

COPELAND HOUSING STRATEGY YEAR 3 DELIVERY PLAN

EXECUTIVE MEMBER: Councillor George Clements
LEAD OFFICER: Julie Betteridge, Head of Regeneration and Community
REPORT AUTHOR: Debbie Cochrane, Housing Services Manager

WHAT BENEFITS WILL THESE PROPOSALS BRING TO COPELAND RESIDENTS?

The Council is receiving increasing demand for strategic housing support and services from residents and landlords. Our commitment to effective housing options support, homelessness prevention, enabling best use of local housing supply and assisting residents to stay in their own homes or find appropriate housing is best delivered through effective partnership working and using resources on our priority services. The Annual Action Plan sets out the priorities for services and partnership activity in the next year.

WHY HAS THIS REPORT COME TO THE EXECUTIVE?

(eg Key Decision, Policy recommendation for Full Council, at request of Council, etc.)

The Annual Delivery Plan outlines the partnership and Council actions required to deliver the overarching strategic objective ‘to ensure the housing available in the Borough support the health, safety, welfare, sustainability and distinct economic and social ambitions of our communities’.

RECOMMENDATIONS:

Executive is requested to endorse the Year 3 Strategic Housing Delivery Plan, 2013/14, attached as Appendix A.

1. INTRODUCTION

- 1.1 Full Council adopted the Copeland Housing Strategy 2011 – 2015 in June 2011. Annual Delivery Plans have been developed by the Copeland Housing Partnership to deliver against priorities in each year.
- 1.2 The Year 3 (2013/14) Delivery Plan consolidates progress made in years one and two and develops actions from those years into the present. Priorities of the Housing Strategy delivery are reviewed annually and new priorities and tasks are included by all delivery partners particularly the Council.

2. PROPOSALS

- 2.1 The delivery plan has been designed to build on the momentum of the previous two annual action plans. The Plan is divided into actions under the four Strategic Objectives; 1) Facilitate the right housing offer to support economic growth and community sustainability, 2) Make the best use of existing stock, 3) Enable people to access the housing and support they need, when they need it and 4) An integrated delivery approach.
- 2.2 Actions are included that can only be delivered through partnership working and the Copeland Housing Partnership have been actively involved in reviewing priorities, developing the plan and the consultation process. A particular example is the strong partnership working on issues relating to welfare reform and housing which is a priority in the Year 3 Action Plan.

3. ALTERNATIVE OPTIONS TO BE CONSIDERED

- 3.1 No alternatives to an annual plan were considered but alternative options of achieving results are looked at annually, for example identifying sites for specific housing needs such as extra care housing provision.

4. CONCLUSIONS

- 4.1 The delivery plan addresses the partnership priorities and housing issues identified in the Copeland Housing Strategy 2011 to 2015. It places actions on partners including this Council to deliver aspects of the plan. The Council elements are detailed and resourced through the Strategic Housing Service Plan for 2013/14.

5. STATUTORY OFFICER COMMENTS

- 5.1 The Monitoring Officer's comments are: Delivery Plan reflects requirements of housing strategy agreed by Council, and requires approval by Executive
- 5.2 The Section 151 Officer's comments are: Whilst the current report and plan do not state any financial implications, the works would need to be managed within the existing resources available and balanced with existing commitments. Any additional resources requirement would need to be subject to future approval.
- 5.3 EIA Comments: The annual action plan picks up our and partners activities to enable appropriate housing options and support to all Copeland residents and deliver against our Strategic Housing Market requirements for affordable housing and an appropriate mix of all housing types and tenures.

- 5.4 Policy Framework: Partnership working is increasingly important to delivering our Corporate Plan where the annual implementation of the Copeland Housing Strategy is a core deliverable in priority 1 and 2.
- 5.5 Other Consultee Comments, if any: Agencies, landlords and partners have discussed and contributed to the Year 3 Action Plan.

