

HOUSING STRATEGY BEST VALUE REVIEW

ACTION PLAN (REVISED JUNE 2002)

	Action Required	Action to be Taken	*	Target for Completion	Lead Officer	Output	Resources	Comment/Progress
1	STRATEGIC WORKING							
	1(1) Ensure that Rochford Community Strategy takes account of housing issues	<ul style="list-style-type: none"> Input into Community Strategy drafting process 	H	July 2002	HHHCC	Housing Strategy to reflect Community Strategy.	Officer time – cannot be quantified at present.	Community Plan being drafted.
	1(2) Ensure that the Corporate Plan continues to incorporate housing issues.	<ul style="list-style-type: none"> Review housing objectives in current Corporate Plan. Revise as necessary for incorporation in updated Corporate Plan. 	H	April 2002	HHHCC	Housing Strategy and Corporate Plan to be consistent.	Officer time – 5 days.	New Corporate Plan/Best Value Plan incorporates housing issues.

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2	<p>HOUSING & SUPPORT NEEDS</p> <p>LEARNING DISABILITIES</p> <p>2(1) In partnership with local Social Services team identify the need for learning disabilities accommodation on an annual basis.</p>	<ul style="list-style-type: none"> Consult with learning disabilities team. 	M	August 2002 and annually in August	HC&SO	Numbers and type of housing/support clearly identified for planning/supporting people purposes and any possible bids.	Officer time. Part time Supporting People post - £19,200 funded by specific grant from central Govt. – 15 days.	Meeting to be arranged by August 2002 to update information on housing needs.
	<p>2(2) Work with ECC and other Essex authorities to meet identified demand for learning disabilities schemes.</p>	<ul style="list-style-type: none"> Participate in Essex-wide study Agree actions needed with ECC and other Districts Formulate proposals to meet identified need in conjunction with ECC and RSL's. 	M	<p>April 2002</p> <p>May 2002</p> <p>June 2002</p>	<p>HC&SO</p> <p>}</p> <p>}</p> <p>} HC&SO</p> <p>}</p> <p>}</p> <p>}</p>	<p>Study complete and report received.</p> <p>Numbers and type of housing clearly identified. Reach agreement on projects to proceed and identify funding.</p>	<p>Officer time - 2 days.</p> <p>Officer time. SHG may be required but cannot be identified until research completed.</p>	

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	<p>MENTAL HEALTH</p> <p>2(3) In partnership with local Social Services, identify the need for appropriate accommodation for people who have mental health problems, including the need for additional floating support units.</p>	<ul style="list-style-type: none"> Meet with South Essex Mental Health & Community Care Trust and Community Mental Health team to analyse need for housing and support. 	M	August 2002 annually thereafter.	HC&SO	Number and type of housing/support clearly identified for planning/supporting people and bid purposes.	Officer time – 10 days. Possible SHG grant, but cannot be agreed until discussions completed. Part time Supporting People post - £19,200 funded by specific grant from central Govt.	Meeting arranged with local Mental Health Team in July to update information on housing needs.

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	DOMESTIC VIOLENCE 2(4) Continue to provide financial support to the Essex-wide Women's Refuge Association.	<ul style="list-style-type: none"> • Discuss funding requirements through joint work with EHOG. • Include provision within draft 2002/3 estimates. 	M	Sept. 2002	HHHCC HHHCC	Research study completed and report received. Future years' provision dependent on County-wide study	Officer time – 2 days. £9,200 + annual inflation provision.	Women's Refuge Association receiving financial assistance through Transitional Housing Benefit Scheme. Request received to use budget to develop outreach services. £9,200 included in 2002/03 budget.
	2(5) Research need for supported housing in conjunction with EHOG	<ul style="list-style-type: none"> • Participate in EHOG research project. 	M		HC&SO	Details of proposals submitted.	Officer time – 2 days.	Research concluded – formed basis of bid for funding by RSL to Housing Corporation to build 6 x 1 bed flats (move on accommodation) on infill site in Rayleigh under Safer Communities Scheme. Bid not supported for 2002/03.

