

South Cambridgeshire Housing Strategy for 2004 – 2007

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Chapter 1 - Foreword by the Housing Portfolio Holder, Cllr Mrs Liz Hezell

Chapter 2 - Introduction

South Cambridgeshire District Council believes that access to affordable housing is important in promoting quality village life, and sustainability in communities. The Council is a landlord to 5774 tenants, 325 equity share owners and 31 short-term leaseholders. It also has powers and responsibilities to promote a balanced housing market through: planning powers to deliver new affordable housing; enforcement powers against owners of unfit or empty properties; legal responsibilities to respond to homeless people and seek to prevent homelessness; and the power to provide advice to landlords, tenants and others.

This strategy explains how the Council will balance these different roles, what its priorities for housing are, and how it will deliver them in partnership with others. The housing market and housing needs will change over time, but it is important to establish directions and set strategies and targets for improving housing circumstances in the short to medium term.

Housing is key to the Council, and is identified as being a high priority within the four corporate objectives:

- High quality, accessible, value for money services
- Quality Village Life
- A sustainable future for South Cambridgeshire
- A better future through partnership

Challenges and priorities

This Housing Strategy sets out the key housing issues, which we aim to address over the next three years. It is based on an analysis of our housing market and housing needs. Equally importantly, we have consulted with stakeholders: this consultation process has influenced the priorities we have established, and options for addressing these priorities. (see table 1).

Chapter 4 of the strategy provides an overview of the key challenges we face in responding to the booming economy of the Cambridge Sub-Region. It is important to note that **all** the challenges as identified will receive attention over the three year period; but it is equally important to identify which are seen as the **most** important. Along with our partners, we have identified new affordable housing as being the most important housing issue to address.

Meeting the challenges facing housing will require significant resources – and funding partnerships between the Council, other local authorities in the Sub-Region, the Regional Housing Board and the private sector. The Council is currently completing a Financial Strategy, which will address these issues.

A key task for 2004/05 is the completion of consultation with tenants on their preferred options for management of their homes. The outcome of this consultation will affect future strategic options, and resources available to support both new housing and Council homes. Whilst consultation is with tenants, this decision has the potential to have a major impact on the Council's ability to balance the housing market, and to deliver new affordable housing.

<u>Summary of Priorities</u>
Increasing the supply of affordable housing
Key Task Choosing the preferred option for managing the Council's own stock in future

We are strongly committed to working in partnership to pursue the housing priorities set out in this section – partnerships in planning, in service delivery, and in funding. Chapter 9 explains how we will build on our strong track record in partnership to further enhance the strategy. A full list of partners is included at Appendix ?.

We have used the results of public consultations carried out for the Community strategy and for setting the Council budgets. We consulted tenants, members of the South Cambridgeshire Housing Partnership, RSLs, and stakeholder organisations including health and voluntary sector representatives at a strategy conference, attended by over fifty people. At, and following, the event, the following specific suggestions were made.

Suggestion	Our response
Adopt more flexible approach to tenures of new affordable housing	We are already doing this on large sites, e.g. Cambourne, Cambridge Northern Fringe (west) (CNF(W)) and will seek to be more flexible on smaller sites
Reduce thresholds on s106 sites	We will reduce thresholds as far as legislation allows in our Local Development Framework (LDF)
Promote cross subsidy between tenures	We will work with RSL partners to achieve this
Identify council owned land and sites	We accept a need for further investigation of possible sites, including redevelopment opportunities
Support decontamination of contaminated land	To look at the extent and feasibility in liaison with Planning and Environmental Health on possible options to assist with the cost of decontaminating land for affordable housing uses.
Promote higher densities	We are promoting higher densities where appropriate, e.g. on Cambridge Northern Fringe
Ensure tenant reps, staff and members are fully trained before stock options consultation	We will include this in our plans for the consultation
Consider Lifetime Homes or other ways to promote long term approach to designing for disability	We are working closely with Papworth on design issues for the Northern Fringe. We will discuss with the Housing partnership whether lifetime Homes could be delivered on other affordable sites
Provide for families with disabled children	We will assess need and work with partners to address it
Improve home safety and reduce falls	We will continue to work with partners to develop healthy homes project We will investigate role of handy person for Home Improvement Agency
Give tenants more flexibility to carry out their own home improvements and adaptations (consider funding them)	We will consider this policy as part of our stock options review
Prioritise security measures	We will review our improvement programme
Complete disabled housing register	we had begun work on this project last year, and accept a need to commit time to its completion

New housing to be Lifetime Homes Standards	We will encourage use of Lifetime Homes where possible
Allocate council resources towards new affordable housing	Council did consider this in 2003, but we will reconsider it as part of a full review of resources available

The Strategy will be updated annually following consultation with stakeholders. The Housing Partnership will meet quarterly to discuss progress toward the targets, partners' role in delivery, and meeting the housing targets of the Community strategy.

The Council's Housing Strategy will be decided formally by the Full Council, after approval by the Portfolio Holder for Housing and the Cabinet. The strategy will be published on the housing web site, www.scambs.gov.org.uk. A summary and explanation will be published in the South Cambs Magazine, distributed free to all households in the district.

This strategy replaces the Housing Strategy 2003-6 published in 2002. It has been necessary to fully revise the strategy because significant changes in resources have occurred, and new information on needs has allowed us to clarify our priorities. However, much progress has been made since the last strategy was published, of which the Council and its partners are proud. The following progress report outlines the areas in which real progress has been made

Progress Report

We have:

Strategy and Development

- Adopted Local Plan No 2 (February 2004), with new affordable housing policy
- Consulted on local plan issues and begun to prepare a new Local Development Framework
- Formed a Sub-Regional Implementation Partnership (limited liability partnership) with neighbouring authorities
- Carried out a variety of surveys to establish need and demand for housing in the district and in specific villages
- Enabled the development of 176 new affordable homes in 2002/03.
- Restructured our housing, development and private sector housing services
- Introduced a new policy for grants and loans to home owners
- Begun work on the new settlement at Cambridge Northern Fringe, including a shared post with Cambridge City Council
- Enabled one new supported living scheme and obtained funding for three in 2004/05
- Published an Empty Homes Strategy

The Condition Of The Housing Stock

- Carried out surveys of the condition of both private sector and council stock to assess whether homes are fit and meet the Decent Homes Standard
- Continued to close sheltered bedsits, and made two sites ready for development as a result
- Commenced consultation on future options for the housing stock

Homelessness and support for the community

- Reviewed homelessness trends in the district and published a Homelessness Strategy
- Launched a Rent Guarantee Scheme
- Launched a Floating Support Scheme

- Set up a mediation scheme for young people who may be faced with homelessness in partnership with Cambridge Mediation

The Council is building on these and other success stories with initiatives listed in the action plan at Appendix [XX](#).

Chapter 3: Housing Strategy in the National and Corporate Context

- ***Our Vision – What are we trying to achieve?***
We are trying to provide more affordable housing, and manage our own Council housing in a manner that supports quality village life, delivers high quality services, and promotes a sustainable future for South Cambridgeshire.
- ***Why is this important?***
Lack of appropriate housing is linked to poor health, environmental impacts, homelessness, crime and disorder, impacts on educational achievement, and the cost to the community when housing is too expensive for local people or for key people, such as nurses, to live and work here. The way in which we improve and provide housing can meet strategic objectives in other areas, meaning that overall public money is better utilised.
- ***What have we done so far?***
Affordable Housing, including key worker housing is included as a key priority in the Council's priorities for 2004/05, and in the priorities of the Local Strategic Partnership. We are working closely with partners to help to deliver a range of programmes to address the needs identified.

The National Context: The Sustainable Communities Plan

Launched in February 2003, the Sustainable Communities Plan seeks to deliver

“thriving, vibrant, sustainable communities, providing homes for our key workers, regenerating our towns and cities, providing parks for our families and children. Above all it is about people: helping them to live where they want with pride in their community”.
(ODPM, 2003, www.odpm.gov.uk)

Significant elements in the plan for South Cambridgeshire are:-

- Accelerating the provision of housing in four “growth areas”, one of which is the London-Stansted-Cambridge corridor, including South Cambridgeshire.
- Allocating funds to provide more affordable housing over the next three years, including funds for housing “key workers” in the public sector.
- Tackling homelessness, including ending the use of bed and breakfast accommodation for homeless families by March 2004.
- An action programme to bring all social housing up to a “decent” standard by 2010, and improve conditions for vulnerable people in private sector housing.

The plan focuses on the problems of high and rapidly rising house prices in the region and their impact on the recruitment and retention of staff. It brings funding for new housing into a single pot administered by new Regional Housing Boards

Regional Housing Boards allow funding for development to be planned across a whole region, rather than focusing on the priorities of each local authority separately. Local authorities are asked to contribute by setting local priorities and helping to form the Regional Housing Strategy

South Cambridgeshire includes among its objectives some of those of the Regional Housing Board, including addressing the needs of rural communities. Our focus on a sustainable future for South Cambridgeshire is also closely aligned to the Communities Plan.

Regional and Sub Regional Strategies

<i>Regional Planning Guidance for the East of England (RPG6, November 2000)</i>	Proposes considerable growth in the Cambridge Sub-Region, focussed on Cambridge including a review of the Green Belt and development of a new settlement close to Cambridge
<i>Cambridgeshire County Structure Plan (Oct 2003)</i>	Identifies specific locations for major development, including urban extensions to Cambridge and a new town close to Oakington and Longstanton. Also that 40% or more of new housing in the Cambridge Sub-Region would be for affordable housing (inc housing for keyworkers)
<i>The Regional Housing Strategy for the East of England (2003)</i>	Sets out the need for addressing issues of affordable housing across the eastern region, highlighting:- <ul style="list-style-type: none"> • Provision of social rented housing • Social rented and/or low cost home ownership options for people who are inadequately housed • Low cost home ownership for people who cannot afford market rent or sale • Intermediate market rent and low cost home ownership for key workers • Affordable housing to meet needs of rural communities
<i>The Regional Housing Strategy for the East of England (2003)</i>	Gives priority to growth (40% of total funding), rather than regeneration (30% of funding) in the eastern region. 10% of funding allocated to meet rural housing need.
<i>Cambridge Sub-Regional Housing Strategy (2003)</i>	Focuses on the issue of growth and the need to increase the supply of affordable housing. Identifies key areas for joint research and delivery. To be revised Spring 2004.

Links to national policy objectives

Sustainable Communities Plan	As part of a growth area; SCDC has prioritised additional affordable housing. Low demand is not applicable.
Housing for key workers	Agreed allocations protocol with the employers' consortium; seeking additional key worker housing
Decent Homes	Council housing in South Cambs will meet the government target for Decent Homes in 2006. We have recently researched the rate of non-decency in the private sector.
Eco-homes	We have an active energy efficiency promotion programme, including self-build solar clubs for householders
Improving health	Improving services to homeless people, accommodation for those with special needs, and decent homes all contribute to health. We are working to launch a Healthy Homes Referral Project with partners in 2004, following pilots in 2002.

Ending the use of Bed and Breakfast	The Council will meet the B&B target; and continue to work to prevent homelessness and avoid B&B in future
Equalities	Housing priorities for vulnerable groups target resources on those who are disadvantaged. We have priorities addressing the needs of those with mental illness, and identifying the needs of Travellers for 2004/05.

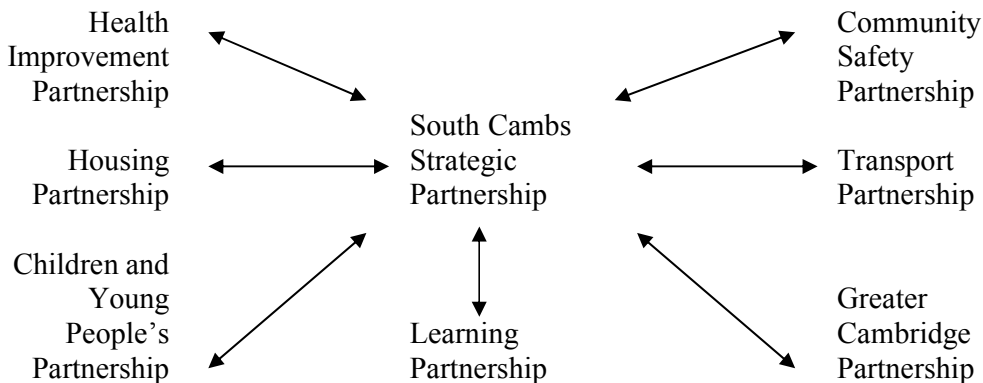
Local and Corporate Context: Local Strategy and Community Vision

The Cambridge Local Strategic Partnership (LSP) comprises representatives from District and County Councils, health authorities and others (see Appendix ??). A draft Community Strategy has been prepared, it is hoped to launch this in Spring 2004.

The themes of the Community Strategy are:

- Good access to services and information
- Safe, healthy, and active communities
- Quality homes for all
- A successful, inclusive economy
- A high quality environment
- The creation of new communities in large developments

The Community Strategy links together existing partnerships, including the South Cambridgeshire Housing Partnership, a partnership of stakeholder working to deliver affordable housing, and improve the quality of housing, in the district.



The Medium Term Financial Strategy

This strategy is currently being drafted, but is intended to identify the need for a review of resources available to support new affordable housing, and the impact of possible stock options on the resources available for the councils stock; resources available for new housing; and implications for other support services.

Capital Strategy

The authority's is debt free and the intention is to remain so. Therefore it is unlikely that there will be any borrowing either supported or unsupported, following the introduction of

the new capital finance system in 2004. The Capital Strategy identifies the need to **Provide, maintain and improve the housing stock of the district** using the following tools:

- a) Release of suitable land holdings identified in the Council's Housing Business Plan to facilitate new build for rent with our partners;
- b) Improvements to the Council's Housing stock, repurchase and resale of equity share dwellings and grants for private sector houses.

The Asset Management Plan does not discuss the management of housing assets as this is covered in the HRA Business Plan, which links to the Corporate Asset Plan.