6. HOW WILL THE PROPOSALS BE PROJECT MANAGED AND HOW ARE THE RISKS GOING TO BE MANAGED?

- 6.1 The Housing Strategy Year 3 Delivery Plan will be project managed by the Housing Services Manager with support from the Head of Regeneration and Communities. Reports will be made quarterly to the Strategic Housing Panel and the Strategic Housing Partnership.
- 6.2 The annual Housing Strategy Delivery Plan forms the core element of the Council's Housing Service Plan 2013/14 and is subject to the risk assessment and management outlined in that plan.

7. WHAT MEASURABLE OUTCOMES OR OUTPUTS WILL ARISE FROM THIS REPORT?

- 7.1 The Annual Action Plan sets out the Council's delivery against its statutory housing duties and how it will work in partnership during the year to deliver against our Housing Strategy priorities. Every action within the plan has a 'due date', 'milestones' and 'how measured' section as can be seen in Appendix A.

List of Appendices

Appendix A – Copeland Housing Strategy Year 3 Delivery Plan.

List of Background Documents:

Copeland Housing Strategy, 2011 – 2015.

Delivery Plan Year 3: 2013 – 2014

Tasks	Milestones	Due dates	How measured	Lead partner
Strategic Objective One: Facilitation the right housing offer to support economic growth and community sustainability				
Objective 1.1: Facilitating the right supply of new homes				
1.1.1 Annual review of New Homes Bonus, performance and opportunity to inform New Homes Bonus Strategy for 2014/15 which may include request for an element of New Homes Bonus to underpin additional new homes	New Homes Bonus Annual summary paper, performance and delivery against NHB framework principles using other resources NHB Strategy 2014/15	To CLT, Copeland Strategic Housing Panel October 2012 and then Executive Committee	Annual review paperwork discussed NHB Strategy 2014/15	Copeland Borough Council
1.1.2 Working in partnership on assessing housing sites within the draft SHLAA to identify and inform strategy and lead partners to deliver against the SHMA requirements including identifying potential sites for specific housing needs such as gypsy and traveller site locations, extra care provision and affordable housing	SHLAA consultation Using the Partnership meetings to develop priority sites and discussions	July 2013 Quarterly meetings	Priority investment sites to feed into LEP and HCA New Developments seeking planning applications Enable housing element through input into the SHLAA and working within relevant development briefs and Supplementary Planning Documents	Copeland Borough Council / Copeland Housing Partnership
1.1.3 Co-ordinated approach to discussing developments to maximise partnership and development opportunities.	Housing Development discussions at Housing Partnership meetings	Quarterly	Housing impact on developments	Copeland Housing Partnership

Copeland Housing Strategy 2011 to 2015

Appendix A

Tasks	Milestones	Due dates	How measured	Lead partner
Objective 1.2: Improving the quality of our places				
1.2.1 Continue to work with locality projects to identify common ground between community, parish and locality plans and the overarching housing strategy in rural areas, including investigating local lettings policy in rural areas	Locality Plans cross referenced with the Copeland Housing Strategy	Refreshed Locality housing related elements of Plans in 2013/14	One housing project in each locality plan monitored by locality	Locality partnerships, Copeland Borough Council via SLA with Cumbria Rural Housing Trust
Objective 1.3 Ensuring sufficient affordable housing				
1.3.1 Lever Homes and Communities Agency and Partners capital investment in Copeland, including through the Affordable Housing Programme	Annual review of priorities in Q4 LEP Cumbria Infrastructure Fund new round for applications	4 year HCA programme June 2013	43 additional new units of affordable housing delivered by April 2014 New developments through public/private sector partnership LEP Cumbria Infrastructure Fund outcomes	Copeland Borough Council, Registered Providers and developers, LEP
1.3.2 Continue six-monthly monitoring of the housing market and access to housing	Half year economic assessment report as part of the performance management framework	October 2013 April 2014	Impact Reported to Executive Report shared with partners	Copeland Borough Council
1.3.3 Review Egremont local lettings policy	Consultation delivered Review report and recommendations agreed	August 2013 October 2013	Review complete Revisions to local lettings policy agreed	Copeland Borough Council

