

CABINET

Decision Notices and Minutes of a meeting of the Cabinet held on Tuesday, 28th September, 2010 at 5.00 p.m. at the Civic Offices, Telford

PUBLISHED ON MONDAY, 4th OCTOBER, 2010

(DEADLINE FOR CALL-IN: THURSDAY, 7th OCTOBER, 2010)

PRESENT: Councillors S. Bentley, S.P. Burrell, E. Carter, E.J. Greenaway, M.B. Hosken, S.M. Kelly, and A.Lawrence

ALSO PRESENT: Councillors G.M. Green and V. Tonks (Opposition Group Leaders) and Councillor C.F.Smith (for Cllr R.K. Austin).

CB- 62 ELECTION OF A CHAIRMAN FOR THE MEETING

In the absence of both the Chairman and the Vice Chairman, it was

RESOLVED – that Councillor S Bentley be elected Chairman for the meeting.

Councillor Bentley took the Chair.

CB-63 MINUTES

RESOLVED – that the minutes of the meeting of the Cabinet held on 14th September, 2010 be confirmed and signed by the Chairman.

CB-64 APOLOGIES FOR ABSENCE

Councillors A. J. Eade and J.M. Seymour, and Councillor R.K.Austin

CB-65 DECLARATIONS OF INTEREST

None

CB-66 TELFORD TOWN PARK - BOUNDARY

Key Decision identified as **Telford Town Park Designation and Boundary** in the Forward Plan published on 16th August 2010.

Councillor A Lawrence, Cabinet Member for Environment & Rural Area, presented the report of the Head of Planning & Sustainability, which sought approval to update the boundary of the Telford Town Park.

Members were reminded that the last review of the town park boundary was undertaken in 2006 when the Telford Town Park Strategic Framework for the

park was adopted. An extension was secured to the southern boundary as part of that process.

The Town Park was a core element of the Council's vision to support the development of the town centre and create an attractive green area for the town that was to be highly accessible from the Southwater development and the shopping centre.

At the present time development proposals for the Southwater area were being proposed as part of the expansion and regeneration of the Telford Town Centre. Improvements to the Telford International Centre were already on site. The importance and value of the Town Park was recognised in the proposals for Southwater. It was therefore opportune to review the boundary of the Town Park where it adjoins the Southwater development area to ensure the park continued to fulfil its vital role providing green space at the heart of Telford.

During the ensuing discussion, there were various expressions of support for the proposed boundary extension to the park to protect particularly the Arena from potential development. Previously considered potential leisure development could now be accommodated within the planned Southwater Development at the Town Centre.

RESOLVED – that an extended boundary for the Town Park, including the Arena and an area of allotments as indicated on the map at Appendix 1 of the report, be approved.

CB-67 **COUNCIL RESPONSE TO THE HEALTH REFORM WHITE PAPER "EQUITY AND EXCELLENCE: LIBERATING THE NHS"**

Non-Key Decision

The Head of Adult Social Care (Commissioning) presented a report which outlined the key proposals of the Government White Paper "Equity and Excellence: Liberating the NHS" and sought Members' views on the key questions from the consultation in order to prepare a response. The report focused on the consultation proposals and further reports would be prepared on the issues and implications which the Council would need to address as the actual reforms were confirmed.

The Government published the White Paper in July 2010 and subsequently produced four more detailed consultation documents with a required response date of 11 October. The documents not only presented a major restructuring of the NHS but also contained significant implications for local authorities, in particular the transfer of responsibility for health improvement and the introduction of the lead coordination role for health and social care. The document of primary relevance to the Council was 'Local Democratic Legitimacy in Health'. A further key document on detailing the transfer of public health duties would not be published until the autumn to allow for

further work to be done determining the extent and scope of what would be transferred. There were 100 questions within the consultation documents. The key questions on which a member view was sought were listed in appendix 1.

Councillor V.A. Fletcher, Chairman of the Active Lifestyles, Leisure & Culture Scrutiny Committee was invited to address the meeting, and commented upon the Committee's response to the White Paper. Accountability and transparency were viewed as paramount, together with the need for robust monitoring and effective resources.

RESOLVED –

- (a) that the key proposals contained within the White Paper be noted;**
- (b) that responses to the key consultation questions highlighted within Appendix 1 of the report, be approved as the Council's formal response to the consultation;**
- (c) that delegated authority be given to the Corporate Director responsible for Adult Care and Support, in consultation with the lead Cabinet Member and Chair of the Health Overview Scrutiny Committee, to prepare and submit the Council's detailed response to the consultation.**

CB-68 ANTI SOCIAL BEHAVIOUR REPORTING LINE

Non-Key Decision

Councillor M.B.Hosken, Cabinet Member for Community Protection and Cohesion, presented the joint report of the Head of Community Protection and Cohesion and the Head of Customer & Leisure Services, which informed Cabinet of the launch of an Anti Social Behaviour (ASB) Reporting Line and Joint ASB Unit in partnership between Telford & Wrekin Council, West Mercia Police and The Wrekin Housing Trust.

Anti-social behaviour continued to be a high priority and concern for local residents – it was a key priority within the Community Protection and Cohesion Priority Plan and also for the Safer Communities Partnership

It was considered that the Council could improve the prevention of ASB and response to incidents through better reporting arrangements and improved coordination across responding agencies

To that aim, the ASB hotline provided a single point of contact for all ASB issues, and was a jointly developed project that was promoted as a safer communities initiative.

The Council's customer relationship management (CRM) system would record incoming calls, identify which agency should provide a response, and monitor

progress – ensuring all contacts were dealt with, and customers informed when they were complete.

Members welcomed the report, and thanked officers for their work on the scheme.

RESOLVED – that the launch of the ASB Reporting Line and its promotion awareness within communities, be endorsed.

CB-69 PUBLIC REALM IMPROVEMENTS IN TELFORD

Non-Key decision

Councillor A. Lawrence, Cabinet Member: Environment & Rural Area, presented the report of the Head of Environmental Services, which updated members of the work the Council had undertaken to improve the quality of the appearance of streets and open spaces in Telford.

The Council had been proactive in seeking to reduce street clutter (items such as signs, posts and street furniture considered to be surplus to requirements on the highway and in areas of open space) in the borough over the last two years. Work to remove unnecessary signs and other equipment had also been included as part of the Council's Borough Towns Initiative (BTI) programme across the Borough. In addition, work in introducing the rapid response team had enabled the Council to ensure greater ability to remove unnecessary signs and posts across the Borough.

The report before the Cabinet also outlined the work of a working group, the Public Realm Group, on improving the public realm in the Borough and changes in national design guidance that impacted upon the public realm. Recognising the increasing focus on 'de-cluttering' the report also sought approval to the delegation of powers to formalise the process for attaching street-lights on buildings, which would increasingly be used as part of BTI projects where possible.

Members supported the measures to de-clutter the street realm with a co-ordinated approach. However the Council would also be mindful of the needs of those persons with disabilities, who benefited from the presence of street information within the community.

RESOLVED –

- (a) that the work already undertaken in removing street clutter from roads and open spaces in Telford and Wrekin be noted;**
- (b) that the emerging national guidance on streetscape and public realm improvements be noted;**
- (c) that the establishment of a Public Realm Group, to oversee the public realm and streetscape related work in Telford and Wrekin, be noted;**

- (d) that delegated powers relating to the installation of street-lights on buildings, as outlined in Appendix 1 of the report, be approved.

CB-70 STRATEGIC RISK REGISTER – SEPTEMBER 2010

Non-Key decision

Councillor S.Kelly, Cabinet Member: Efficient, Community Focused Council, presented the report of the Chief Executive, Lead Officer for Governance, which sought approval of the updated Strategic Risk Register.

The Strategic Risk Register was last updated in September 2009 but was not presented to Members due to the Council's reorganisations. Risks had continued to be managed by Heads of Service and Service Delivery Managers.

The Strategic risks were drawn from the Priority Plan Risk Registers including proposed Central Government changes and key activities. They had been designed to be clear on the risk and to reflect their strategic nature. They had been combined where there were similar themes in several/all plans i.e. regeneration, retention of an appropriate motivated workforce. They had been assessed under the Council's risk management methodology and were listed in priority order at Appendix A of the report.

RESOLVED – that the updated Strategic Risk Register as shown at Appendix A of the report, which contributed to good governance and the management of risks, be approved.

CB-71 EXCLUSION OF PRESS AND PUBLIC

RESOLVED - that the press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

CB-72 ENGINEERING & TECHNICAL SERVICES CONTRACT

Key Decision identified as **Engineering Professional Services Contract** in the Forward Plan published on 16th August 2010.

Councillor A. Lawrence, Cabinet Member: Environment & Rural Area presented the joint report of the Head of Environmental Services and the Head of Property & Design which sought to update members on the work to develop and procure a new engineering and professional services contract and also outlined the proposed interim arrangements whilst a new contract was being procured.

Whilst a new contract was being procured a series of interim arrangements were proposed to ensure service continuity which were detailed in the main body of the report.

RESOLVED –

- (a) that approval be given to commence the start of the formal procurement of a new Engineering and Technical Services contract to support the Council in the delivery of its priorities;
- (b) that the interim arrangements for the provision of technical services to ensure continuation of service delivery as set out in the report, be approved

The meeting ended at 5.33 p.m.

Signed for the purposes of the Decision Notices

**Jonathan Eatough
Head of Governance
Date: 4th October 2010**

Signed:

Date:

TELFORD & WREKIN COUNCIL

CABINET – 12 OCTOBER 2010

HOUSING: AUDIT COMMISSION INSPECTION & SCRUTINY REVIEW REPORTS – FINDINGS & RECOMMENDATIONS

JOINT REPORT OF THE HEADS OF COMMUNITY PROTECTION, ADULT SOCIAL CARE (COMMISSIONING), PLANNING & SUSTAINABILITY, AND HOUSING, REGENERATION & PROSPERITY

1.0 SUMMARY OF MAIN PROPOSALS

- 1.1 To inform Members of:-
- (i) the outcome of a recent Audit commission inspection of “strategic housing services”; and
 - (ii) the proposed response to a scrutiny review of housing & homelessness
- 1.2 For Cabinet to approve a high level consolidated housing improvement plan to take forward recommendations from the both the inspection and scrutiny review.

2.0 RECOMMENDATIONS

2.1 That Cabinet:

- 2.1.1 **note the outcome and recommendations from the Audit Commission inspection as summarised in Appendix 1**
- 2.1.2 **note recommendations made by the scrutiny review group and approve responses to each recommendation as set out in Appendix 2B**
- 2.1.3 **approve a high level housing improvement plan attached as Appendix 3 and proposals for monitoring its implementation as set out in the report.**

3.0 SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	Recommendations from the Audit Commission inspection of the Council’s strategic housing services and the Scrutiny Review have links to all of the Council’s priorities.
	Will the proposals impact on specific groups of	

	people?	
	Yes	The audit commission inspection report recognises some positive practice of the Council and partners to meet housing needs of people with disabilities. It also makes specific recommendations for embedding E&D in service planning & delivery. The scrutiny review was in part directed towards improving services that help to address inequalities. Actions set out in the improvement plan will help to tackle these inequalities and is consistent with the Council's Equality & Diversity Policy.
TARGET COMPLETION/DELIVERY DATE	The Audit Commission have identified a completion date of August 2011 however a large majority of actions identified in the housing improvement plan will be completed earlier.	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes	The housing improvement plan has been considered, and identified developments will be implemented within the existing budgetary framework and will not be affected by the restructure (EC 09/09/2010).
LEGAL ISSUES	Yes	the Council must exercise its housing function in accordance with the law and in light of statutory guidance and best practice. Any changes to planning policy should be in accordance with the appropriate planning guidance. With regard to recommendation 17 of the scrutiny review report there is no statutory provision to license young persons' accommodation. However, as noted, an accreditation scheme could be investigated and implemented as appropriate
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	Opportunities & risks arising from this report are addressed through development and review of relevant housing strategies & sub-strategies, the housing services improvement plan, & service area action plans.
IMPACT ON SPECIFIC WARDS	No	<i>Borough-wide impact</i>

4.0 INFORMATION

(A) Audit Commission Inspection of 'Strategic Housing Services'

- 4.1 The Audit Commission inspection of strategic housing services was triggered by the comprehensive area assessment (CAA) carried out in 2009. The inspection was notified in February 2010 with a request for a self-assessment to be carried out and submitted along with a wide range of supporting information.
- 4.2 On-site inspection work was carried out by inspectors during the period 20th – 27th May 2010. They interviewed Members, officers, partners and community representatives, viewed facilities & development sites across the borough, cross-referenced policy / procedural documents, and scrutinised performance returns and supporting information.
- 4.3 The inspection report makes judgements about how well the Council and our partners are performing with a further judgement on our capacity to improve. Council's can be rated poor, fair, good, or excellent in terms of delivering services; and poor, uncertain, promising or excellent for capacity to improve.
- 4.4 An overall assessment of 'fair' services, with 'promising' prospects for improvement affords a reasonably accurate judgement given that the Council's housing functions are in a process of transformation. However, it is felt that this judgement does not:-
- accurately reflect progress made to form effective development partnerships in order to deliver new affordable housing in the borough despite very challenging market conditions;
 - take account of influence that the former governmental body English Partnerships had over a long period of time in controlling the supply and value of development land in ways that have contributed to a shortfall in supply of affordable housing.
 - Also, a majority of areas identified for improvement within the Audit Commission report are already acknowledged as work in-progress;
 - And, there are inconsistencies both in content and weighting attached to some of the Audit Commission's recommendations.
- 4.5 The inspection report identifies several areas of good practice and offers useful prompts for service improvement. Cabinet is therefore recommended to accept the report and approve an improvement plan

- 4.6 A summary of the main findings are attached at appendix 1. This includes a summary of service strengths and areas where the AC inspectors believe there is scope for improvement. A copy of the report has been posted on the Council's website and is also accessible on the Audit Commission's web-site through the following link:-

<http://www.audit-commission.gov.uk/housing/inspection/localauthority/pages/default1.aspx>

(B) Scrutiny Review of 'Housing & Homelessness'

- 4.7 Cllr Derek White, chair of the Scrutiny Review Group, will provide a verbal report on findings & recommendations from their wide-ranging review of housing & homelessness carried out over an extended period. A copy of the Review Group's report is attached at Appendix 2A.
- 4.8 The scope of the scrutiny review is summarised below:-
1. To review the Choose Your Home choice based lettings scheme, and feed conclusions and recommendations into the officer review of the Council's housing allocations scheme (policy).
 2. To assess the extent of housing needs and homelessness – including statutory homeless and those who do not fit within the priority needs group.
 3. To investigate the barriers and opportunities in the supply of housing, and consider innovative design solutions.
 4. To understand the eligibility criteria for accessing housing support for different groups within the community.
 5. To make recommendations to Cabinet for improvement.
- 4.9 In responding to recommendations the two lead Cabinet Members ask Cabinet to note that the Council's housing functions are currently organised to reflect a 'people' and a 'places' approach and therefore sit across two priority plans (Adult Care & Support; and Housing, Regeneration & Prosperity).
- 4.10 Housing services are both diverse and complex linking to a wide range of other Council and external services. It is evident from the summary report that the review has been extensive and makes a valuable contribution to further improving housing services.
- 4.11 The Cabinet's response is attached at Appendix 2B. A majority of the recommendations are agreed. Some have already been implemented and other actions are in progress. Where recommendations are noted this is because there are technical, legal or financial issues still to be resolved. None of the recommendations are rejected.
- 4.12 The housing improvement plan consolidates recommendations from the AC report and a scrutiny review (see Appendix 3). Monitoring will

be coordinated by an officer level housing monitoring board and then via the Council's mainstream performance management processes.

5.0 IMPACT ASSESSMENT – ADDITIONAL INFORMATION

5.1 All relevant information is summarised at section 3 of the report.

6.0 PREVIOUS MINUTES

6.1 No previous minutes

7.0 BACKGROUND PAPERS

7.1 The audit commission Inspection of “strategic housing services” and the scrutiny review of “housing & homelessness” had regard to a wide and extensive range of documents and other relevant information. A large majority of these documents (policies, strategies, reports, performance returns, etc) are already published and accessible to the public.

Report prepared by Mike Atherton, Head of Community Protection email: mike.atherton@telford.gov.uk or tel: (01952) 381800 in consultation with Katherine Kynaston, Strategic Housing Manager, Kathy Jones, Housing & Personalisation Commissioning Manager, and Chris Winter Strategic Regeneration Manager

Audit Commission Inspection of Strategic housing Services

Summary of Findings

Extracts from the Audit Commission report:-

We have assessed the Borough of Telford & Wrekin as providing a 'fair', one-star service that has promising prospects for improvement. Our judgements are based on evidence obtained during the inspection and are outlined below.