Local Plan/Local Development Framework

South Cambridgeshire Local Plan No 2 was adopted on February 9th 2004. This gives clear policies and targets for affordable housing, including a policy for 30% affordable housing on larger sites in large villages, and 50% affordable housing on all sites (no threshold) in small villages. It allocates land at Cambridge Northern Fringe for a major development of 900 homes, 30% of which will be affordable.

The Council has started work on a Local Development Framework, which will take forward the new Structure Plan and make allocations for the major developments on the edge of Cambridge and the new town to be called Northstowe. It will address need for affordable housing, including key workers, having regard to the Housing Needs Survey, which recommends a target of 50%. It will cover the period to 2016.

Key Priorities for Housing Strategy in the National and Corporate Context

We will:

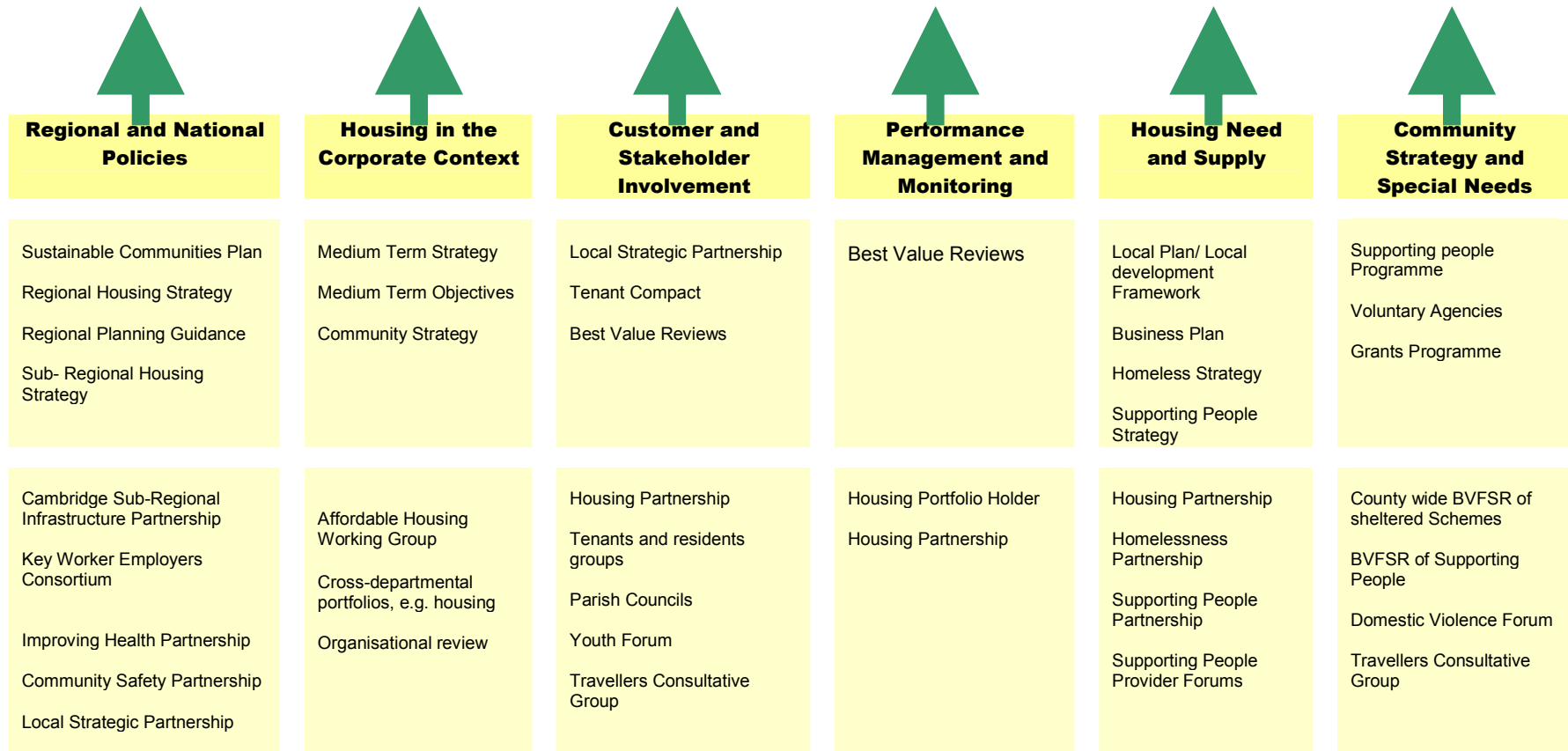
- **Use the Housing Partnership for regular stakeholder reviews of the Housing Strategy and to integrate this strategy with the LSP**
- **Complete a stock options review and consider its implications**
- **Review capital resources available for new affordable housing**
- **Develop our strategic work with the Infrastructure Partnership**
- **Lead on the review of the Sub Regional Housing Strategy, to inform the Regional Housing Strategy**

Links to Other Strategies and Plans

South Cambridgeshire District Council's Corporate Strategy

Best Value Performance Reviews: Comprehensive Performance Assessments: Capital Strategy

Housing Strategy and HRA Business Plan



Chapter 4: Cambridgeshire's Local Housing Market

- **Our Vision –What are we trying to achieve?**
 - An up to date understanding of the local housing market
 - To identify trends in the housing market
 - To identify areas where the market is disproportionately disadvantaging particular groups, e.g. those on low incomes, larger families

- **Why is this important?**

Much market activity, such as house price inflation, is beyond the Council's control. However, we cannot intervene effectively in the housing market without an understanding of both what housing supply is available (what condition housing is in, what it costs) and what the demand for different types of housing is. With that understanding, the Council can adjust policies, and can set appropriate targets for new housing.

- **What have we done?**

We have commissioned five major pieces of research in the past year to update our understanding; we are also using the latest data from other sources. We have begun work with other Cambridgeshire districts to establish a county-wide housing research team to provide local interpretation of housing market data and to carry out research.

Sources of Information

Government sources

The main information sources are official statistics, from the ONS (Office of National Statistics) and the Land Registry. 2001 census information is particularly important.

Stock condition surveys

2003	Survey of private sector housing stock condition completed June 2003. This informs private sector policies and programmes. Resurvey due 2008.
2003	Survey of the condition of the Council's own housing stock completed (100% exterior survey 15% interior survey). This informs the <i>HRA Business Plan</i> and will be continuously updated. A Stock Options Appraisal to be commissioned to assess the Council's ability to maintain stock over the 30-year business plan period.

Housing Needs Surveys

2002	Housing Needs of South Cambridgeshire; jointly commissioned with Cambridge City and East Cambridgeshire. Informs new housing targets
2003	Housing Needs of Cambridge Sub-Region – complete report due late 2003
2003	The market for Keyworker Housing in the Cambridge Sub-Region. Informs targets for keyworker housing; and Sub Regional allocations protocol.
1999 to 2003	Completed five year programme of village housing needs surveys giving detailed information for each village. A new five-year programme implemented from April 2003 that will collect more detailed data on the general make-up of a village and identify those in need of affordable housing.

Details and availability are given in Appendix 2.

We believe that we now have a current and up to date understanding of the local housing market. The key messages we have from our sources follow below.

Further research is needed to identify: -

A	Particular housing needs of Travellers. Cambridgeshire has one of the highest populations of Traveller families in the UK ; Travellers, whilst not enumerated separately in the census are identified as the biggest single ethnic minority group in South Cambridgeshire. Research is needed on accommodation needs of Travellers.
B	Need for supported or specialist housing for vulnerable groups, especially those with mental illness – this is a county wide need linked to the Supporting People Strategy and will be addressed at both local and County level
C	The extent of long-term empty properties within South Cambridgeshire.
D	Ownership of vacant land
E	The current and potential numbers of households who have problems with drug and substance misuse and what their housing and housing-related support needs may be. This is a countywide project: no particular needs have yet been identified for South Cambs. Research to be undertaken by the County Research Group Supported Housing Information Project (SHIP).

This research will be carried out over 2004/5.

Future Information

This strategy contains proposals to revise and continually update the information available to the Council in a number of ways:-

- 1 By the establishment of a research function to serve the needs of the Infrastructure Partnership. This research will probably be located with the County Council's research team.
- 2 By carrying out research projects within the Housing Strategy Services Section, for example further census based research on which will include the income and deprivation levels of villages with high housing needs
- 3 By making current information more widely available on the Council's intranet, available to staff and councillors at all times, with key reports published on the internet
- 4 By producing detailed bulletins on the housing market, the delivery of affordable housing and other housing related information on a quarterly basis

Such information is essential for influencing and guiding regional and Sub Regional policies, and developing Council policy for affordable housing

Population

The 2001 census showed that the population of South Cambridgeshire at April 2001 was 130,108; this represents an increase of 6.72% from the 1991 census figures of 121,900. Populations in the neighbouring districts (East Cambs, Fenland and Huntingdon) have increased similarly, with the exception of Cambridge city where the population increased by less than 3%. Much of the increase is due to people moving into the area, which puts pressure on housing, land and property prices and on the housing needs register.

The population of the Cambridge Sub-Region is expected to continue to increase significantly: predicted growth for the district of one-third between 1999 and 2016 represents a population increase of 43,000 for South Cambridgeshire in that period. Planned housing growth may also inadvertently stimulate further population growth.

What tenure do people in South Cambridgeshire live in?

Total number of Households in South Cambridgeshire - April 2001	52,180
Owner occupied	39,236
Council rented	5,905
Rented from Registered Social Landlords (RSLs)	1,645
Privately rented (approx)	4,249
Living rent free	1,145

Source: 2001 Census Profile of South Cambridgeshire - The Research Group, Cambridgeshire County Council

South Cambridgeshire's population trends are comparable with its neighbouring Districts, with the exception of Cambridge City. The majority of the population is aged between 25-44 (29.3%), followed by those aged 45-59 (21.6%) and mainly consist of households that are married/cohabiting couples with dependent children at 25.6% and those without children at 22.8%. The ethnicity of the population is mainly White British at 93.3%.

Health

In 2001 13.27% of the population (17,268 people) said they suffered a limiting long-term illness. 42% indicated that they were of working age (16-64 for men and 16-59 for women). It is assumed therefore that at least 50% consist of an older person, and incidence of illness increases with age. The census shows Council and Housing Association tenants are more likely to suffer long term limiting illness than others. Whilst this may be because social landlords allocate properties to those in need, including medical need, it does indicate a need to make available extra resources in the social rented sector for people with long-term illness. In the jointly commissioned District-Wide Housing Needs Survey undertaken in 2002 it identified 8.8% of all households in South Cambridgeshire that contain someone with a special need. Special needs households are disproportionately constituted of only one person and are more likely to contain older people with 'physically disabled' being the main category.

Employment and incomes

Cambridgeshire has low unemployment; 2.7% in 2001/2 compared to a UK average of 5.3 %. Average earnings in South Cambridgeshire are the highest in the county at £25,900 whilst the median income is £17,400. It is important to use the median income rather than the average when identifying typical earnings in South Cambridgeshire as the relatively small numbers of very high earning residents can increase the average income masking those on the lower incomes. Although rural deprivation in South Cambridgeshire is low compared to neighbouring districts, the divergence between manual earnings and local property prices is higher than elsewhere in East Anglia. The most relatively deprived wards in South Cambridgeshire tend to be on the geographical borders where population responsibilities may be fragmented.

Ethnic Origin

From the Census 2001, just 3% of the total population are identified as having a non-white origin and there is no emphasis on one particular origin of ethnicity:

Mixed – white & black	=	0.29%
Mixed – white & Asian	=	0.32%
Mixed – other	=	0.26%
All Asian or Asian British	=	0.87%
All Black or Black British	=	0.43%
Chinese	=	0.42%
Other ethnic group	=	0.34%

Travellers are not enumerated as an ethnic group in the national population census or other official statistics. However, Cambridgeshire has one of the highest populations of Travelling families in the UK. It is estimated that for every 10 Travellers living in trailers there are a further 5 Travellers who are housed; on this basis the Traveller population of the district is around 740, but could be much higher.

In South Cambridgeshire the majority of Travellers live in private authorised sites that are situated in Willingham, Rampton, Cottenham, Milton and Chesterton (Fen Road). There are two small local authority sites situated at Whaddon (New Farm) and Milton (Blackwell).

Work has been undertaken by East Cambridgeshire District Council on behalf of the Cambridgeshire Supporting People Partnership on the housing and housing-related support needs of Travellers. This assessment of needs included meeting with the Travellers Liaison Officer, the Ormiston Trust, a focus group, and discussions with the County Travellers Co-ordinator. The Council is working with partners across Cambridgeshire towards a full assessment of Travellers accommodation and other service requirements in 2004/05.

Need for more housing

The buoyant economy of the Cambridge Sub-Region drives economic growth in the East of England. The Sub Region comprises Cambridge City, South Cambridgeshire and the ring of eight market towns. Planning guidance indicates that 47,000 new dwellings will be needed in the Sub Region by 2016. The Regional Planning Guidance provides an order of preference for the location of new housing within the Sub Region as follows:

- i) Within the built-up area of Cambridge, subject to available capacity and environmental considerations;
- ii) On the periphery of the City subject to a review of the Green Belt;
- iii) In a new settlement close to Cambridge;
- iv) Within the built up areas of market towns, larger villages and previously established new settlements, where good public transport access to Cambridge exists or can be provided, provided that growth in car commuting can be minimised; and
- v) By extensions to market towns, larger villages and previously established new settlements where good public transport access to Cambridge exists or can be provided, provided that growth in car commuting can be minimised.

It has been identified in the Cambridgeshire and Peterborough Structure Plan 2003 that a total of 20,000 homes will be built within South Cambridgeshire. This figure includes homes completed since 1999, existing planning permissions and outstanding allocations in Local Plans. This figure is made up of:

- 4,400 properties on the urban periphery of Cambridge, 2,000 of which will be through Green Belt release;
- 6,000 at the new town at Northstowe (although the final size of Northstowe will be determined in the new Local Development Framework);
- 9,600 remaining properties to be built within the villages (much of this is already committed or allocated in the Local Plan 2).

