

REFRESHED HOUSING, HOMELESSNESS AND ROUGH SLEEPING ACTION PLAN 2020-22 (version 0.94)

Aim 1 – Prevention of Homelessness						
<i>Action</i>	<i>Action Owner</i>	<i>Action Start Date/ Milestone</i>	<i>Action End Date</i>	<i>Progress</i>	<i>Initiative Status & resources</i>	<i>Further Actions needed?</i>
<i>Access to Information and Advice</i>						
Implement new IT software to deliver more streamlined service. Digitalisation of Housing Register Applications.	RCC	Feb 2020	July 2021	COMPLETE and LIVE	Complete.	None.
Continue to work with schools to hold sessions to help prevent homelessness (e.g. theatre workshop).	RCC	TBC	TBC	Sessions had been held in all 3 secondary schools.	Within existing resources.	On hold due to COVID-19 and school holidays. To be progressed in 2021/22 academic year.

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<i>To provide robust customer services and ensure the service meets need</i>						
Develop and carry out customer feedback surveys of applicants for housing and homelessness services.	RCC	Spring 2020	TBC	On-going. Looking at MyAccount to see if it could address Housing.	Within existing team and IT to establish any digital platforms.	
Deliver training within the CST to enable them to deliver more front line housing support.	RCC	March 2020	Ongoing	New Register IT Software has gone live (July 2021). Discussions have taken place with Head of IT.	Within existing resources. Envisage CST access to housing system.	Understand what the customer offer is for front door Post COVID. New cribsheets & 6-monthly on-going training programme.
Develop Protocols with statutory bodies around the Duty To Refer.	LLR	Sep 2019	June 2021	Completed	Completed	

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<i>To provide robust customer services and ensure the service meets need</i>						
Continue to work closely with housing associations regarding tenancy access and sustainment for those with limited financial resources.	Housing Options / Hsg. Strategy /associations	On-going.	On-going	Through Homelessness Forum.	On-going. Extra pressures due to COVID. Challenges around affordability.	On-going discussions with Housing Associations. Senior Housing Options Officer to progress this forum. Look at options for annual conference.
Review the Housing Allocations Policy in light of the Homelessness Reduction Act to ensure it remains fit-for-purpose.	RCC	January 2020	March 2021	On track.	Completed	Completed
Review housing register applicants and place on new Jigsaw housing register system.	RCC	Feb 2020	Summer 2021	Work started July 2021.	Housing Options Team.	Migration has started.
Reinvigorate the Homelessness Forum.	Housing Options	Winter 2021	On-going	On track.	Senior Housing Options Officer in post.	Meeting to be organised.
Ensure that the Housing Forum continues to meet at least annually.	RCC	Winter 2021	On-going	Virtual meeting to be arranged.	Delayed due to work pressures & COVID.	Organise meeting.

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<i>To provide robust customer services and ensure the service meets need</i>						
Work to develop a housing offer for single people through local policies and partnerships, considering whether shared housing or lodgings could be developed, including people who are rough sleepers.	RCC	Spring 2020	March 2022	2 nd Property has been purchased by local Church Group to assist Single Homeless Applicants. Managed to negotiate some single accommodation on a site in Oakham.	Still under-resourced to meet rough sleeping need.	How do we address the needs of single applicants and homeless in Rutland
Produce annual refreshed action plan.	RCC	Dec 2019	Dec 2021	Action Plans prepared 2019/20/21. .	Produced for 2021..	Complete Housing, Homelessness and Rough Sleeping Strategy 2022-27.

Aim 2 – Provide targeted support for vulnerable households.

Action	Action Owner	Action Start Date/ Milestone	Action End Date	Progress	Initiative Status & resources	Further Actions needed?
Rehouse overseas families as part of the Gov resettlement scheme.	RCC	April 2016	TBC	Pledge met re Syrians. New arrivals from Afghanistan.	On-going	Routine on-going support etc. Further Syrian arrivals on hold due to current circumstances.
Continue to build relationships with the armed forces in Rutland through the Forces Officer at Rutland. Provide support to those families settling in Rutland.	RCC	Jan 2020	Dec 2021	E-learning training provided for staff.	Within existing resources.	Task has been embedded in operational work.
Review information sharing protocols with statutory agencies to ensure the needs of vulnerable clients are met (for instance, regarding young people, safeguarding, anti-social behaviour and prevention of evictions/homelessness).	RCC/ Housing and Social Care	Sep 2019	Dec 2020	COMPLETE	Within existing resources.	CLOSED
Continue to review the delivery of housing floating support, through a co-design process.	Head of Commissioning	Spring 2016 (tendering)	April 2022	Work in progress October 2021	Service operating/Commissioning team and Adult Social Care.	Keep under review