We found the service to be fair' because it has a range of strengths:

- the vision for Telford makes strong links between social, economic and environmental factors, is clearly stated in the Council's plans and there is strong support and consensus over this vision between partners;
- the council has shown strong leadership and is committing significant resources in delivering the housing vision;
- the Council is generally working effectively with its partners to develop and deliver the strategic approach;
- the Council has effectively consulted and engaged with the community in the development of its policies and the delivery of some of its major regeneration schemes;
- joint working arrangements with housing associations have seen much improvement in recent months;
- the Council has a detailed understanding of its housing markets;
- a range of housing sub-strategies provide direction for some areas of service and the strategic plans for private sector housing and homelessness are strong;
- effective initiatives have enabled the service to sustain the delivery of new housing during the recession;
- new homes are of high quality;
- strong regeneration work is targeting the worst housing and related socio-economic conditions;
- home improvement assistance is adequately provided for, well promoted and helping people to live in better housing conditions. There is strong support for improving the energy efficiency of homes and this work is having significant impact in the area;
- the council has helped to stimulate growth in the private rented sector;
- the service is performing well in returning empty homes back into use;

- there is strong performance in reducing / preventing homelessness and reducing the use of temporary accommodation; and
- the service is effectively addressing the needs of some diverse and vulnerable groups including young people, victims of domestic violence, some older persons and people needing help with home improvements or adaptations.

However, there are some areas which require improvement. These include:

- the vision for housing in Telford is not clearly described in the sustainable Communities Strategy and some aspects of the housing vision, especially on how it will meet diverse needs, are not well articulated;
- there are some gaps in the understanding of housing needs which often results from weak engagement with some diverse groups or a failure to gather and analyse information;
- some aspects of private sector housing are not well understood;
- the service lacks a current over-arching Housing Strategy and a clear strategic approach to empty homes. There are no strategic housing plans in place to provide a focus and a direction for some diverse groups and so they are not currently having their needs met;
- planning policies are not currently aligned to new evidence on housing needs, viability and land supply and planning policy documents have not been developed to provide interpretation of existing policies;
- a robust understanding of equality and diversity issues is not available and so equality and diversity is not embedded in service planning and delivery;
- there is an absence of a robust value for money framework and the approach to benchmarking and performance to inform value for money conclusions is weak. While there are examples of initiatives to improve value for money in services, there are also opportunities that have not been taken;
- new housing delivery has not met identified need;
- the planning application process is not performing strongly;
- the approach to regulating housing conditions in the private rented sector is not well developed;
- housing association performance is not consistently helping to relieve pressures on housing markets; and
- too many people are in temporary accommodation and some households are staying there too long.

The service has promising prospects for improvement:

- the sustainable Communities Strategy is being updated to provide a sharper focus on housing;

- a draft housing Strategy which addresses the main challenges facing Telford is currently consulted upon;
- there are proposals in place to align planning policy with new evidence on housing needs and viability;
- the restructuring of the Council and the establishment of a new strategic housing team has strengthened the Council's ability to plan and deliver services;
- there is a clear willingness and track record of developing skills of the service teams, acquiring external expertise where this is appropriate and learning from other providers to ensure that the service is well placed to meet its challenges;
- even better external partnership working and better joined up working between service teams is increasing capacity;
- a better approach to equality and diversity in the strategic housing service is being developed through improved support for Equality Impact Assessments and a more robust approach to understanding communities and responding to their needs;
- a clear and comprehensive hierarchy of performance reporting and new monitoring arrangements are helping the Council to understand progress against its objectives;
- performance management is generally effective and the approach to scrutiny, audit and risk management are all improving;
- systems for tracking, understanding and unblocking new housing delivery are being improved;
- financial and business planning processes are robust; and
- plans are in place to improve the approach to value for money.

However, there are a number of barriers to improvement. These include:

- the service has not fully exploited learning opportunities from its own service delivery and customer feedback
- sub-regional partnership working is not well developed and has a limited track record of strong outcomes;
- appropriate performance indicators or processes in place to help it monitor delivery and assess service quality and impact and there is not a comprehensive independent process in place to help the Local Strategic Partnership (LSP) monitor the delivery of its housing ambitions by each of its partners; and
- action plans are not consistently SMART or outcome focused.

Cabinet Response to Scrutiny Report

<p>Scrutiny Committee: Report:</p> <p>Lead Scrutiny Member: Lead Scrutiny Officer:</p> <p>Cabinet Member: Cllr Jacqui Seymour, Adult Care & Support Cllr Eric Carter, Housing Regeneration & Prosperity</p> <p>Response prepared by: Mike Atherton, Head of Community Protection Katherine Kynaston, Strategic Housing Manager</p> <p>Date of Cabinet meeting: 12 October 2010</p>			
<p>Scrutiny Recommendation</p>	<p>Response and summary of action being taken to implement, or reason for rejection</p>	<p>Date by which action will be taken</p>	<p>Person responsible for action (name and title)</p>
<p>Support and Services for Non-Statutory Homelessness</p> <p>1. Homelessness Strategy should provide more detailed information on the full range of homelessness in the Borough including data on non- statutory homelessness figures (this is available from the KIP project) and the services available. Service outcomes for this for non- statutory homelessness should be monitored.</p> <p>Indication of Cost: low / ongoing</p>	<p>This recommendation is agreed.</p> <p>We are in the process of finalising the Supporting People needs analysis with a view to developing a new Supporting People Strategy 2010-2013 through the summer. The needs analysis will inform our future commissioning of housing related support services from April 2011to ensure we are meeting the needs of the most vulnerable</p>	<p>31/03/11</p>	<p>Kathy Jones, Housing & Personalisation Commissioning</p>

<p>2. Members support the continued funding of the KIP project and recommend that this should be developed into an ongoing Service Level Agreement.</p> <p>Indication of Cost: high / ongoing</p>	<p>groups in the Borough</p> <p>Whilst recent case-law and previous government targets have led to an increasing focus on meeting the needs of homeless 16 and 17 year olds, we have recognised the need to ensure that this does not impact in a detrimental way upon young people over the age of 18 who are also in housing need. Accordingly the recently developed single allocation panel for young persons supported housing allocates to all young people who need supported housing between the ages of 16 and 25, and up to the age of 32 in the STAY resettlement accommodation.</p> <p>This recommendation has been implemented.</p>	<p>complete</p>	<p>Kathy Jones, Housing & Personalisation Commissioning</p>
<p>Supply of Housing</p> <p>3. The fundamental problem of RSLs not being able to compete on an equal footing for land with private developers needs to be addressed by the HCA.</p> <p>Indication of Cost: low / one-off</p>	<p>This recommendation is currently being implemented</p> <p>A Housing & Regeneration Partnership Board (HRPB) has been formed by bringing together key funding agencies to commission new market and affordable housing development and regeneration programmes</p>	<p>ongoing</p>	<p>Katherine Kynaston Strategic Housing Manager</p>

	<p>through a Local Implementation Plan (LIP). This is the first partnership of its kind in the region.</p> <p>The Homes & Communities Agency (HCA) and the Council are working actively to engage RSLs in developments locally. This includes the procurement of a partner to build c.200 affordable homes on TWC/HCA land provided at nil value and also work in the rural area to bring forward small scale affordable housing schemes with local RSLs. In rural areas all new development given planning consent under an 'exceptions' policy (to meet local needs) must be affordable, which is likely to mean that the developer will be a RSL.</p> <p>RSLs are different types of organisations to private developers and, in many cases; it is inevitable they will not be able to compete in an open market for the acquisition of specific development sites. This is due to the different parameters under which each sector operates.</p> <p>RSLs are 'not for profit' organisations, principally concerned with the provision and management of affordable housing.</p> <p>They may build themselves in the form of relatively small 100% affordable schemes, often with a mix of tenures such as social rent and low cost home ownership. They will also</p>		
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<p>4. The Council should develop a policy that prioritises affordable housing above all other Section 106 planning obligations over the medium term.</p> <p>Indication of Cost: low / ongoing</p>	<p>often commonly work with a private developer to acquire the affordable housing that is provided as part of a mixed tenure scheme (under a s106 agreement). In the past RSLs have also developed schemes which contain some homes for outright sale, mainly to help support the cost of affordable homes. While this has been difficult to achieve in the last few years, there are signs that RSLs are now starting to become active in this field again.</p> <p>There is no fundamental reason why an RSL cannot acquire a specific site. However the business model under which they operate is likely to limit their ability to compete against private developers. All purely affordable schemes require some form of 'gap funding' to be viable, which may come from RSLs own resources/borrowing, public sector grant or a combination of these.</p> <p>This recommendation is noted</p> <p>The Council has a policy to seek a certain percentage of affordable housing on every scheme, but has to consider the financial viability of schemes and competing community requirements triggered by the development. The Council has successfully negotiated some 140 units via S106 (full planning consent only) over the last year in difficult economic circumstances. It is anticipated that the government will announce changes to the approach to s106</p>		<p>Sally Hall, Development Plans & Sustainability Manager</p>
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<p>5. If an RSL applies for a development containing 100% affordable housing then the Council should have an overarching policy that allows planning officers to make a decision to waive the need for a Section 106 agreement for further contributions where possible.</p> <p>Indication of Cost: to be determined</p> <p>6. Members would like to see the Council exploring and supporting more non-traditional development builds on land that is not suitable for traditional builds. Members would like to see more of a strategic steer from the HCA.</p> <p>Indication of Cost: to be determined</p>	<p>arrangements nationally in autumn 2010. This will require a review of TWC's approach and policy arrangements, which can consider this issue further. This will be reflected in the forthcoming review of the Council's Core Strategy. It may also include the production of an Affordable Housing Supplementary Planning Document, which will set out in more detail the approach to affordable housing and other developer contributions.</p> <p>This recommendation is noted.</p> <p>Where a 100% affordable housing scheme is proposed, the Council does not seek education or highway contributions (which tend to be the largest cost within a S106). However the Council must still consider the impact of a development on the existing community and may seek a contribution e.g. to play equipment. However, in some recent cases no additional contribution has been sought. The Council will always consider the viability of the requirements of a S106 on an 'open book' basis, with developers and a RSL.</p> <p>This recommendation is being implemented</p> <p>As mentioned earlier, a HRPB has been formed to ensure that a strategic approach to housing development and regeneration is achieved across the borough. Partners are all</p>		<p>David Fletcher, Development Management Manager</p> <p>Katherine Kynaston Strategic Housing Manager</p>
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	<p>funding and commissioning agencies and they have agreed a local implementation plan to guide investment.</p> <p>Through the HRPB, the Council, HCA and other partners are committed to delivering a range of housing developments and welcome proposals for non-traditional build. It should be noted that such schemes may be more costly to deliver and in the current market this may reduce the proposals that are coming forward.</p> <p>It is also possible that non-traditional methods may be used as part of overall construction, which may have an impact on scheme cost or the speed of delivery.</p>		
<p>Choose Your Home</p> <p>7. The partner organisations look at the urgent banding to allow partners some flexibility to enable those people who have the greatest needs being dealt with accordingly. This should link with the work of the Safer Communities Partnership and the Think Family Programme to support the development of balanced communities.</p> <p>Indication of Cost: low / ongoing</p>	<p>This recommendation is noted.</p> <p>The urgent band within CYH already allows some flexibility for those with the most urgent housing needs, however finding suitable accommodation in all cases can be occasionally be difficult due to a shortage of affordable housing in the borough.</p> <p>The Council's housing allocations policy is currently being reviewed to ensure that it reflects housing needs within the borough and allocates available housing in an open, fair and transparent way.</p>	<p>31/03/11</p>	<p>Kathy Jones, Housing & Personalisation Commissioning</p>

<p>8. The bidding system should be reviewed so that if someone logs on to the system this should be recognised as actively seeking accommodation to help avoid inappropriate bids.</p> <p>Indication of Cost: low / ongoing</p> <p>9. The Wrekin Housing Trust continues to monitor the number of bids for accommodation via electronic, postal and telephone and the success of these applicants for accommodation. This information should then be used to ensure that Choose Your Home is accessible to all customers.</p> <p>Indication of Cost: low / ongoing</p>	<p>WHT as administrators of the choose your home scheme are represented on the project board, and both policy and systems changes for CYH have been identified. Costs for any related systems changes are likely to be medium rather than low.</p> <p>This recommendation is noted.</p> <p>Scope to implement this recommendation will be explored through the housing allocations policy review and any related systems changes.</p> <p>This recommendation is agreed.</p> <p>WHT already publish statistical information concerning the operation of CYH on their web-site, and feedback is provided to individual bidders within the scheme.</p> <p>The joint strategic needs assessment (JSNA) and the supporting people (SP) needs analysis will supplement information provided by the sub-regional housing market assessment to better inform on housing needs within the borough.</p>	<p>31/03/11</p> <p>ongoing</p>	<p>Kathy Jones, Housing & Personalisation Commissioning</p> <p>Kathy Jones, Housing & Personalisation Commissioning</p>
<p>Information and Co-ordination of Existing Services</p> <p>10. The existing bond schemes are co-ordinated</p>	<p>This recommendation has been</p>	<p>complete</p>	<p>Ginny Hickman,</p>

<p>and this is communicated to partner organisations. The Council should review its financial commitment to the scheme to increase the number of bonds available.</p> <p>Indication of Cost: high / ongoing</p>	<p>implemented.</p> <p>Information about the bond schemes has been provided to representatives of the Wrekin Landlords Association and to landlords through their newsletter.</p> <p>The general bond scheme and the substance misuse bond scheme operate essentially the same but differ in the type and extent of support provided. The scope of these schemes has recently been extended to provide a rent guarantor scheme which is intended primarily but not exclusively for young people in housing need.</p> <p>Increased cover has been provided to enable the bond schemes to develop further and meet new and emerging needs. Actual costs are minimal because costs are only incurred where those housed through the scheme default on their rent payments or cause damage. This occurs in a very low proportion on cases and so the indication of cost should be amended to low / medium.</p>		<p>Hsg Services Manager</p>
<p>11. (a) Members have been pleased that First Point has helped to act as referral point to signpost to relevant services Members recommend that role of First Point in helping to address housing and homelessness issues is monitored. (b) It is not acceptable, that housing assessments are carried out in the foyer at Darby House when interview rooms located on the ground floor are already in</p>	<p>These recommendations have been implemented.</p>	<p>complete</p>	<p>Ginny Hickman, Hsg Services Manager</p>

<p>use. This needs to be addressed as a matter of urgency – interviews must be held in a secure and confidential space.</p> <p>Indication of Cost: low / ongoing</p> <p>12. There also appears to be a lack of joined up working between CAMHS and adult mental health services and the homelessness team in finding accommodation for those people suffering from mental health problems. The PCT and Council should explore whether men's health initiatives could be delivered via Mark's Pitstop, YMCA and KIP.</p> <p>Indication of Cost: medium / ongoing</p> <p>13. The staffing of Housing Services is already under pressure and this should be looked at sympathetically in the service review and restructure.</p> <p>Indication of Cost: to be determined</p>	<p>This recommendation is agreed.</p> <p>The Homelessness Strategy identifies actions to improve coordination of housing and support services for people with mental health conditions. A sub-group for vulnerable persons is now in place and active in securing resources and promoting health initiatives for homeless people.</p> <p>This recommendation is noted.</p> <p>Concerns of the Scrutiny Members are acknowledged however in light of current economic pressures on public finance every service needs to be reviewed to achieve efficiencies whilst seeking to protect front-line services.</p>	<p>31/12/10</p> <p>31/12/10</p>	<p>Kathy Jones, Housing & Personalisation Commissioning</p> <p>Mike Atherton, Head of Community Protection</p>
<p>Young People</p> <p>14. The referral pathway for homeless young people is monitored to ensure the needs of young homeless people are met. This should include the views of young people who have used the service.</p>	<p>This recommendation is currently being implemented.</p>	<p>31/10/10</p>	<p>Kathy Jones, Housing & Personalisation Commissioning</p>

<p>Provider organisations should be engaged in the referral pathway for homeless young people.</p> <p>Indication of Cost: low / ongoing</p>			
<p>15. Members support the work of the Council with the Regional Offenders Accommodation Pathway and support further work through the development of an integrated offender management process to assist offenders to find suitable accommodation. The work of this group should be monitored to ensure the housing needs of offenders, including young offenders, are met.</p> <p>Indication of Cost: low / ongoing</p>	<p>This recommendation is currently being implemented.</p>	<p>31/12/10</p>	<p>Kathy Jones, Housing & Personalisation Commissioning</p>
<p>16. Homelessness services and Youth services work with the benefits agency to ensure as far as possible young people's accommodation is not put at risk if they start temporary employment.</p> <p>Indication of Cost: medium / ongoing</p>	<p>This recommendation is partially implemented.</p> <p>A recent Audit Commission inspection of strategic housing services recognised the proactive approaches of the Council's revenues & benefits service as 'excellent practice'.</p> <p>Further work is underway to explore creative options for use of discretionary housing payments or other options to help tackle this issue.</p>	<p>31/03/11</p>	<p>Kathy Jones, Housing & Personalisation Commissioning</p>
<p>17. All accommodation for homeless young people regardless of size should be licensed to ensure it is appropriate and provides appropriate support.</p>	<p>This recommendation is noted.</p> <p>The housing health & safety rating system</p>	<p>ongoing</p>	<p>Ginny Hickman, Hsg Services Manager</p>

