
























THE HOUSING STRATEGY DELIVERY PLAN - Review of current performance and additional actions December 2015



Milestone Status	
	Milestone has not been met / unlikely to be met
	Milestone was not / unlikely to be met on time but has since been met or is due to be met / no-longer required
	Milestone has been met /likely to be met on time

Additional actions resulting from the Housing Strategy review have been added and are shown in italics.





Housing strategy priority	Actions	Original Milestone (<i>new milestones in italics</i>)	Updated Milestones approved by Cabinet Oct 14	Status	Target for completion	Performance against milestones & target comments.
Priority 1 Maximise the supply of Housing to meet local needs	1. To put in place a Local Plan and policy base that delivers homes for local people and responds to local housing need.	<ul style="list-style-type: none"> Local Plan submitted for examination April 2014 Local Plan adopted December 2014 Site Allocation Development Plan Document December 2015 Consideration given to SHMA update December 2015 	Site Allocation DPD 2017	   	31 st December 2017	The draft Site Allocation Document Plan Document has now been approved for consultation from 7 th January to 18 th February 2017.
	2. To develop mechanisms to secure the infrastructure required to meet the future housing needs of the district.	<ul style="list-style-type: none"> Preliminary consultation of CIL April 2014 Draft schedule for consultation Sept 2014 Submission to Secretary of 	<ul style="list-style-type: none"> Draft Schedule for consultation 24 Nov – 5 Jan 2015 	  	July 2015	






Housing strategy priority	Actions	Original Milestone (<i>new milestones in italics</i>)	Updated Milestones approved by Cabinet Oct 14	Status	Target for completion	Performance against milestones & target comments.
		<ul style="list-style-type: none"> State December 2014 Examination February 2015 Adoption of CIL April 2015 	<ul style="list-style-type: none"> Submission to Secretary of State 12 March 2015 Adoption of CIL July 2015 	 		Expected to be adopted on the 1 st February 2016.
	3. To maximise delivery of affordable housing on market sites.	Minimum delivery of 550 affordable housing units over the strategy period. Average delivery of 110 per annum.			31 st September 2018	260 affordable housing units were delivery on market sites in 2013/14 & 2014/15. A further 127 units are expected to be delivered in 2015/16.
	4. To boost affordable housing delivery where opportunities arise by utilising council funds and RP assets to lever in investment.	Delivery of an additional 150 affordable homes over the strategy period. Average of 30 per annum.			31 st September 2018	121 additional affordable housing units were delivered in 2013/14 & 2014/15. A further 68 units are expected to be delivered in 2015/16.
	5. Assess, identify and facilitate delivery of Gypsy & Traveller accommodation.	<ul style="list-style-type: none"> Gypsy & Traveller Accommodation Needs Assessment completed April 2013 Site study completed April 2013 Site allocations and policies plan completed October 2013 	<ul style="list-style-type: none"> Public consultation on preferred approach November 2014 Submission to Secretary of State October 2015 	  	31 st March 2020	<p>Both the needs assessment and site study were completed in April 2013.</p> <p>Instead of the site allocations and policies plan a Development Plan Document is to be progressed as approved by Council on 20/05/14. However, further work has been delayed until a review of the background evidence has been completed following changes to the government guidance. Milestones are no-longer relevant and the Local Development Scheme is to be amended accordingly as agreed by cabinet on 3rd November 2015.</p>





Housing strategy priority	Actions	Original Milestone (<i>new milestones in italics</i>)	Updated Milestones approved by Cabinet Oct 14	Status	Target for completion	Performance against milestones & target comments.
		<ul style="list-style-type: none"> • 37 pitches identified April 2014 • 37 pitches delivered December 2017 	<ul style="list-style-type: none"> • Estimated adoption March 2016 	 		
	6. Review the existing partnership arrangements and put in place a mechanism to continue to support local communities in making provision for local housing needs.	<ul style="list-style-type: none"> • August 2013 Dedicated Neighbourhood Planning officer recruited. • 31st December 2013 Review of Housing Partnerships • 31st March 2014 New arrangement in place 		  	31 st September 2018	
	7. Delivery of increased smaller family housing to meet the needs of young forming households, downsizers and to retain & attract young working families and support economic growth.	On-going - 35% of market homes to be 1-2 bedroom and 50% 3 bedroom.			31 st September 2018	The housing delivery team are proactive in seeking to increase the number of smaller market homes delivered in the district through the planning process. Unless there are exceptional circumstances the market mix is required to be in line with the SHMA recommendations as set out in the milestone. 3 sites have gone to appeal where the developer refused to comply with our requirements, 1 case gained the inspectors support and in the other 2 cases the inspector did not support our grounds for refusal. Further evidence and data is now being collected to justify our requirement and a policy dealing with this issue is included in the draft local plan. An updated SHMA report would provide more current evidence.

