

Appendix 3: Housing Strategy 2016 -2021 Action Plan

This is the action plan developed for the life of the Housing Strategy and covers the period 2016-21. The Housing Strategy Action Plan 2016 to 2021 describes what we will do over the next **five years** to help us achieve the housing ambitions contained within the 5 year Housing Strategy.

Enabling sustainable communities					
	Action	Target	How we deliver this	Timescale	Lead
1	Deliver 1,475 homes per annum	369 homes per quarter	Approving planning applications which meet policy. Site allocations through the call for sites.	Annually Housing need identified in the SHMA 2011-2031 (and updates)	Development Infrastructure Group Manager
2	Gap Analysis – Review of housing delivery by type, size and tenure against identified need in the SHMA and potential solutions to address shortfall.	<ul style="list-style-type: none"> • 278 Market homes per quarter • 91 Affordable homes per quarter Deliver a range of housing types and tenures in line with the identified SHMA need and monitored by the AMR and affordable housing completions	<ul style="list-style-type: none"> • Using our own land assets e.g. Legacy • Using our own financial assets • Reviewing and negotiating viability to maximise delivery • Develop policy to address housing need gap 	October 2016 Quarterly	Head of Place Delivery and Head of Housing Solutions

3	Investigate alternative models as part of the tenure mix on S106 Schemes when necessary	Delivering affordable housing on schemes with viability issues	Review financial viability and negotiate tenure splits which enable the optimum affordable housing mix.	On going	Strategic Housing Officers
4	Investigate options for the provision of key worker housing	Delivering intermediate home ownership products	Liaise with our registered provider partners to establish a focal point of advice on housing options and negotiate affordable home ownership products in areas where needed.	March 2017	Strategic Housing Officers
5	Develop partnership working with public sector landowners to identify sites to meet housing need	Identified sites suitable for development owned by public sector partners	We will identify list of sites with development potential and start negotiations with public sector partners to progress their delivery.	March 2018	Strategic Housing Officers
6	Improve the quality of existing housing stock	<p>Increased number of good quality homes that meet housing need.</p> <p>Decrease the number of empty homes in Central Bedfordshire.</p>	<p>Work with landlords and Registered Providers and provide advice on how to improve the quality of their homes. Target to enable 100 lets per annum in the private rented sector to prevent homelessness.</p> <p>Empty Homes Strategy provides a plan on how we will bring Empty Homes back into use. Strategy refresh intended for 2016/17</p>	March 2020	Head of Housing Solutions
7	Creation of Local Plan	Adopted Local Plan	The Plan will be	Submission	Head of Place

			underpinned by a range of studies. These include options for growth, a review of the greenbelt, a sustainability appraisal and economic market assessments. We will carry out public consultation at various stages during the process.	December 2017	Delivery
8	Produce Technical Guidance on Accessible Housing related to Policies within the council's Development Strategy	Adopted technical guidance on accessible housing	Updated Design Guide and best practice, national standards reviewed to establish technical guidance.	2019	Head of Place Delivery
9	Review of Council owned sites suitable for housing	List of identified Council owned sites for development	Review and identify land assets suitable for housing to ensure they are financially deliverable and sustainable.	2017	Assistant Director Assets and Head of Housing Investment
10	Bid for the HCA's Starter Homes: Unlocking the Land Fund	Obtain Funding and wider support for site acquisition and de-risking of 5 chosen sites. Establish a pipeline of Starter Homes which will achieve increased housing delivery and wider regeneration ambitions.	Submit the bid by the deadline. Continue working in partnership with the HCA, Public & private landowners, town councils to bring the sites forward.	May 2016	Head of Place Delivery and Head of Enabling Delivery

Affordable housing delivery					
	Action	Target	How we deliver this	Timescale	Lead
11	Deliver 364 affordable homes of mixed tenure per annum	91 affordable homes per quarter. 73% affordable rent and 27% intermediate tenure negotiated on qualifying sites	Negotiate the affordable housing requirement on sites that meet the affordable housing threshold from the Local Plan.	Ongoing	Strategic Housing Officers
12	Improve advice and accessibility to low cost home ownership and affordable housing	Improved accessibility to housing advice, signposting and options	Provide tailored advice to Council tenants, enabling positive choices for low cost home ownership or moves to starter homes where tenants can afford that option.	2018	Head of Housing Solutions
13	Establish an agreed master nominations agreement with all Registered Providers who operate in CBC	All Registered providers who operate in CBC signed up to a master nominations agreement	Agreed master nominations agreement signed up to by all Registered Providers who operate in CBC	July 2016	Head of Housing Solutions and Strategic Housing Officers
14	Creation of Affordable Housing Supplementary Guidance Policy	Adopted Affordable Housing guidance	Merge Local Plan policies and evidence from the North and South and draft guidance	July 2016	Head of Place Delivery
15	Explore new vehicles for affordable housing delivery	Explore Joint venture and Housing company	Review best practice and models of delivery from both the private	March 2017	Head of Place Delivery and Head of