<p>Indication of Cost: high / ongoing</p>	<p>(HH&SRS) provides a statutory basis for regulating minimum standards for housing conditions. There are no statutory provisions for licensing young persons' accommodation however there is scope to explore accreditation.</p> <p>Regardless the housing services continues to ensure that housing standards for homeless households and young people are at least of a minimum acceptable standard and that they meet HH&SRS standards</p>		
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Appendix 3

Consolidated Housing Services Improvement Plan

	Report Recommendation	Action	Target Date ¹	Lead	Resources required ²	Comments/Progress
R1: Improve the strategic approach to meeting housing needs by:						
a)	Following through on plans to sharpen the focus on housing in the Sustainable Communities Strategy	Complete update of Local Investment Plan (LIP)	31/03/11	SHM	A	
		Respond to consultation on draft revised SCS.	31/01/11	SHM	A	
		Publish revised SCS	31/03/11	PPM	A	
b)	Following through on plans to adopt a new overarching Housing Strategy and to review planning policies in the Core Strategy in the light of new information. (paras 37, 42),	Prepare draft Housing Strategy And complete consultation.	13/08/10	SHA	A	
		Updated draft Housing Strategy to be considered by Cabinet.	12/10/10.	SHA	A	Draft Strategy approved for Consultation May 2010.
		Publish/launch new Housing Strategy	31/10/10	SHA	A	Timetabled for CMT on 21/09/10 & CAPs 27/09/10.
		Review Vision and options for Core Strategy policy	31/12/10	DPM	A	
		Undertake consultation on revised policy options.	31/12/11	DPM	A	This work is anticipated to lead to a revised 'Spatial Plan'. The subsequent timetable/actions for this work Will be updated in the light of revisions to national guidance & review of policy options.
c)	Producing a Supplementary Planning Document which sets out	Review and consult upon strategic policy options for	31/12/12	DPM	A	

	Report Recommendation	Action	Target Date ¹	Lead	Resources required ²	Comments/Progress
	in detail the council's requirements for affordable housing provision on qualifying development sites. (44)	affordable housing.				
d)	Engaging with stakeholders, particularly housing associations, to develop robust housing sub-strategies where gaps or weaknesses have been identified (in this report) such as empty homes , addressing the needs of some diverse groups and proactive regulation of the private rented sector . [23, 25, 30, 35, 40, 41, 95, 97, 98,110).	Review housing needs of migrant workers as part of: update of Strategic Housing Market Assessment (SHMA)	31/12/10	SHA	A	
Review housing needs of key workers as part of new update of Strategic Housing Market Assessment (SHMA)		31/12/10	SHA	A		
Finalise proposals for 'The Marches Local Enterprise Partnership (LEP)		30/11/10	HED	A	Timetable subject to further advice from CLG.	
Finalise LEP Delivery Plan		01/04/11	HED	A	Timetable subject to further advice from CLG.	
Review needs and options for meeting identified needs of gypsies & travellers (40, 110).		31/12/12	DPM	A		
Develop single comprehensive plan to meet housing needs of older people. (40).		31/03/11	SHA	A	To be undertaken as part of sub regional study (with Shropshire & Herefordshire)	
Develop Action Plan for regulation of the private rented housing sector.		31/03/11	SDM (H)	A		
Work with partners to develop 'under occupation' strategy', including use of customer incentives (97)		30/09/11	SDM (H&P)	A	To be led by sub group of Homeless Strategy Group, including housing association partners.	

	Report Recommendation	Action	Target Date ¹	Lead	Resources required ²	Comments/Progress
		Update Empty Property Strategy	31/12/10	SDM (H&P)	A	
		Update Supporting People (SP) Strategy	31/03/11	SDM (H&P)	A	
		Develop plans to meet needs of customers aged 18 and over (110)	N/A	N/A	N/A	Single housing allocation panel already set up.
e)	Following through with plans to undertake a programme of rural housing needs and development opportunity surveys. (33)	Complete full programme of rural parish housing needs surveys	31/03/12	SHM	A	3 surveys completed to date.
f)	Analysing the take-up of service across a range of diverse community groups and using this information to identify and address any barriers to service access. (35, 110)	Complete update of Supporting People Needs Analysis (110)	31/03/11	SDM (H&P)	A	
		Consider need to develop direct access provision for non-statutory homeless (110)	31/3/11	SDM (H&P)	A	To be assessed by Homeless Strategy Rough Sleepers Sub Group
		Develop formal partnership protocol for hospital/prison leavers (110).	31/12/10	SDM (H&P)	A	Draft proposal ready to be circulated for consultation.
R2: Improve the performance management arrangements by:						
a)	Introducing and analysing the outcomes from comprehensive customer feedback surveys and using this information to deliver	Obtain customer feedback from HA partners six monthly	31/03/11	SHA	A	
		Formulate customer research Survey programme.	31/12/10	SDM (H&P)	A	Additional resource to be Provided by Community

	Report Recommendation	Action	Target Date ¹	Lead	Resources required ²	Comments/Progress
	service improvements (49)					Development Apprentice.
b)	Introducing comprehensive service standards and using an analysis of performance against these standards to assess service quality and identify improvement opportunities. (61)	Develop and consult on service Standards for housing operational services.	31/12/10	SDM (H)	A	
c)	Ensuring that action plans are SMART and outcome focused (61, 62)	Identify published 'Check List' against which to assess future action plans.	30/10/10	SHA	A	To review Audit Commission and other guidance on this topic. Proposed Check List to be agreed by Housing Monitoring Board (HMB)
		Assess new Action Plans through HMB.	31/03/11	HCP/SHM	A	
		Develop 'SMART' Action Plan for new Housing Strategy	12/09/10	SHA	A	
		Update Delivery Statement for Local Investment Plan as part of Annual review (to include clear set of scheme targets/outcomes.	31/03/11	SHM	A	
		Review Housing Services Improvement Plan.	02/09/10	HCP/SHM	A	N.B. This is this document.
d)	Establishing an independent forum to represent the LSP in monitoring and reporting on the performance of	Complete internal review of Local Strategic Partnership (LSP)	31/03/11	ACE	A	Review dependent on a range of external factors & influences

	Report Recommendation	Action	Target Date ¹	Lead	Resources required ²	Comments/Progress
	the strategic housing services. (56, 57,61, 64, 67)					
		Review Terms of Reference of Housing & Regeneration (HRPB) and Health & Well Being Partnership Boards, to ensure full reporting of performance of strategic housing services	12/12/10	HCP/SHM	A	
		Develop and report on suite of housing performance Indicators (PIs) to HRPB	Quarterly	SHM	A	The first quarterly report on the 2010-13 LIP was reported to HRPB on 8/8/10. This will be extended to cover all Housing PIs.
		Introduce new arrangements to monitor and report on housing delivery.	12/12/10	SHM	A	
		Develop formal partnership protocol between TWC and HA partners(67)	31/03/11	HCP/SHM	A	
		Establish formal two-way performance management arrangements between the Council and its main housing Association partners.	31/03/11	SHM	A	Initiated with Bromford and in planning stages with Sanctuary.
		Invite representative of independent housing association forum to attend HRPB meetings and present joint report.	Quarterly	SHM	A	Initiated in June 2010.

	Report Recommendation	Action	Target Date ¹	Lead	Resources required ²	Comments/Progress
		Hold annual development partner forum as part of the refresh of the Local Investment Plan (to include review of progress and forward view).	28/02/11	SHM	A	Undertaken as part of the development of the initial LIP. Contact with partners maintained via 'Task & Finish' Groups and one to one Meetings.
R3: Further develop the capacity of the strategic housing service by:						
a)	Identifying ways to strengthen current sub-regional working including improving opportunities for shared service delivery (45, 51),	Join West Housing Partnership (WHP)	01/07/10	HCP/SHM		Attended first formal meeting on 23/07/10.
		Obtain formal CAPs/Cabinet Agreement to join WHP	31/12/10	HCP/SHM	A	Need to confirm type of approval required (outside bodies?) and programme meeting.
		Complete joint (WHP) review of housing for older people.	31/03/11	SHA	B	
		Through WHP, review opportunities for shared Intelligence gathering, service delivery, liaison and improvement.	31/03/11	HCP/SHM	A	
		Develop overarching Housing Strategy Statement for WHP Area.	31/03/11	SHA	A	This will enable individual strategies to be linked and key cross-cutting issues to be identified.
b)	Improving the approach to	Participate in current WHP-	31/03/11	SHA	A	

	Report Recommendation	Action	Target Date ¹	Lead	Resources required ²	Comments/Progress
	benchmarking and using the outcome to inform service improvements and value for money (VfM) (68, 75,76,77)	benchmarking exercise				
		Take forward the corporate VfM Framework (76)	31/03/11	PVM	A	
		Develop corporate procurement Strategy (77)	31/03/11	HICTP	A/B	
		Complete Supporting People VfM and financial modelling Toolkits.	31/12/10	SDM (H&P)	A	
c)	Following through with plans to carry out service reviews of the strategic housing services to identify ways of improving services and value for money	Complete strategic review of Strategic Housing Unit	31/03/11	HPS	A	To follow review of Heads of Service structure
		Complete strategic review of Community Protection (Housing)	31/03/11	HCP	A	To follow review of Heads of Service structure
R4: Further improve outcomes for customers:						
a)	Adopting a comprehensive and robust approach to completing Equality Impact Assessments (EIAs) (45, 52, 54)	Complete pilot Multi Impact Assessment (MIA) of draft Housing Strategy	10/09/10	SHA	A	
		Complete EIAs/MIAs for all new housing-related strategies.	31/03/11	HCP/SHM	A	Assessments to be 'signed-off' by Housing Monitoring Board.
b)	Following through on plans to improve the understanding of local communities and using it to address the issues identified in this report. (31, 45, 53, 55, 104,105)	See actions in R1 d) and R3 a) above.	Various	Various	A	
		Reduce no. in temporary accommodation, impact on young people (104/105)	31/01/11	SDM (H)	A	
c)	Improving the planning application process to address the issues identified in the report.	Implement 'Development Team Surgeries' with internal consultees to streamline	12/12/10	DM	A	

	Report Recommendation	Action	Target Date ¹	Lead	Resources required ²	Comments/Progress
	(80, 88, + some references above)	responses to developers on Section 106 requests.				

Resources required.

A = Within Existing Budgets,

B = External Funding (grant of partner organisation money) in place

C = External funding grant to be applied for

D = New service income/charging strategy (only include income generated from new services being provided. Existing income generation activities or charging strategies should be included as category A)

E = Resources not yet identified

Notes

1. The report specifies a target date of August 2011 for the implementation of all recommendations.
2. Assume all recommendations will be implemented using existing internal resources.

Key

HCP	Head of Community Protection	Mike Atherton
HPS	Head of Planning & Sustainability	Michael Barker
HED	Head of Economic Development	Peter Smith
HICTP	Head of ICT and Procurement	Mike Weston
SHM	Strategic Housing Manager	Katherine Kynaston
DM	Development Manager	David Fletcher
DPSM	Development Plans & Sustainability Manager	Sally Hall
SDM (H)	Service Delivery Manager (Housing)	Ginny Hickman
SDM (H&P)	Service Delivery Manager (Housing & Personalisation)	Kathy Jones
SHA	Strategic Housing Advisor	Chris Winter
ACE	Assistant Chief Executive	Richard Partington
PPM	Partnership & Performance Manager	Jonathan Power
PVM	Policy & VfM Manager	Felicity Mercer

Chairman's Foreword

This review has confirmed the complexity of housing and homelessness – but our focus has been how this affects the individuals and families involved. The initial scope of the review was on homelessness but this soon extended to include chooseyourhome. We were aware that during the review the credit crunch affected the housing market and more recently the recession affects the number of people who are at risk of homelessness. While we would have liked to do further work to look in-depth at how these issues were affecting Telford and Wrekin it was important that we concluded our report and made our recommendations based on the evidence to date.

I want to thank everyone who contributed to the review and look forward to the Cabinet response.

Cllr. Derek White
Chairman of the housing and Homelessness Scrutiny Review

Summary Report of Housing and Homelessness Review

Background

Members have undertaken a wide ranging review of the issues around housing and homelessness and the services that are available in Telford and Wrekin. During the review Members held a number of meetings and visits which provided evidence on the following:

- Legislative Context
- Telford and Wrekin Housing Strategy
- KIP Project
- YMCA
- STAY
- Marks Pit Stop
- Citizen's Advice Bureau
- Prevention
- Single Assessment and Support Centre
- Housing Supply
- Registered Social Landlords
- Private Landlords
- Homes and Communities Agency
- Maninplace

The scope of the review is outlined below:

1. To review the Choose Your Home choice based lettings scheme, and feed conclusions and recommendations into the officer review of the Council's housing allocations policy.
2. To assess the extent of housing needs and homelessness – including statutory homeless and those who do not fit within the priority needs group.
3. To investigate the barriers and opportunities in the supply of housing, and consider innovative design solutions.
4. To understand the eligibility criteria for accessing housing support for different groups within the community.
5. To make recommendations to Cabinet for improvement.

This raised many questions that Members wanted to answer and as a result some of the initial information is no longer up to date. In light of this Members have agreed to produce a summary report which identifies the current issues and relevant conclusions and recommendations.

Members of the Housing and Homeless Review Group

- Cllr. Derek White (Chair)
- Cllr. Angela McClements
- Cllr. Veronica Fletcher

- Cllr. Richard Overton
- Dag Saunders (co-optee)

CONCLUSIONS AND RECOMMENDATIONS

Conclusion

Members recognise the complexity of the problems around housing and homelessness and the range of organisations that are involved in meeting these needs. One of the roles of Scrutiny is to be the voice of local people and it is this perspective that Members have taken during the review – how well do these services meet the needs of the people of Telford and Wrekin.

A Scrutiny review is an opportunity to identify good practice as well as areas for improvement. Members were very impressed with the support provided by the Maninplace project and particularly commend the work of Alan Olver who has, over the years, made an outstanding contribution to improve the lives of homeless people. The Members agreed that the Council and the people of Telford and Wrekin owe him a debt of gratitude.

Members recognise that this Scrutiny Review will not solve all the issues that they identified during the review. However, Members have highlighted some key areas of concern and made recommendations that will help to address these. These key issues are:

- Support and services for non-statutory homeless
- Housing supply
- Choose Your Home
- Co-ordination of existing services
- Homelessness and young people

Support and Services for non-statutory homeless

A recurring theme from the evidence gathered has been the need to provide effective services for vulnerable people who are not statutorily homeless. While the legislation has changed recently extending the duty on the Council to assess the needs of all young people under 18 this wider group of non statutory homeless remains vulnerable. One group that were identified as being particularly vulnerable when seeking appropriate accommodation are people with mental health issues. Members recognise the financial pressure on all public services but are of the view that providing early intervention services for these vulnerable groups will in the long term generate savings. Members were also of the view that the services provided by the Voluntary Sector provide good value for money.

Housing Supply

Members are pleased that the Council has taken steps to strengthen its relationship with the Homes and Communities Agency. In order to increase the supply of affordable housing Members would like to see the Council exploring and supporting more non-traditional development builds and would like to see more of a strategic steer from the HCA. A related issue that

Members identified was that Registered Social Landlords are not able to compete on an equal footing for land with private developers. This is an issue that Members would like the Homes and Communities Agency to address. One option that was raised during the review was the development of a Land Trust. Members also concluded that the Council can assist in increasing the supply of affordable housing through the development of a policy that prioritises affordable housing above all other Section 106 planning obligations over the medium term. Also if a Registered Social Landlord applies for a development containing 100% affordable housing then the Council should have an overarching policy that allows planning officers to make a decision to waive the need for a Section 106 agreement for further contributions.

Choose Your Home

Members were given an overview of the chooseyourhome system and had the opportunity to raise any concerns they had. Firstly, it was recognised that this system itself does not increase the supply of accommodation, and therefore due to the high demand for all homes, unfortunately, some customers did have to wait a considerable amount of time to find a suitable home. Some members raised concerns regarding customers having to bid each week even if the accommodation available is not appropriate. It was clarified that the only customers expected to choose on a regular basis were those in the urgent band, and they would only be encouraged to choose homes that addressed their housing need. Members were also concerned that if someone's circumstance changes they go to the bottom of the new band they are allocated to. It was clarified that if a customer's housing need increases and they are placed in a higher band, their date is changed because their level of housing need has changed. However if they are placed into a lower band their date remains unchanged. A further issue that Members identified was that the people who do not have easy access to a computer to bid may be disadvantaged. It was reported that customers can also choose homes over the phone or in person, however the highest number of choices are made via the internet. Urgent band customers are monitored closely to ensure no customer is disadvantaged. Members also noted that the system does not help providers of accommodation to develop balanced communities which can in some cases lead to anti-social behaviour.

