

Housing Strategy Key Action Plan 2011-12

| No | Category | Action | Responsibility | Timescale | (Current Position to be completed for the 6-Monthly Progress Reports only) |
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| 1 | Housing Market | Produce a Strategic Housing Land Assessment (SHLA), to provide an assessment of the potential capacity for new house-building in the District | Principal Planning Officer (Forward Planning) | July 2012 | |
| 2 | Housing Market | Review the target for the number of new homes to be provided within the District between 2011-2031, and the proposed locations, following the proposed revocation of the East of England Plan | Principal Planning Officer (Forward Planning) | July 2012 | |
| 3 | Housing Market | Progress the Local Development Framework's Core Strategy to the Issues and Options Stage | Principal Planning Officer (Forward Planning) | July 2012 | |
| 4 | Regeneration | Undertake a public consultation on a proposed Development and Design Brief for the St Johns Area of Epping, including market and affordable housing | Director of Corporate Support Services | December 2011 | |
| 5 | Affordable Housing | Work with housing associations and developers to provide 98 new affordable homes for rent and shared ownership in 2011/12 and around a further 120 new affordable homes by March 2014, at the following sites with detailed planning permission: | Director of Housing | March 2012 | |

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| | | <p>(a) White Lodge/The Limes, Waltham Abbey</p> <p>(b) Station Approach, Ongar</p> <p>(c) Jennikings Nursery, Chigwell</p> <p>(d) Zinc (Gt. Stony), Ongar</p> <p>(e) Manor Road Garden Centre, Chigwell</p> <p>(f) 12-30 Church Hill, Loughton</p> <p>(g) St Johns School, Epping</p> | | | |
| 6 | Affordable Housing | Review the possible re-introduction of the Home Ownership Grant Scheme (enabling existing Council tenants to purchase in the private sector) in 2012/13. | Housing Resources Manager | Sept 2011 | |
| 7 | Affordable Housing | Complete Phase 1 of the Open Market Home Ownership Scheme with Broxbourne Housing Association (BHA) - to enable first time buyers in the District to purchase a property of their choice from the open market through shared ownership, funded jointly by the Council, BHA and the applicant – and consider whether to undertake Phase 2 | Director of Housing | March 2012 | |
| 8 | Affordable Housing | Investigate the feasibility and viability of the Council building social housing for rent itself, on Council-owned sites, including difficult-to-let garage sites | Director of Housing | March 2012 | |
| 9 | Affordable Housing | Implement the proposals of the Development and Design Brief for The Broadway, Loughton relating to the Council's land-holdings, to provide significant levels of affordable housing | Director of Housing | July 2012 | |

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| 10 | Affordable Housing | Undertake a "Planning for Real Exercise" to consider the options for the development/conversion of Council-owned Leader Lodge, North Weald and, if development is agreed, select one of the Council's Preferred Housing Association Partners through a competitive process to implement the agreed option | Director of Housing | February 2012 | |
| 11 | Affordable Housing | Work in partnership with one of the Council's Preferred Housing Association Partners to convert 20 unpopular bedsits for older people at Marden Close, Chigwell Row into 10 self-contained rented flats for families | Director of Housing | July 2012 | |
| 12 | Affordable Housing | Formulate a specific District-wide Nominations Agreements for shared ownership properties, with each of the Council's Preferred Housing Association Partners, following consultation with the Partners | Director of Housing | Dec 2011 | |
| 13 | Affordable Housing | Following the enactment of the Localism and Decentralisation Bill, formulate a Strategic Tenancy Policy, possibly in partnership with the other West Essex Councils | Director of Housing | July 2012 | |
| 14 | Affordable Housing | Following a competitive exercise, work with one of the Council's Preferred Housing Association Partners to develop the Council-owned site at Roundhills, Waltham Abbey for an affordable rented housing scheme | Director of Housing | July 2012 | |