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Consider support and options for older people to move to smaller and more sustainable accommodation	Head of Commissioning / Housing Strategy	Summer 2015	March 2025	Market Position Statement for Older People's Accommodation published 2021	Market Position Statement in place. Housing associations discuss moves with tenants..	New New Market Position Statement completed.
Continue to review the suitability of temporary accommodation to assist in reducing the level of B&B that is used	RCC	Jan 2020	Dec 2021	Increase demand due to COVID 19 on B&B in area still a pressure. Reviewing need for flats and B&B rates.	Budget forecasting predicts greater pressure on the budget.	What is our local offer for single applicants? Limited move on options.
Ensure that the service continues to meet the needs of rough sleepers in an appropriate and proportionate way.	RCC/LLR	On going	Dec 2021	Working with LLR to ensure there is support in place for rough sleepers. Churches Together project open. 2 nd Church House is being considered	Grant funding and existing resources	Review currently happening under LLR.
Work towards developing strong links with the private rented sector, which may include partnership working with other authorities.	RCC	Autumn 2019	March 2022	Partnership work needed and key project of the offer for Rutland.	Work at early stages.	Further liaison with nearby councils.

Aim 3 – Sustainable Growth

Action	Action Owner	Action Start Date/ Milestone	Action End Date	Progress	Initiative Status & resources	Further Actions needed?
Adopt a revised Local Plan to help meet a wide range of local housing needs and to promote economic growth.	Planning Policy & Housing Manager	Summer 2015	To be confirmed	Draft plan withdrawn by the Council. New plan to be produced.	Resources in place.	Project plan in place.
Continue to provide advice to Neighbourhood Plan groups for the need of different types of housing, including affordable housing.	Planning Policy & Housing Manager	On-going	On-going	Service level agreements in place with NP groups. Uppingham NP being reviewed which will make allocations. CPRE also looking at needs surveys across some of Rutland. Piloted in Uppingham.	Staff resources are limited due to Local Plan work and no dedicated Officer.	Continue to carry out the Council's statutory duties and to address queries from NP groups where practicable. To advise NP groups whilst undertaking needs surveys.

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To consider our approach to custom build housing.	Planning Policy & Housing Manager	October 2016	Late 2021	Register in place. Pre-submission plan has quota for custom build housing. Can meet through self-build exemptions. Proposed Local Plan policy H8 for self- and custom-build plots on large sites.	Resources in place for a basic service.	Processes need to be put in place for bringing plots forward.
To update the evidence base regarding viability, dwelling mix and accessibility standards.	Planning Policy & Housing Manager	Summer 2015	2024	Accessibility Standards Study updated. Older People's Accommodation Market Position Statement (2021) Whole Plan Viability Study Update (February 2020).	Resources have been available to produce evidence for the local plan.	Consider new DHCLG consultation document.

Aim 3 – Sustainable Growth

Action	Action Owner	Action Start Date/ Milestone	Action End Date	Progress	Initiative Status & resources	Further Actions needed?
Create at least 40 more affordable homes per annum, to include all forms of affordable housing. At least 20 of these should be rented affordable homes (including 'rent to buy').	Strategic Director - Places	On-going	On-going	Average of 39 affordable homes per year 2017-20, of which an average of 18 are rented. Whole Plan Viability Study Update complete.	Developer contributions & Homes England funding. See below.	On-going consultation responses to planning applications. Development of new local plan.
To develop priorities and a programme for the spending of commuted sums for affordable housing.	Strategic Director - Places	Spring 2016	On-going	Bidding process held Summer 2020. Bids evaluated Autumn 2020.	Committed sums through section 106 agreements.	Finalisation of programme and scheduling and delivery of homes. Finalising grant agreement.

Aim 4 – Ensure existing homes are fit-for-purpose

Action	Action Owner	Action Start Date/ Milestone	Action End Date	Progress	Initiative Status & resources	Further Actions needed?
Completion of the targeted investment programme in concrete dwellings following the housing stock transfer in 2009.	Spire Homes	2009 (stock transfer)	31/3/18	A number of sites have been refurbished or regenerated.	Completed	None
Update the Council's private sector housing policies.	Strategic Director - Places	13/2/17	31/3/22	Revised Private Sector Renewal Policy (including DFGs) approved by Cabinet 12/1/21.	To be scoped.	To be scoped.
Reduce the number of properties vacant in Rutland for more than 6 months by 10% (from a 31 March 2020 baseline).	Strategic Director - Places/ PCC	31/3/20	31/3/22	On-going. Reduction seen.	Support is provided by a specialist Empty Homes Officer through a shared service.	To be scoped.
Produce and submit the Council's Home Energy Conservation Act Progress Report on 31/3/17 (second Progress Report), 31/3/19 and 31/3/21, including targets to combat fuel poverty.	Strategic Director - Places	1/8/16	31/5/21	Second, third and fourth Progress Reports have been completed.	Resources in place to produce document. Working with Carbon Trust to establish a baseline and engaging with community and looking at targets.	To be scoped..