Co-ordination of Existing Services

As previously mentioned this review has taken place over a long period of time and many of the services have changed during this period. Some of the recommendations made by Members do not look at new areas of work but the co-ordination of existing services. Members recognised that staff in housing services were working under the pressure of high work load and that this is likely to increase. Members concluded that the service needs to ensure that it has the capacity to work with other services and partner organisations effectively e.g. to increase the existing bond schemes. Members are aware of the financial commitment that increasing the scheme would involve but since the bond is retained by the Council this is not a recurring cost. It was identified during the review that there was a lack of co-ordination between the existing

bond schemes and that this has caused some confusion for partner organisations.

Members were pleased that First Point has helped to act as referral point to signpost to relevant services and recommend that the role of First Point in helping to address housing and homelessness issues is monitored. However Members are of the view that it is not acceptable that housing assessments are carried out in the foyer at Darby House when interview rooms located on the ground floor are already in use. This needs to be addressed as a matter of urgency. Members concluded that anyone needing housing services should be able to see a housing officer at First Point who can undertake an initial assessment and make a further appointment when necessary in an appropriate room at Darby House.

There also appears to be a lack of joined up working between Child and Adolescent Mental Health Service (CAMHS), adult mental health services and the homelessness team in finding accommodation for those people suffering from mental health conditions. Members identified that there is an opportunity for the Primary Care Trust and Council to explore whether men's health initiatives could be delivered via Mark's Pitstop, YMCA and KIP.

Young People

Members welcome the development of the Young Persons Referral Pathway. Members recognise that while processes have to be followed the systems in place need to be able to respond sufficiently quickly to meet young people's needs. Staff need appropriate training on the issues facing young homeless people and providers should be engaged in the referral pathway process to support the development of balanced communities.

Members were also concerned that there appears to be a lack of joined up working between the Probation service, Youth Offending service, and the homelessness team in terms of finding accommodation for prisoners being released.

Members are concerned that continuity of accommodation for young people is put at risk if they start temporary employment. If their housing benefit stops but then they have to reapply when the employment ends, there is inevitable time lag in receipt of benefit. Members identified that joint work between Homelessness services and Youth services work with the benefits agency could help ensure as far as possible young people's accommodation is not put at risk if they start temporary employment. It has been suggested that the Council may be able to develop a bridging grant.

Members also identified that the need to reduce the number of young people in Bed and Breakfast accommodation can in some cases result in them being placed together in accommodation that does not have support from people who have experience of working with vulnerable young people.

The refreshed Housing Strategy will be consulted on during May 2010. The recommendations from the Scrutiny Review will be fed into this process.

Equality Implications

During the review Members received information on the issues for different groups that are affected by homelessness.

Young People: The issues identified are set out in the conclusions and recommendations

Older People and Mental Health: The Extra-care Project at Lightmore provides support for this client group.

Domestic Violence: the Council has established a sanctuary scheme for victims of domestic violence and Multi-agency risk assessment conferences, the Specialist domestic Violence Court and the Integrated Domestic Abuse Programme.

Learning Disabilities: the Beth Johnson Sanctuary has worked closely with the YMCA to provide accommodation for people with Learning Disabilities. This has been part of a Section 106 Agreement. The BJS does not provide the care element of this work.

Recommendations

The recommendations from the Review Group are set out in the table below. We have assigned a priority level to each of the recommendations, and given an indication of the cost.

It is not possible to provide detailed costings for the recommendations within this report without a considerable amount of additional work being undertaken by both scrutiny and finance officers. However, the recommendations have been placed into one of three categories below and an indication if it is a one off or an ongoing cost:-

- Low cost indicates that the recommendation could be funded from within existing resources, although not necessarily in the current year.
- Medium cost indicates that the recommendation is anticipated to cost up to £10,000 which is not currently budgeted.
- High cost indicates that the recommendation is expected to cost more than £10,000 which is not currently budgeted.

No.	Recommendation	Indication of Cost
1.	Support and Services for Non-Statutory Homelessness Homelessness Strategy should provide more detailed information on the full range of	Low / Ongoing

2.	<p>homelessness in the Borough including data on non- statutory homelessness figures (this is available from the KIP project) and the services available. Service outcomes for this for non- statutory homelessness should be monitored.</p> <p>Members support the continued funding of the KIP project and recommend that this should be developed into an ongoing Service Level Agreement.</p>	High / Ongoing
Supply of Housing		
3.	The fundamental problem of RSLs not being able to compete on an equal footing for land with private developers needs to be addressed by the HCA.	Low / One off
4.	The Council should develop a policy that prioritises affordable housing above all other Section 106 planning obligations over the medium term.	Low / Ongoing
5.	If an RSL applies for a development containing 100% affordable housing then the Council should have an overarching policy that allows planning officers to make a decision to waive the need for a Section 106 agreement for further contributions where possible.	To be determined
6.	Members would like to see the Council exploring and supporting more non-traditional development builds on land that is not suitable for traditional builds. Members would like to see more of a strategic steer from the HCA.	To be determined
Choose Your Home		
7.	The partner organisations look at the urgent banding to allow partners some flexibility to enable those people who have the greatest needs being dealt with accordingly. This should link with the work of the Safer Communities Partnership and the Think Family Programme to support the development of balanced communities.	Low / Ongoing
8.	The bidding system should be reviewed so that if someone logs on to the system this should be recognised as actively seeking accommodation to help avoid inappropriate bids.	Low / Ongoing

9.	The Wrekin Housing Trust continues to monitor the number of bids for accommodation via electronic, postal and telephone and the success of these applicants for accommodation. This information should then be used to ensure that Choose Your Home is accessible to all customers.	Low / Ongoing
Information and Co-ordination of Existing Services		
10.	The existing bond schemes are co-ordinated and this is communicated to partner organisations. The Council should review its financial commitment to the scheme to increase the number of bonds available.	High/ Ongoing
11.	Members have been pleased that First Point has helped to act as referral point to signpost to relevant services Members recommend that role of First Point in helping to address housing and homelessness issues is monitored. It is not acceptable, that housing assessments are carried out in the foyer at Darby House when interview rooms located on the ground floor are already in use. This needs to be addressed as a matter of urgency – interviews must be held in a secure and confidential space.	Low / Ongoing
12.	There also appears to be a lack of joined up working between CAMHS and adult mental health services and the homelessness team in finding accommodation for those people suffering from mental health problems. The PCT and Council should explore whether men's health initiatives could be delivered via Mark's Pitstop, YMCA and KIP.	Medium / Ongoing
13.	The staffing of Housing Services is already under pressure and this should be looked at sympathetically in the service review and restructure.	To be determined
Young People		
14.	The referral pathway for homeless young people is monitored to ensure the needs of young homeless people are met. This should include the views of young people who have used the service.	Low / Ongoing

	<p>Provider organisations should be engaged in the in the referral pathway for homeless young people.</p>	
15.	<p>Members support the work of the Council with the Regional Offenders Accommodation Pathway and support further work through the development of an integrated offender management process to assist offenders to find suitable accommodation. The work of this group should be monitored to ensure the housing needs of offenders, including young offenders, are met.</p>	Low / Ongoing
16.	<p>Homelessness services and Youth services work with the benefits agency to ensure as far as possible young people's accommodation is not put at risk if they start temporary employment.</p>	Medium/ Ongoing
17.	<p>All accommodation for homeless young people regardless of size should be licensed to ensure it is appropriate and provides appropriate support.</p>	High / Ongoing

TELFORD & WREKIN COUNCIL

CABINET – 12 OCTOBER 2010

**UPDATING THE HOUSING STRATEGY FOR TELFORD & WREKIN –
REVISED VERSION (FOLLOWING CONSULTATION)**

REPORT OF THE STRATEGIC HOUSING MANAGER

PART A – SUMMARY REPORT

1.0 SUMMARY OF MAIN PROPOSALS

The draft updated Housing Strategy for Telford & Wrekin was approved for Consultation by Cabinet in May 2010. The purpose of this report is to update Cabinet on the outcome of the consultation and to present an updated draft Housing Strategy for approval.

2.0 RECOMMENDATIONS

That the attached revised Housing Strategy for Telford & Wrekin be approved.

3.0 SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	<i>The Strategy supports the delivery of all objectives within the Housing, Regeneration and Prosperity Priority Plan.</i> <i>It will also make a significant contribution to other Priority Plans, including Adult Care & Support, Children & Young People and Environment & Rural Area.</i>

	Will the proposals impact on specific groups of people?	
	Yes	<i>The Strategy will impact on all individuals and groups of people in the borough in some way.</i>
FINANCIAL/VALUE FOR MONEY IMPACT	No	There are no direct financial implications arising from the approval of the draft Housing Strategy. There will be financial implications of delivering projects and programmes in accordance with the Strategy. Financial support will be provided as appropriate, and the financial implications presented for approval through future reports or business cases. JAC16/09/10
LEGAL ISSUES	No	<i>The publication of a formal Housing Strategy is not a statutory requirement of a local authority.</i>
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	<i>The Housing Strategy provides the focus for the mobilisation and co-ordination of internal and external resources to meet the needs of the borough.</i>
IMPACT ON SPECIFIC WARDS	No	<i>The Housing Strategy will potentially impact on the whole of the borough.</i>

PART B) – ADDITIONAL INFORMATION

4. INFORMATION

- 4.1 Local authorities are expected to have robust and up to date strategies for key areas of service provision, including housing. Telford & Wrekin Council is currently in the process of updating its overarching Housing Strategy. The new Strategy covers all housing tenures and runs from 2010 – 2013. It brings together a number of supporting strategies, including Homelessness; Supporting People; Housing Renewal; Housing, Care & Support and Affordable Warmth.
- 4.2 The Strategy also make close links with other service delivery area strategies including land use planning, regeneration, economic development and children & young people. In addition, it is linked closely to the Local Investment Plan for the borough (which sets out a delivery framework for elements of the new Strategy) and the Council's local Priority Plans.
- 4.3 The Cabinet has previously considered the Council's draft Housing Strategy and approved it for consultation with a range of partners and stakeholders, both internal and external. This consultation ran for 6 weeks from 5 July to 13 August. More than 20 responses were received from individuals and on behalf of organisations or groups of organisations. The main observations and comments made during this process can be summarised as follows:

- Document comprehensive and glossary of terms helpful
- Recognition of links between housing and other services (e.g. health) and support for a number of the stated interventions (e.g. domestic energy efficiency, provision for the ageing and vulnerable population),
- Update references to external context, e.g. public expenditure context, the economy, changes to regional governance and Regional Spatial Strategy (RSS), formation of Local Enterprise Partnership (LEPs), changes to National Health Service (NHS) structures and working arrangements, potential new models of service provision/ delivery and other national policy initiatives/changes.
- Strengthen links to other service issues. e.g. Local Development Framework (LDF), supporting people to live at home and remain independent, personalisation of Social Care services, Climate Change (including carbon reduction and green infrastructure)
- Strengthen references to a number of policy areas, including existing housing stock (including improving energy efficiency) and working proactively with private sector landlords.
- A number of qualifications of factual points and presentational issues

4.4 The attached Strategy has now been updated to reflect the comments made during the consultation. Subject to further Cabinet comment and approval, the attached revised Housing Strategy will be finalised and placed on the Council's website. It will also be distributed to, or brought to the attention of, the consultees and other bodies.

5. IMPACT ASSESSMENT – ADDITIONAL INFORMATION

5.1 The revised Housing Strategy has been used to pilot a new Multi-Impact Assessment process.

6. PREVIOUS MINUTES

11th May 2010 – CB 202

7. **BACKGROUND PAPERS**

- *A Question of Balance*. Housing Strategy for Telford & Wrekin, 2003 -2006 (formally extended to 2008/09).
- *People and Places - Draft Housing Strategy, 2010 - 2013* (Cabinet 11th May 2010).

***Report prepared by: Katherine Kynaston - Strategic Housing Manager
01952 384021 and Chris Winter – Strategic Housing Advisor 01952
381901***

People and Places

Housing Strategy for Telford & Wrekin: 2010-2013



Lead Cabinet members:

Councillor Eric Carter - Housing, Regeneration & Prosperity
Councillor Jacqui Seymour - Adult Care and Support

Co-ordinator: Chris Winter, Strategic Housing Unit.

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Telford & Wrekin
COUNCIL

October 2010

The strategic housing role is at the heart of achieving social, economic and environmental objectives that shape a community and create a sense of place.

FOREWORD

This strategy is all about **the future of housing in Telford & Wrekin**. The Council's Cabinet has approved the draft document for consultation and engagement with a range of different partners and individuals who have an interest in housing in the borough. While Telford & Wrekin Council no longer has its own housing stock – it still has an important role in housing.

Having somewhere to live is important, but housing is not just about bricks and mortar. It also has a part to play in other areas, such as:

- Helping people to live happier and healthier lives
- Providing better changes in life through education and life-long learning
- Contributing to lower levels of crime and less fear of crime.

The Housing Strategy also has strong links with strategies for other service areas, both within the Council and with other bodies.

This Strategy is an overarching or 'umbrella' document. It complements a range of other housing related documents, including the Homelessness, Planning Core Strategy, Supporting People and Housing Care & Support sub strategies. It covers all aspects of housing, including meeting local housing needs, improving housing conditions and helping people to access or remain in the housing that they need. It is deliberately short and concise in order to provide an effective basis for delivery, with prepared. The Strategy includes an Action Plan, with individual actions listed in their respective sections.

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1. INTRODUCTION

This draft Housing Strategy - *People and Places* - will ultimately replace the Council's current Housing Strategy, which ran to 2010. The main purpose of the document is to set out a vision for how the diverse housing needs of the borough will be met over the next three years. It will also:

- provide a clear statement on the housing issues facing the borough, the Council's future housing priorities and a strategic lead on how this need to be addressed.
- help to identify areas where housing can contribute to other service strategies and plans (internal and external) and, in turn how these can contribute to achieving housing objectives.
- provide the basis for aligning investment and service provision by other service areas and agencies.

This Strategy has been produced after a period of consultation on a draft document. The full Engagement Plan is set out in Appendix 2 of this document.

The new Housing Strategy is an overarching, or umbrella document, which is complemented by a range of supporting strategies and other policy documents, including the Local Investment Plan (LIP) and the Council's Priority Plans (see below) It covers a three year period: 2010 -2013 and will be reviewed annually. The Strategy is comprehensive and covers a number of key housing issues facing the borough, including:

- New house building of all tenures, and across the whole borough
- The renewal, regeneration and making best use of the existing housing stock, whether it is rented or owned.
- The housing needs of all groups in the community, including the most vulnerable
- How housing contributes to other service areas and policy issues, including health, care and support, education, employment and child and family poverty.

Why is housing important?

Housing is a basic human requirement, however it is about much more than 'bricks and mortar'. The provision and quality of housing in a local area is important for a number of reasons, including:

- It can help people to lead healthier and more fulfilling lives. Damp homes, poor heating and falls can affect health and lead to injuries.
- It can help to create better chances in life through education and life-long learning. Overcrowding and enforced housing moves can harm children's education and personal development.
- It can help reduce crime and fear of crime, which can have negative economic and social effects.
- It can help to create jobs and prosperity for local people, by retaining existing skills, attracting new employers and protecting existing jobs.

Housing also contributes to virtually every one of the current National Indicator Set of 198 performance measures.

Telford & Wrekin Council no longer has its own housing stock, having transferred its former properties to The Wrekin Housing Trust and other local housing associations in 1999. While the Council is not a landlord, it still has a number of important strategic housing responsibilities, which include:

- Understanding its local housing market, including assessing existing and future housing requirements across all tenures
- Creating a long term vision for new and existing housing that is closely linked to the Sustainable Communities Strategy and Planning Core Strategy for the area
- Developing shorter-term investment strategies and action plans in collaboration with local stakeholders and communities
- Working in partnership with other agencies and service providers to commission, fund and co-ordinate the activities to implement the strategy to bring about the desired change
- Using their full range of housing and planning powers, including powers of regulation
- Using the authority's own resources as creatively as possible.

More generally, strategic housing activity contributes to local authorities' important place-shaping role. Through the alignment of investment and service priorities, it can help to deliver improved services (including health, education and social care); create a safe environment; promote accessible transport; achieve a strong sense of community; address climate change and provide a decent home for at all a price they can afford. Much work has been done nationally to support local authorities in strengthening their strategic housing roles.

2. THE STRATEGIC CONTEXT

2.1 Housing in Telford & Wrekin

Telford & Wrekin is a unitary authority within the West Midlands region, to the west of the West Midlands conurbation. With an estimated population of around 167,000 (2008) it is made up of the town of Telford, together with the town of Newport to the north east, and a substantial, largely rural, area between these settlements and to the west.