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2(5) contd.	<ul style="list-style-type: none"> Agree with EHO on Rochford District needs identified by the research If need is identified formulate proposals with an RSL partner to bid for safer communities funding 		September 2001	HHHCC HC&SO	Agreement reached on developments in the District. Bid prepared subject to EHO support.	Officer time, possible SHG supporting people funding cannot be identified until projects agreed. Officer time. SHG/ land may be re-quired dependent on proposals.	See previous page. See previous page.
YOUNG MOTHERS 2(6) Continue to identify the need for supported accommodation.	<ul style="list-style-type: none"> Analyse information from homelessness staff and teenage pregnancy group Include in Housing Corporation Regional Statement as required. 	M	} } }August 2002 } } }August 2002	HC&SO HC&SO	Schemes to be clearly identified. Homelessness statistics available early July.	Officer time – 4 days. P/T Support-ing People post £19,200 funded by specific grant from central Govt.	Homelessness information being analysed. Regional statements no longer produced. Remove from Action Plan.

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	2(7) Identify the need for move-on accommodation in line with the findings of the Supported Housing Move-On Working Group	<ul style="list-style-type: none"> Discuss findings with Working Group Formulate proposals to meet identified need. 	M	July 2002 August 2002	HC&SO HS&SO	No. and type of provision clearly identified for planning/supporting people purposes and bids. Proposals prepared.	<ul style="list-style-type: none"> Officer time 4 days. Possible SHG/land requirements depending on details of specific proposals. Part time Supporting People post – £19,200 funded by specific grant from central Govt. 	<p>Need for 7 units per year of move-on accommodation for all supported housing schemes has been identified.</p> <p>Revised bids to be discussed with RSL partners for submission to the Housing Corporation in October 2002.</p>
	2(8) continue to be represented on the local Teenage Pregnancy Group.	<ul style="list-style-type: none"> Attend Group Meeting 	M	6 x annually	HC&SO	RDC views taken into account in Group's work and proposals.	Officer time – 3 days to be met from existing resources.	Meetings attended.

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<p>YOUNG PEOPLE</p> <p>2(9) Identify the need for move-on accommodation in line with the findings of the Supported Housing Move-On Working Group</p>	<ul style="list-style-type: none"> • Discuss findings with Working Group • Discuss needs with SHAPE • Formulate proposals to meet identified need. 	M	} April 2002 } } } May 2002 } August 2002	HC&SO HC&SO	Number and type of provision clearly identified. Proposals prepared	} Officer time 15 days. } Possible SHG/land needs depending on proposals. } } Part time Supporting People post –£19,200 funded by specific grant from central Govt.	Discussions held with Working Group and SHAPE. See comment under 2(7).
<p>2(10) Give wider publicity to the availability of the Council's housing register to young people.</p>	<ul style="list-style-type: none"> • To incorporate as part of Annual Review of Housing Register. 	M	April 2002	HRHM	Identify need in the District for young people's accommodation. Information on website, tenants newsletter, Information Station, libraries, CAB and other support agencies, schools, etc.	Officer time – 5 days. Minimal production costs to be met from existing budgets.	Publicity for young people on availability of Council accommodation commenced using the Council's Website and through leaflets. Further analysis of demand needs to be carried out.