Affordability

People moving into the area to take up jobs, or to commute using fast rail links, have pushed up house prices. As more people cannot afford housing at the full market price, the demand for affordable housing including social rented housing has increased. The 2002 Housing Needs survey estimates that an extra 871 affordable homes need to be provided every year for the next five years. The majority of these homes need to be provided as rented homes.

An average house price in South Cambridgeshire for a two bedroomed property is approximately £150,000 and would require a household income of £40,000 per annum. Therefore a joint income for a couple receiving a median income each of £17,400 would still be insufficient to buy on the open market. From the 2002 Housing Needs Survey it was estimated that only 33.5% of the population's households had an annual gross household income of over £40,000, meaning that 65% of the population will not be able to access market housing without considerable savings or subsidy. Research into keyworker housing needs demonstrated that in both South Cambridgeshire and Cambridge City couples could not purchase a property, if they earned the salaries paid to keyworkers (based on a couple comprising one social worker, one teacher, both early in careers).

Private Sector rents are also high and rising even faster than house prices. The average rent for privately rented accommodation in South Cambridgeshire for a two bedroom property is approximately £600 per month. With the exception of Cambridge City, South Cambridgeshire is the most expensive area to privately rent within the Cambridge Sub Region. From the 2001 Census only 6% of the total households in South Cambridgeshire live in privately rented accommodation; that is slightly below the national average of 9%. The rent levels should not exceed 30% of household income. On this basis, a household containing a married couple and young children with a net household income of £350 per week (approx £21,000 gross per annum) would not be able to afford even a minimum rental of £540 per month for a two bedroom property. [*Fordham Research Housing Needs Study 2002*]

476 households are estimated to be living in unsuitable housing in the District, and needing to move to social or affordable housing. In addition to this, around 529 households who would not be eligible for social housing are unable to access housing through the market; they fall into the "intermediate housing gap". This group is growing across the region and is likely to continue to do so until house prices fall.

Where households earn just enough to contemplate buying a property in the district, they experience difficulty in finding lower priced properties. These "market entry level" properties are often bought up for cash by developers, or are in need of significant repair. Those seeking to purchase on the government's Starter Homes Initiative, who have struggled to find properties, have demonstrated this problem. The Low Cost Home Ownership Scheme ran by the developers at Cambourne also proved unviable in its third year of operation due to the rising house prices, as those targeted to purchase properties at a 25% discount were still unable to afford the remaining 75% purchase price. Estate Agents in the area have also indicated particular shortages of homes for first time buyers. South Cambridgeshire has a particularly high proportion of detached houses (48%) which is well above the national average, and a below average proportion for both purpose built and converted flats.

Housing Mix

The Housing Needs study 2002 shows that the greatest need for both affordable and private housing is for one and two bedroom properties. As at 5th January 2004 the Active Housing Waiting List for South Cambridgeshire showed that there are 2,205 applicants registered for housing. The majority of applicants (34%) require a two-bedroom house, followed by 31% for a one-bedroom house and 14% requiring three bedrooms. 35 households (2%) require more than 3 bedrooms. A further 19% of applicants are registered for either bungalow accommodation or sheltered housing and there are 21 applicants who are registered as a disabled household.

The types of properties being allocated over the last three years have been relatively consistent, with the majority of properties being sheltered housing (32% for year ending March 2003). A further 26% of properties allocated were bungalows that are generally allocated only to those above the age of 60 or aged between 40-60. Only 27% of the Council's stock becoming available for letting was for houses and 15% for flats. In comparison to the housing register there is a particular gap for those requiring houses/flats and the numbers becoming available for re-letting.

Homelessness

The main reasons for homelessness are identified as

- Parental Eviction
- Loss of Rented Accommodation
- Relationship Breakdown (violent)

Single parents (with children) make up the greatest number of homeless applicants followed by families with children and those with a mental/learning disability.

The figures for the number of homeless applications received for 2002 identified a 19% increase on the previous year. Figures available for the year ended March 2003 show a further increase of 6% with a total of 215 applications received.

Overall the average time taken to rehouse homeless households from temporary accommodation is 9-12 months although this varied according to the number and location of their areas of preference.

Based on the information of the number of homeless applications for the previous two years, a median increase of 12% per year can be assumed – estimating an increase of 25 people approaching the Council as homeless per year. However, with the predicted increase in population the numbers estimated could rise even higher.

It is expected that the majority of households accepted as homeless will continue to be those with dependent children (approximately 78%). The number of lone teenage parents becoming homeless has been steadily increasing and it is estimated that between 16-20% will approach the Council over the next few years. There has also been a slight increase of 4% in the number of single young people presenting themselves as homeless, this may be because of the new priority needs order for 16/17 year olds under the Homelessness Act 2002. Assuming this to be the case, it is anticipated that the number of homelessness acceptances for young single people will continue to rise for the foreseeable future.

Between 2% and 3% of homelessness acceptances over the last three years were those of non white ethnic origin; these figures are comparable to the population figures and identify that those from other ethnic origins are no more likely to face homelessness in South Cambridgeshire than those of a white origin.

Summary of key messages about the housing market

- The Cambridge Sub-Region needs 4,460 new dwellings per annum, of which up to 1,400 per annum need to be affordable to people on less than median incomes.
- South Cambridgeshire needs at least 871 affordable units each year for the next five years
- More new housing needs to be for single people or childless couples.
- Studies support increasing the Structure Plan requirement or at least 40% of new housing to be affordable; the Housing Needs Survey 2002 recommends 50% affordable housing.
- Homelessness in South Cambridgeshire continues to be a problem.
- The age profile of the private sector stock in the District suggests that the stock is notably more modern than the national average, with the majority of the dwellings having been built Post 1964. A stock profile such as this would tend to suggest that above average stock conditions exist, as poor condition is strongly associated with age of dwelling.

Key Priorities for Understanding the Local Housing Market

We will:

- Support the establishment of a research function for the Infrastructure Partnership
- Research the housing needs of groups who may be disadvantaged in housing in South Cambridgeshire
- Complete the analysis of the more detailed information from the 2001 census as it becomes available
- Conduct, with partners, research into the accommodation needs of Travellers
- Carry out research/analysis to support the development of affordable housing policies in the Local Development Framework

Chapter 5: Increasing the supply of affordable housing

- **What are we trying to achieve?**
 - An increase in the supply of housing which is affordable to local people
 - Develop sustainable new communities in major developments
 - An overall increase in the supply of housing in South Cambridgeshire
 - An increase in the supply of smaller houses, and better mix of dwelling types
 - Make best use of planning policies which require developers to provide affordable housing when they build market housing
 - Develop a close partnership with Cambridge City Council for planning and delivering new housing around the edge of Cambridge, including shared nominations to affordable housing on all strategic sites
 - Increase the housing choices available to people with disabilities, including an increased supply of wheelchair accessible housing

- **Why is this important?**

Providing affordable housing is a key corporate objective, and an objective of the Local Strategic Partnership, expressed in the Community Strategy. Chapter 4 has outlined the need for more affordable housing, to support the local economy, and contribute to a sustainable community. Enabling people to live closer to where they work also reduces commuting, reducing congestion and pollution and improving quality of life.

The Council has agreed to play a significant role in meeting the needs of the Cambridge Sub-Region, to support the economic prosperity of the area. Much of the new housing for the Sub Region will be in South Cambridgeshire, both in a new town and also on the urban periphery of Cambridge. Quality and sustainability of the communities created is especially important, and the Council is giving very high priority to planning the new communities.

- **What have we done so far?**
 - Enabled 186 affordable units so far in the village of Cambourne
 - Enabled 176 new affordable homes during 2002/03
 - Enabled housing through section 106 agreements
 - Identified rural exceptions sites, including a site in Sawston where work has begun on 36 units, due to be completed by March 2005
 - Supported keyworker housing, including 41 keyworkers assisted through the Starter Homes Initiative in 2003/04 and an innovative use of a Victorian school house, attached to a thriving village school, which an RSL has converted into two key worker flats
 - Promoted use of Off-site Manufacturing (OSM) units at Cambourne, and used experience of OSM as a criterion for RSL selection for Cambridge Northern Fringe (West)
 - Participated in the *Cambridge Sub-Regional Affordable Housing Group*, which commissioned consultants to work with landowners, developers, Housing Associations and others, to identify blockages to delivering affordable housing.
 - Created a joint enabling post with Cambridge City Council to focus on new communities

New Affordable Schemes Completed in 2002/3 and scheduled for 2003/04

Scheme inc name of RSL	Funding	Tenure	No of Units	Land Source
Paynes Meadow, Linton (100 Houses)	No grant	Rented	19	Exception site
Caldecote (Granta)	LASHG	Rented	16	PPG3
Caldecote (Nene)	LASHG	Shared Ownership	6	PPG3
Water Lane, Melbourn (CHS)	LASHG	Shared Ownership Rented	2 7	PPG3
Wilford Furlong, Willingham (Papworth Trust)	LASHG	Rented	1	Council land
Clear Crescent, Melbourn (Papworth Trust)	LASHG	Rented	1	Council land
Bircham House, Sawston (Hereward)	LASHG	Rented	30 extra care	Private land purchase
Tabrum Close, Grantchester	LASHG	Rented	1	Council land
The Stackyard, Ickleton (CHS)	LASHG	Rented	8	Exception site
The School House, Gamlingay (CHS)	LASHG	Keyworker rent	2	Private purchase
Longstanton (Kelsey)	LASHG	Shared Ownership	6	Private purchase
Capper Road, Waterbeach (Kelsey)	LASHG	Shared Ownership	6	Private purchase
Balsham Road, Linton (Granta)	LASHG	Rented	24	Council land
The Close, Dry Drayton (Granta)	LASHG	Rented	6	PPG3
Burnt Close, Grantchester (Hereward)	LASHG	Rented	2	Council land
	LASHG	Rented	3	

Enabling Role of the Council

South Cambridgeshire District Council works with partner organisations to enable the development of affordable housing of all types; social rented, shared ownership, intermediate and Key Worker housing. This role has been of key importance in the development of the successful schemes shown above, especially at Cambourne. The Council uses its planning policies, research and information and expertise in enabling and development, to find and make available land for development, to demonstrate demand and need for particular types of property at both local and Sub-Regional levels and to encourage the development of housing to meet those needs. This type of enabling work in partnership is continuing, with the development of a joint allocations policy for the planned intermediate and Key Worker housing.

The Council works closely with Parish Councils, local residents and landowners to identify and bring forward sites for affordable housing development in smaller rural villages, particularly where private developer-led housing is not forthcoming. These schemes are usually small-scale developments at the edge of the existing village framework and due to their sensitivity these sites require considerable local

consultation and input and are only developed where there is a proven need for affordable housing. Their use for affordable housing purposes in perpetuity is secured through a section 106 agreement tied to the planning consent

The rural housing enabler, who is employed by Cambridgeshire Acre, supports the work of the Council's development team in the provision of affordable rural housing. The Council, together with a number of neighbouring Councils, contributes to the cost of the post, which is tasked with working with rural communities and Parish Councils in identifying opportunities for affordable housing development in rural areas.

Previous Housing Corporation allocations to South Cambridgeshire have been relatively low, as in previous years the Council was able to fund the majority of the affordable housing delivered through Local Authority Social Housing Grant (LASHG). This was made possible in part because as a debt free authority in a high value area, South Cambridgeshire could use all of the capital receipts it received, and be repaid the grant at a later date.

Following the ending of LASHG in March 2003, South Cambridgeshire applied for transitional LASHG for schemes which were due to be developed in 2003/04. Bids totalling £4.7M were submitted, but only £2.9M of bids was successful, for schemes at Cambourne and Sawston. This matches the experience of the majority of Councils throughout the country; however, it does leave a number of schemes unfunded, and has delayed the delivery of affordable housing in South Cambridgeshire.

There are now a considerable number of affordable housing schemes, which are in a position to come forward, or which have already begun development, using the resources of the Housing Associations, where grant has not yet been made available. South Cambridgeshire DC believes that the majority of these schemes should receive funding under the Approved Development Programme (ADP), as they deliver the government's priorities of growth in a growth area, keyworker housing, and rural housing in our villages. However, competition for resources within the eastern region is extremely strong, with the majority of resources for 2004/05 required to fund projects which the Housing Corporation is already committed to.

Whilst no announcement on bids to the Housing Corporation for 2004/05 is expected until March, the Council notes that the Regional Housing Strategy for the East of England does make specific reference to the importance of ensuring development on key strategic sites, including the important site at Cambridge Northern Fringe (West), where 270 affordable homes will be developed over the next two to three years, and shared with Cambridge City Council.

The Regional Housing Board for the East of England is working closely with Sub-Regional organisations, to enable housing development in the region. The Cambridge Sub-Region is one of the leading growth points within the London/Stansted/Cambridge corridor.

Best Value Review of Enabling/Development

During 2003/04, a Best Value Review of development/housing strategy took place. This highlighted that provision of affordable housing is continuing to grow in importance and to influence the way private developers approach development opportunities and that, whilst the Council's development staff have considerable knowledge and experience of affordable housing, new skills need to be developed to better understand development economics. Such skills would enable stronger negotiation, and increase the potential for innovative solutions to reduced funding.

The Review also highlighted the need to increase the capacity of the team to deal with additional work arising from the rate of growth. In particular, working with RSLs, developers and stakeholders to bring

forward the affordable housing on the Cambridge Northern Fringe (West) site – 270 affordable homes on a site of 900 dwellings – and at the new town of Northstowe.

The housing development team, as part of the Housing Department, has historically worked closely with colleagues in the Planning Department to identify and bring forward affordable housing development. However since October 2003 the development team has been part of the new Development Services Department and this will create even closer ties and ensure the integration of affordable housing requirements into the formulation of planning policy and policy implementation. In particular, work with Development Control, will improve monitoring of the rate of affordable housing completions.

Planning Issues

The Cambridgeshire and Peterborough Structure Plan was adopted in Autumn 2003; the Council will consider whether it can implement the Structure Plan policy seeking an affordable housing contribution of 40%, prior to adopting a new Local Plan.