Housing strategy priority	Actions	Original Milestone <i>(new milestones in italics)</i>	Updated Milestones approved by Cabinet Oct 14	Status	Target for completion	Performance against milestones & target comments.
	8. Strengthen evidence of local need & affordability, working to ensure that starter homes and intermediate housing is affordable to local people.	<ul style="list-style-type: none"> • 31st March 2016 Commission evidence base for Local Plan. • September 2017 evidence base finalised • March 2018 review Intermediate Housing Policy & SPD. • July 2020 Local Plan adoption 			31 st July 2020	
	9. Set up custom & self-build register and consider demand.	<ul style="list-style-type: none"> • September 2016 – register in operation • July 2020 Local plan review to take account of interest 			31 st July 2020	(currently awaiting guidance from government)
	10. support to small & medium building contractors	<ul style="list-style-type: none"> • February 2016 developers charter to be considered by cabinet. • July 2016 – developer partnership to be set up. 			30 th September 2018	
Priority 2 Making the most effective use	1. To adopt new allocations scheme to ensure that	<ul style="list-style-type: none"> • July 2013 Allocation policy approved by Cabinet • July 2013 new Allocation policy adopted. 		 	31 st September	

Housing strategy priority	Actions	Original Milestone (<i>new milestones in italics</i>)	Updated Milestones approved by Cabinet Oct 14	Status	Target for completion	Performance against milestones & target comments.
of existing stock, whilst maintaining sustainable communities	affordable housing is fairly and effectively allocated.	<ul style="list-style-type: none"> July 2016 Review of allocation policy by Overview & Scrutiny committee. 			2018	
	2. Work with registered providers to monitor the effects of the benefit changes and ensure tenants are well informed.		<ul style="list-style-type: none"> The effects of universal credit to be considered and reviewed when it has been fully implemented. 		31 st September 2018.	
	3. Work with partners to encourage residents to downsize where appropriate reducing under-occupation and improving the supply of larger homes for families.	<ul style="list-style-type: none"> Information & signposting on downsizing for all tenures to be made available on council's web site. March 2014 Identification of under-occupation through housing register and registered providers September 2014. 		 	31 st September 2018	
	4. Introduce guideline minimum space standards for all new homes <i>To be replaced by: To consider adoption of National Space</i>	<ul style="list-style-type: none"> 31st December 2016 evidence collated 31st March 2017 report to 	To be put on hold and reviewed in 2015.		31 st July 2020	New optional national space standards are included in national planning policy guidance. This will be considered in the 5 year review of the Local Plan as further work must be undertaken to establish need and to prove Local Plan viability before the national standards can be adopted.

Housing strategy priority	Actions	Original Milestone (<i>new milestones in italics</i>)	Updated Milestones approved by Cabinet Oct 14	Status	Target for completion	Performance against milestones & target comments.
	<p><i>standards</i></p> <p>5. To use the findings of the Stock Condition Survey as a basis to review the Council's Private Sector Housing Strategy seeking to ensure that the housing stock in the district is well maintained and empty properties are bought back into use.</p>	<p>DPIP</p> <ul style="list-style-type: none"> • Completion of stock condition survey December 2013 • Review of Private Sector Housing Strategy April 2014 • Adoption of new strategy April 2014 		<p></p> <p></p> <p></p>	<p>30th April 2015</p>	<p>The draft Private Sector Housing Strategy is now out for consultation and a report to cabinet and adoption of new strategy is expected in March 2016.</p>
	<p>6. <i>Work with partners to remodel/ redevelop under used/ hard to let properties.</i></p>	<ul style="list-style-type: none"> • <i>31st March 2016 Identification of properties.</i> • <i>30th September 2016 potential options considered</i> • <i>31st December 2016 report to OSC.</i> 				
<p>Priority 3 Enabling Local People to find their own solutions</p>	<p>1. Develop good practice to deal with benefit changes and introduction of fixed term tenancies.</p>	<ul style="list-style-type: none"> • Tenancy strategy adopted in January 2013 • Review effects of fixed term tenancies & report to HSP March 2018 	<p>A report on fixed term tenancies will go to OSC in March 2018.</p>	<p></p>	<p>31st September 2018</p>	