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	2(11) consider the introduction of a lodging scheme for young people in the District.	<ul style="list-style-type: none"> Evaluate Best Practice amongst other housing authorities. 	L	April 2004	HC&SO	Practical scheme identified and implemented if it can be met from existing budget. If not, report to Committee and include in 2005/6 budget.	Officer time – 50 days.. Budget dependent on specific proposals.	
	<p>ELDERLY AND FRAIL ELDERLY</p> <p>2(12) Finalise proposals for the conversion of Council accommodation containing bedsits, including possible transfer as an option, or disposal of site.</p>	<ul style="list-style-type: none"> Evaluate proposals from RSL's. Report to Council. Decide on redevelopment or disposal of site. 	H	<p>June 2001</p> <p>July 2001</p> <p>December 2001</p>	<p>HHHCC</p> <p>HFS</p> <p>HHHCC</p>	<p>Initial evaluation work completed. Member decision to seek further evaluation of options for report in December 2001.</p> <p>Member decision taken.</p>	<p>Part time Supporting People post - £19,200 funded by specific grant from central Govt.</p> <p>None.</p>	<p>Proposals finalised in respect of Bedsit conversions, and conversion programme agreed. Target for completion 2005. Revised bid in respect of Hardwick House site being prepared by Swan Housing Association.</p>

11.10

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2(13) Develop a plan to address the future growth in elderly households and related care needs.	<ul style="list-style-type: none"> Evaluate the findings of the Frail Elderly Needs Survey. 	H	December 2001	HC&SO	Study completed and results published.	Budget provision of £15K made available. Resource implications cannot be identified until survey results known.	Report received as per timetable. Presentation to Members on findings and development of strategy with key partners underway. Consultants retained to develop strategy.
	<ul style="list-style-type: none"> Agree joint investment plan for older people with partner agencies 		December 2001	HHHCC	Investment plan includes housing.	Officer time. Unable to identify financial resources until survey completed. 2001/2 funding.	See above.
	<ul style="list-style-type: none"> Provide funding for Private Sector Renewal/Disabled Facilities Grants and adaptation of Council accommodation. 		February 2002	HHHCC	Funding included in current budget.	Disabled grants £109K Renovation grants £60K Adaptation grants - £56,700	Funding in Capital Programme.
	<ul style="list-style-type: none"> Speed up processing of grant applications. <ul style="list-style-type: none"> - Review grant process 		July 2002.	RSUM	Faster determination of grant applications. Detailed targets to be set.	Officer time – 25 days.	Internal audit review carried out. Results awaited. Benchmarking study of Disabled Facilities Grant processing being carried out with Social Services and other Essex Councils.

11.11

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	2(14) Formulate proposals for providing assistance to elderly residents to maintain their gardens.	<ul style="list-style-type: none"> • Research best practice in other areas. • Report to Committee if necessary. 	M	April 2004 April 2004	HC&SO HRHM HHHCC	Scheme proposals identified. Proposals agreed.	Officer time – 25 days. Other resource implications dependent on specific proposals. Resource implications depend on proposals. Bid for 2003/4 budget if necessary.	

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PHYSICALLY DISABLED 2(15) Work with Social Services to improve the ratio of adapted properties to disabled people.	<ul style="list-style-type: none"> Agree plan with Social Services/HIA to increase awareness of grants. Secure grant funding for HIA/ Handyperson scheme. 	M	July 2003 December 2001	RSUM HHHCC	Publicity proposals agreed. Funding secured for 2002/3.	Officer time 5 days. Production costs for literature. Part time Supporting People post - £19,200 funded by specific grant from central Govt. HIA £12,500 Handy-person Scheme £4k	Increased publicity may lead to increased numbers of applications – effect on grant bid and officer resource requirements. Supporting People funding needs to be secured after April 2003.

11.13

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2(16) Consider setting up register of adapted property and disabled people needing adapted accommodation to facilitate better matching.	<ul style="list-style-type: none"> • Gather information from landlords in all sectors and on schemes in operation elsewhere • Contact estate agents about scheme • Decide on format of register and viability. • Establish register if viable. 	L	} } } April 2004 } }	HC&SO HRHM	Information available when proposals drafted.	Officer time – 60 days.	
			June 2004	HC&SO	Decision on whether to proceed, with full resource implications. Commitment from other parties.	} Resources } cannot be } identified } until a } decision is } made on } whether or } not to } proceed. }	
			September 2004	HC&SO	Only if resources secured and commitment obtained from other parties.	} }	