The Council has already begun work on preparing the Core strategy for a new Local Development Framework, and Area Action plans for settlements due to be phased early in the plan period. This plan will be consulted on during Spring and Summer 2004.

Planning new communities is a key priority for the Council, and hence it has identified additional resources to increase the capacity of the Development Services Department during this important time.

Project teams have been set up to work with stakeholders on the major new developments, to ensure that key agencies and neighbouring communities influence the developments.

Partnership Issues

Partnership	Key Issues
Housing Partnership	<ol style="list-style-type: none"> 1. developing the Housing Partnership and its links to the Local Strategic Partnership 2. developing innovative solutions to meeting housing need, including involving housing associations in negotiation of section 106 agreements.
Cambridge City Council	<ol style="list-style-type: none"> 1. agreement to share development on strategic sites (urban extensions and new settlements) on a 50:50 basis 2. close working relationship to plan those sites 3. establish shared staffing resource to deliver key sites early 2004 4. developing shared allocation of low cost home ownership
All districts within Cambridge Sub-Region	<ol style="list-style-type: none"> 1. implementing new arrangements for Local Delivery Vehicle for the Cambridge Sub-Region Infrastructure Partnership 2. developing shared delivery plan, including targets for delivery of affordable rented housing, and keyworker housing 3. aim to agree common cores for Sub Regional section 106 agreements, and supplementary planning guidance, in 2004/05
Housing Corporation	<ol style="list-style-type: none"> 1. working towards strategic partnering and forward funding 2. joint selection of RSLs for major sites

Resource Issues

South Cambridgeshire has a strong record on investing capital receipts into housing, with £4.7M invested in 2002/03. Under the “Local Authority Social Housing Grant” (LASHG) scheme, the Council was able to invest money into social housing, and reclaim that money at a later stage, meaning that there was no loss to the Council. However, this scheme ended with very little notice in March 2003, and the Council has decided that it will not invest in new affordable housing at the present time, until it has reviewed resources (see below).

Funding for affordable housing is now allocated by the Housing Corporation, on behalf of the Regional Housing Board. In deciding on its funding priorities, the Board has regard to its own strategy, and in turn to local and Sub-Regional housing strategies. The table below shows the relative levels of funding through Housing Corporation grant (ADP) and LASHG in preceding years:

	HC ADP	LASHG	Total public subsidy for new affordable housing
2001/02	£0.5m	£4.2m	£4.7m
2002/03	£2.6m	£4.6m	£7.2m
2003/04 (anticipated)	£0.9m	£2.1m	£3.0m
2004/05 (projected)	not known	£0.8m	not known

With the ending of LASHG, it is now imperative that the Regional Housing Board and Housing Corporation recognise the central role of South Cambridgeshire in meeting the housing needs of the Cambridge growth area, and that funds are made available for this purpose. Funding made available for the Eastern region for 2004/05 is not at a sufficient level to address the priorities identified in the Sustainable Communities Plan, and where funding is not available, opportunities to provide affordable housing will be lost.

In addressing this key priority area, South Cambridgeshire will seek to maximise grant made available in the District, and to identify other sources of funding, for example, through working with employers, and through using land values on section 106 sites. The Council, with Cambridgeshire County Council and others, has been awarded £7 million *growth areas delivery grant*, to make sites at the Cambridge Northern Fringe available for development; further grant is promised for Cambridge Southern Fringe infrastructure.

In 2004/05, the Council will carry out a detailed financial appraisal of the impact on other services, and on council tax, of using council resources and reserves to support affordable housing, and this information will be considered as part of the stock options appraisal.

The council will also review Council owned land and assets to identify possible sites for development, redevelopment or sale, to best utilise existing assets to support affordable housing in the district.

Key policy issues

New Settlements and urban extensions

Northstowe: A new settlement of between 8,000 and 10,000 homes is planned close to Longstanton and Oakington. Planning for the sustainable development of this new community – called “Northstowe” is well under way, and is one of the Council’s key objectives for 2004/05. Affordable housing, and the associated infrastructure, will be key to this development. The Structure Plan anticipates development starting by 2006.

Cambridge Northern Fringe (West) site: work is underway on a large urban extension at Cambridge Northern Fringe, where approximately 900 homes will be built on land in South Cambridgeshire. 30% of these homes (approx 270) will be affordable. The Lead RSL for the project, Places for People, is working closely with the local authorities, the developers (JJ Gallagher), and the RSL consortium members (BPHA, King St HA and Papworth HA) to bring forward an innovative, sustainable development which meets local needs and enhances the local community. We expect the first homes to become available for occupation during 2004/05.

Cambourne: the new settlement at Cambourne is maturing into a village community, with 92 affordable homes completed during 2003. Several more affordable housing developments, totalling 226 homes and including one scheme for key workers, will take place in 2004/05 and 2005/06, subject to funding from the Housing Corporation. The developers of Cambourne have submitted a planning application to increase the ultimate size of the village significantly beyond the existing permission for 3,300 dwellings. However, this has not been approved by the District Council who consider that the future of the village should be determined through the forthcoming review of the local plan. The developers' appeal is to be heard at a public inquiry in mid 2004.

Low cost home ownership and Key workers

There is a high level of need for both social rented housing and intermediate housing, including housing for key workers in South Cambridgeshire. We expect sites to include a mix of tenures, with social renting usually comprising the majority of the affordable housing on site. However, we recognise that the current government priority for key worker housing will mean that, in some instances, to secure grant the level of key worker housing will increase. In turn, this may restrict the supply of intermediate housing available to other groups of employees in a way which is not sustainable in the longer term.

We are very concerned by moves (contained in the Housing Corporation's National Investment Policy, November 2003) to reduce the application of grant to PPG3 sites. In our district – as in many high value areas – the cost of land prohibits Housing Associations from purchasing land for affordable housing on the open market. If subsidy is not available for PPG3 sites, then the number of affordable units, which can be delivered on them, will be significantly reduced.

Accessible Housing

The Council aims to ensure that people living with disabilities have access to suitably adapted homes. Adapted housing is provided on many new housing sites, according to identified needs. We encourage Housing Associations to build new housing to Lifetime Homes Standards, to reduce the need for adaptations in future.

Sustainable development

We encourage Housing Associations to meet high standards of energy efficiency. We are working to implement a design guide for all housing which will require consideration of sustainability issues.

The new LDF will include policies on sustainable design and energy efficiency of housing.

The current development strategy for South Cambs in Local Plan No.2 focuses the majority of housing for the remainder of the plan period to 2006 on the Cambridge Northern Fringe as the most sustainable location in the district. Other development is concentrated in the larger villages, which have better levels of services and facilities and better public transport provision. Housing in smaller villages is limited, although exceptions can be made for affordable housing adjacent to villages where this meets an identified local need.

The new development strategy for South Cambs set out in the Structure Plan focuses most new development at the new town of Northstowe and the urban extensions to Cambridge in the interest of sustainability. Housing in rural areas will be more limited than in the past, but there will still be provision for local needs to be met, mainly in the most sustainable villages, although the exceptions policy will remain to help meet needs in smaller villages.

Modern Methods of construction

The Council is encouraging RSLs to use off site manufacturing techniques where this can enhance development and deliver the necessary quality of design. We have used experience in use of such techniques as a key criterion in selecting RSL partners, including for the Arbury Camp development.

The benefits of off-site manufacturing (OSM) in terms of speed of delivery are well recognised and the Council encourages the use of these systems wherever possible. Due to the predominantly rural nature of the District the majority of schemes are relatively small-scale and the added cost of OSM units precludes their use on all but the larger scale schemes. However it is expected that the continued growth in the use of OSM systems, particularly by private high volume developers, will lead to a reduction in unit cost and allow wider use on smaller schemes.

Use of Council land or sites

The Council actively investigates development and redevelopment opportunities within its own housing stock and in addition to providing areas of land for small scale in-fill development this has yielded the opportunity for much larger projects. Over the past year the Council has worked very closely with tenants and residents to investigate the redevelopment possibilities of five particular sites developed during the 1950's and 1960's with pre-cast concrete Airey houses. This has resulted in the selection of Circle 33 as development partner and the submission of a funding bid of £2m for the redevelopment of 85 new homes with work planned to start on the first group during the early part of 2005.

The Council is now moving forward, in conjunction with RSL partners, with redevelopment proposals for a number of sheltered bed-sit schemes. These were originally developed in the 1960's as part of sheltered schemes for the elderly and whilst initially popular they have in recent years become hard to let. An undertaking has been given that no tenants will be forced to move and the redevelopment potential of the schemes can therefore only be realised as when schemes become vacant. However during 2004-2005 it is anticipated that, subject to funding, work will start on four of the five schemes, two will provide purpose built accommodation for special needs groups one will provide general needs family homes and the fourth a new sheltered facility for the elderly.

Management Issues

Maintaining a supply of affordable housing requires effective management, as most housing moves take place within existing housing stock. We seek to manage our stock so as to minimise void times, although we recognise that this is still an area in which more could be done. We have some property types which are more difficult to let than others.

Our lettings policy gives preference to local people from the same or adjoining villages, to allow people to remain close to family support wherever possible. We do not currently have plans to introduce choice based lettings.

The vast majority of lettings to local Housing Associations are through our register, and we work with them to minimise void times and ensure suitable lettings

For new developments, especially larger sites, we consider new lettings particularly carefully to seek to ensure balance communities, and to avoid over concentrations of particular age ranges within a community.

We have negotiated a key worker allocations protocol with employers, councils and RSLs to prioritise key worker housing need across the Cambridge Sub-Region. We anticipate that this will be operated by the Housing Corporations Zone Manager for key workers (RSL to be appointed March 2004)

Key Priorities for Increasing the Supply of Affordable Housing

We will:

- **Continue to use planning policies to maximise sites**
- **Seek to establish a requirement in the Local Development Framework that 50% of all new development is to be affordable housing including housing for keyworkers**
- **Deliver a programme for sustainable housing in new settlements**
- **Review all land and assets**
- **Establish shared new settlements staffing with Cambridge City Council**
- **Establish a Sub-Regional delivery plan and a delivery vehicle for affordable housing**
- **Continue to develop relationships with RSL and other partners**

Chapter 6: Decent homes in all tenures

- **Our Vision –What are we trying to achieve?**

We aim to:

- Improve council housing to meet the Decent Homes target by 2006
- Invest in private sector accommodation to help vulnerable home owners through targeted home repair assistance grants
- Improve the health of the people of the district, through targeted housing policies
- Improve energy efficiency in all tenures where appropriate
- Demolish unsatisfactory sheltered bedsits, and re-use the land to provide modern homes for housing need
- Refurbish or demolish and re-build council housing which is no longer suitable, including non-traditional “airey” housing and housing on the Windmill estate at Fulbourn
- Ensure that disabled people who need adaptations have their applications dealt with swiftly and to a high standard
- Ensure that privately rented accommodation is safe and fit to occupy

- **Why is this important?**

The condition of housing is very important to the health and safety of individuals, and to the environment. We have legal obligations to take action against owner-occupiers and landlords of dwellings which are unfit for human habitation and to inspect *Houses in Multiple Occupation (HMOs)* and bring them up to a safe standard. We also have a government target that all Council housing must meet Decent Homes Standards by 2010. Housing has a real impact on health, including, for example, a link to the rate of hospital admissions in the elderly, and the number of deaths due to trips and falls.

We expect in the future to need to address both the new safety and fitness rating, the HHSRS (Housing Health and Safety Rating System) and the Decent Homes Standard in the private sector.

- **What have we done so far?**

Private sector:	
1	Completed a survey of private sector stock condition in 2003, assessing a sample of 1,000 homes against current fitness standards, the HHSRS, the Decent Homes Standard, and an assessment of fuel poverty. This report will provide the baseline information for future policies
2	Introduced new policies for grants and loans in response to the Regulatory Reform Order 2003 . These mean that where disabled facilities works cost over £25,000, the excess above the grant will be placed as a charge on the property, interest free, to be repaid at sale.

Council Housing:	
1	In 2002/3 the Council brought 648 properties up to decent homes standard. This has risen to 720 in 2003/4. The Councils analysis shows that the failure rate between these years actually caused the number of non-decent properties to rise during the period, and it is only from 2003/4 that the net number of non decent properties starts to fall. Capital investment in the stock enables the Council to achieve decent homes standard by 2006 and then to maintain the standard and to pre-empt maintenance requirements on to 2010.
2	Completed a stock condition survey using consultants Stevens Scanlan in 2003. This included 100% external survey, and 15% internal survey, and a 100% postal socio-economic survey. The survey was conducted in accordance with ODPM guidance with archetypes used to give representative data. The data can then be used to effectively identify and project non-decent properties and develop and cost the maintenance programme require to maintain the stock to the decent homes standard.
3	Best Value review of the response maintenance service and the planned maintenance and voids service were carried out in 2000 and 2001. A countywide review is currently underway of sheltered housing services and this will be followed by a local best value review during the coming year.
4	Several substantial service and works contracts are due to be relet in 2004/5. The heating service contract will be subject to a partnering PPC 2000 contract form to establish a contractual partnership relationship that will extend up the supply chain.
5	The refurbishment contracts have been structured to enable larger voids to be carried out as refurbishments to provide cost efficiencies, and to ensure capital expenditure is properly attributed, and void figures are not exaggerated.
6	The new response maintenance contract has been tendered following a review of the schedule of rates to facilitate more effective and efficient working methods. This is achieved by simplifying the schedule to enable the contractor to rectify a problem at first call.
7	A policy for the provision of Aids and Adaptations in Council homes is at draft stage and due for distribution and consultation with stakeholders. The policy will be adopted formally in 2004 and will clarify the roles and responsibilities of the Council.
8	Preliminary Member approval has been given for the Council to employ an OT in 2004/5, subject to ensuring that there is no duplication of activities with the Health Authority. This will enable the Council to speed up the process for providing larger aids and adaptations in Council properties.
9	The planned maintenance programme is directed by the need to achieve the decent homes targets. Tenants were informed of the outcome of the stock condition survey and the repairs requirements to achieve decent homes standard for all the housing stock. Through consultation tenants expressed the view that they wished the Council to maintain a broad programme of work and not to focus all resources on achieving the standard in the shortest possible time. Following this consultation the Council aims to achieve decent homes by 2006, although the target could have been achieved in 1 year.
10	The Council has advertised for an ITA and the appointment is progressing. Following training it is anticipated that tenants will be carrying out interviews in the early spring and the appointment will be complete by April. The Options Appraisal is anticipated to continue through to the Autumn, with a draft report ready for submission by the end of 2004. The early part of the process is focusing on developing the involvement of tenants and the Tenants Empowerment Strategy.