Copeland Housing Strategy 2011 to 2015

Appendix A

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Objective 1.4 Developing the role of the private rented sector				
1.4.1 Continue to work with landlords, using the Landlord Forum, on relevant issues to Copeland residents and the private rented market and to provide information and training on issues including welfare reforms, the Green Deal and stock condition and others as required	Information and training delivered through regular six-monthly Landlord Forum and through special sessions Annual Landlord survey 2013 Training/Forum Plan	April 2013 November 2013 March 2014	Landlord Forum topics, decisions log and action plan Survey results reported Training delivered	Copeland Borough Council and private landlords Copeland Borough Council
1.4.2 Maintain, co-ordinate and raise awareness of DIGS, via Council SLA, and Copeland Rent Deposit scheme	Website maintained Information updated and distributed	Quarterly Performance Reports	Quarterly assessment on use and applications to Strategic Housing Panel and shared with partners	Copeland Borough Council
Strategic Objective Two: Making the best use of existing stock				
Objective 2.1: Focus attention on the energy efficiency of existing stock				
2.1.1 Continue to support the delivery of affordable warmth schemes in and across Copeland including identifying appropriate resources to enable access by targeted residents	Extension of schemes Completion of schemes Energy Company Obligation scheme in Copeland	End ERDF Scheme December 2013 End CESP scheme Woodhouse April 13 ECO scheme start date by Sept 13	Number of installations completed Beneficiaries detail Take up of the schemes in Copeland	Cumbria Affordable warmth co-ordinator Procured providers Registered Providers
2.1.3 Housing Strategy Partnership to respond to the Green Deal programme as this develops collectively and individually within each partner defined roles	CBC promoting schemes Developer partners action Six monthly update to SHP	To be defined by Green Deal activity	Partners' own action plans to be monitored by the Partnership to assess take up and local impact	Copeland Strategic Housing Partnership

Copeland Housing Strategy 2011 to 2015

Appendix A

Tasks	Milestones	Due dates	How measured	Lead partner
Objective 2.2: Enable improvements in private sector stock condition				
2.2.1 Copeland Housing Partnership to Maintain an overview of unfit and dilapidated residential properties and co-ordinate priority list for enforcement interventions and impact across the borough's housing stock.	Quarterly data and overview as part of housing partnership and reported to Strategic Housing Partnership	Quarterly	Number of dilapidated residential buildings reported Enforcement activity taken Enforcement outcomes	Copeland Borough Council
Objective 2.3: Reduce the number of empty homes in the borough				
2.3.1 Develop and deliver actions and projects to return empty homes into use: <ul style="list-style-type: none"> • Changes to council tax on empty homes in 2013; • Progress one or two empty home projects with partners; • Support local housing providers and landlords schemes; • Maintain and update register of empty residential homes; • Reduce and monitor void levels, turnaround times and other issues with social landlords. 	Quarterly reporting against actions and projects to SHP	Quarterly performance report - July, October 2013 January, April 2014	Monitor council tax changes through transfer of empty to occupied; Number of empty homes; Number of empty homes bought back into use; Social housing void levels; Social housing turnaround levels	Revs and Bens Shared Service Copeland Borough Council Copeland Housing Partnership Local housing providers