11.14

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<p>RURAL NEEDS</p> <p>2(17) Consider a rural exceptions policy for the provision of affordable housing in rural areas of District.</p>	<ul style="list-style-type: none"> Present proposals to Committee as part of Local Plan review. 	H	September 2002	HPS	New/revised local plan in place.	Officer time as part of local plan review.	A revised policy is being considered for inclusion in the new local plan. Target date will have to be revised.
<p>2(18) Meet with Parishes twice a year to discuss Housing Strategy issues and local housing needs.</p>	<ul style="list-style-type: none"> Organise meetings. 	M	November 2001 and May 2002 and then bi-annually.	HC&SO	Parish Council housing issues and potential partnership working clearly identified so that they can be considered during future strategy reviews.	Officer time – 4 days.	Meeting scheduled for December 2001 was cancelled due to little interest. Further meeting to be offered.
<p>LOW COST HOME OWNERSHIP</p> <p>2(19) Continue to work with our partner RSL's delivering the Homebuy Scheme in the District.</p>	<ul style="list-style-type: none"> Support bid for Homebuy. 	H	September 2001 and annually in the autumn.	HC&SO	Support for 1 Homebuy purchase. Bid for 6 in 2002/3.	Officer time – within existing resources.	3 approvals under Homebuy scheme for 2002/03.

11.15

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	2(20) Continue to publicise the availability of the HOMES shared ownership scheme to housing register applicants and other residents in the District.	<ul style="list-style-type: none"> Make information leaflets widely available in Council offices and with other agencies. 	L	September 2001	HRHM	Information available in libraries, CAB and other civic offices. Stage 2 to be incorporated in tenant information pack.	Officer time – within existing resources.	Stages 1 and 2 completed.
	2(21) Consider the need to provide shared ownership and low cost market housing through the planning process to satisfy the need for newly forming households subject to the availability of resources.	<ul style="list-style-type: none"> Include appropriate policies in review of Local Plan. 	H	September 2002	HPS.	New Local Plan reflects these issues.	Officer time.	As 2(17).
	<p>KEY WORKERS</p> <p>2(22) Continue to support Estuary Housing Association in their bid for funding under the starter home initiative.</p>	<ul style="list-style-type: none"> Liaise with partner RSL on progress of bid. 	H	September 2001. Further bids if opportunities arise.	HC&SO	Key Worker housing scheme if approved.	Officer time – within existing resources.	Completed. Bid not supported by Government.

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	PRIVATE SECTOR HOUSING 2(23) Hold a Landlord Forum twice a year and seek to extend this to a joint authority forum to address across boundary issues.	<ul style="list-style-type: none"> Arrange forum meeting. 	M	November 2001 and May 2002 and then bi-annually.	HC&SO	Landlord and tenant views taken into account in formulating future strategy. Joint meetings with neighbouring authorities. Closer working with the introduction of HB verification framework.	Officer time – within existing resources - and printing. Minimal printing costs contained within this year's budget.	Joint Landlords meeting held with Castle Point BC in December 2001. Next meeting to be arranged with Castle Point BC following finalisation of joint rent/deposit scheme proposals.
	2(24) Complete a housing stock condition and energy efficiency survey.	<ul style="list-style-type: none"> Tender for survey. Appoint consultants Complete survey Evaluate results Feed into strategy update 	H	Sept. 2001 Oct. 2001 January 2002 March 2002 July 2002	HC&SO HHHCC HC&SO HC&SO HC&SO HRHM	} Energy efficiency } of all stock in the } District available. } } }	Officer time – 50 days. Budget £35,000.	Preliminary findings from survey due at end of July 2002. Consultants experiencing difficulties in obtaining access to properties.