Telford has consistently been amongst the most rapidly growing settlements in the region over the last forty years. The population of the borough has increased consistently by an average of 1.2% per Annum. From 1994, natural change and migration have each made up 50% of the borough's population increase, but since 2000, natural change has accounted for two thirds of growth. However, as a former New Town, there is a considerable ex- Development Corporation housing that is now in various ownerships, much of which is need of significant renewal and refurbishment.

The Telford & Wrekin housing market area has a high level of self containment, with relatively small proportions of the borough's residents travelling out to work (13%), and a low proportion of its workforce commuting in (26%) [2001 Census]. It has recently been aligned with Shropshire and Herefordshire, as one of six housing market areas or zones within the West Midlands region.

Within the overall housing market in the borough there are three broad sub markets, which include:

- **Telford** – this generally has lower housing values, higher levels of social rented and privately rented housing, lower incomes and higher levels of deprivation.
- **The Rural Area** – with higher values and predominantly owner occupied, with much higher average incomes. However, there are a range of income levels and housing conditions in the rural area.
- **Newport** – a separate settlement (although many residents work in Telford or elsewhere) which falls between Telford and the rural areas, although it too generally has high values and high incomes.

There are currently around 67,000 homes in the borough. The majority of these are located in Telford with significant stocks in Newport (4,600) and the rural area (5,300). As a former New Town, the borough has traditionally had a high proportion of public sector housing stock and, while this has fallen over the last two decades as a result of new private house building and public sector sales, it is still higher (20%) than the average for the West Midlands and England. The private rented sector has increased significantly and, although comparatively low, is currently estimated at around 8%. The majority of the borough's stock is owner occupied (69%).

While the condition of the borough's housing stock is slightly better overall than that of England and the West Midlands region, parts of it are in poor condition. The main findings of the most recent housing condition survey in the borough (2008) is summarised in Box 1, below.

BOX 1**Housing Conditions in Telford & Wrekin**

The Council commissions a five yearly survey of housing conditions in the borough (all tenures). The most recent five yearly stock survey (2008) provide a detailed picture of housing conditions in the borough:

- Around 15,100 dwellings (22%) do not meet the national Decent Homes Standard. This compares with 27% for England as a whole.
- The majority of dwellings that are non decent are due to the incidence of 'Category 1' hazards, such as risk of cold, damp, risk of falls or thermal comfort failure
- Housing conditions vary by tenure. 35% of home in the private rented sector do not meet the Decent Homes Standard, compared to 20% of owner occupied housing and 21% of social rented housing.
- 68.3% of households that are classed as 'vulnerable' are living in decent homes. To achieve a level of 70%, 660 properties would need to be made decent at a cost of around £2.2 million.
- An estimated 3,200 households (5%) are in fuel poverty. The cost to remedy owner-occupied fuel poverty is £6.2 million (1,750 dwellings)
- An estimated 14,900 households (22%) have one or more residents with a disability. The net cost of adaptations, after means testing, is £6.7 million
- 2.7% (1,957) of dwellings in the borough are empty. Just under 600 of these have been empty for more than six months.
- 2.3% of dwellings in the borough are overcrowded.

There is a growing shortage of affordable housing in the borough. The Council regularly commissions a Strategic Housing Market Assessment (SHMA) to help it to understand its local housing market. The Study follows a published national methodology. The results from the latest local SHMA are summarised in Box 2 below.

BOX 2**Housing Needs in Telford & Wrekin**

The latest Strategic Housing Market Assessment (2009) identifies the need for a net additional 1,240 affordable homes per annum in Telford & Wrekin, of which the majority should be for social renting. On average between 100 and 200 new affordable homes are being delivered each year in the borough. There is a shortage of affordable housing in all parts, including Newport and the Rural Area. There is also a need for housing for larger families and for wheelchair users.

The population of the borough is ageing and there is a growing requirement for specialist and supported housing (all tenures) to meet the needs of older and vulnerable people in the borough. There is also a need to ensure that the existing homes in the Borough are suitable for the ageing population. In addition there is a need to develop provision for Gypsies and Travellers.

Homelessness continues to be an issue locally, particularly for young people. The Council and its partners are working hard to prevent homelessness in the borough. It is recognised that some groups, such as older single homeless people, are not able to access statutory support services.

BOX 3**Homelessness**

The Homelessness Strategy 2007 provides a framework for an inter-agency homelessness steering group to sustain housing arrangements for those at risk through a diverse range of prevention initiatives, support those who cannot avoid becoming homeless back into permanent accommodation, to improve the quality of temporary accommodation, and to deliver the Community & Local Government's (CLG) temporary accommodation targets.

The Council has placed a strong focus on increasing prevention and early intervention in homelessness services, which has resulted in a year on year reduction in homeless acceptances since 2003/04. Its Housing Needs Service offers advice over a range of housing issues ranging from general housing advice to homelessness and issues with affordability and mortgage rescue. Families who do enter temporary accommodation as a stage to permanent housing receive tenancy support to help them to live independently. It provides good quality temporary accommodation across a range of providers including a local housing association and private landlords.

Overall, the picture of the borough is of:

- A mixed area, with a strong urban core but which also includes a local market town and a significant rural community.
- A diverse housing stock, much of which is comparatively recent but also includes some much older housing in established communities and some original new town development corporation housing - now in need of significant renewal and regeneration.
- A population that is continuing to grow significantly as a result of a combination of factors including natural increase, new in-migration and the borough's Growth Point status.
- A population that will age rapidly over the next twenty years. Also a large number of people who are vulnerable or who have health needs. In addition there is an increasingly diverse population, with a growing Black or Minority Ethnic community.
- A changing housing tenure balance. The proportion of social housing is continuing to fall, with a growth in owner occupation and the private rented sector.
- A mixed economy, with some polarisation and some areas with high levels of deprivation.

2.2 Future Housing Challenges

As the strategic housing authority, the Council faces a number of major challenges over the life of this new Strategy. These include:

- Meeting the long term aspiration for new house building in the borough. Also, meeting the growing shortage of affordable homes and creating a range of housing opportunities for local people.
- Creating communities that will be sustainable in the long term, including integrating new development with areas of established housing.

- Continuing to help local people to make appropriate housing choices and access suitable housing, including the prevention of homelessness.
- Improving the condition and making the best use of the existing housing stock of the borough. Also responding to a growing and changing housing stock, including increasing owner occupation and a shift from the social to the private housing sector.
- Meeting the housing needs of the borough's growing ageing and vulnerable population, including the need for a greater choice of good quality accommodation. More generally, contributing to the wider health and well being of the borough and the creation of cohesive communities.
- Helping to reduce and mitigate the effects of Climate Change, for which there are challenging long term national targets. Linked to this is the need to reduce fuel poverty.

More generally, the Council and its partners will be operating in an economic downturn, with a period of public expenditure constraint expected.

Some issues to be addressed in the new Strategy will be complex. For example:

- Balancing the need to achieve new housing growth with the needs of the existing housing stock of the borough. While new house building is very important to Telford it only represents a small proportion of the existing housing stock.
- Prioritising the competing regeneration needs of different geographical areas within the borough
- Achieving housing growth and creating sustainable communities, while also taking account of the needs of existing communities in the borough.
- Creating mixed and balanced communities that meet the needs and aspirations of all.

It is recognised that there will be competing priorities for the use of limited resources for investment.

3. VISION AND PRIORITIES

3.1 The Overall Vision for the Borough

Housing is a key part of the overall vision for the borough of Telford & Wrekin. This section describes the Council's broad priorities for housing in its borough over the next 3 years.

The overall vision for the future of the borough of Telford & Wrekin is set out in the local *Community Strategy, 2006-2011 - Transforming Telford & Wrekin from New Town to Modern City* (Telford & Wrekin Local Strategic Partnership, 2006). This describes 6 shared community ambitions or priorities for the Council and its partners, which are:

- **A Modern Town** – a vibrant Town /Centre, with substantial new housing and improved accessibility.
- **An Enterprising and Innovative Community** – a strong, diverse and low carbon local economy, based on strong business networks.
- **A Strong and Inclusive Community** – regenerated Borough Towns and former New Town estates, a thriving rural area and strong voluntary and community sector.
- **A Learning Community** – integrated learning provision providing vocational and academic skills.
- **A Sustainable Green Community** – a zero waste community, more sustainable forms of energy supply and green businesses.
- **A Safe, Caring and Healthy Community** – a place where people feel safe and secure, and health inequalities are reduced.

3.2 Overall Housing Priorities

The Council's housing responsibilities are wide ranging. As a strategic housing authority it faces a number of key challenges and issues. The Council's broad housing priorities are set out in its Priority Plan and the Local Investment Plan for the borough. The new Housing Strategy will follow the broad structure of the Local Investment Plan and the Council's Priority Plan and will address the three broad sub priorities, which are described in Section 4 below.

Housing has a major part to play in contributing to the Local Strategic Partnership's (LSP) vision for the borough. A number of housing indicators have been included in the borough's current Local Area Agreement (LAA). Good housing provides the basis for good health and well being, educational attainment and economic prosperity.

New house building is important to the borough in helping to achieve the level of growth it wishes to see, which in turn will support the long term sustainability and infrastructure. There are several large strategic sites and other smaller schemes, which also create the opportunity to meet the needs of specific groups or achieved high standards of design or environmental performance. It is recognised that while the scale of development is a major issue, it is also important to create places where people will want to live and stay.

The existing housing stock is also very important to the borough. While some of it is relatively recent, there is a significant older stock with low levels of accessibility and environmental performance, which needs to be addressed. There is also a significant former New Town Development Corporation rented housing stock, some of which is in urgent need of renewal. While new house building is vital to the borough, it is recognised that annual new building represents only a small proportion of the existing stock.

4. IMPROVING HOUSING OUTCOMES FOR LOCAL PEOPLE

4.1 Introduction

This section describes the main housing outcomes the Council will seek to achieve for local people over the next three years. These are set out under the sub priority areas of:

<ul style="list-style-type: none"> ■ Securing Sustainable Housing 	Achieving a step change in the delivery of new housing, particularly affordable housing, to meet the long term needs and growth targets.
<ul style="list-style-type: none"> ■ Housing Led Regeneration 	Improving the neediest parts of the borough, especially the former New Town estates in South Telford, by a programme of transformational change that includes physical improvements to the existing housing stock.
<ul style="list-style-type: none"> ■ Good Housing for All 	Promoting access to good quality housing for all in the borough.

An Action Plan is provided for each of the themes under the above three sub priorities. This shows the action; the broad target date for completion; the primary mechanisms through which the action will be delivered and the lead Service Delivery Unit within Telford & Wrekin Council.

4.2 *Securing Sustainable Housing*

■ Future Housing Growth

The planned and sustainable growth in the level of housing provision in the borough is closely linked to long term plans to increase its level of future prosperity. The framework for future development in the borough to 2016 is set by its adopted Core Strategy, together with other policies. While the borough has been set long term housing growth targets, it will be extremely challenging to meet these, particularly in the current economic circumstances. The borough benefits from the allocation of New Growth Point (NGP) funding in the period covered by the Strategy. There is a need to ensure that housing growth is linked to the creation of new employment opportunities.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
The launch of a new financial intervention initiative (The Market Intervention Fund) using New Growth Point funding, to unblock stalled private sector housing development sites.	2010/11	Local Investment Plan	Housing & Planning
Introduce new monitoring and liaison arrangements with private developers to help future housing delivery in the borough.	2010/11	Local Investment Plan	Housing & Planning

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Contribute to the forthcoming update of the Council's Economic Strategy, the supporting Economic Assessment and the emerging cross-authority Local Enterprise Partnership (LEP) to ensure that these reflect local housing issues.	2010/11	Local Economic Strategy	Economy & Skills
Updating the Council's planning Core Strategy and related documents.	2010/13	Local Investment Plan	Housing & Planning
Supporting the delivery of the new Telford Town Centre project and the other strategic sites, including Lawley, Lightmoor and Telford Millenium Community (TMC) at East Ketley.	2010/13	Local Development Framework	Housing & Planning
To complete a study of the future infrastructure needs of the borough.	2011/13	Local Development Framework	Housing & Planning

▪ **Creating Sustainable Communities**

The planned development of new communities and other house building in the borough must be done so as to ensure that places are created where people want to live and continue to stay.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Promoting high development standards in new housing stock, including 'Building for Life'	2010/13	Core Strategy	Housing & Planning
Achieving a mix of house types and tenures on new developments,	2010/13	Core Strategy	Housing & Planning

4.3 Housing Led Regeneration

▪ **The Renewal of former Development Corporation Housing**

The Council has given a high priority to the renewal and redevelopment of former New Town Development Corporation estates in the south of the borough. Significant progress has been made in Woodside where, through a mix of funding, unpopular deck access flats have been demolished for redevelopment, some existing housing areas have been refurbished and reconfigured and new high quality housing and community provision has been developed. While more remains to be done on Woodside, the Council is also focused on the significant needs of other South Telford estates, including Sutton Hill and Brookside.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Complete mixed tenure private sector- led development on the former 'Courts' site at Woodside	2010/13	Local Investment Plan	Housing & Planning
Complete North Woodside regeneration scheme.	2010/13	Local Investment Plan	Housing & Planning
Complete Sutton Hill Local Centre regeneration scheme.	2010/13	Local Investment Plan	Housing & Planning
Prepare plans for future Brookside regeneration project	2010/13	Local Investment Plan	Housing & Planning
Update Council's Housing-led Regeneration Strategy	2010/13	Local Investment Plan	Housing & Planning

▪ **Renewal – Borough Towns**

A number of small towns within the borough are the focus of efforts by the Council to support their regeneration, including Wellington, Oakengates, Madeley, Dawley, Ironbridge and Newport. Housing has a part to play in helping to breathe new life into these old established communities across the borough.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Undertake targeted renewal and other initiatives to improve housing quality and supply in these areas.	2010/13	Housing Renewal Strategy	Housing & Planning
Help to facilitate new housing provision and related investment in district centre locations.	2010/13	Borough Towns Initiative	Economy & Skills
Undertake combined housing and education-led regeneration initiative in Dawley District Centre (Paddock Mount)	2010/13	Borough Towns Initiative	Economy & Skills
The redevelopment of Hadley District Centre, including general and specialist housing provision.	2010/13	Local Investment Plan	Housing & Planning
The promotion of 'live-work' schemes in appropriate locations across the borough.	2010/13	Local Investment Plan	Housing & Planning

▪ **Renewal of the existing housing stock**

While much of the housing stock in the borough is relatively new, there are significant areas of stock that needs renewal in some of the new town estates and in other parts of the borough. In the social sector around 95% of properties currently meet the national Decent Homes Standard, although this is much lower in the private sector. The Council’s Housing Renewal Strategy and related Home Assistance Policy were updated in 2009.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Continue to deliver small investment programme of small grants targeted at specific geographical areas and housing tenures.	2010/13	Housing Renewal Strategy	Housing & Planning
Continue to deliver ‘Kickstart’ innovative equity loan intervention.	2010/13	Housing Renewal Strategy	Housing & Planning
Continue to deliver targeted assistance to older and other vulnerable owner occupiers to help them to maintain and improve their homes.	2010/13	Housing Renewal Strategy	Housing & Planning
Work closely with main housing association partners to monitor progress in meeting the Decent Homes Standard and in implementing their Asset Management Strategies.	2010/13	Local Investment Plan	Housing & Planning

▪ **Making best use of the existing housing stock**

Given the local housing shortage, it is important that best use is made of the existing housing stock of the borough. The proportion of empty properties in the borough is comparatively low, although this number has varied slightly in recent years. A number of properties remain empty long term, mostly pending their long term redevelopment. The Council is proactive in responding to issues and opportunities identified in its area.

Using one measure, dwellings in the borough are comparatively less overcrowded (2.3% or 1,580) than England as a whole. However, this still suggests a lack of adequately sized accommodation.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Develop ‘Under Occupation Strategy’	2010/11	Homelessness Strategy	Care & Support
Update Empty Property Strategy	2010/11	Local Investment Plan	Housing & Planning
The delivery of a number of high profile projects to work with local partners to redevelop long term empty properties, for example: Dothill flats, Wellington; London House, Madeley; Windsor Road flats, Wellington.	2010/13	Local Investment Plan	Housing & Planning

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Continuing to respond promptly and effectively where dispersed empty properties are identified.	2010/13	Local Investment Plan	Housing & Planning
The use by the Council of its regulatory powers, where appropriate.	2010/13	Housing Renewal Strategy	Housing & Planning
Continuing, wherever possible, to commission new larger family homes (3+ bedrooms) through housing association partners.	2010/13	Local Investment Plan	Housing & Planning
Continuing to commission a small programme of works and adaptations in the social housing sector.	2010/13	Local Investment Plan	Housing & Planning
Work with housing association partners to tackle unlawful occupation in their housing stock.	2010/13	Local Investment Plan	Housing & Planning

▪ **Energy Efficiency of Housing Stock**

The domestic sector is responsible for around one third of CO2 emissions. Housing has an important part to play in helping to address Climate Change and mitigating its effects. At national level very challenging long term targets have been set for the development of ‘zero carbon homes’.