Council Housing

Detailed information on improving council housing is included in the *HRA Business Plan* and is not repeated here. A summary of the stock condition survey of the Council's own housing stock is included in Appendix 5.

Refurbishment or replacement schemes

A number of council owned properties have been identified as in need of significant refurbishment, or possible demolition and replacement. These include:

Sheltered bedsits. A decision has been taken to close all sheltered bedsit accommodation, as this no longer meets the needs and aspirations of residents. Of the five bedsit sites, three are now empty and ready for redevelopment. These sites will be re-used to provide new housing to modern standards, both general needs housing and supported housing, but not sheltered accommodation for the elderly, which is well catered for within the district.

Airey sites

These properties were built in the 1950's and 1960's of a non-standard construction. Five sites have been identified for the redevelopment of 85 new homes, based roughly on an average ratio of two properties for every existing one. Circle 33 have been selected as the development partner and have submitted a bid for grant funding to the Housing Corporation for £2m. If the bid is successful, it is anticipated that work will start on site during the early part of 2005, following extensive consultation and relocation of existing tenants.

Windmill Estate, Fulbourn

This estate of around 180 homes is of non-traditional build, with very poor energy efficiency. Although doors and windows have been replaced within the last three years, the warm air heating is inefficient. During consultation in the summer, residents expressed a strong desire to remain in their neighbourhood, but to have their properties totally rebuilt, rather than refurbished.

Residents, officers and members selected Nene Housing Association in a competition. The Council is now working with Nene and local residents on plans for the regeneration of the estate.

Options for managing Council housing and financing future refurbishment and repair

All Councils are required to carry out consultation on stock options by 2005. South Cambridge District Council is committed to working with tenants to select a suitable option for the future management of the stock. The decision has significant impact on the funding available to maintain and improve the condition of the stock.

The programme outlined below has been submitted to the Government Office to illustrate the timetable for the Options Appraisal process.

Summary of issues for and against stock retention

The Councils stock condition survey shows that the council has only 1186 non decent properties in 2001.

Options Appraisal	
Identify Stakeholders	Jan 2004
Develop an Options Appraisal Project Group and identify resources for the Options Appraisal process	Jan 2004
Develop and implement necessary steps of a Tenant Empowerment Strategy	Jan/Sept 2004
Conduct an Information Audit	Feb/March 2004
Generate costed options for evaluation	May 2004
Consultation on options	July – Sept 2004
Evaluate Options	July – Sept 2004
Agree a forward plan	Sept 2004
Submit to Government Office/Achieve Sign Off	Sept 2004
Monitor forward Plan	Sept-Jan 2005
Revise and Review Objectives and Targets	Jan 2005
Monitor Targets	April 2005
Revise and Review Objectives and Targets/Report on Progress	July 2005

The overwhelming majority of those properties that fell below standard failed on thermal comfort. See Appendix 5. It is the tenants expressed

wish that the Council continue to improve the stock through a broad programme of improvements and resources are not all diverted to achieve the decent homes standard in the shortest possible time. The Council is fortunate that capital resources are available over the next 6 years to bring all the stock to standard, and then start to anticipate future repairs requirements.

The current refurbishment specification standard exceeds the decent homes standard, and has the support of tenants. It is the Councils intention to continue the programme of refurbishments to remedy poor internal facilities in tenants' homes. The standard will be reviewed in 2004/5 to enable tenants to determine how the programme will be shaped in future years. Financial constraints may require the programme to focus on essential repairs and kitchen and bathroom upgrades, with works conducted without decanting tenants

Continued management by the Council will restrict investment available and may in the long term be unable to deliver the resources needed for maintaining homes and estates.

Forming an Arms' Length Management Organisation may provide further funding for major repairs and improvements while keeping the stock in the Council's ownership. However additional powers and flexibilities available to ALMOs will only apply if the Council is able to achieve a sufficiently high rating in its overall assessment (Comprehensive Performance Assessment). There is also no guarantee of long term government funding/support for ALMOs.

Transfer of Council stock to a new or existing Housing Association (large scale voluntary transfer) would increase investment to upgrade existing homes, through the additional borrowing powers available to any such transferee. It would also provide the Council with a capital receipt, which could be invested in new affordable housing, to meet the needs of the community. However, transfer would remove large numbers of employees from the council, which would have an impact on other departments, particularly support services, and the implications of this would need to be fully considered, alongside tenants preferences.

Tenant preferences will be considered by members, alongside important issues around balancing the housing market across all tenures, and ensuring that the Council remains a viable organisation able to develop to meet future needs of its growing community. A decision will be made once the outcome of the appraisal is known in the autumn 2004.

Private Sector Housing

Much of the housing (86%) in South Cambridgeshire is owner occupied, with just 6% privately rented.

The *Housing Condition Survey* (2003, See Appendix 5) revealed a relatively low level of unfit overall: 3% compared to a national average of 7%. This is slightly higher in the private rented sector, at 5%, but well below the national average for this tenure of 19%. However, it is particularly associated with converted flats, suggesting that policies, which concentrate on such dwellings, may be of value.

Privately Rented Properties

Most privately rented properties are of single household occupancy, and of good standard. However, the survey identified that around 1% of privately owned dwellings (so around 470 properties) are HMOs (houses in multiple occupation), a larger number than previously identified. Currently, the Council does not hold a register of HMOs, and hence cannot proactively inspect for safety and fitness. We anticipate that legislation will shortly place obligations on local authorities to register HMOs, and hence will make arrangements during 2004/05 to do so.

The Council has identified additional resources for this area for 2004/05: a part-time specialist environmental health officer will be dedicated to producing policies for dealing with private sector housing.

When privately rented properties are unfit, tenants, or neighbours may report this to the Council. The Environmental Health Department responds swiftly to such complaints, and seeks to work constructively with the landlord, wherever possible, to see the property returned to fitness. Enforcement action is used rarely and as a last resort.

The rural nature of the district, with properties dispersed over a very wide geographical area, makes proactive identification of unfit properties or HMOs extremely difficult.

The Council provides advice and assistance to landlords through the Housing Advice Team. In 2003, a first Landlords Forum meeting was held, but the response was very poor, and we are therefore considering, with the Cambridge Landlords Forum, how best to communicate with landlords within the district, many of whom are owners of only one or two properties. We intend to publish newsletters to landlords to inform them of, for example, changes in legislation and to include articles in the South Cambs magazine.

Support for Home Owners:

Many home-owners in the district are elderly or disabled : 48% of unfit homes are occupied by households where the head of household is aged over 60, whilst only 31% of households in general fall into this group. For such owners, home maintenance and repair can become a real difficulty, and some homes become unsafe as a result, leading to declining health from, for example, trips and falls, chest complaints linked to dampness.

Home repair assistance grants (HRA) of up to £5000 are useful in assisting vulnerable people to improve their homes, and can be focussed on home safety. Stronger links with health services, e.g. through the Healthy Homes Referral Project, may lead to an increased demand for HRA grants.

Renovation assistance, previously available as grants to owners including landlords, is now restricted to loans (interest free charge on property) to homeowners in exceptional circumstances.

Housing and Health

South Cambridgeshire DC is working with South Cambridgeshire PCT, Addenbrookes NHS, Cambridgeshire Social Services, and the voluntary sector to deliver the *South Cambridgeshire Improving Health Plan 2003 – 2006* (available from Iain Green). This plan links directly to the Community Strategy and the Local Health Delivery Plan.

Whilst housing can contribute to health in a number of ways, the key areas identified in the plan are priorities 1a) falls, 1b) delayed transfers and 1c) Affordable warmth and fuel poverty. The Environmental Health Officer (Promotion and Campaigns) is dedicated to working on health issues for at least 20% of his time.

Falls Prevention

Accidents are the second biggest cause of death in South Cambridgeshire, with accidents in the home above the national average rate: deaths from falls among those over 75 in SCDC 144.3 per 100 000; compared to 76.5 per 100 000 for England & Wales in the period 1998 – 2000.

To minimise risk from falls, individuals at risk need to be targeted with measures including prevention and treatment of osteoporosis, rehabilitation and medical support, as well as measures to minimise risk in the home. Since 2000, a Falls Prevention Project has been in place, including:

- Safer Homes Scheme developed between the SCDC Home Improvement Agency and Age Concern
- Community Exercise Programmes and advice targeted at those at risk
- Training for sheltered housing staff to deliver exercise classes to improve mobility

SCDC contributes financial support to this project.

HRA grants can be used to improve home safety and prevent falls.

Delayed Transfers

A delayed transfer occurs when a patient is ready to transfer from an acute hospital bed, but is still occupying such a bed. Often, this is linked to homes which are inappropriate for the person to return to, either because they are inaccessible, require adaptation, or extra support is required.

Working with the PCT, SCDC has facilitated five halfway housing units at Sawston, for patients who can receive support in the community until they are fit to return home. The Best Value Review of sheltered accommodation, due to complete June 2004, may identify further opportunities for halfway housing, or hospital discharge schemes.

Work on both falls prevention and affordable warmth should reduce hospital admissions and hence delayed transfers. The planned benefits uptake campaign should also impact on admission rates.

A fast track grant of up to £2000 will be made available to people who need adaptations to return home from hospital. The Home Improvement Agency will also purchase temporary adaptations – e.g. temporary ramps- to allow people to return home from hospital whilst awaiting permanent solutions.

Affordable warmth and Fuel poverty

The stock condition survey identified 2,200 dwellings in the district where occupiers are in fuel poverty (meaning more than 10% of net household income must be spent on heating and hot water. Older

households (head of household over the age of 65), are far more likely to be in fuel poverty than younger residents (10% compared to 3%).

Fuel poverty is particularly associated with cardiovascular disease, accidents, respiratory diseases including asthma, circulatory diseases, hypothermia and mental health.

There are a number of schemes already available to help address fuel poverty, including warm front grants for energy improvements, and means tested benefits. SCDC has a Service Level Agreement with the Peterborough Energy Efficiency Advice Centre for freephone and mail advice to residents, which dealt with 624 enquiries in 2002/03. A targeted advice and benefits campaign is planned for 2004/05.

In 2002, South Cambs DC with partners Cambridge City Council, and Cambridge and South Cambridgeshire PCTs, sought to increase the take up of energy efficiency measures and benefits through a low cost energy advice campaign, where publicity was distributed via a Post Office in Cambridge and a village GP surgery. However, very little advice was given out, especially by GPs, and where printed advice was distributed by the Post Office, it led to very few referrals for assistance. Hence future projects seeking to target vulnerable groups need to learn from this project, and address the issues it raises.

In 2004/05, SCDC, the PCT and others will establish a “Healthy Homes Referral Project” , which will use the Council’s new contact centre as a single point of contact for referrals from health professionals for people in fuel poverty needing help. This will be part of a “social prescribing” approach, under which GP practices can prescribe a healthier home to patients. Considerable training of frontline staff will be required for this initiative to work effectively.

Environmental Sustainability

As well as helping to reduce fuel poverty, energy efficiency measures can contribute to environmental sustainability.

Other housing related measures to promote environmental sustainability include:

- Ensuring all affordable housing complies with Housing Corporation Standards.
- A DIY self build solar club, run in partnership with Cambridge City Council, and part-funded by the National Energy Foundation, which enabled individual householders to fit solar water heating to their homes.
- A partnership with London Electric to promote their grant scheme to householder who do not qualify for warm front grants
- A design guide for new housing which stipulates a range of sustainability features, including space for recycling

Further information on energy efficiency measures can be obtained from the HECA Officer, Iain Green; information on environmental sustainability may be obtained from the Sustainability Officer, Cameron Adams.

Bring empty homes into use

The Council published an Empty Homes Strategy in 2003, and since then has been actively seeking information on empty homes, to establish a database of known vacant properties. So far, Parish Councils have been asked to supply information on properties in their parishes, and an appeal has been made through the South Cambs magazine. However, to date very few real long-term vacants have been identified.

Key Priorities for Decent Homes in All Tenures

We will:

- Improve Council housing to meet Decent Homes target by 2006
- Complete a stock options review, including tenant consultation, with a decision on future management of Council housing
- Launch a Healthy Homes Referral Project, working with the PCT
- Plan for the introduction of the HHSRS, and for inspection of HMOS; employ an additional Environmental Health Officer specifically to work on these policies
- Identify long term vacants where possible, and seek to take action
- Use fast track grants and temporary adaptations to reduce delayed discharges.
- Publish a landlords newsletter at least once a year and use articles in South Cambs Magazine to encourage landlords to use the Housing Advice service
- Published a Practical Guide for Reducing Anti-Social Behaviour
- Published an Empty Homes Strategy and Guide to help bring back empty properties into use

Chapter 7 – Housing for Sustainable Communities

- **What are we trying to achieve?**

The Council is committed to promoting sustainable communities. This means everyone being able to play a role in the community. Some people need support to live independently, or need homes adapted to meet their needs.

Working with others we aim to:

- identify where groups are disadvantaged in their housing, and identify solutions
- support organisations which are delivering services to people with special needs
- involve identified groups in improving current services and planning new ones.
- Consider the needs of specific groups in designing sustainable communities for the future
- deal with anti-social behaviour

- **Why is this important?**

Some people need extra help, either for a short time when settling into a community, or long-term. Providing that help enables them to participate fully, and benefits the community, for example, by helping vulnerable young people or people who have been in prison to integrate in a way that does not disrupt their neighbours.

