

Strategic Housing Delivery Group
ACTION PLAN flowing from OSP Select Committee report

Task	Priority	Project Milestones	Date	Officer	Progress to date	Comments
Property						
Review of public sector land	High	<p>Further articulation of policy in Asset Management Plan - draft plan</p> <p>Initiate/implement Site Assembly/ Identification Register – officer resource identified</p> <p>Identify small Council site for pilot intermediate housing development</p>	<p>April 2009</p> <p>September 2009</p> <p>December 2009</p>	<p>HP</p> <p>HP</p> <p>HP</p>	<p>Adopted by Council – Jan 2009</p> <p>Asset review undertaken under Social Housing Delivery Group oversight</p> <p>A number of small sites appraised by Pocket Living, viability not proven. Issue remains under review in context of contribution to larger schemes.</p>	
Westgate Redevelopment		Revised agreed way forward for Abbey Place/ Albion Place	June 2009	HP/HCH	Site transferred to Crown Estates. Agreement in principle for Crown Estate to refurbish existing Abbey Place dwellings and let for residential use in short term pending redevelopment.	

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Community Housing						
Developers Forum	High	<p>Agree objectives for Forum and workshop programme</p> <p>Set up programme and hold first workshop</p> <p>Allow developer community an early opportunity to feed into Sites and Policies Development Plan Document (DPD) with feedback on ideas not taken up</p> <p>Explore opportunities in the intermediate sector and take forward where appropriate.</p> <p>Open book approach to be encouraged for individual schemes. Follow up on Development Appraisal training offer</p>	<p>March 2009</p> <p>April 2009</p>	<p>CPM</p> <p>CPM</p> <p>HCD</p> <p>HCH</p> <p>HCD</p>	<p>Forums held on 19th May 2009 and November 2009</p> <p>Sites and Policies DPD discussed at developers forums in May and Dec 2009. Option from Developer included in affordable housing viability testing</p> <p>Ongoing – linked to Sites and Policies DPD, Asset Review and other supply initiatives</p> <p>On going</p>	<p>Forum to meet after reconvened Affordable Housing Select Committee reports</p>

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Development pipeline: Priority sites	High	Initiate Major Project Delivery Team	June 2009	HP/HCH /HCD/H OCH	Established under auspices of Strategic Housing Delivery Group, chaired by Executive Director and accountable to Corporate Management Team	
		Liaise with Homes & Communities Agency (HCA) on grant funding/ use of developer contributions	April 2009	HCH	Ongoing dialogue	Process informed by Local Investment Plan – submitted to Homes & Communities Agency March 2010. Cited as exemplar by HCA to Dept of Communities and Local Govt (DCLG)
		Agree criteria and shortlist sites to be proactively driven	June 2009	HCH/ HCD	Liaising with HCA on 2011/12 priority sites package.	
		Liaise with site owners to identify priorities for action in short term	June - December 2009	HCH/HP	Ongoing	
Rowlands House – affordable housing use	High	Assess current status	March 2009	HCH/H OCH		
		Liaise with HCA on funding/ Appraise options	March/ April 2009		Private sale completed September 2009	

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County Council Sites	High	Review status of surplus sites with County Agree joint action plan	April 2009 June 2009	HCH/HP	Extra Care Development Board set up to implement development programme. Shotover View and Greater Leys being worked up. Scheme specific dialogue on going	
Prudential borrowing to provide grant funding	High	Identify revenue saving from temporary accommodation, business case identifying social housing units that can be provided by servicing prudential borrowing from revenue saving and borrowing capacity Executive Board approval	March 2009 June 2009	HCH/HF	HCA funding secured for temporary to permanent. Discussions ongoing re possibility of further temp/perm scheme. Prudential borrowing approved to fund 58 new build council dwellings.	
Strategy for sub-regional/ cross boundary working	Medium	Positive engagement with HCA	September 2009		Oxfordshire is a Single Conversation pilot area. Oxfordshire Local Investment Plan first completed in South East and cited as exemplar by HCA to DCLG	

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Assess financial status and capacity of local RSLs to develop over medium to long term	High	Annual performance assessment Agenda for RSL partners meeting	On going April 2009	HCH/HF	Meetings in abeyance while strategic sites worked up On going individual Registered Social Landlords (RSL) liaison on delivering Development Programme	
Assess potential for self-build project	Medium	Current Local Area Agreement 1 bid by Oxfordshire Housing Partnership (OHP) Identify small Council site in partnership with local RSL Investigate funding options if bid fails	March 2009 Autumn 2009	HCH	Scheme identified in Cherwell DC	Align with OHP process
Establish Under Occupation Officer post to work on pilot project	Medium	Current Local Area Agreement bid by Oxfordshire Housing Partnership Investigate City only scheme if bid fails	March 2009	HCH	Not funded Oxford Register of Affordable Housing review of service in 2010/11 and included in Council 2012	Oxford City Homes already working on scheme related to removal expenses