In addition, an estimated 3,200 (4.7%) households in the borough are in *fuel poverty* and cannot afford to heat their homes properly. This compares with 13.9% in England as a whole. Fuel poverty and poor health are closely linked. The Council has adopted a local Climate Change Strategy and promotes improvements through its in-house ‘Affordable Warmth’ team

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Participate in national initiatives to tackle Fuel Poverty, including ‘Health through Warmth’.	2010/13	Affordable Warmth Strategy	Care & Support
Promote high standards of energy efficiency and other environmental standards in new housing, in both market and affordable schemes	2010/13	Core Strategy	Housing & Planning
Explore the opportunities to undertake improvements programmes of the energy efficiency of the existing housing stock (‘retrofit’), working with the Homes & Communities Agency and housing association partners.	2010/13	Local Investment Plan	Housing & Planning

▪ **The Private Rented Sector**

There has been a significant increase in the size of the private rented sector in the borough over the last ten years and it continues to play an important part in meeting the housing needs of the borough. The sector is diverse and contains a range of providers of different scales. While conditions vary, the sector contains a disproportionate share of properties which are below the national Decent Homes Standard.

Recent national proposals have been developed to help local authorities to promote high physical and management standards in their private rented sector stock.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Continuing to use the Council's licensing and enforcement powers, especially for Houses in Multiple Occupation	2010/13	Housing Renewal Strategy	Housing & Planning
Explore the potential for expanding the role of the private rented sector in meeting local housing needs, working with the Homes & Communities Agency and other investment partners,	2010/13	Local Investment Plan	Housing & Planning

4.4 Good Housing for All

▪ **Increasing the supply of affordable housing**

There is a continuing shortage of affordable homes in the borough. While the Council and its partners have achieved a significant increase in the supply over the last twelve months it is not certain that this can be sustained into the future. Even, with this increase there is a growing mismatch with the housing needs of the borough. The Local Investment Plan and the new strategic commissioning approach to housing investment will help to maximise the use of investment in this area. Commissioning priorities identified in the Local Investment Programme (LIP) include:

<ul style="list-style-type: none"> • Support delivery of strategic housing sites (Lawley, Lightmoor, Telford Millennium Community) • Support delivery of other 'stalled sites' across the Borough • Regeneration of the South Telford Estates • Regeneration of the Borough Towns 	<ul style="list-style-type: none"> • Delivery of supported and specialist housing including Extra care housing in priority areas. • Deliver other affordable provision – including Newport and the rural area • The renewal of the existing housing stock • Delivery of other schemes of strategic importance or benefit to the Borough
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In the past the Council has worked closely with developers to deliver affordable housing through the planning process. However, the current economic situation has impacted on levels of provision through this route.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Continuing to update the local Strategic Housing Market Assessment (SHMA) on a regular basis, with the next update to be completed by autumn 2010.	2010/11	Local Investment Plan	Housing & Planning
Increasing capacity and knowledge of the Council to work with private developers to deliver affordable and open market housing to meet the needs of the borough.	2010/13	Local Investment Plan	Housing & Planning
Using the new Strategic Commissioning approach to work with the HCA, local housing associations and other partners to maximise the use of the all resources available to increase affordable housing supply and to meet identified priorities.	2010/13	Local Investment Plan	Housing & Planning
Jointly commissioning, with the HCA, a small sites programme that will deliver up to 200 new affordable homes on land donated by both agencies at no cost.	2010/13	Local Investment Plan	Housing & Planning
Continuing to intervene directly wherever appropriate to create a range of housing opportunities for local people, including low cost (social) rented and low cost home ownership housing.	2010/13	Local Investment Plan	Housing & Planning
Developing new affordable housing delivery models with the HCA and housing association partners.	2010/13	Local Investment Plan	Housing & Planning

▪ **Increasing the supply of affordable housing in rural areas**

The local Strategic Housing Market Assessment (SHMA) highlights the high affordability ratios and lack of affordable housing supply in the rural part of the borough. The supply of affordable housing in the rural areas is important in helping to sustain these areas and to provide opportunities for people with close connections to specific rural areas. The Council’s planning policies support the provision of small rural ‘exception’ sites where a housing need has been identified. Rural affordable housing is identified as a commissioning priority in the Local Investment Plan.

The Council is currently undertaking a comprehensive programme of rural housing needs surveys, working closely with rural parish councils. The findings of these will inform the future commissioning of new rural affordable housing provision.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Complete the programme of rural parish housing needs surveys by Spring 2012	2010/13	Local Investment Plan	Housing & Planning
Deliver at least 25 new affordable homes in rural parts of the borough through local development partners by 2013.	2010/13	Local Investment Plan	Housing & Planning

▪ **Meeting the housing needs of the ageing population**

The population of the borough is ageing and in the future there will be a significant increase in the proportion and absolute number of older people. Appropriate housing is essential to the ability of older people to live independently for as long as possible.

While some older people will live in specialist or purpose built housing, many more will continue to live in their existing homes to a significant age. The housing expectations of the older people of the future are likely to continue to increase.

The borough is underprovided in specialist housing for older people. The Council’s Housing, Care & Support Strategy aims to deliver an additional 500 homes in Extra care housing by 2021, with 113 homes already completed or in the development pipeline. Through its Supporting Programme and other resources, the Council provides a range of services to help older people to remain in their own homes, including help with adaptations to properties and provision of housing-related support. It also works with private developers of specialist housing for older people.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Updating the Council’s Housing, Care & Support Strategy by March 2011 making use of new funding announced by Department of Health (February 2010), which will be matched by funding from its own resources.	2010/11	Housing, Care & Support Strategy	Housing & Planning/Care & Support
Working with the developer, Bournville Village Trust (BVT), to bring the new Extra care housing scheme at Lightmoor into commission in summer 2011.	2010/11	Housing, Care & Support Strategy	Housing & Planning/Care & Support
Exploring opportunities to deliver further Extra care housing schemes linked with the strategic sites at Lawley and Telford Millennium community (TMC) working with the Homes & Communities Agency and housing association partners.	2010/11	Housing, Care & Support Strategy	Housing & Planning/Care & Support
Increasing the supply of Extra care housing and other specialist housing, particularly in priority areas within the borough.	2010/11	Housing, Care & Support Strategy	Housing & Planning/Care & Support
Maintain, and where possible enhance, investment in adapting existing private housing (through the provision of Disabled Facilities Grants with works delivered through the Home Improvement Agency) and housing related support.	2010/13	Supporting People Strategy	Care & Support
Continuing to develop innovative ways of supporting older people to maintain and improve their homes.	2010/13	Supporting People Strategy	Care & Support
Promoting the development of new housing to meet the ‘Lifetime Homes’ standard, where ever possible.	2010/13	Core Strategy	Housing & Planning
Work with private providers of older persons housing to help create a wider range of housing opportunities and choice.	2010/13	Older Adults Strategy	Care & Support
Working with providers of sheltered and other specialist housing for older people to ensure that existing provision continues to meet local needs.	2010/13	Supporting People Strategy	Care & Support

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Continue to deliver adaptations to properties through in-house Home Improvement Agency (HIA)	2010/13	Supporting People Strategy	Care & Support

- **Helping vulnerable people to live independently**

Through the Supporting People (SP) programme the Council commissions the provision of housing related support services through a range of providers to help vulnerable people to live independently. SP services contribute to many of the national indicators and are included in the Council's current Local Area Agreement. The national strategy document 'Valuing People' promotes the provision of housing solutions for people with a learning disability.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Update Supporting People Needs Analysis and Strategy	2010/11	Supporting People Strategy	Care & Support
Deliver stalled supported housing schemes, including two schemes at Telford Millennium Community (TMC).	2010/13	Local Investment Plan	Housing & Planning
Undertake a strategic review of Community Alarm provision in the borough.	2010/13	Supporting People Strategy	Care & Support

- **Increasing access and choice**

Local people are able to access the majority of social housing in the borough through the 'Choose Your Home' arrangements operated on behalf of the Council and partners by The Wrekin Housing Trust. The Council's in house 'Housing Options' service supports people to access housing opportunities in the borough.

A formal review of the Council's allocation policy was commissioned in autumn 2009 and is due to be completed later in 2010.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Complete review of Council Allocation Policy and implement new Policy.	2010/11	Homelessness Strategy	Care & Support

▪ **Meeting the accommodation needs of gypsies and travellers**

Local authorities are responsible for ensuring that the accommodation needs of Gypsies and Travellers in there areas are met. There is existing Council and privately owned site provision in the borough.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Complete review work to assess levels of locally arising need and potential appropriate sites in the borough through the review of the Core Strategy	2010/13	Core Strategy	Housing & Planning
Review opportunities to redevelop and/or extend existing provision.	2010/13	Core Strategy	Housing & Planning
Review opportunities to bid for funding from the Homes & Communities Agency to support new provision or the refurbishment of existing sites.	2010/13	Local Investment Plan	Housing & Planning

▪ **Tackling homelessness**

The Council's updated Five Year Homelessness Strategy (2008-13) continues to focus on a range of activities to prevent homelessness in the borough. The Council directly provides or commissions a range of temporary accommodation provision where prevention has failed. The Council is on track to meet its long term target for the reduction in the use of temporary accommodation.

While the number of homelessness acceptances is continuing to reduce, the number of homeless young people has been highlighted as a concern.

The Council is vulnerable to changes in the national economy or other external factors, which could increase the number of homeless presentations. It will be important to retain short term funding in order to maintain successful preventative interventions which have reduced the number of homeless presentations by 80%.

Action	Target Date	Delivery Mechanism	Lead Service Delivery Unit
Implement new 'Young Person's Pathway' for access to housing, care and support services.	2010/11	Homelessness Strategy	Care & Support

5. DELIVERING OUR HOUSING STRATEGY

5.1 Introduction

The Council recognises that the implementation of its Housing Strategy must be properly resourced. It will not be cost-effective for the Council to do everything itself; instead this will be achieved through a combination of means:

- Appropriate in house services, including service commissioning and direct delivery
- Other Service Delivery Units within the Council
- Council 'support services'
- Close partnership working with other key national and local agencies, e.g., the Homes & Communities Agency (HCA)
- Close working with a number of other key partners, including local housing associations and private landlords.
- Contractual relationships with a range of direct service providers from the public, private and voluntary sectors.

5.2 The Housing Service

Telford & Wrekin Council provides a strategic enabling function and a range of community housing services. While the Council's various housing functions are located in different service areas within the authority, there are strong mechanisms for bringing these together and ensuring a fully integrated and co-ordinated approach.

Through Telford & Wrekin's 'One Council' approach - launched in January 2010 – the authority has been restructured in a way that will promote effective joint working with a range of partners. There are also a number of well-established partnership groups that bring a wide range of stakeholders together at both strategic and operational levels. These include:

- The Local Strategic Partnership Board (LSP) for Telford & Wrekin
- The Housing & Regeneration and Health & Well Being Partnership Boards
- Other thematic Partnership Boards
- Other Commissioning and partnership groups including, for example, The Supporting People Commissioning Body.

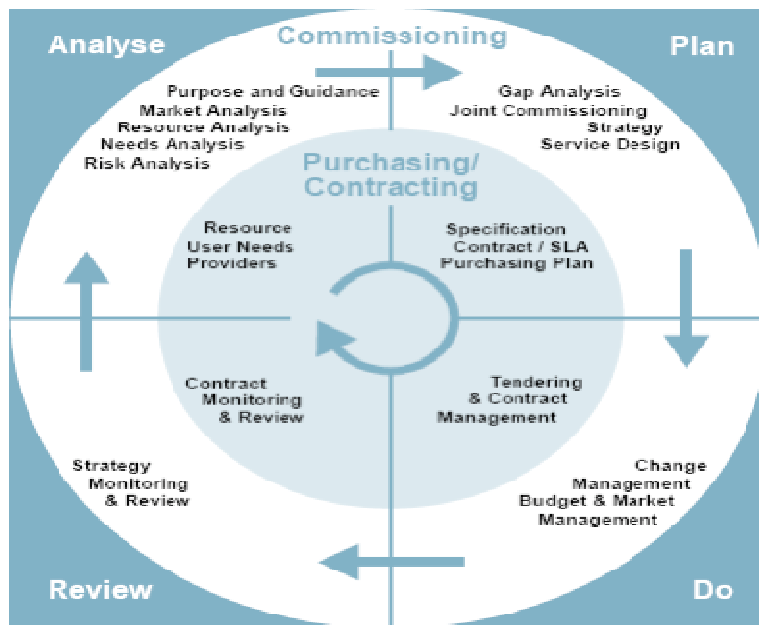
There are also well established formal working relationships with a number of sectional and representative groups, including local housing partners, private sector developers, private sector landlords and Supporting People providers. Telford has recently become part of the West Housing Partnership and is also involved in the proposed Marches Local Enterprise Partnership (LEP).

5.3 Developing a Strategic Commissioning approach to housing

The Council is working with the Homes & Communities Agency, through its ‘Single Conversation’, to develop a strategic commissioning approach to housing investment. This follows an approach that is already well-developed in Social Care, Supporting People and other service areas.

The process is a continuing one and enables Telford & Wrekin Council and the Homes & Communities Agency, working through the Housing & Regeneration Partnership Board, to provide clear direction on the priorities for housing activity (new and existing housing) to achieve positive outcomes for the community. This approach will also contribute to wider approaches to addressing the needs of local areas and more closely aligning the use of resources by a range of agencies in one place. This is summarised in the diagram below:

Figure 1. The Strategic Commissioning Process



5.4 Working with the Third Sector

The third – or voluntary/community – sector plays an important part in meeting the housing needs of Telford & Wrekin. This includes:

- The provision of specialist housing
- The direct delivery of services on contractual basis, e.g. housing-related support, specialist housing advice
- Representation on partnership groups
- Advocacy on behalf of specific service user groups

The Council works with the third sector organisations in a number of ways:

- Provides direct financial support to enable them to develop or acquire new housing stock
- Supports them in larger new build projects, working through larger developing housing associations
- Supports them in bringing unused property back into housing use.
- Commissions third sector organisations to deliver local services and supports them in engaging in the procurement process
- Involves them as consultees in a range of strategic and policy issues.

6. RESOURCES

- 6.1 The Council has an established rolling three-year approach to service and financial planning to ensure that resources are aligned with its overall priorities. The Council's own capital resources for investment in housing come from a number of sources, including
- Regional allocations for housing growth and regeneration
 - National allocations to support the provision of Disabled Facilities Grants (DFGs)
 - Investment from the Council's own resources supported by Prudential Borrowing, capital receipts and other sources.
 - Other one-off allocations

- 6.2 The Council manages strategic projects within the borough through its Policy Forum (Cabinet and Directors). This ensures a *Total Place* approach to joining up priorities and funding streams, enabling links to be made to wider regeneration and other investment projects.

- 6.3 Investment in housing over the life of the Strategy will also come from a number of sources, for example:
- The Homes & Communities Agency (HCA)
 - Local housing associations
 - Private developers
 - Private landlords and homeowners.

The Local Investment Plan (LIP) commits the Council and the HCA to investment in local housing of £50 million over the three years. Of this sum, £21.5 million will come from the Council, £26 million from the HCA and £4 million from others, such as Advantage West Midlands (AWM) and Communities and Local Government (CLG).

- 6.4 The current period of public expenditure constraint future is expected to lead to pressure on resources for housing investment. Reductions have already been made to allocations to the Council and in grant funding by HCA. The authority has adopted a balanced approach to the allocation of resources into our Housing and Regeneration capital programmes. In 2010/11 we have been able to sustain high levels of investment in Disabled Facilities by reprofiling the capital programme.

APPENDIX 1

Building the Evidence Base

The evidence base for the draft strategy includes a number of Council undertakes engagement as part of the overall process of developing its housing and other sub strategies and also in maintaining its housing market intelligence. Examples of these activities and the mechanisms used are summarised in the table below:

Activity	Date	Format				
		Postal Survey/	Focus Group	Workshop	Desk analysis	Other
Published Strategies						
Local Investment Plan (LIP)	2010		■	■		■
Homelessness Strategy	2009			■		
Learning Disability Housing Strategy	2009		■			
Affordable Warmth Strategy	2009			■		
Housing Renewal Strategy	2009			■		
Local Development Framework Core Strategy				■		■
Central Telford Area Action Plan (CTAAP)				■		■
Housing, Care and Support Strategy	2006				■	
Supporting People Strategy	2005			■	■	

Activity	Date	Format				
		Postal Survey/	Focus Group	Workshop	Desk analysis	Other
Research Studies						
Strategic Housing Market Assessment (SHMA) – update	2009				■	■
Strategic Land Availability Assessment (SLAA)	2009			■		■
Housing Viability Study	2009			■		
Stock Condition Survey	2008	■				
Gypsy & Traveller Accommodation Assessment (GTAA)	2009	■	■			
Rural housing needs surveys (in progress)	2010 - 11 onwards	■				

Activity	Date	Format				
		Postal Survey/	Focus Group	Workshop	Desk analysis	Other
Supporting People Needs Assessment update	2010 (in progress)				■	
Joint Strategic Needs Analysis (JSNA)	2010 (in progress)				■	
Consultation Projects						
Community Consultation Panel	Nov. 2009	■				
Citizens Survey	Feb. 2010	■				
South Telford regeneration				■		■

APPENDIX 2

Consultation and Engagement Plan

Background

National guidance (Audit Commission, 2010) emphasises the importance of engaging a wide range of partners and stakeholders in the development of the local housing vision and accompanying strategy. It is suggested that local authorities should therefore:

- consult widely with local, regional and national partners and show how feedback has shaped the local housing vision and priorities (and supported their delivery).
- use a range of community engagement mechanisms to build understanding of the housing vision and identify the needs and preferences of local communities and other stakeholders.
- engage relevant statutory and third sector organisations and groups more at risk of disadvantage in the local housing market to ensure that local housing ambitions are inclusive.