11.17

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	2(25) Continue to target private sector grants to the elderly living in unfit homes.	<ul style="list-style-type: none"> • Work with Home Improvement Agency to increase awareness of availability of grant to target audience. • Ensure information about grants is widely distributed – Parish Councils, CAB, etc. 	H	July 2003 July 2003	RSUM RSUM	Publicity proposals agreed. Information available from Parish Councils, CAB and website.	} Officer } time – 10 } } days – and } production } costs for } literature } can be met } from } existing } budget. }	
	2(26) Consider the appointment of an Empty Homes Officer.	<ul style="list-style-type: none"> • Research best practice 	H	October 2002	RSUM/ HRHM.	Proposals agreed and funding secured. Long term empty homes brought back into use.	Some renovation grant should be available. Staffing and associated costs – 30 days.	Awaiting outcome of Government proposals re amendments to Council Tax which may release funding for reinvestment in housing services.

11.18

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	2(27) Work with private sector landlords and letting agencies – reviewing the Council’s rent and deposit guarantee scheme and the development of a good practice guide for potential renters of private accommodation.	<ul style="list-style-type: none"> • Discuss at landlord forum meeting. • Develop revised scheme. 	H	November 2001 October 2002	HC&SO	Revised scheme agreed with local letting agents. Increased levels of private tenancy lettings to homeless people. 5 homes let.	Budget implications depend on type of scheme and numbers. Provisional sum to be included in 2002/3 draft estimates – 5 properties at £1,000 each + £3K for consultancy Officer time 20 days.	Discussions held. Joint scheme being developed with Castle Point BC. Changes in homelessness legislation may have an impact.
	2(28) Continue to develop liaison arrangements with Parish Councils to advise RDC of the availability of private rented accommodation in their parishes.	<ul style="list-style-type: none"> • Discuss at meetings with parishes. 	M	November 2001 and May 2002 and then bi-annually.	HC&SO Parish Councils	Details of rented accommodation provided to Parish Councils.	Officer time – 10 days (included at 2(18)).	Meeting cancelled due to little interest. Further meeting to be arranged as at 2(18).

11.19

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	Action Required	Action to be Taken	*	Target for Completion	Lead Officer	Output	Resources	Comment/ Progress
	<p>GENERAL NEEDS AND SUPPLY</p> <p>2(29) consider the future management of RDC's housing stock including the possibility of contracting out management or working in partnership with other organisations.</p>	<ul style="list-style-type: none"> Appoint consultants to investigate with tenants whether they wish RDC to consider different management or ownership arrangements. Discuss with potential management organisations how joint working might be developed. 	H	<p>July 2002</p> <p>October 2002</p>	<p>HRHM</p> <p>CD(F&ES)</p>	<p>Consultant appointed. Liaison arrangements in place. Tenants' views expressed and understood and reported to Council.</p> <p>Most appropriate method of managing stock determined. Procurement of service if not in-house.</p>	<p>Officer time 25 days. Consultant fees £8,000.</p> <p>Officer time 100 days. Setup costs. If determined in time included in 2003/4 budget.</p>	<p>Cross references with the Housing Management Action Plan.</p> <p>Work commenced. Invitations sent to potential management consultants inviting proposals.</p>

11.20

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	Action Required	Action to be Taken	*	Target for Completion	Lead Officer	Output	Resources	Comment/Progress
	2(30) Continue to support incentive schemes to enable RDC and RSL tenants to move on from social housing and buy in the private sector.	<ul style="list-style-type: none"> • Ensure cash incentive scheme is included in capital programme. • Support Homebuy. 	H	January 2002 Sept. 2001 and annually (See 2(19))	HHHCC HFS HC&SO	3 cash incentive scheme grants awarded and properties freed for reletting.	Officer time within existing resources. £57K from capital programme. Same draft estimate for 2002/3	£66,000 included in programme for 3 grants. Scheme approved for 2002/03 – 1 grant approved so far. Housing Corporation funding for 3 Homebuy purchases agreed.