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Introduce city wide additional Houses in Multiple Occupation licensing scheme to private rented sector	High	Consultation CEB approval Commencement	June 2010 July 2010 October 2010	HED	Consultation underway Press & publicity issued	
Articulate housing vision for Oxford reflecting a broad socio economic group and scarcity against which the effectiveness of planning policy can be measured	High	Annual reviews: Consultation: Housing Strategy refresh during 2010/11 (at end of existing Oxford City Council Housing strategy 2008 – 2011)	June 2009/ June 2010 October 2010 Publication: March 2011	SEM	Annual review of Action Plan reviewed Spring 2009. Data collection underway Jan 2010.	Full refresh for end 2010 (as strategy expires end 2010/11)

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Develop intermediate housing strategy	High	<p>1st draft complete</p> <p>Proactively review intermediate housing options and providers in co-ordination with the Sites and Policies Development Plan Document and Affordable Housing Supplementary Planning Document</p> <p>Adopt appropriate guidelines for intermediate housing covenants</p> <p>Set up centralised portal for sale and resale of intermediate housing</p>	October 2010	SEM/SE DM	<p>Initial research and data collection undertaken (from Homebuy Agent).</p> <p>This already exists via Homebuy agent</p>	<p>Included in Housing strategy Review 2010/11</p> <p>Dependent on affordable housing planning policy review.</p> <p>Consultant being appointed for a viability study to support development of a new planning policy on securing affordable housing. Includes calculation of commercial value of intermediate housing and definition within Planning Policy Statement 3 guidance</p>
Assess potential for Community Land Trust	Low		2010/11	SEM	None	Will look at in Housing Strategy review.
Review options for increasing use of	Low		2010/11	SEM		Already a substantial

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private rented sector Extend rent deposit schemes						scheme: 245 households in 2008/09; 260 in 2009/10
Establish private sector liaison officer post	Low		2010/11	HCH		Review of tenancy sustainment in housing reorganisation in 2010.
Spatial Policy						
Sites & Policies Development Plan Document	High	Complete options report to include options for new affordable housing policy Adoption	December 2010 June 2012	SEDM	Work started Autumn 2009 on investigating the merits and viability of different policy approaches. Consultants due to be appointed in early June to assess viability of options. Options report in preparation	Sites and Policies Development Plan Document: to allocate sites in line with the Core Strategy and update Local Plan policies by June 2011 to secure adoption by June 2012
Barton Action Area Plan	High	Homes & Communities Agency commissioning consultants (initial master planning, infrastructure & transport) Consultants work complete Issues report to Area	March 2009 June 2009 June 2010	HCD	Consultants working on feasibility and viability of different options (results due early June 2010) Issues report will go to AC/CEB in June 2010. Barton & Northway Working	

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		Committee (AC)/City Executive Board (CEB) Consultation on issues start			Group set up	
Work proactively with the universities to increase proportion of students housed in purpose built accommodation	Low	Ongoing. Allocate sites for student accommodation in the Sites and Policies Development Plan Document	April 2009	HCD	Discussions ongoing and issue has been debated at Core Strategy examination	
Facilitate understanding of planning policy to promote key worker housing on publicly owned sites	Medium	Dialogue with hospitals and other public sector land owners.	Summer 2009	HCD	Issue has been debated at Core Strategy examination	
Affordable Housing Supplementary Planning Document	High	Start Summer 2011 Adoption (in line with the Sites and Policies Development Plan Document)	June 2012	SEDM	Ongoing work on the Sites and Policies DPD and development of the intermediate housing strategy will feed into this	To be developed in line with the Sites and Policies DPD

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Oxford City Homes/ Estate Renewal						
Local Housing Company- feasibility study	High	Assess potential development capacity Identify 3 sites for comparative feasibility study Carry out feasibility study and produce risk management matrix Feasibility report	March 2009 March 2009 April 2009 May 2009	HOCH	HCA Challenge Fund secured for Lambourn Road and Cardinal House redevelopment - complete by end 2011. Further work on sites for 2010/12 HCA funding underway	
Housing Revenue Account Reform	High	Prepare draft Business plan and report for stakeholder consultation workshops Prepare Report for Executive Board and obtain approvals Submit consultation response to Central Government	May 2010 June 2010 July 2010	HOCH/ HCH	Draft Business plan and workshop presentations arranged.	
Investigate potential for property conversions/ extensions to increase housing density	Low	In past had 'larger property extension scheme' Potential once achieved Decent Homes	2010	HOCH	None	Await outcome of Decent Homes programme and final conclusions of Housing Revenue Account (HRA) review

Abbreviations:

HP	Head of Property
HCD	Head of City Development
HCH	Head of Community Housing
HOCH	Head of Oxford City Homes
HED	Head of Environmental Development
HF	Head of Finance
SEM	Strategy & Enabling Manager
SEDM	Spatial & Economic Development Manager
CPM	City Partnerships Manager