Budget	
Implement Action Plan identified within Home Energy Conservation Act (HECA).	Fulfilment of statutory obligation to establish the Council's intentions with regard to Energy Efficiency Savings	March 2014	South Hams District Council West Devon District Council	0.1FTE WD 0.1FTE SH	Existing Budget	
Actively support local community projects to improve energy efficiency and reduce fuel poverty	Improved energy efficiency and reduced fuel poverty through community based initiatives.	March 2014	South West Devon Community Energy Partnership South Hams District Council West Devon Borough Council Dartmoor National Park Authority	0.05FTE WD 0.05FTE SH	Existing Budget	