11.21

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Action Required	Action to be Taken	*	Target for Completion	Lead Officer	Output	Resources	Comment/Progress
2(31) Consider the reintroduction of an incentive scheme to encourage RDC and RSL tenants who are under-occupying to move into smaller homes.	<ul style="list-style-type: none"> Report to Committee 	H	January 2002	HRHM	Scheme re-introduced with Member approval. Target to maximise use of 10 properties made available by the scheme.	Officer time within existing resources. Budget provision £20,000 in 2002/3.	Scheme implemented April 2002. £20,000 in budget for 2002/03.
2(32) Continue to de-designate elderly designated stock for use as general needs accommodation.	<ul style="list-style-type: none"> Further report to Committee 	H	November 2001	HRHM	Further designated elderly property released for the higher priority need of general purposes. Reduction in voids.	Officer time 5 days.	
<p>HOMELESSNESS/ HOUSING ADVICE</p> <p>2(33) Continue to work with RSL partners and other organisations including the voluntary sector to prevent homelessness; meet the needs of homeless people and provide additional general needs housing.</p>	<ul style="list-style-type: none"> Work with RSL partners to develop schemes for accommodation outside the District. Monitor acquisitions approved through Housing Corp. funding. 	H	December 2002 March 2002	HC&SO HC&SO	RSL properties available outside the District for Rochford homeless persons. 5 properties for letting.	Officer time 10 days. Officer time within existing resources	Homelessness Strategy to be developed following Homelessness Act 2002. 3 additional properties available for letting. 2 more imminent.

11.22

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	Action Required	Action to be Taken	*	Target for Completion	Lead Officer	Output	Resources	Comment/ Progress
	2(33) Continued	<ul style="list-style-type: none"> • Support further bids for new build or purchase 		<p>July 2002</p> <p>April 2003</p>	HC&SO	<p>4 Properties</p> <p>Properties available for occupation.</p>	<p>Officer time 20 days. Possibly SHG for joint scheme. £375,000 capital available for provision of accommodation for the homeless to reduce use of B&B. £150,000 capital available for enabling RSL acquisitions or other course of action approved by Members.</p>	<p>Proposals by Springboard HA accepted to provide 5 properties bought under Purchase/Repair scheme plus 6 vacancies from their own stock to be used as temporary accommodation for the homeless.</p>

11.23

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Action Required	Action to be Taken	*	Target for Completion	Lead Officer	Output	Resources	Comment/Progress
2(34) Evaluate alternative options for the provision of temporary accommodation for homeless applicants including extended use of RDC's own housing stock.	<ul style="list-style-type: none"> Agree numbers of RDC properties to be released for use as temporary accommodation. Consider use of capital programme – capital receipts to develop schemes. 	H	July 2002	HRHM HHHCC HFS	Release of 2 further properties. (See 2(33)).	Officer time included in 2(33).	3 units made available. See 2(33).
2(35) Review the use of the rent deposit and guarantee scheme in partnership with landlords and letting agencies.	<ul style="list-style-type: none"> Carry out review of current scheme and draft amendments, having regard to schemes operated by neighbouring local authorities. Report to Committee. 	H	October 2002 October 2002	HC&SO HC&SO	} } } } } See 2(27) } }	See 2(27).	See 2(27).
2(36) Implement the Best Value Action Plan arising from the review of homelessness and housing advice services	<ul style="list-style-type: none"> Action Plan agreed by Committee. 	H	July 2001	HHHCC	Refer to homelessness review action plan appended.	£46,000 budget agreed for additional staffing.	2 additional staff in post.

11.24

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Action Required	Action to be Taken	*	Target for Completion	Lead Officer	Output	Resources	Comment/Progress
2(37) consider the improvements required to hostel accommodation.	<ul style="list-style-type: none"> • Determine improvements needed in consultation with users. • Agree funding • Implement improvements 	H	} Nov. 2001 } } } Dec. 2001 } May 2002 }	RSUM HRHM HRHM/HFS HRHM	Provision of 2 self contained units and provision of floor covering, heating, fridges.	£50,000 in capital programme for 2002/3. Officer time 20 days.	Timetable has slipped. Proposals now being finalised which include 3 self-contained units. Revised target for completion August 2003.
2(38) Continue to explore the possibility of developing a joint independent housing advice service with other neighbouring Castle Point BC	<ul style="list-style-type: none"> • Establish working group with Castle Point BC • Determine viability and costs of scheme • Report to Committee 	M	} Oct. 2003 } } Oct. 2003 } } Oct. 2003	RSUM RSUM RSUM	Creation of independent advice service with Castle Point.	Potential budget bid 2004/5. Officer time 30 days.	