Copeland Housing Strategy 2011 to 2015

Appendix A

Tasks	Milestones	Due dates	How measured	Lead partner
Strategic Objective Three: Enabling people to access the housing and support that they need, when they need it				
Objective 3.1: Ensure the right housing provision for older people				
3.1.1 To deliver a strategic approach to Older People's housing options and issues: <ul style="list-style-type: none"> • Older People's Task Group Two annual projects – 2013 • Investigate potential sites for an Extra care scheme in Whitehaven • Maintain overview of potential and identified housing options for older people 	Older People's Task Group meeting quarterly Extra care preferred sites identified Priority project plans and reports against SHMA and Housing Strategy	Quarterly March 2014 Against project plan	Task Group Project Action Plan delivery monitored Extra Care Scheme identified Improved joint working in support of older people's housing options and support	Copeland Housing Partnership Older People's Housing Task Group Project Leads identified from within Older People's Housing Task Group
Objective 3.2: Continue to prevent and deal effectively with homelessness				
3.2.1 Complete statutory review of Homelessness and produce draft Copeland Homeless Strategy	Review Findings report Draft Homeless Strategy out to consultation	July 2013	Review Complete Consultation Response	Copeland Borough Council
3.2.2 Publish new five year Homeless Strategy taking into account implications of welfare reforms	Copeland Homeless Strategy published on website Launch new strategy	September 2013 October 2013	Homeless Strategy agreed Homeless Action Plan agreed as part of Copeland Housing Strategy Delivery Plan	Copeland Borough Council
3.2.3 Review the impact and use of the revised discretionary housing payment with the revisions made to the Copeland scheme in line with welfare	Monthly DHP officer panel Partnership delivery in support of hardship	Monthly Panel Quarterly performance reports	Corp plan target Detailed monitoring against target beneficiaries of discretionary housing	Copeland Borough Council

Copeland Housing Strategy 2011 to 2015

Appendix A

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reform			payments being made to those in greatest need and to prevent homelessness	
3.2.4 Establish and delivery against framework for the use of the repossession funding in preventing homelessness	Framework established Quarterly delivery monitoring	July 2013 Quarterly performance reports	Repossession Fund delivery framework in place Detailed monitoring of repossession funding provided	Copeland Borough Council
3.2.4 Continue to use Homelessness Prevention Fund to provide financial support to tenants with small amounts of rent arrears if they are being threatened with eviction	Quarterly delivery monitoring	Quarterly performance reports	Number / type of evictions prevented	Copeland Borough Council
3.2.5 Pro-active partnership approach to deliver and raising awareness of Homelessness Prevention routes available	Linked to service and partner operational plans Identify specific target audiences through the housing partnership	Ongoing	Targeted prevention activity agreed by partners Monitoring of targeted joint activity	Strategic Housing Partnership Choice based lettings
3.2.6 Joint and co-ordinated approach to residents impacted on by welfare reform with an early focus on bedroom tax	Joint project plans County Policy Group meets Monthly liaison between key partners on issues Quarterly discussion at Housing Partnership Link to Skills and Work Partnership co-ordination activity	As project plans Quarterly Monthly Quarterly Ongoing	Collate available stats on impact and outcomes from revs and bens Targeted joint activity monitored Case assistance by partners	Range lead partners depending on activity Strategic Housing Partnership to maintain housing element overview

Copeland Housing Strategy 2011 to 2015

Appendix A

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Objective 3.3: Respond appropriately to the opportunity of more flexible affordable homes, tenancies and allocations				
3.3.1 Use the Strategic Housing Partnership to discuss and identify work in response to developments in tenure and social housing reforms	Policy Discussion against timetable	Regularly refreshed forward plan Discussion of responses to be included under all Partnership agendas	Extent to which developments promote sustainable communities in social housing	Copeland Housing Partnership
Objective 3.4: Ensure that the housing needs of vulnerable and socially excluded people are met				
3.4.1 Continue the younger people’s housing Group to facilitate joint working and strategy approaches in support of young residents of Copeland including <ul style="list-style-type: none"> • District review of services for 16/17 year olds • Joint protocol for 17/17 year old housing support • Joint projects identified against issues 	Group meetings Actions delivered Quarterly reporting to Housing Partnership Review Plan	Quarterly meetings Action Plan targets Quarterly performance reports Against review plan	Action Plan targets PIs linked to young people’s housing set by group Review outcome paper	Younger People’s Housing Group – facilitated by Copeland Council Cumbria Council
	Protocol agreed by all districts and partners	October 2013	Protocol agreed and in use by all partners	Cumbria Housing Executive Group
	Project Plan	Against project plan	Project targets	Project lead
3.4.2 Progress the Whitehaven Foyer project	Development schedule met THI bid including Foyer made Start on site in 2013/14	Set in project plan May 2013 December 2013	Development schedule targets Funding milestones	Whitehaven Foyer Company
3.4.3 Cumbria joint approach informed by new primary research to determine accommodation needs of the Gypsy and Traveller Community	Research completed Needs assessment revised	September 2013	Needs assessment produced from consultation Sites delivered by 2015	Copeland Borough Council with county partnership partners