		mechanisms	and public sector and identify financial mechanisms for delivery.		Housing Investment
16	Deliver a range of housing types and tenures on Council owned garage sites	Deliver a minimum of 20 units on garage sites	Identify, investigate, design and build on garage sites with potential to deliver. Purchase garages on site to enable delivery.	March 2021	Head of Housing Investment
17	Deliver housing types that the market will not provide e.g. mobility standard housing, learning and disability housing, etc.	Deliver 50% of new supply of affordable rented accommodation developed by the Council within Central Bedfordshire that is fully accessible for disabled older people, meeting full mobility standards	Council led and built delivery on specialist housing types and homes that are suitable for lifetime living.	March 2019	MANOP Head of Service and Head Housing Investment

Meeting the housing needs of older persons					
	Action	Target	How we deliver this	Timescale	Lead
18	Creation of the Meeting the Accommodation Needs of Older People in Central Bedfordshire, Investment and Development Prospectus.	Adopted Meeting the Accommodation Needs of Older People in Central Bedfordshire,	Draft document and engage and inform developers and providers of the prospectus	May 2016	MANOP Head of Service

		Investment and Development Prospectus.			
19	Reprovide the capacity in the seven Council-owned care homes in homes that meet modern physical and environmental standards	Reprovide the capacity in the seven Council-owned care homes (249 places)	Encourage the independent sector to develop new care homes. Identify suitable sites for this type of development.	2020	MANOP Head of Service and Assistant Director Housing Services
20	Work with current care home operators that wish to improve the physical and environmental conditions in their homes by remodelling or reproviding.	Remodelled or reprovided care homes that are fit for purpose	Engage care homes providers and work with them to improve the physical and environmental standards of their care homes	2020	MANOP Head of Service
21	Deliver one scheme of 80 apartments or more in each locality area and two additional schemes in areas of high demand. Providing a range of tenure from affordable rent to market rate sale.	One scheme of 80 apartments or more in each locality area and two additional schemes in areas of high demand.	Identify suitable sites for this type of development. Market opportunities to extra care providers.	2020	MANOP Head of Service

Meeting the housing needs of vulnerable people					
For further actions please see the Homelessness Action Plan					
	Action	Target	How we deliver this	Timescale	Lead
22	Reduce the use of temporary accommodation and bed and breakfast and minimise the use of unsuitable and expensive bed and breakfast accommodation.	Reduce the use of B&B, and the associated costs.	Deliver a temporary accommodation scheme at Windsor Drive, Houghton Regis. Deliver more affordable rented housing and more	On going Quarterly	Head of Housing Services, Head of Housing Investment

			shared unit accommodation for younger people.		
23	Improve access to the private rented sector for people in housing need	To increase the number of private landlords housing people in need of affordable housing.	Improve access to the private rented sector by continuing the Let's Rent Scheme and engaging landlords and promoting the scheme. Explore suitable measures to support households to sustain tenancies in the private rented sector.	On going Quarterly	Head of Housing Solutions
24	Register of adapted and accessible properties both built and coming through the development pipeline	Register of adapted and accessible properties	Maintain a register of affordable adapted and accessible properties both built and coming through the pipeline to make it easier for people with disabilities to find a home that meets their needs.	March 2017	Head of Housing Solutions
25	Identify housing need across Central Bedfordshire in relation specialist housing needs e.g. older persons, learning disability, care leavers and the type of units needed.	Updated Strategic Housing Market Assessment with identified specialist housing needs	Update the strategic Housing Market Assessment drilling down into the data we have to establish the housing needs of our residents and the types of housing	March 2017	Head of Housing Solutions and MANOP Head of Service
26	Assess the number of Asylum Seekers that need housing in CBC	Assess the number of Asylum seekers that qualify as a	Review housing applications and identify those who are eligible	On going	Director of Children's Services and

		priority in CBC and are eligible	and in priority needs		Director of Social Care, Health and Housing
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