	CHARACTERISTICS		TYPE		
	The Council is a formal member of group	Meets regularly	Statutory	Voluntary/ Other	Hard to Reach / at risk of disadvantage
Local Strategic Partnership (LSP)		■	■		
Council for Voluntary Services		■		■	
Voluntary Sector Forum		■		■	
Main local housing association partners				■	
Supporting People service providers Forum		■		■	
Parish & Town Councils		■	■		
Housing & Regeneration Partnership Board	■	■	■		
Primary Care Trust			■		
Director of Public Health		■	■		
Development Industry				■	
Private Landlords' Forum		■		■	■
Marches Energy Agency				■	
REGIONAL					
Other West Housing Market Area local authorities		■	■		
National Housing Federation (West Midlands office)				■	
Government Office for the West Midlands (GOWM)			■		
NATIONAL					
Homes & Communities Agency		■	■		

APPENDIX 3

Jargon Buster

The jargon buster has been developed to help you if you are unfamiliar with a term in this document. If you think an entry is missing please let us know. To find a definition, simply use the A-Z index by scrolling down the screen.

A

Advantage West Midlands (AWM) - set up to transform the West Midlands region through sustainable economic development. *N.B. The Government has recently announced that Advantage West Midlands is to be wound up.*

Affordable Housing – Subsidised housing to provide homes for rent, to buy or part rent/part buy, to meet the needs of people who otherwise would not be able to access housing.

Anti-Social Behaviour – Behaviour which causes harassment, alarm or distress to any household other than itself.

Audit Commission – A body appointed by the Government to be responsible for the appointment of local authority's external auditors and best value inspectorate (including the Housing Inspectorate) and promoting the best use of public money in local government. *N.B. The Government has recently announced that the Audit Commission is to be wound up.*

B

Building for Life – A national standard for well-designed homes and neighbourhoods. New housing developments are scored against 20 criteria to assess the quality of their design. Schemes that score 14/20 or 15/20 receive the silver standard while schemes scoring 16/20 or more receive the gold standard.

C

Choice based lettings – A method of allocating social housing which gives applicants more choice about where they live. In Telford & Wrekin this is called 'Choose Your Home' and is run by The Wrekin Housing Trust working with the Telford & Wrekin Council and other large housing associations.

CLG (Communities and Local Government) - ministerial department at Central Government level.

Core Strategy - The principal development plan document contained within the *Local Development Framework* (LDF). It sets out the general spatial vision and objectives for the delivery of the LDF and can also include 'Strategic Site Allocations'.

D

Decent Homes Standard – A national standard for housing conditions which sets criteria in relation to the age and condition of key elements of a property

Department for Communities and Local Government (CLG) – Government department with a remit to promote community cohesion and equality and responsibility for housing, urban regeneration, planning and local government.

Disabled Facilities Grants (DFG) – Means-tested grant paid by local authority to support the adaptation of homes to meet the needs of residents resulting from disability or long-term illness.

E

Extra care housing – A type of purpose built housing in which varying amounts of care and support can be offered and where some services and facilities can be shared.

F

Fuel Poverty – Where a household can achieve temperatures needed to maintain health and comfort for expenditure of less than 10% of income. It results from a combination of low household income, unaffordable energy costs and inadequate thermal insulation and inefficient and uneconomic heating systems.

G

Government Office for the West Midlands (GOWM) - Co-ordinates the delivery of Government policy in the region, helps people to understand that policy, and informs Ministers of the region's needs. It represents and undertakes work on behalf of twelve Government Departments.

H

Homebuy (previously known as Shared Ownership. A form of low cost home ownership in which a household buys a portion of a property

Homes & Communities Agency (HCA) A national agency charged with working with local authorities and other partners to deliver housing and regeneration schemes. The HCA was launched in 2009 and includes former Housing Corporation and English Partnerships, along with parts of CLG (see above).

Home Improvement Agency (HIA) – A local advice and assistance to help older and vulnerable people to repair and maintain their homes and continue to live independently.

Houses in Multiple Occupation (HMOs) – Houses owned by private landlords and lived in by several different households who share facilities, such as a kitchen or bathroom.

Housing Strategy – An overarching document that reviews housing-related issues in a local authority's area, sets out its housing objectives and establishes priorities for action within the borough.

Housing Associations (or Registered Social Landlords [RSLs]). They manage existing affordable homes and provide new ones. They are non-profit making organisations, with any surplus ploughed back to maintain existing homes and to help finance new ones

K

Kickstart - A new initiative to help older and disabled people to fund the cost of essential repairs and maintenance to their homes by making use of the equity in their homes.

Key Worker Housing – Designed to help people in certain specific jobs in England to buy their own home through equity loans – or by providing them with affordable rents

L

Lifetime Homes – A set of 16 design criteria that provide a model for building accessible and adaptable homes.

Local Development Framework (LDF) – A folder of local development documents prepared by district councils, unitary authorities and national park authorities that outline the spatial planning strategy for the local area.

Local Area Agreement (LAA) - Agreements made between central and local government in a local area. Their aim is to achieve local solutions that meet local needs, while also contributing to national priorities and the achievement of standards set by central government.

Local Investment Plan (LIP) – This sets out the investment required for an area to deliver the agreed vision and economic purpose of a place.

Local Strategic Partnership (LSP) - A partnership of people that brings together organisations from the public, private, community and voluntary sector within a local authority area, with the objective of improving people's quality of life.

N

New Growth Point (NGP) - A national initiative to support local partners who are keen to pursue sustainable housing growth.

National Indicator (NI) Set - A single set of 198 national performance indicators to reflect national priority outcomes for local authorities, working alone or in partnership.

P

Prudential Borrowing – Councils may borrow under the prudential borrowing regime to fund their investment plans on the basis of their capacity to service these loans from their revenue budgets.

S

Strategic Housing Market Assessment (SHMA) – An approach with a defined methodology for local authorities and their partners to understand their local housing market and to assess housing need and demand. Used to inform housing strategies and spatial planning policies.

Supporting People – a programme that provides housing related support to vulnerable people to enable them to live more independently

Sustainable Communities Strategy - Under the Local Government Act 2000, local authorities in England & Wales have to produce a community strategy to promote the social, economic and environmental wellbeing of their areas, achieving sustainable communities. The strategy outlines the steps the council will take towards achieving sustainable improvement, and is reached by a process of community planning.

T

Thematic Partnership - Smaller partnerships that sit beneath the Local Strategic Partnership and focus on specific themes.

V

Vision 2026 - A document signed up to by all the partners in the Local Strategic Partnership which sets out the ambition and aims for an area over the next twenty years.

APPENDIX 4

Impact Assessment

As part of the process of developing the new Housing Strategy, the Council has carried out an Integrated Impact Assessment (IIA). This has been done to help it to assess the costs, benefits and associated risks of the document. The IIA assesses impacts under four main categories:

- Impact on people (including Equality & Diversity impacts)
- Value for money and economic impact
- Environmental impact
- Other risk/opportunities

This is a new form of Impact Assessment for the Council and the new Housing Strategy is being used to pilot this approach.

The full impact assessment document is available separately and will be placed on the Council's website alongside this Strategy document.

For more information on the Impact Assessment please contact Chris. Winter on 01952 381901 or chris.winter@telford.gov.uk.

APPENDIX 5

Further Reading

Audit Commission

[Building better lives - Getting the best from strategic housing \(September 2009\)](#)

[Updated strategic approach to housing KLOE for use from 12 April 2010](#)

Communities and Local Government

[The local authority strategic housing role](#)

Homes and Communities Agency

[The Single Conversation](#)

TELFORD & WREKIN COUNCIL

CABINET- 12th OCTOBER 2010

WREKIN SLC: FIVE A SIDE COMMUNITY FACILITY AT NEW BUCKS HEAD STADIUM

JOINT REPORT OF THE HEAD OF LEISURE & CUSTOMER SERVICES AND THE HEAD OF HOUSING & REGENERATION.

PART A) – SUMMARY REPORT

1. SUMMARY OF MAIN PROPOSALS

- 1.1 To develop new five-a-side football facilities for school and community use located at the New Bucks Head Stadium to be run and managed by AFC Telford United, and to link the same to the Wrekin Sports & Learning Community and wider BTISLC programme.

2. RECOMMENDATIONS

- 2.1.1 That Cabinet provide delegated authority to the Head of Property and Design to award all associated contracts for the development of a five a side football facility as part of the Wrekin SLC, if within the budget as identified in para 5.2;
- 2.1.2 That Cabinet delegate authority to the Head of Property and Design to negotiate and agree terms for a lease in accordance with section 5, and if appropriate, an agreement to lease the site required for development of the five-a-side facilities to AFC Telford United Ltd. This recommendation is dependent on the community use agreement outlined in 2.1.3 being secured;
- 2.1.3 That the Head of Leisure & Customer Services be granted delegated authority, following consultation with the Cabinet Member for Active Lifestyles, to negotiate and agree any additional legal documentation to enable this facility development and to secure school and community use and benefits following negotiation with AFC Telford United;
- 2.1.4 That the Head of Governance be delegated authority to execute all legal agreements and take all steps necessary to give effect to the proposals outlined in this report.

3. SUMMARY IMPACT ASSESSMENT

IMPACT ASSESSMENT AT A GLANCE	
COMMUNITY IMPACT¹	Do these proposals contribute to specific Priority Plan objective(s)?
	Yes <i>Active Lifestyles: a) Actively encourage people to do more, enjoy more and feel better b) Creating a sustainable physical environment to support active lifestyles Also supports Children & Young People Priority Plan and cross cutting strategic priority for developing sports and learning communities across the borough.</i>
	Are there any measures that will be used to show the proposals are making a difference?
	Yes <i>Increased participation in football Improved attainment in school</i>
	Will the proposals impact on specific groups of people?
	Yes <i>Improved leisure facilities for schools and local community. Groups to be targeted include: a) Women and girls b) Lower socio economic groups/ low income families c) Black and Ethnic Minorities d) People with Disabilities e) People Not in Employment Education or Training (NEETs)</i>
TARGET COMPLETION/DELIVERY DATE	<i>Tender Process - Dec 2010/March 2011 Planning & Building Regs - Dec 2010/Mar 2011 Construction Period - April/Sept 2011 Completion - Sept 2011</i>
FINANCIAL (VALUE FOR MONEY) IMPACT	Yes <i>Total costs of £420k are assumed and potential funding sources have been identified to meet this cost. If, once tenders have been received, actual costs are any higher than this estimate a further report will be brought to Cabinet to seek additional approval to spend with associated funding proposals.</i>
LEGAL IMPACT	Yes <i>The lease of the constructed facilities will incorporate terms regarding standards, quality, and community use. It is proposed that the lease be granted at a peppercorn rent. It is therefore necessary for the Council to rely upon its powers under Section 123 of the Local Government Act 1972 and the associated General Disposal Consent 2003 in order to make this transfer at an undervalue. Please see full Legal Comment for details.</i>
OTHER RISKS & OPPORTUNITIES¹	Yes Risks <i>Planning approval for five-a-side at football stadium</i>

		<p><i>although early discussions with planning have indicated no real concerns at this stage.</i></p> <p><i>Identified funding streams may not cover full cost of the development but this will not be known until tenders have been returned. Any shortfall will be brought to Cabinet for consideration prior to any build commencing.</i></p> <p><i>Possible financial impact on existing Council owned artificial pitches</i></p> <p>Opportunities <i>Provision of new leisure facilities that will benefit the schools and local community</i></p> <p><i>Increased participation in sport and leisure leading to positive impact on health and education</i></p> <p><i>Enable schools and the community to maximise access and links with the borough's football club</i></p> <p><i>Address existing road layout and access issues between TCAT and the football club</i></p> <p><i>Remove an unsightly and un neighbourly use</i> <i>Link to the regeneration of Wellington BTI</i> <i>Positive economic impact on local area as a leisure destination</i></p>
IMPACT ON SPECIFIC WARDS?	Yes	<p><i>Only purpose built five-a-side centre in the borough. Also improved and increased facilities and opportunities for local people, schools and organisations within wards neighbouring the football club and within Wrekin Sports & Learning Community, namely College, Arleston, Ercall and Haygate.</i></p>

PART B) – ADDITIONAL INFORMATION

4. INFORMATION

Background

- 4.1 On 11th May, Cabinet approved the transfer of the Haybridge Road garage to AFC Telford United for 150 years at a peppercorn rent to enable the development of a five-a-side centre. Cabinet also approved the sale of the house at 150 Haybridge Road as the Council's capital contribution towards the scheme. The granting of this lease and the sale of the house were conditional on Sport England funding which is no longer an option. Cabinet agreed that if this funding failed to

materialise, then alternative proposals to develop a five-a-side centre on the garage site would have to be considered.

- 4.2 The Council has been working with AFC Telford to explore alternative options to funding the facility and maximising the opportunity. Currently, there is no purpose built five-a-side facility in the borough and the Council has identified the benefits of making closer linkages between schools, sport and the community as is evidenced through the BTISLC programme. Ercall Wood Technology College and other secondary schools have also identified football as a key sport and expressed a desire to enhance their football offer as part of the BSF visioning process.

Proposal

- 4.3 It is proposed to create stronger links between AFC Telford United and the schools within the Wrekin SLC, thereby maximising school and community use of existing and new facilities at the New Bucks Head Stadium and football club.
- 4.4 As part of this proposal, a new four court five-a-side centre will be built at the football club ground. The proposed site is shown in Appendix 1 and will stretch from Haybridge Road across the current garage site and entrance road to AFC Telford through to the parking area for the football ground.
- 4.5 There are a number of funding streams that have been identified to fund this including the sale of the house at 150 Haybridge Road and funding from the BTI SLC programme totalling £420K. In return, the secondary, primary and special needs schools within the Wrekin SLC, plus schools within other SLCs as appropriate, would receive free use of the five-a-side facility within agreed priority use times, access to existing facilities such as the pitch and learning centre and free coaching from AFC Telford coaches and players. See Appendix 2 for the draft proposed principles of community use (please note these are subject to final negotiation with AFC Telford United which is underway).

5. IMPACT ASSESSMENT – ADDITIONAL INFORMATION

5.1 Community Impact

- 5.1.1 AFC Telford United and the new five-a-side facility will be part of the Wrekin SLC. The club's facilities, players and coaches will be made available free to schools within this SLC, Council's football development programme and other Council led education and sports initiatives (e.g. I Can 2) during agreed priority use times. Principles of community use can be found at Appendix 3 which will form part of the legal agreements between the council at Telford AFC.

5.2 Financial Impact

- 5.2.1 The total cost of providing this project is £420k. Funding of £120k has been identified from the sale of 150 Haybridge Road towards this project, together with potential funding of £300k from the BTI SLC programme. The likely timescale for the receipt of £120k arising from the sale of 150 Haybridge Road has not yet been confirmed and the £300k from the BTI SLC programme is not likely to be forthcoming immediately, which will result in the requirement for time limited temporary borrowing of around £300k in the short term.
- 5.2.2 AFC Telford would be responsible for the ongoing running of the facility once it is established.

5.3 Legal Impact

- 5.3.1 It is anticipated that an agreement to lease will be negotiated with AFC which will bind both parties to entering into a lease agreement upon practical completion of the five-a-side pitches. Subject to negotiation, the lease agreement will broadly reflect the terms of the draft principles of community use annexed to this report.
- 5.3.2 At practical completion the value of the facility is estimated to be in the region of £275k and therefore a lease at a peppercorn rent will be a transfer at an undervalue.
- 5.3.3 As pointed out in the Cabinet Report of 11th May 2010 the Council has the power under Section 123 of the Local Government Act 1972 to dispose of its land as it sees fit subject to the requirement to obtain best consideration reasonably obtainable. The Council can however rely upon the General Disposal Consent 2003 which permits disposals at an undervalue to promote or improve economic well-being or social well-being. These disposals are limited to those below a £2m threshold. This particular transaction has a potential undervalue of £275k [value of facilities at practical completion] but the law is unclear as to whether undervalues should be calculated per transaction or whether transactions at undervalues to a particular undertaking i.e.in this case, to AFC Telford United Ltd should be considered to be cumulative when calculating whether the £2million threshold has been reached. In this case the cumulative value appears to be below the threshold.
- 5.3.4 Circular 06/03 dealing with disposal of land for less than best consideration states that “in determining whether or not to dispose of land for less than best consideration reasonably obtainable...the authority should ensure that it complies with normal and prudent commercial practices”. The question for Members to take into account when reaching this decision is whether or not they are satisfied that the outputs required from AFC Telford mentioned in Appendix 2 provide

value for money and amount to sufficient justification for the transfer at nil value. (See links to Corporate Priorities below).