11.25

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	Action Required	Action to be Taken	*	Target for Completion	Lead Officer	Output	Resources	Comment/Progress
	BLACK AND ETHNIC MINORITIES 2(39) Continue to monitor the needs of people within ethnic groups.	<ul style="list-style-type: none"> Monitor housing register applications. Hold discussions with Essex Racial Equality Council (EREC) 	H	Sept. 2001 and annually. January 2004	HRHM HC&SO	Report to CRE by December 2001 EREC recommendations included in RDC practices.	Officer time within existing resources. Officer time 5 days.	Final report considered by Housing Management Sub Committee 7.11.01.
	2(40) Continue to support and be represented on the SE Racial Incident Panel	<ul style="list-style-type: none"> Attend meetings 	H	Quarterly	CSO	Strategy to reduce racial incidents to be included in crime and disorder strategy.	Officer time within existing resources.	Meetings attended by CSO.

11.26

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Action Required	Action to be Taken	*	Target for Completion	Lead Officer	Output	Resources	Comment/Progress
EX OFFENDERS 2(41) Work with the Probation Service to identify the future needs of ex-offenders for supported housing in the District.	<ul style="list-style-type: none"> • Audit service provision as part of Supporting People mapping exercise. • Consult with Probation Service • Consider supported housing scheme proposals and discuss potential funding bids with RSL's. 	M	February 2002	HC& SO	} } } } Housing needs of ex-offenders clearly identified. } } }	Officer time. Part time Supporting People officer post - £19,200 funded by specific grant from central Govt.	Completed. Work undertaken as part of Supporting People programme audit.
			February 2002	HC& SO	} }	Officer time	
			August 2002	HC& SO	} Scheme proposals identified and accepted in preparation for funding bid for inclusion in annual bidding process. }	Officer time 15 days. Potential SHG and capital programme implications.	

11.27

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Action Required	Action to be Taken		Target for Completion	Lead Officer	Output	Resources	Comment/Progress
2(42) Continue to support the EHO in conducting its research on young ex-offenders and evaluate the findings for the District.	<ul style="list-style-type: none"> Evaluate implications for the District when report received. 	M	July 2002	HC&SO	Housing needs of ex-offenders clearly identified.	£500 annual fee to EHO for research. Officer time 2 days.	Work undertaken as part of Supporting People programme audit.
<p>PEOPLE LEAVING HOSPITAL</p> <p>2(43) Continue to develop close liaison arrangements with agencies to co-ordinate the housing needs of older people leaving hospital.</p>	<ul style="list-style-type: none"> Contribute to formulation and review of Joint Investment Plan for Older People Complete evaluation of proposals for Intermediate Care Scheme with Rochford PCG and Essex Social Services 	M	<p>December 2001 and ongoing.</p> <p>December 2002</p>	<p>HHHCC</p> <p>HRHM</p>	<p>RDC services reflected in Joint Investment Plan where appropriate.</p> <p>Identify needs of people leaving hospital and final assessment of provision.</p>	<p>Officer time within existing resources.</p> <p>Officer time 30 days.</p> <p>Possibility of Health / Social Services funding.</p>	<p>Joint Investment Plan process has been superceded by other working arrangements. Delete from plan.</p> <p>Will form part of strategy development for frail elderly. Plans being drawn up for Intermediate Care Centre in the District.</p>