- **What have we done?**

For many years, the Council has supported the development of special needs housing in the village communities. In particular, we have a long history of providing sheltered accommodation for the elderly, and are very proud to have enabled a new extra sheltered facility at Sawston, Bircham House that opened in 2003.

A range of facilities is provided in the villages for many people with special needs. However, analysis of needs and provision – carried out Countywide for the Supporting People Strategy – indicates some gaps in provision, which should be identified, if resources permit, in the coming years. Similarly, some services, including sheltered accommodation, may need to change both their service model and capacity to meet the future needs of the population. These changes may allow for some recycling of resources between client groups.

Over the past year, we have:

- Published a homelessness strategy (see below, and *Homeless Strategy*)
- Established a Floating Support Service
- Launched a Rent Guarantee Scheme.
- Launched a Mediation Pilot scheme for young people
- Begun a Best Value review of sheltered and extra sheltered housing
- Opened Bircham House, to provide 30 places for frail elderly people
- Obtained funding for a new extra care facility at Linton
- Begun a programme to close unsatisfactory sheltered bedsits
- Grant funded organisations providing support to special groups, and widened the criteria for grants to allow other groups to apply

Supporting People

In Cambridgeshire, the County Council administers *Supporting People*. The Commissioning Body of districts, County, PCTs and probation service has formed a strong partnership, which was commended by

the Audit Commission in a pilot inspection. This body has steered the smooth transition from previous funding arrangements to new funding from Supporting People Grant. It has agreed a “Supporting People Strategy” with key priorities. It is now steering a three year review programme, to assess all services and drive improvement or decommissioning where necessary.

Meeting the needs of elderly people

Sheltered and Extra Sheltered Housing

The Council currently has 45 sheltered schemes, providing accommodation and support to 1488 older people, in 30 different villages.

In 2003, the Council, working with other providers of sheltered accommodation across Cambridgeshire, commenced a combined Best Value Review and Supporting People Quality Assessment of sheltered and extra sheltered housing. This Review, to be completed by Summer, is being carried out with partners who together manage over 80% of the County’s sheltered housing. Consultants have been engaged to help to draw together comparative data on costs, service models, etc across a wide range of schemes, to assist with engaging tenants and other stakeholders to determine their views and aspirations, and to advise on further developing the strategic agenda, in close partnership with PCTs and social services.

The review will allow for clear cost and service comparisons to be made. We anticipate making changes to the way in which sheltered housing services are delivered in South Cambridgeshire, following the conclusion of the Review. We will, working with others, facilitate a move to more support for people in their own homes, and more extra care housing for very frail elderly people, and a move away from residential or nursing care.

As part of the move towards extra care housing, Hereward Housing, has constructed Bircham House in Sawston in the grounds of Orchard House, providing thirty extra care units. Further extra care schemes are planned for 2004/05:

- Moorlands, Melbourn: Cambridge Housing Society intend (depending on grant) to refurbish the existing provision, and increase the size of the scheme by developing in the grounds
- Linton: an existing SCDC sheltered bungalow and bed-sit scheme is to be demolished and rebuilt by Hereward in 2 phases, to provide five new bungalows and 30 extra care places, subject to funding.

The Cambridgeshire Primary Care Trusts and Social Services are bringing their services to Older People together into “Older People’s Trusts” from April 2004. It is hoped that this move will improve co-ordination of services to Older People, and that the new organisations will work closely with housing, and other district council services, to meet community and individual needs.

Over recent years, it has become evident that older bedsit style accommodation does not meet the aspirations of today’s elderly population, and that the small size of such units makes them unsuitable for an increasingly frail elderly population. In March 2001, the Council decided to close and demolish five sheltered bedsit schemes. It has taken some time to vacate the schemes, working sensitively with residents and their families, and some schemes will now be demolished and redeveloped during 2004/05. The future developments are outlined in Chapter 5. Where schemes are empty pending closure, they have been used as temporary accommodation, providing for homeless households.

Meeting the needs of disabled people

Home Improvement Agency

The Councils Home Improvement Agency deals with a very large number of applications for *Disabled Facilities Grants (DFG)*. Cambridgeshire social services has prioritised dealing with the backlog of people who are awaiting an assessment by an Occupational Therapist (necessary before a grant application can be considered), and intends to reduce the waiting time from 19 months to 3 months by March 2005. Additional OTs have been recruited to assist with this task, and the Council's Home Improvement Agency is dealing with significantly increased applications as a result. For 2004/05, the Council will employ an additional caseworker to seek to address this. However, it is anticipated that further resources may need to be made available in future years to support the Agency in the face of growing demands, a requirement to widen access to the service, and an increasingly disabled population.

For some applicants for DFGs, however, adapting their home is not the best solution. The Council now has the flexibility to offer re-location grants to such persons, of up to £5000, to assist with moving to a new property, which either meets their needs or requires significantly less adaptations than their current home. Moving home is difficult, and finding adapted or adaptable homes can be difficult, so the Council is investigating ways to support disabled people through this move.

Families with a disabled child can present particular difficulties in finding appropriate housing solutions, which allow the whole family to enjoy a fulfilling and healthy family life. The Council is working with the PCT to implement findings from a recent local conference on children with disabilities.

The HIA service is currently undergoing a review for Supporting People and will implement the recommendations of the review once it is complete.

New Housing for people with disabilities

For all new developments, the Council considers the need for specially adapted housing for people with disabilities, and seeks to enable the provision of housing to meet the needs of identified households.

For larger new communities, it will be necessary to plan for significant levels of wheelchair accessible housing, before specific households can be identified, and the Council will therefore work with voluntary agencies and representative groups to ensure the needs of disabled people are met in the design of new communities.

The Council hopes to work with Papworth Housing on an innovative project to involve disabled people in the design process for Cambridge Northern fringe, but this is subject to Papworth acquiring sufficient funding.

The Council expects new affordable housing to meet Lifetime Homes criteria wherever possible.

The Papworth Trust provides a wide range of special needs accommodation throughout the District and further developments are planned during 2004-2006 including three special needs bungalows.

Meeting the needs of homeless people

South Cambridgeshire is committed to work with our partners in the statutory and voluntary sectors to prevent homelessness wherever possible through the provision of good quality and accessible housing advice and support services and, where homelessness does occur to provide an effective safety net to all homeless people.

Homelessness is a significant problem for the district: in 2002/03, 103 households were accepted as homeless and in priority need by the district. The number of applications and acceptances has remained

relatively consistent within the last three years, however, the number of enquiries that the Homelessness/Housing Advice Service deal with is increasing year on year.

	1999/2000	2000/2001	2001/02	2002/03
South Cambridgeshire	85	125	148	103

In 2003, a review of homelessness included a wide range of stakeholders in contributing to the *Homelessness Strategy* (See Appendix 2). The Council is committed to working with partner agencies to deliver the homelessness strategy. A multi agency Steering Group meets every quarter to review progress against key objectives:

- **The prevention of homelessness**
- **Ensuring that there is sufficient accommodation available to people who are, or who may become homeless**
- **Ensuring there is adequate support for people who are, or who may become homeless, or who need support to prevent them from becoming homeless again**

Key national objectives that are addressed in our homelessness strategy include:

- Reducing the use of bed and breakfast hotels for homeless families with children
- Developing approaches to tackling homelessness that are more strategic
- Strengthening help to people who are homeless or at risk of homelessness

Homelessness is part of a broader agenda of social exclusion, which links together problems such as unemployment, poor skills, high crime, poor housing and family breakdown. This Council is committed through its services to those who find themselves homeless, to being part of the process that aims to ‘join-up’ these problems and find effective multi-agency solutions.

Progress on Housing Advice and Homelessness in 2002/03/04

- Launched a Mediation Pilot scheme for young people leaving home due to disputes with parents
- Established an Emergency bedspace at Cambridge YMCA as an alternative to B&B for young people in conjunction with Cambridge City Council.
- Launched a Rent Guarantee Scheme to enable potentially homeless households to access private sector housing as an alternative to hostels
- Established a Floating Support Service to provide weekly support for vulnerable households in temporary accommodation and in Council tenancies to ensure tenancies are sustained and repeat homelessness is prevented.
- Promoted early use of Housing Advice Service by advertising its availability widely including leaflets, website and by making advice staff available in local surgeries
- Adopted a Domestic Violence Policy to try to prevent homelessness and provide support to this group
- Adopted a county wide protocol with Social Services to assist those households with children who are deemed to be intentionally homeless
- Taken steps to reduce the use of bed and breakfast accommodation by being more proactive in preventing homelessness and adopting a ‘spend to save’ policy.

Despite these preventative initiatives, homelessness presentations remain high, and Council performance on statutory indicators of time taken to process applications, and time spent in temporary accommodation has not been good enough.

Meeting the needs of other groups

Meeting the needs of young people, including those who have been in care	
Cambridgeshire County Council currently has responsibility for 170 young people who are looked after, care leavers and aged 16 or over.	
2003	SCDC's Homelessness strategy identifies a gap in provision for young people, especially for those with medium/ high support needs Nominations to 10 identified permanent bedspaces at the YMCA were facilitated in 2003 and are progressing well.
Ongoing	Joint Allocation Panel is providing regular reports on the needs of young people. (NB: First report to go to January steering group meeting as evidence of need)
Ongoing	A six-month Mediation pilot (funded by ODPM grant) started in September 2003 to prevent homelessness amongst young people who have had a disagreement with their parents. 2 households were referred between September and December. The pilot will be evaluated during 2004.
Ongoing	Work with the County wide Cambridgeshire Young Peoples Strategic Partnership (CYPSP) to link services provided by education, social services, housing, youth offending and others to benefit young people
Ongoing	Centre 33 are working in schools to provide information for young people on the issues around budgeting and leaving home as part of a homeless prevention initiative.
2004/05	Identify site for possible supported accommodation for vulnerable young people, and liaise with partners on inclusion of such a scheme as a future Supporting People revenue priority for 2005/06

Meeting the needs of people with mental health problems : one-third of households using the housing support service have mental health issues, and mental health is often an underlying cause of homelessness. An estimated 40% of GP consultations in the district are for mental health problems, and mental health is a key priority in the South Cambridgeshire Improvement Health Plan	
ongoing	Regular liaison meetings between housing support workers and the local mental health teams
2004/05	The Council are working with the PCT to enable a new facility for people with long-term mental health problems to live in the community, receiving twenty-four hour support. Community consultation will take place early in 2004, and it is hoped to open the facility in 2005.
2005/06	Identify appropriate locations for supported cluster flats for people with low to medium support needs

Meeting the needs of people with learning difficulties : the Cambridgeshire Learning Disability Partnership has indicated a need for numerous new supported living places to be made available over the next three years, to meet the needs of people whose carers are becoming increasingly elderly and unable to cope, or young people reaching the end of their time in residential education.	
2004/05	Papworth Trust to open a project for 6 young people with learning disabilities in Willingham, and to start work on a second project near Cambridge

Meeting the needs of victims of domestic violence

Domestic violence, or relationship breakdown with a violent partner, is the third biggest cause of homelessness in the District, with 53 households accepted as eligible and in priority need in this category between 2001 and 2003. It represents approx 16% of all homeless applications in South Cambridgeshire.

2001/02/03	SCDC Housing Advice Manager chairs the Cambridge & South Cambs DV Forum, and the Council has hosted training events annually since 2001 for frontline professional staff including housing, police, social services, health, and the voluntary sector. All Housing Advice and Housing Support Staff have taken part in this training.
2003	A DV policy was adopted; detailed procedures and training to be completed by April 2004.
2004	Cambridgeshire Supporting People Commissioning Body are supporting county- wide and regional research into domestic violence, to see where victims go, and what support they receive. This will enable us to plan where any additional services should be directed in future.
2003/4	The Council is funding Cambridge Womens Aid to support women fleeing domestic violence
2005/06	No refuge provision exists within SCDC. Pending the outcome of the research outlined above, we will seek to identify appropriate location(s) and funding for supported accommodation.

Black and Minority Ethnic Groups

The Black and minority ethnic population in South Cambridgeshire is small, and dispersed throughout the district. There are no particular pockets with high concentrations of BME communities. Needs surveys have not identified any particular housing needs for any BME groups.

Travellers

South Cambridgeshire has a large Traveller population, and, with only two council owned Traveller sites, has the largest number of Travellers resident on Traveller owned sites of any district in England.

Traveller housing needs and aspirations are not well understood by those outside the Traveller communities and may be difficult to reconcile with the aspirations of other, settled communities. In South Cambridgeshire, this has led to particular tensions in the community, focussed on Traveller planning applications and appeals.

In order to better evaluate future Traveller planning applications, and to develop the authority's own strategic response to Traveller housing and support needs, we will carry out research into Traveller accommodation needs in 2004/05. We are working with the County council, other districts and the voluntary sector to develop a model for a Traveller census.

If Travellers present as homeless the Housing Support Workers liaise with Traveller Education Workers, and the Ormiston Trust, to ensure appropriate support. South Cambs Council grant funds the Ormiston Trust to work with Travellers.

Key Priorities for Supporting a Healthy and Thriving Community

We will:

- Increase accommodation available for homeless people through private sector
- Complete BV Review of sheltered and agree an action plan
- Support the development of extra care housing in Melbourn and in Linton
- Implement recommendations of Supporting People Review of Home Aid
- Increase resources to the Home improvement Agency to deal with a backlog of cases delayed by the need for OT assessment
- Consider how best to support disabled people in moving house
- Seek to identify suitable location and funding for supported housing for vulnerable young people
- Carry out, with partners, a full range of actions to improve services to homeless people, as outlined in the Homeless Strategy
- Participate in the Pathways Project, to learn about including disabled people in designing new communities
- Research Traveller Accommodation Needs
- Enable a new supported living scheme for people with long term mental health problems

Chapter 8: Resourcing the strategy

The Council seeks to maximise resources and manage them to deliver the objectives of this strategy, within the framework of the Council's Financial Strategy. We aim to ensure value for money in procurement.

As a debt free authority, the Council has in the past been able to invest significant amounts of capital receipt into housing; what has it decided to do with capital receipts over the taper period 2003/04; 04/05, 05/06 and beyond?