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| 15 | Affordable Housing | Following the enactment of the Localism and Decentralisation Bill, consider the possible introduction of "flexible secure" Council tenancies for fixed periods | Asst. Director of Housing (Operations) | Sept 2012 | |
| 16 | Affordable Housing | Complete and review the Council's Pilot Social Housing Fraud Scheme, and determine whether or not the scheme should continue permanently | Asst. Director of Housing (Operations) | March 2012 | |
| 17 | Affordable Housing | Introduce an on-line housing registration system | Asst. Director of Housing (Operations) | March 2012 | |
| 18 | Homelessness | Review and revise the Homelessness Strategy for a further three-year period | Asst. Director of Housing (Operations) | August 2012 | |
| 19 | Diversity | Compare the ethnicity of applicants provided with Council accommodation with the ethnicity of Housing Register applicants | Housing Options Manager | July 2012 | |
| 20 | Diversity | Review and update the Customer (Equality) Impact Assessments of the Housing Strategy & Development, HomeOption Scheme, Homelessness, and Private Sector Housing functions | Director of Housing | July 2012 | |
| 21 | Supported Housing – Older and Other Vulnerable People | Through the LDF Core Strategy, seek to introduce a requirement that all new housing developments in the District should meet the Lifetime Homes Standard | Principal Planning Officer (Forward Planning) | July 2012 | |

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| 22 | Supported Housing – Older and Other Vulnerable People | Following Essex County Council's decision to withdraw 24-hour staffing for the scheme at Jessopp Court, Waltham Abbey for frail older people, work with Essex Adult Social Care to remodel the scheme to a sheltered housing scheme | Asst. Director of Housing (Operations) | Dec 2011 | |
| 23 | Supported Housing – Older and Other Vulnerable People | Following consultation with the CARE Advisory Group, safeguard the future viability of the Caring And Repairing in Epping Forest (CARE) Service, by increasing project management fees for disabled facilities and other grants to 15% | Private Housing Manager (Grants & CARE) | October 2011 | |
| 24 | Empty Homes | Bring at least 20 long-term empty properties back into use by Council intervention, including the continued use of the PLACE Scheme | Private Housing Manager (Technical) | March 2012 | |
| 25 | Empty Homes | Enter into an agreement with Pathmeads Housing Association to manage vacant properties in the District served with an Empty Dwelling Management Order (EDMO) | Private Housing Manager (Technical) | October 2011 | |
| 26 | Rural Housing | Continue to work with Hastoe Housing Association and Parish Councils to investigate the development potential for rural housing schemes in villages, through the Council's Rural Planning Exceptions Policy | Director of Housing | July 2012 | |
| 27 | Decent Homes – Public Sector | Undertake programmes of work to ensure that all the Council's homes continue to meet the Decent Homes Standard | Housing Assets Manager | July 2012 | |

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| 28 | Decent Homes – Private Sector | Complete the Private Sector House Condition Survey, to provide information on the most up-to-date estimate of the number and location of non-decent homes in the private sector. | Assistant Director of Housing (Private Sector and Resources) | Sept 2011 | |
| 29 | Decent Homes – Private Sector | After completion of the Private Sector Stock Condition Survey, produce a new Private Sector Housing Strategy | Assistant Director of Housing (Private Sector and Resources) | January 2012 | |
| 30 | Decent Homes – Private Sector | Introduce new licences for existing residential park home sites in the District and report progress on implementation to the Council's Housing Scrutiny Panel | Private Housing Manager (Technical) | October 2011 | |
| 31 | Decent Homes – Private Sector | Introduce new licence conditions for existing and new holiday park home sites in the District, following consultation with site owners, park home residents association and statutory agencies | Private Housing Manager (Technical) | July 2012 | |
| 32 | Decent Homes – Private Sector | Establish and support a Park Homes Consultative Group to consult and brief representatives of park home residents on issues of interest | Private Housing Manager (Technical) | March 2012 | |
| 33 | Decent Homes – Private Sector | Introduce and support a Landlord Accreditation Scheme within the District | Private Housing Manager (Technical) | March 2012 | |

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| 34 | Energy Efficiency | Work with Hastoe Housing Association to obtain planning permission and commence the first affordable housing development by a housing association in the country constructed from straw bales at Millfield, High Ongar, significantly improving energy efficiency | Director of Housing | June 2012 | |
| 35 | Energy Efficiency | Investigate the use of the Government's Feed-in Tariff Scheme to fund the installation of photo-voltaic (solar) panels on the roofs of Council properties, in order to reduce energy costs for tenants and to produce an income stream for the Council | Asst. Director of Housing (Property) | March 2012 | |