Copeland Housing Strategy 2011 to 2015

Appendix A

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3.4.4 Maintain time taken to approve Disabled Facilities Grants within the anticipated increase in demand	Quarterly monitoring of applications, grants and turnaround times Evidence produced to obtain additional resources to meet demand as required	Quarterly performance reporting	90% target of average of 9 weeks beginning from date of referral from Occupational Therapist	Copeland Borough Council
3.4.5 To set up a Copeland Home Improvement Agency through a partnership approach	Partnership agreement in place Partnership delivery plan including funding plan	October 2013 March 2014	Signed Partnership Agreement HIA Delivery Plan agreed with resources to deliver first year.	Age UK
3.4.6 Ensure effective referral to floating support throughout Copeland	Referral mechanism review Communications plan to improve referrals	July 2013 July 2013	Referral data Floating support take up stats	Housing Partnership Floating support providers
Strategic Objective Four: An integrated delivery approach				
Objective 4.1: Working with partners				
4.1.1 Copeland Strategic Housing Partnership Delivery and influence maintained	Quarterly meetings of the partnership Determine approaches to addressing child poverty	April, July, October, January	Deliver against decisions and agreed actions Child poverty housing actions agreed / delivered	Copeland Borough Council
4.1.2 Continue partnership working within and across Cumbria	Delivery Cumbria Housing Strategy Priorities in Copeland Investment	Quarterly meetings and updates	Delivery Plan targets and outcomes monitored	CHEG (Copeland Borough Council – Chair) Registered Providers
4.1.3 Copeland Housing Strategy Delivery	Annual review of Housing	January 2014 start	Outcome report Year 3	Copeland Housing

Copeland Housing Strategy 2011 to 2015

Appendix A

Tasks	Milestones	Due dates	How measured	Lead partner
Plan delivered, reviewed and revised annually	Strategy Delivery Plan 2014/15 Delivery Plan Plan to develop new Housing Strategy 2015 -20120	March 2014 end April 2014 April 2014	Year 4 Housing Strategy Delivery Plan to be in draft by April 2014	Partnership
4.1.4 Choice based lettings Board providing increased data and analysis of the scheme and issues within districts and local neighbourhoods	Local analysis for Copeland applicants and outcomes from the scheme Identify issues and actions for joint action by partners	March 2013	Set of PIs agreed by Cumbria Choice Board	Cumbria Choice Board
4.1.5 Increase active links with Health and Wellbeing Board agenda and public health delivery				Housing Partnership Individual partners
4.1.6 Actively link with Community Safety Action Plan	Highlight any key issues arising from Action Plan monitoring by West Cumbria CSP.		Action Plan targets	Partners
Objective 4.2: Monitoring and Reporting				
4.2.1 Continue to report quarterly on the Housing Strategy Delivery Plan to the Copeland Borough Council Strategic Housing Panel and Copeland Housing Partnership	Quarterly Reports Annual Summary to Executive and Full Council	Quarterly Meetings, April, July, October in 2013, January 2014	Quarterly performance Reports against targets and activities planned	Copeland Borough Council
4.2.2 To revise and monitor registered providers performance reporting framework	Revised framework agreed Quarterly monitoring and liaison	May 2013 Quarterly performance reports	Range of PIs to monitor delivery of social housing	Copeland Borough Council + Registered Providers

Copeland Housing Strategy 2011 to 2015

Appendix A

Tasks	Milestones	Due dates	How measured	Lead partner
Objective 4.3: Localities and Copeland Partnership				
4.3.1 Continue to report to Copeland Partnership and localities at least once a year on the progress of the Strategy and Delivery Plans and discuss and gather feedback on future priorities	Targets within Copeland Partnership Plan monitoring Annual Summary shared with Copeland partnership.	March 2014	Against Copeland Plan priorities Number localities worked with	Copeland Borough Council / Cumbria Rural Housing Trust