5.3.5 Again, as mentioned in the earlier report, details of the required outputs need to be incorporated into the terms of the leases to manage the Council's risk and give the Council a mechanism to bring AFC Telford to account in the event that they fail to deliver the agreed outputs. Members should note however that recovering the property by relying on non delivery or other breach of such terms would be legally difficult but is the best protection that can be secured in the circumstances.

5.4 Opportunities

5.4.1 The link with AFC Telford United and the provision of Telford's only purpose built five-a-side centre will enable schools and the local community to have affordable and accessible high quality sporting facilities and opportunities on their doorstep.

5.4.2 This will lead to increased participation in football and physical activity for which there is substantial evidence to demonstrate the positive impact this has on health, education and reducing anti-social behaviour. Existing programmes and informal links with the football club has already resulted in significant community benefits which will only be improved and increased through this proposal.

5.5 Risks

5.5.1 The proposal is dependant upon planning permission being granted.

5.5.2 The funding from BTI SLC is dependent on successful negotiation with the contractor. There is also a risk that the full capital receipt of £120k associated with the sale of the house will not materialise. In order to mitigate both of these risks the Council will continue to investigate alternative sources of funding.

5.5.3 There is a risk that the new five-a-side facility will impact on current football usage and income generated from the Council owned synthetic turf pitch at Oakengates Leisure Centre.

5.6 Ward Impact.

College Ward	– outline proposals discussed with Cllr DR Chaplin.
Ercall Ward	– outline proposals discussed with Cllr MB Hosken
Haygate Ward	– outline proposals discussed with Cllr RG Chaplin
Arleston Ward	– Cllr AD McClements

6. PREVIOUS MINUTES

Cabinet Minutes – 15th September 2009

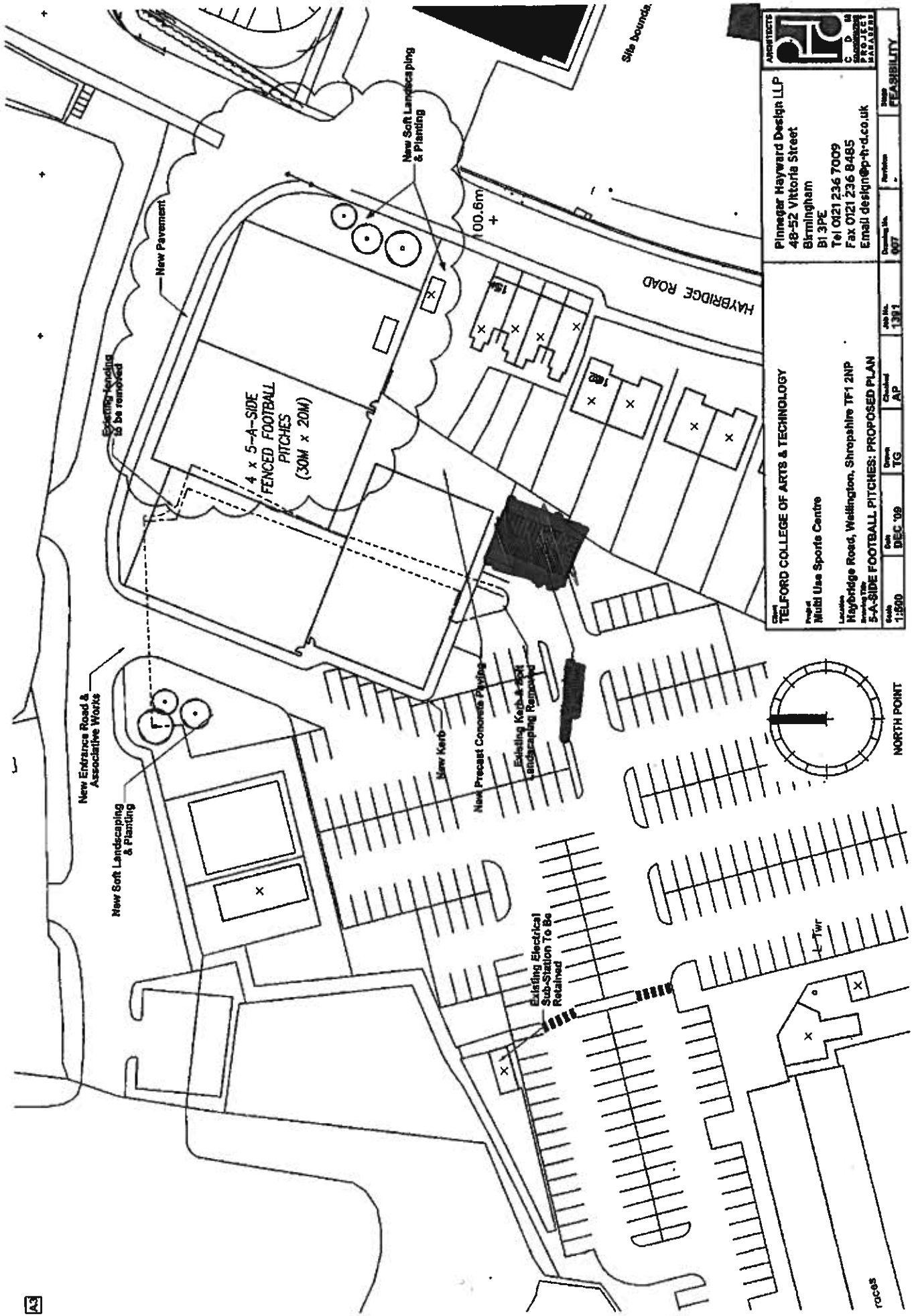
Cabinet Minutes – 26th January 2010


Report prepared by Stuart Davidson and Sophie Griffiths, Leisure Services –
Tel: 01952 383098

Appendices

Appendix 1 - AFC five-a-side centre site plan

Appendix 2 - Proposed community use principles between Telford & Wrekin
Council and AFC Telford United



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CLIENT TELFORD COLLEGE OF ARTS & TECHNOLOGY		Project Multi Use Sports Centre	
Location Haybridge Road, Wellington, Shropshire TF1 2NP		Drawn TG	
Project Title 5-A-SIDE FOOTBALL PITCHES: PROPOSED PLAN		Checked AP	
Date 1:5000 Date DEC. 09		Scale 1:300	
Drawn TG		Revision 007	
Project Multi Use Sports Centre		Phase FEASIBILITY	

paces

BOROUGH OF TELFORD & WREKIN



AND

AFC TELFORD UNITED

PRINCIPLES OF COMMUNITY USE

**Relating to the AFC five-a-side facility at the New Bucks
Head, Haybridge Road**

1.0 TITLE OF PROJECT

AFC Five-A-Side Centre (“the Project”)

2.0 COMMUNITY USE PARTIES:

This Agreement is made on the xxx day of xxx 2010 between (1) Telford & Wrekin Council, Civic Offices, Coach Central, Telford TF3 4HD (“the Council”) and (2) AFC Telford United Football Club, New Bucks Head Stadium, Haybridge Road, Wellington, Telford TF1 2TU (“the Club”)

3.0 DEFINITIONS AND INTERPRETATION

In this Agreement the following words or phrases have the corresponding meanings ascribed to them unless the context other requires:

Council	The Borough of Telford & Wrekin.
Casual Use	Availability for any individual(s) or group to book the Facility at relatively short notice for use on a pay-and-play basis or for informal use in non organised settings on a non-paying basis.
Club	AFC Telford United Football Club
Community Use	Groups as defined in Clause 7.0
Facility	The five-a-side centre specified in Plan 1
Local Community	Residents of the area surrounding the Site and users of the Site for leisure activities and the Facility on an informal basis
Low Income	In receipt of Unemployment Benefit or Income Support
Marginal Costs	Staff costs and administration, heating, lighting, cleaning and routine maintenance, publicity, insurance premiums, non-capital equipment
People with Disabilities	All Registered Disabled people
Sports Development Programme	A programme of activities aimed at (i) attracting and retaining the interest of new participants in sport with the overall objective of establishing new clubs or encouraging new participants to join established clubs and (ii) maintaining the quality of provision for regular/established participants
Priority Groups	Those categories of persons identified in Clause 6.3
Priority Use Time	Times as specified in Schedule 1 of this agreement
Site	Means all that area of land with buildings shown edged blue on the Plan
The Plan	Means the plan annexed hereto

4.0 INTRODUCTION

4.1 The Council has agreed to make available financial support (of a capital nature) for the construction of a five-a-side facility adjacent to the Club subject to its promotion and use by community organisations and the provision of coaching within agreed schools at a free or discounted rate.

4.2 Funding has also been provided by the Council in support of its delivery of the BTI Sports & Learning Community (SLC), particularly linked to the development of the Wrekin Sports & Learning Community, of which the Club and this Facility will be linked.

4.3 The Club will take on full management, operational and maintenance responsibility for the Facility once it is built

4.4 The Council wishes to enter into this Agreement in order to make the Facility available free of charge for community use during designated Priority Use Times thereby promoting participation in sport and encouraging provision of sports facilities

4.5 The Council has a corporate priority for encouraging Active Lifestyles and has a responsibility for the provision of sports facilities in the local area for use by and for the benefit of the community. The Council is desirous of entering into this Agreement in furtherance of this corporate priority and responsibility.

5.0 AIMS

The parties hereto agree to support the development of the Facility in order to pursue the following aims:

5.1 To increase and improve the quality of curricular and extracurricular sporting and physical activity for children and young people within the borough, particularly those within schools of the Wrekin SLC

5.2 To provide opportunities for local people, partners and sports organisations to participate in sport and physical activity and to develop their skills particularly among low participant groups.

5.3 To raise the standards of sports and recreation in the Borough.

6.0 OBJECTIVES

In accordance with the above aims the Project will have the following objectives:

6.1 To maximise community use of the Facility as specified in Schedule 1.

6.2 To give priority use of the Facility to schools within the Wellington SLC during the Priority Use Time and other SLCs.

6.3 To attract participants from the following priority groups:

- a) Women and girls
- b) Lower socio economic groups/ low income families
- c) Black and Ethnic Minorities
- d) People with Disabilities
- e) People Not in Employment Education or Training (NEETs)
- f) Other specified target groups agreed between the parties to this Agreement

6.4 To offer a balanced programme of use which satisfies school curriculum and extra-curricular sports needs, football development programmes and further provides for a wide range of community needs including provision for:

- a) Sports development initiatives
- b) Casual use
- c) League sessions
- d) Organised club sessions
- e) Coaching courses
- f) Coach, referee and official education courses

6.5 To provide a level of coaching expertise and motivational football sessions within the school environment to encourage participation and maximise the power of football on educational attainment.

7.0 DEFINITION OF COMMUNITY USE

Community use is defined by the following target groups:

- a) Primary, secondary, special needs and further education schools and colleges within the Wellington Sports & Learning Community (SLC). Currently this includes Ercall Wood Technology College, Blessed Robert Johnson, Lawley, Short Wood, Wrekin View & St Patrick's primary schools, however the definition of community use for the purposes of this agreement will also include any additional schools that become part of this SLC in the future, as well as other SLCs.
- b) Council football development programmes and courses
- c) Council led sports and learning initiatives (e.g. I Can 2)

8.0 TARGETS FOR COMMUNITY USE

The Club agrees to achieve the following targets for the project within year 1 of the Community Use Agreement becoming operational:

8.1 A minimum of 25 free hours per week of actual use throughout the year made up from use from the community groups identified within Clause 7.0

8.2 A minimum of 5 free hours per week of actual coaching throughout the year, either from the Facility or off site utilising players and coaches from within the Club

8.3 Participate in the Council's Flex Card scheme

8.4 Free use of the football club grass pitch for a minimum of two days per school holiday coaching course

8.5 Targets for subsequent years to be reviewed annually and any changes to be agreed by both Parties.

9.0 MARKETING AND PROMOTION

9.1 The Club will be responsible for and will meet the cost of marketing and promoting the Facility in accordance with the agreed aims, objectives and targets.

9.2 The Club is responsible for implementing and marketing a programme of activity that meets the needs and interests of the schools and community groups during the agreed Priority Use Times.

9.3 The Club is responsible for the development and promotion of the Facility as an affordable and accessibility sports facility for the local community.

10.0 MANAGEMENT

The Club will be responsible for the Facility and agrees and undertakes to:

10.1 Resource, manage and routinely maintain the Facility in agreement with the Council in a manner that will allow the agreed targets to be achieved. This includes all marginal costs.

10.2 Ensures all staff with direct access to children and young people have completed a CRB Enhanced Disclosure and implements a written child protection policy and procedures which endorses the Council and the FA's own child protection policy.

10.3 Manage and operate the Facility in a way which promotes:

- a) a policy of affordable pricing for all community use, based on similar local authority run facilities in the Borough, which clearly demonstrates the capability of achieving the targets for community use. Prices and changes to pricing structures to be agreed by the Council in advance.
- b) equal opportunities of access for the community
- c) appropriate code of conduct for players, referees and coaches
- d) an easy and accessible booking arrangement for community use.
- e) regular review of the programme and targets

10.4 A small Management Review Group will be established by the Club who will be responsible for ensuring that the key aims, objectives, targets, and development opportunities are met. The Management Review Group will include representation from the Council and the Wellington Sports & Learning Community.

10.5 No later than XX in every year during the currency of this Agreement an anticipated one year activity programme of use will be prepared by the Club and submitted to the Council for their comment and to make any suggested amendments to better meet the objectives of this agreement.

10.6 Make available and proactively promote the Facility on the occasions and times herein specified in Schedule 1 as Priority Use Times for community use

10.7 Provide access to adequate ancillary facilities and services (i.e. toilets, changing area, administration, refreshments) as necessary to ensure the aims, objectives and targets of this Agreement can be achieved.

11.0 FINANCE

11.1 Outside the Priority Times and should the facility not be in use by the community target groups within the agreed Priority Times, the Club shall be free to enter into agreements for making available the Facility to other persons or bodies on such terms and at such costs as they may in their discretion determine. Such agreements shall not however prejudice the operation of this Agreement.

12.0 MONITORING AND EVALUATION

12.1 No later than XX in every year during the currency of this Agreement an evaluation report containing financial accounts and achievements in accordance to the aims, objectives and targets of this Agreement will be prepared by the Club and submitted to the Council for their review.

12.2 The Parties may occasionally undertake additional monitoring and evaluation of the progress and development of the Agreement.

12.3 The Club will on request supply such information regarding the Facility as the Council or other partners may request

13.0 REVIEW

13.1 An annual review of the aims, objectives, targets and programme of use will be undertaken by the Project Management Review Group.

13.2 In addition, the Club shall hold an annual meeting for formal and informal Site and Facility users to discuss concerns, review usage, report against the provisions of this Agreement and to propose any amendments to the provisions of this Agreement.

13.3 Prior written approval from both parties to this Agreement will be required before any revisions are made or implemented.

14.0 DURATION OF AGREEMENT

14.1 This agreement shall continue for X years from the date on which it is to be made unless terminated by any of the following events notwithstanding the provisions of this clause:

- a) By agreement of the Parties
- b) By any of the Parties giving at least 12 months notice to the other
- c) The Club ceasing to be a registered football club

15.0 VARIATIONS

This Agreement may only be varied in writing by a document executed by all the parties hereto

Signed and agreed on behalf of by

..... (print name)

..... (signature)

..... (position)

.....
Date

Signed and agreed on behalf of by

..... (print name)

..... (signature)

..... (position)

.....
Date

SCHEDULE 1 – PRIORITY USE TIMES

The Club will make facilities available for use by the agreed community groups at the times outlined below, or at other such times specified by the Council acting reasonably:

0900 hours to 1700 hours between Monday to Friday (inclusive) during school term and holidays

Priority use during these times will be given free of charge to schools (primary, secondary, special needs and FE) within the Wellington Sports & Learning Community, Council football development coaching and courses and other Council-led sports and learning initiatives.

Additional hours required by these community groups outside of the Priority Use Time will be offered at a preferential rate to be agreed in advance and on an annual basis by both Parties.

When the Facility is not in use or required for use by the schools or community within this period, the Club can hire the Facility at their discretion.

The Priority Use Time will be subject to annual review following consultation at the annual formal and informal site users meeting.