Housing strategy priority	Actions	Original Milestone (<i>new milestones in italics</i>)	Updated Milestones approved by Cabinet Oct 14	Status	Target for completion	Performance against milestones & target comments.
	2. Promote and increase opportunities for first time buyers and economically active households to access the housing market.	<ul style="list-style-type: none"> • Equity loan scheme adopted January 2014. • Provision of advice on low cost home-ownership options to employers in the district January 2014. • 20 equity loans provided by original capital budget and revolving on-going scheme in place at no further cost to the council. September 2018 • <i>Ensure local people are aware of starter home schemes within the district.</i> 		  	31 st September 2018	The equity loan contract with Parity Trust was completed and all persons on the expressions of interest list written to. However, there is now a range of government schemes available and there was little appetite for this scheme. Funding allocated to the scheme will therefore be reallocated as part of the Housing Strategy review.
	3. Effective targeting of discretionary housing allowance and emergency fund to those who most need it.	<ul style="list-style-type: none"> • Targeting agreed with Housing Benefits and delivered by both the Housing Options Team and Homefinder lettings agency with the assistance of our partners September 2013. • Review of targeting March 2014. 		 	31 st March 2014	
	4. Provide advice and support to	<ul style="list-style-type: none"> • <i>31st March 2016 Information & signposting</i> 			30 th September	

Housing strategy priority	Actions	Original Milestone (<i>new milestones in italics</i>)	Updated Milestones approved by Cabinet Oct 14	Status	Target for completion	Performance against milestones & target comments.
	<i>communities on alternative options of delivery including community land trusts.</i>	<i>disseminated to all parishes and available on council's web site.</i> • <i>31st March 2016 Protocol agreed with Action in Rural Sussex</i>			ber 2018	
Priority 4 Additional support for those that need it	1. Continue to work with other West Sussex authorities and Youth Homelessness Prevention Service to respond to the needs to homeless 16/17 year olds.	On-going monitoring of homelessness applications for 16/17 year olds.			31 st March 2018	A protocol is now in place between West Sussex county council and the district and borough councils, setting out procedures for joint assessments and early planning for care leavers.
	2. Encourage the provision of a range of accommodation to meet the varying needs of older persons including a supply of life-time homes on affordable housing sites to meet the need for adapted properties.	<ul style="list-style-type: none"> Local plan policies to reflect the need April 2014 Requirement for life-time homes to be reflected in Housing Delivery Partnership March 2014 		 	31 st March 2018	
	3. To continue to maximise the effectiveness of	Expenditure and numbers are monitored and reported on a monthly basis.			31 st March 2018	The Housing Stock Modelling has recently provided information allowing more effective targeting of private sector loans and fuel poverty advice.

Housing strategy priority	Actions	Original Milestone <i>(new milestones in italics)</i>	Updated Milestones approved by Cabinet Oct 14	Status	Target for completion	Performance against milestones & target comments.
	Disabled Facilities Grant & ensure private sector loans and fuel poverty advice are targeted at those most in need.					There is also a county-wide review focused on helping older people to live independently in their own homes. This includes looking to improve the how Disabled Facilities Grants and energy efficiency services are delivered.
	4. Extend Homefinder	<ul style="list-style-type: none"> • 30th September 2016 Review level of management charges • 31st October 2016 report to OSC • 31st December 2016 report to cabinet • 31st January 2017 new scheme adopted 			31 st March 2017	
	5. Introduce the Chichester Warm Homes Incentive. schemes to help those with excess cold and fuel poverty	<ul style="list-style-type: none"> • 31st January 2016 consider options • 31st March 2016 report to cabinet 			31 st march 2016	<i>This will be included in the Private Sector Housing Renewal Strategy.</i>
	6. Work with registered provider partners to identify the most vulnerable single people under 35 years old and	<ul style="list-style-type: none"> • 31st October 2016 Identification of under 35 year olds in receipt of benefits in registered provider accommodation affected by the 			31 st September 2018	

Housing strategy priority	Actions	Original Milestone <i>(new milestones in italics)</i>	Updated Milestones approved by Cabinet Oct 14	Status	Target for completion	Performance against milestones & target comments.
	<i>find solutions to meet their housing needs.</i>	<i>transitional arrangements</i> • <i>31st December 2016 report to OSC.</i>				