As explained in chapter 5, a review of housing assets and land may identify further opportunities to generate receipts

Funding Council Housing: the Housing Revenue Account

The detail of resources for Council housing is contained in a thirty-year projection in the *HRA Business Plan*. However, as government funding is not stable over such long periods, mainly due to legislative changes, resources cannot be predicted with certainty for more than a few years ahead, so the *Business Plan* is revised annually.

The Major Repairs Allowance (MRA) is used to fund repairs to the council's own housing and is directed at bringing the housing stock up to the government's Decent Homes standard. The programme of works also uses HRA balances and capital receipts

Details of funding from last year, and for this year and next to be inserted here

Options for Managing the Council's Housing Stock

The Council is currently consulting on options for future management of its housing stock, as outlined in chapter 6, and in more detail in the *HRA Business Plan*.

Establishment of Arms-length Management Organisation (ALMO) or transfer to a Housing Association would increase resources available to improve council owned stock. There would also be financial implications for the rest of the Council's housing function, and other Council departments, which need to be fully evaluated before a decision is taken.

Funding the Housing Strategy: General Fund (Housing)

The General Fund is the main council account for all services except landlord services. Its income is government grants and Council Tax and Business Rates

Capital Expenditure

Predicted useable capital receipts (000s)

2003/4	2004/5	2005/6	2006/7	Total to 2007
Please insert figures.				

	2004/05	2005/06	2006/07	Total to
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				2007
Council Housing				
DFGs				
HRA grants				
Other funding for private sector initiatives				
Improvement grants				
Sub-total				5,162
Of which issued as loans				

Equity share funding

Note to be added on buying and selling eqs properties

Sources of Funding to Meet Affordable Homes Targets

Local Authority Social Housing Grant (LASHG) was abolished with effect from April 2003. Prior to this the Council had the option of applying directly to the Housing Corporation for ADP funding for new schemes. Local Authorities no longer have flexibility to fund schemes directly except by use of reserves and money from capital receipts.

Members considered the possibility of using reserves to finance a limited local authority led social housing grant programme at a Council meeting in December 2003, and decided not to invest Council reserves in affordable housing at the present time.

However, many members were supportive of the idea, which was discussed outside of the budgetary process, and senior officers have therefore proposed to reconsider the idea once a full evaluation of the financial position is available.

With the introduction of Regional Housing Boards the Council will now be working with its Sub-Regional partners, RSLs and others to make representations to the Regional Housing Board to enable the development of new affordable and intermediate housing for the Sub-Region. The Council has established good relationships with its Sub-Regional partners, has produced a Sub-Regional Housing Strategy and is working on a detailed sub-regional development programme. Within this programme there will be additional social housing development within the District. Details of the programme agreed for 2004 are given below. Details of funding for future years will not be made available from the government until March however the council welcomes the proposal to announce funding two years at a time. South Cambridgeshire remains concerned that the level of funding for Eastern England is insufficient to deliver the growth required in the Cambridge Sub-Region. The Council will continue to lobby for additional resources and policy instruments to be made available to allow it to resource the growth, which is planned by government.

There will be inward investment into South Cambridgeshire through:-

- ADP (Housing Corporation), via RSLs
- Growth Area Grant for making sites ready and bringing forward infrastructure
- Contributions from developers through RPG6, PPG3

Development Schemes for Social Housing in South Cambridgeshire during 2004/5
 (NB This is not an exhaustive list and will need updating when the results of the bid round to the
Regional Housing Board have been announced)

Village	Number of schemes proposed	Number of units of housing
Barton	1	7 rented
Bourn	1	9 rented
Cambourne	1	12 rented, 14 sale
Chishill	1	14 rented
Duxford	2	16 rented
Girton	1	35 rented, 7 shared ownership
Linton	1	5 rented
Melbourn	1	16 rented, 4 shared ownership
Meldreth	1	10 rented
Oakington	1	7 rented, 4 shared ownership
Steeple Morden	1	6 rented, 4 shared ownership
Swavesey	1	10 rented, 10 shared ownership

Revenue Expenditure

Revenue funding is sought from a variety of sources:

Source	Reason for funding	Amount allocated for 2004/05
Homelessness Directorate (ODPM)	To implement homelessness strategy including private sector leasing and domestic violence support	£20,000
Supporting People	To enable extra support services to be provided for vulnerable residents	Contract for Floating Support scheme is around £81,000 pa. Gwynn can confirm exact amount

Providing services through other Agencies

The council funds other agencies to provide services to the community:-

Grant Funded Service	Amount for 2003/04 £
Supporting Womens Aid to provide accommodation for vulnerable women and children fleeing violence	
Supporting SOFA to provide furniture services to those affected by poverty and disadvantage	
Supporting Cyrenians to provide services to homeless people in need of support	
Supporting Cambridge Women and Homelessness to provide services to homeless people in need of support	
Supporting Ormiston Trust to work with Travellers	

Totals	

Summary of Council expenditure in 2002/3

General Fund 2002/3

Service Grouping	(£'s)
Environmental Health	
Homelessness	
etc	
Grants to Voluntary Sector Agencies	
Private Sector Housing Renewal (Renovation Grants and Agency Services)	
Development (Development, Strategy)	
Total Net Budget	

Housing Revenue Account 2002/3

Total HRA Expenditure	
Total HRA Income	
(Surplus)/Deficit	
HRA Balances at 01.04.02	
HRA Balances at 31.03.03	
Carry Forward Requests	
HRA Balances	

Capital Spending 2002/3

External Support	
Total Credit Approvals	
Capital Grant (Home Office Homelessness)	
Disabled Facility Grants	
Major Repairs Allowance	
Total External Support	
City Council	
Total Available Finance	
Expenditure on Housing within the HRA	
Expenditure on GF Housing	
MRA Carried Forward to 2003/04	
Total	

Chapter 9: Implementing and Monitoring the Strategy

Strategic and decision making processes

Strategic decisions are referred to the *Portfolio Holder for Housing* for decision, and, where necessary, to the Cabinet or Council

The strategy is monitored at Sub Regional level by the multi-agency Sub-Regional *Affordable Housing Steering Group*. Many of the priorities of the strategy are also those of the Local Strategic Partnership.

Performance management

Annual priorities are set by members, in accordance with the Council's key objectives. These priorities are used to determine resource allocation through the budget process, and in particular through annual Continuous Improvement Plans for each service.

Best Value reviews have been important in managing performance, and in particular in addressing failing services (e.g. homelessness, which has improved dramatically since its review in 2000). At the present time, the Council is preparing for a Comprehensive Performance Assessment (CPA) by the Audit Commission in March 2004, and the programme of future BV reviews will be reconsidered in the light of the CPA.

Whilst some services have carried out rigorous staff appraisals, this has not been corporate policy; but a new performance appraisal system for 2004/05 will specifically link individual objectives to the priorities of their service, and the corporate objectives.

A county – wide **BVFSR of sheltered and extra sheltered housing** has commenced in 2003 and will be completed in Spring 2004. A timetable and services to be covered by the review have been agreed.

A Supporting People review of the Home Improvement Agency is underway, and further SP reviews are planned for future years.

Organisational learning

As part of the review and CPA process the Council seeks to be a learning organisation. For example; The Council has used the lessons from Cambourne to influence the planning of future large settlements e.g. selecting a consortium with a single lead RSL who will act as the partner in negotiations; setting a partnership agreement with Cambridge City Council which will span a number of developments, not simply one site; improvements to the effectiveness of section 106 agreements; review of the use of discounted market housing which proved unaffordable at Cambourne.

Benchmarking

Performance Indicators are benchmarked against national figures only. Housing PIs show some areas, especially homeless decision times, still needing improvement: resources have been dedicated to this team for 2004/05 to address this, following the homelessness review in 2003.

	2001/2	2002/3	2003/4 estimate/ target	Benchmark All Districts 2002/3 Top Quartile
BV184 Proportion of LA homes which are non-decent		18.9%	15%	20%
Local PI – gas checks that result in a certificate of				

completion				
BV185 percentage of non emergency responsive repairs for which appointment made and kept		77%	95%	57%
SH 301 % non urgent repairs completed on time	72%	70%	88%	
SH 309 Local PI percentage of urgent repairs completed within govt time limits completed on time	93%	89%	94%	
SH 308 Local PI – Average Relet time	66 days	42 days	35 days	
BV 66a – Proportion of rent collected	97.8%	98.4%	98.6%	98.7%
BV 75 Satisfaction of tenants with opportunities for participation in management (last survey carried out in 2000/01, new survey currently ongoing – results due March/April 2004)	54%	54%	60%	69%
SH 316 % of homelessness applications on which the authority makes a decision and issues written notification to the applicant within 33 working days	76%	75%	85%	
No of rough sleepers	A Rough Sleeper Count was carried out in 1999, none were found within the District on that particular day A survey to all Parish Councils in March 2003 did not identify any rough sleepers			
BV 74 Satisfaction of tenants with the overall housing service (last survey carried out in 2000/01, new survey currently ongoing – results due March/April 2004)	87%	87%	88%	86%

List of Appendices *(NB Several appendices still need completion and will be forwarded as soon as possible)*

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Appendix 1: Data from statistical appendices

Housing Investment Programme 2003: Housing Strategy Statistical Appendix

Section A: Dwelling stock position in authority area at 1st April 2003

	Local Authority	Registered Social Landlord	'Other' public sector	'Other' private sector		Total
				Total	Of which: Owner occupied*	
1. Total dwellings (including non-permanent dwellings)	5,846	1,382	581	49,175		56,984
2. Number of lone parents under the age of 18 occupying dwellings and units in non self-contained accommodation at 1 st April 2003 which have:						
a. On-site support	0	1				
b. Floating support	0	0				
3. Unfit dwellings	0	0	5	1,350	1,100	1,355
4. Difficult to let dwellings	6	0				
5. Low demand dwellings	9	0		#	#	
6. Vacant dwellings:						
a. Total	134	16	11	1,241	#	1,402
<i>Of which:</i>						
1. vacant for more than 6 months				563	#	

*Note vacant 'other' private sector owner occupied dwellings should include those planned to be occupied or that were previously owner occupied (i.e. All 'Other' private sector dwellings apart from those planning to be rented)

Section B: Condition of private sector housing

RSL dwellings should not be included in questions B1 to B5, but should be included (with all other non-HRA dwellings) in question B6 See guidance notes for more information

Unfitness

1. What is the estimated cost (£ thousand) of making fit the unfit 'other' private sector dwellings in A3d above?	24,000
2. In what year was the survey undertaken on which the estimated cost in B1 above is based (yyyy)	2003
3. Proportion of unfit private sector dwellings made fit or demolished as a direct result of action by your authority during 2002/03 (Best Value Performance Indicator BVPI 62)	1

Energy efficiency (at 1st April 2003)

4. What is the average SAP rating of the 'other' private sector dwellings at A1d above?	54
5. Complete either a or b below:	
a. What is the proportion (%) of 'other' private sector dwellings at A1d above with a SAP rating below 30? (The answer should be given to the nearest whole number.)	6
b. What is the lowest quartile SAP rating of the 'other' private sector dwellings at A1d above?	#

Return to use of vacant properties (at 1st April 2003)

6. Number of private sector vacant dwellings that are returned into occupation or demolished during 2002/03 as a direct result of action by your authority (Best Value Performance Indicator BVPI 64)	0
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Housing Investment Programme 2003: Housing Strategy Statistical Appendix

Section C: The housing register

Households on the housing register at 1st April

	2000	2001	2002	2003
1a. Total households (on the housing register at 1 st April) of which:	2870	1500	1733	2207
How many bedrooms did these households require? (C1ad should equal the sum of C1a1d to C1a4d)				
1. Households requiring up to 2 bedrooms				1882
2. Households requiring 3 bedrooms				299
3. Households requiring more than 3 bedrooms				26
4. Households requiring an unspecified number of bedrooms (or on register more than once)				0
2. a. Do you operate a common housing register of applications in your area jointly with other landlords? (Y or N)				N
b. If the answer to C2a is yes, is there a common allocation policy? (Y or N)				#
Choice-based lettings				
3. a. Do you operate a choice-based lettings scheme that allows applicants to choose which property they apply for? (Y or N)				Y
b. If the answer to C3a is yes, does this scheme include RSL partners in your area? (Y or N)				N
4. If operating a choice-based lettings scheme approximately what proportion of general needs stock in your area is covered by the scheme? (1) 0 - 25% (2) 26% - 50% (3) 51% - 75% or (4) 76% - 100% (enter 1, 2, 3 or 4 in box C4a)				1
5. a. If not currently operating a choice-based lettings scheme, do you have any plans to introduce one in your local authority area? (Y or N)				#
b. If the answer to C5a is yes, when would you expect this scheme to become operational? (mmyy)				#

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Section D: Lettings, nominations and mobility schemes

Local authority lettings

	1999/00	2000/01	2001/02	2002/03
1. Dwellings let through mobility arrangements	18	8	10	6
2. Dwellings let through mutual exchanges	37	51	46	27
3. Dwellings let to existing tenants transferring within the authority's own stock: a. Total	63	94	93	85
<i>Of which:</i>				
1. Tenants transferring to a dwelling with fewer bedrooms	26	34	27	8
4. Dwellings let to new secure tenants	270	278	269	295
5. Dwellings let to new tenants on an introductory tenancy	0	0	0	0
6. Dwellings let to new tenants on other tenancies (e.g. Non-secure but not introductory)	30	29	23	22
7a. Total LA dwellings let (Sum of D1, D2, D3a, D4, D5 and D6)	418	460	441	435
<i>Of which:</i>				
1. In general purpose dwellings with 2 or more bedrooms	229	259	195	172
2. To lone parents under the age of 18 in non-supported accommodation			0	0
3. To households transferring from RSL dwellings	14	#	#	1
8. Introductory/non-secure tenancies converted to secure tenancies	0	3	0	2