11.28

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	CARERS 2(44) Continue to develop services and support for carers through the locality planning process.	<ul style="list-style-type: none"> To consult with Essex Social Services and Rochford PCG on the housing needs of carers. 	M	April 2002	HHHCC HRHM	Housing needs of carers included in development plans for supported housing.	Officer time. Part time Supporting People post - £19,200 funded by specific grant from central Govt.	Local Supporting People Position Statement reflects housing needs of carers.
3	MEETING THE NEEDS 3(1) Continue to liaise with all key partners to develop stronger links and working relationships in order to implement the Council's housing strategy.	<ul style="list-style-type: none"> Hold housing strategy forum meeting. Meet with Parish Councils, landlords, RSL's, neighbouring authorities, etc. 	H	June 2002 See various at Section 2 above.	HC&SO	} Views of stake- } holders obtained } and taken into } account in the } development } strategy. } } } } } }	Officer time 5 days. Strategy for 2002/3 to include budget for consultation and strategy development - £1,500. Officer time.	Decision taken not to hold Housing Strategy Forum this year in the light of comments from stakeholders.

11.29

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3(2) Continue to plan for the implementation of the Supporting People programme with key partners.	<ul style="list-style-type: none"> Conduct mapping exercise of current provision 	H	March 2002	HC&SO	} }	} } Officer } time 30	Completed.
	<ul style="list-style-type: none"> Consult with service users and providers 		March 2002	HC&SO	} Supported housing } needs clearly } identified and } incorporated in } strategy.	} days. Part } time Sup- } porting } People	Completed.
	<ul style="list-style-type: none"> Research special needs and current service provision 		March 2002	HC&SO	}	} post - } £19,200 } funded by } specific	Completed.
	<ul style="list-style-type: none"> Prepare local information for Supporting People strategy 		July 2002	HC&SO	Information submitted for inclusion in ECC strategy in July 2002.	} grant from } central } Govt. }	Local strategy submitted to ECC for inclusion in County strategy.
3(3) Survey partner RSL's to ensure that their policies are compatible with those of the Council.	<ul style="list-style-type: none"> Obtain key policy documents including rent policy, allocation policy, management policy from RSL's operating in the District 	M	September 2004	HC&SO	Policies obtained from RSL's.	} } } } Officer } time } 15 days.	
	<ul style="list-style-type: none"> Discuss with RSL's areas of incompatibility and how convergence can be achieved. 		December 2004	HC&SO HRHM	Documented protocol with RSL's reflecting policies, roles and responsibilities.	} } } } } }	

11.30

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	3(4) Consult with tenants about the future ownership and management of the Council's housing stock	<ul style="list-style-type: none"> See 2(29) 	H	July 2002	HRHM	See 2(29)	Officer time (see 2(29)). Consultants' fee £8000.	
	3(5) Involve tenants in making decisions on improvement priorities to their homes.	<ul style="list-style-type: none"> Conduct survey of tenants' priorities for investment. 	H	July 2003	HRHM	Survey results received and analysed. Views taken into account in formulating capital programme.	Officer time 5 days.. Capital programme resources from Major Repairs Allowance of £75,000 in 2002/3.	Completed for 2001. Next consultation 2003. Tenant's priorities identified and being implemented.

11.31

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	3(6) Continue to bid for increased resources and make best use of current resources.	<ul style="list-style-type: none"> • Submission of HIP papers • Support appropriate bids to Housing Corporation by RSL's. • Ensure housing projects are included in the Council's capital programme. 	H	July 2001 and annually October 2001 and annually January 2002 and annually.	HHHCC HFS HHHCC HHHCC	Bid submitted.	See 2(33)	On course. Deadline for submission 31.07.02.
	3(7) Assess all potential development sites in RDC ownership and determine suitability for social housing use.	<ul style="list-style-type: none"> • Report to Council on sites already identified. • Review of further sites. 	H	December 2002	HFS HHHCC HFS HHHCC	Sites released to RSL's for housing development.	} } Officer } time } 15 days. } }	5 infill sites identified for release to RSL's for development. Bids not supported by Housing Corporation at this stage.

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