Other lettings, nominations and mobility schemes

	1999/00	2000/01	2001/02	2002/03
9. Total RSL lettings (including LA nominations but not transfers within or between RSLs) in your area	100	140	129	100
10. Households taking up LA nominations to RSL dwellings a. Total	83	131	119	88
<i>Of which:</i>				
1. In general purpose dwellings with 2 or more bedrooms	78	95	108	77
2. LA tenants transferring	12	#	#	20
11. Households taking up LA nominations to non-RSL dwellings 5 a. Total	0	0	0	0
<i>Of which:</i>				
1. In general purpose dwellings with 2 or more bedrooms	0	0	0	0
12. Households taking up LA/RSL tenancies in other authorities under mobility schemes	3	5	6	#

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Section E: Homelessness

Statutory homeless household acceptances

	1999/00	2000/01	2001/02	2002/03
1. Households accepted as homeless and in priority need during the year				
a. Total	85	125	148	103
<i>Of which:</i>				
1. With dependent children or pregnant woman	57	99	117	80
b. Percentage of E1a above that are 'repeat' acceptances				11
c. Is the information at E1b above routinely collected (Y/N)				N
2. Homeless households (and homeless at home) in priority need in temporary accommodation at 31 st March				
a. Total	134	152	148	132
<i>Of which:</i>				
1. With dependent children or a pregnant woman	106	122	123	109
2. In Bed & Breakfast style accommodation	7	1	2	6
3. The average length of stay (during 2002/03, weeks) in:				
a. Bed and Breakfast accommodation				5
b. Hostel accommodation				37
Of households which include dependent children or a pregnant woman and which are unintentionally homeless and in priority need (BVPI 183)				

Lettings to statutory homeless households

	1999/00	2000/01	2001/02	2002/03
4. LA dwellings let to homeless households in priority need on secure tenancies	33	81	60	62
5. LA dwellings let to homeless households in priority need on introductory tenancies	#	#	0	0
6. LA dwellings let to homeless households in priority need on other tenancies (e.g. Non-secure but not introductory)	#	#	15	10
7a. Total LA dwellings let to homeless households in priority need (Sum of E4, E5 and E6)	58	99	75	72
<i>Of which:</i>				
1. In general purpose dwellings with 2 or more bedrooms	45	#	60	40
8. Homeless households in priority need taking up LA nominations to RSL dwellings				
a. Total	20	26	36	16
<i>Of which:</i>				
1. In general purpose dwellings with 2 or more bedrooms	20	#	36	16
2. To a LSVT RSL company	#	#	#	#
9. Homeless households in priority need taking up LA nominations to non-RSL dwellings				
a. Total	0	0	0	0
<i>Of which:</i>				
1. In general purpose dwellings with 2 or more bedrooms	0	#	0	0

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Section E: Homelessness (continued)

	1999/00	2000/01	2001/02	2002/03
10. Homeless households in priority need taking up LA/RSL tenancies in other authorities under mobility schemes	0	0	0	0
11. Homeless households in priority need placed in other non-LA permanent accommodation	0	19	0	0

Rough Sleeping

12. Please indicate your assessment of the typical number of people currently sleeping rough in your area on any single night by entering 1, 2, 3, 4, 5, 6 or 7 in the box as follows:

(1) No estimate (2) 0-10 (3) 11-20 (4) 21-30 (5) 31-40 (6) 41-50 (7) 51+

2

*Please note that the Homelessness Directorate would not expect any authority to have entered box '3' or above for question E12 without having contacted them on 020 7944 3657 to arrange a count to validate such an estimate

	Date	Number
13. If you have carried out an actual headcount of people sleeping rough on a specific night, other than from the Census, please give the date and number counted at the most recent count (include counts after 31 March 2003). Note that as headcounts should be carried out after midnight, the date will be the morning of the count.	# (yyyymmdd)	#
14. Indicate whether the ODPM guidance: "Evaluating the Extent of Rough Sleeping", was used in the count at E13 above? (Y or N)		N

Section F: Household numbers at 30th June

	1999/00	2000/01	2001/02	2002/03
1. Total households in your area	47,000	51,000	56,984	60,800
2. Estimate of the total number of households requiring social rented housing in 2011				18,240

Section G: Houses in Multiple Occupation (HMOs)

1. How many HMOs were there on 1 st April 2003 in your own area (whether registered or not)?	250
2. If you have a registration scheme for HMOs then how many HMOs are currently registered under that scheme?	
3. Have you used the HMO definition for questions G1 and G2 that is given in the consultation paper: 'Licensing of houses in multiple occupation in England', April 1999? (Y or N)	N

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Section H: Housing Capital expenditure (£ thousand)

	1999/00 outturn	2000/01 outturn	2001/02 outturn	2002/03 planned	2002/03 outturn	2003/04 planned	2004/05 proposed	2005/06 proposed
1. Housing within the HRA								
2. Social Housing Grant (LASHG)								
3. Other support for RSLs								
4. All other housing								
5a. Total (Sum of H1, H2, H3 and H4)								

How was Total expenditure in H5a financed?

H5a should equal the sum of H5a1a to H5a3, H5a4dm H5a5 and H5a6)

1. Borrowing								
a. ALMO funding								
b. Private Finance Initiative credits								
c. Other borrowing								
2. Capital grants								
3. Useable capital receipts								
4. Contributions from revenue								
a. MRA								
b. Other HRA								
c. General Fund								
d. Total (Sum of H5a4a to H5a4c)								
5. Other finance								
6. Adjustment to convert from cash to accruals (This should equal row H5a minus H5a1a to H5a3, H5a4d and H5a5)								

Section I: Housing Capital receipts (£ thousand)

	1999/00 outturn	2000/01 outturn	2001/02 outturn	2002/03 estimated	2002/03 outturn	2003/04 estimated
1. Sales of dwellings						
2. Sales of other assets						
3. Repayments						
4. Total (Sum of I1, I2 and I3)						

Appendix 2: – Associated documents and how to find them

	Available from: -
South Cambridgeshire's Medium Term Strategy	www.scambs.gov.uk or from South Cambridgeshire Hall, 9-11 Hills Road, Cambridge
Medium Term Financial Strategy and Capital Plan	www.scambs.gov.uk or from South Cambridgeshire Hall, 9-11 Hills Road, Cambridge
Sustainable Communities Plan	Office of the Deputy Prime Minister, www.odpm.gov.uk
Regional Planning Guidance Note 6 for the East of England, November 2000	www.go-east.gov.uk/docbank/RPG6.pdf
Cambridgeshire County Structure Plan	www.camcnty.gov.uk
South Cambridgeshire Local Plan	www.scambs.gov.uk or Caroline Roberts, Development Services, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge
The Regional Housing Strategy for the East of England	GO EAST Eastbrook, Shaftesbury road, Cambridge CB2 2DF Website: www.go-east.gov.uk Tel: (01223) 372500 Fax: (01223) 372501
Cambridge Sub-Regional Housing Strategy	www.huntsdc.gov.uk – see the Housing Services pages
Housing Revenue Account (HRA) Business Plan	Kari Greaves, Shire Homes, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 443050 Email: Kari.greaves@scambs.gov.uk
South Cambridgeshire Private Sector Stock Condition Survey, carried out by PFP, 2003	Iain Green, Environmental Health dept, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 443209 Email: iain.green@scambs.gov.uk
South Cambridgeshire Housing Needs Survey, carried out by Fordham Research, published February 2003	www.scambs.gov.uk or Julie Fletcher, Housing Services Officer, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge Tel: 01223 724152 Email: julie.fletcher@scambs.gov.uk
Cambridge Sub-Region Key Worker Housing Research, carried out by Roger Tym and partners, (Planners and Development Economists) Draft published July 2003	Housing Strategy Manager, Hobson House, 44, St Andrews Street, Cambridge CB2 3AS ; 01223 457842
Cambridge Sub-Region Housing Needs Survey, carried out by David Couttie Research Associates, to report Autumn 2003	Julie Fletcher, Housing Services Officer, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge Tel: 01223 724152

	Email: julie.fletcher@scambs.gov.uk
Homelessness Strategy (2003)	Trish Reed, Housing Advice Manager, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 443044 trish.reed@scambs.gov.uk
HECA report	Iain Green, Environmental Health dept, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 443209 Email: iain.green@scambs.gov.uk
South Cambridgeshire Improving Health plan	Iain Green, Environmental Health dept, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 443209 Email: iain.green@scambs.gov.uk
<i>House Prices In Cambridgeshire And Peterborough, 4th Quarter, Land Registry Data, 2003</i>	Data from www.landreg.gov.uk
<i>Delivery of Affordable Housing in the Cambridge Sub Region, Three Dragons with De Montfort University, 2003</i>	Head of Housing Strategy, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 724151
<i>Implementing the Cambridge Sub- Regional Strategy, 2003, Roger Tym and Partners</i>	Cambridgeshire County Council, Shire Hall, Cambridge
<i>Programme of Works</i>	Kari Greaves, Shire Homes, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 443050 Email: Kari.greaves@scambs.gov.uk
<i>Performance Monitoring Reports for Housing Services</i>	Julie Fletcher, Housing Services Officer, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 724152 Email: julie.fletcher@scambs.gov.uk
<i>Benchmarking Information for all Council Services</i>	Paul Swift, Policy & Performance Review Manager, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 443017 Email: paul.swift@scambs.gov.uk
<i>Community Safety Strategy</i>	www.scambs.gov.uk Tara Edwards, Community Safety Officer, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 724144

	Email: tara.Edwards@scambs.gov.uk
<i>Anti-Social Behaviour Strategy</i>	Theodore Menelik Mfuni, Policy Officer, South Cambridgeshire Hall, 9-11 Hills Road, Cambridge CB2 1PB Tel: 01223 724158 Email: theodore.menelik.mfuni@scambs.gov.uk

Appendix 3 Key Contacts

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Appendix 4 - Action Plan for the Housing Service 2003-2005

The Four Headline Corporate Objectives are:-

1. **High Quality, Accessible, Value for Money Services**
2. **Quality Village Life**
3. **A sustainable future for South Cambridgeshire**
4. **A better future through partnership**

Action	Completion date	Target/Outcome/Key Milestones/Results	Critical success factors	Resources	Corporate medium term objective	Lead officer
Actions from the 2002/3 strategy						
Complete a District-wide Housing Strategy	2003	Joint study with Camb. City & East Cambs. carried out. Contribution made to the Local Plan and close joint working with sub-regional partners achieved during 2002/3.		GF and partners' resources	1,2,3	SMc TMM
Carry out Housing Needs Studies in the area	2003	Study for SCDC and the region and key worker study completed last summer (2003) both informed the current strategy review (2003-05).		GF HRA	3,4	SMc TMM
Starter Homes Initiatives phase I&II	disbanded	This service as now been abandoned.	Insufficient take up	ODPM	1,3	MS
Review Cambourne Partnership	2003	Performance indicator agreed and first monitoring report produced.		ODPM	1,4	MS
Conduct a private stock condition survey to improve management & Maintenance of the stock.	2003	Stock condition survey completed in 2003. 8,900 properties (19%) out of 47,300 were deemed to have problems.		ODPM HRA	1,2,3	DR
Conduct a Council stock condition survey	2003	Stock condition survey completed and initiatives undertaken to deal with properties deemed unfit in line with the decent homes standards policy		HRA	1,2,3	KG
Develop HRA Asset Management Strategy	2003	Strategy developed and now part of the Business Plan		HRA	1	GT

Action	Completion date	Target/Outcome/Key Milestones/Results	Critical success factors	Resources	Corporate medium term objective	Lead officer
Develop an Empty Homes Strategy	2003	Strategy completed and adopted by members		HRA Partners resources	1,3,4	TMM
Develop a Community Development Strategy	2003	Strategy completed and approved by Community Services PH		GF Partner resources	2,3,4	SMc
To constantly improve the % of completed repair works that meet needs & expectations	2003	The target was 95% and 99% of works completed met the standard required.		HRA GF	1	MN
Develop a Homelessness Strategy	2003	This was a requirement under the Homelessness Act 2002		HD HRA	1,3,4	TR
Outstanding/ Ongoing Actions from 2003						
Develop Key Worker Housing Policies		Sub-region Housing Group currently working to develop these policies.		Not yet clarified as this will depend on members agreement	1,3,4	SMc TMM
Develop the Low Cost Home Ownership Administration system		Development of a joint register of applicants with Camb. City. Investigation of the feasibility of developing a joint database.		HRA CR	1,4	VC
Establish procedures & IT systems for Commercial Services & Housing maintenance		Implementation delayed pending an organisational review to be carried out by external consultants after the arrival of the new housing director		GF	1,4	KG
Agree upon a pilot scheme to assess working arrangements		As above		GF	1	KG
Consistently reduce the re-let time of empty/void Council properties		At present it takes 42 days before a vacated property is ready for habitation		HRA	1,3,4	PG

Action	Completion date	Target/Outcome/Key Milestones/Results	Critical success factors	Resources	Corporate medium term objective	Lead officer
Introduce a repairs appointment system for all areas		This is only available in the South area. It is anticipated that the system will be up and running in all area by the end of 2004		HRA	1,3,4	KB
Organise a tenants' open day in the North area		This task has now been taken over by the Tenants Participation Officer appointed late 2003		HRA	1,2,4	TC
Establish residents groups in all appropriate areas		So far 4 groups have been established in the following areas: <ul style="list-style-type: none"> - Cottenham - Waterbeach - Briskhills - Wilford Furlong - Willingham 		HRA	1,2,4	
Improve the provision of Sheltered Housing schemes at Whitleford		Due to local objections this project has been delayed pending a consultation to be undertaken in 2004		HRA	1,2,3	CC
Develop methods of communication with sheltered housing residents		This will form part of the above consultation		HRA	1,2,3	CC
Conduct a major housing customers survey		It is anticipated that the survey will be completed by May 2004		HRA	1,2	KG
Reduce by 100% the number of unfit properties and meet the decent homes standards by 2006		Following the stock condition survey, a programme has been agreed to deal efficiently with all properties identified as unfit.		HRA CR	1,2,4	DR
Consistently reduce the number of empty homes in the District		Major problems in getting accurate data have been identified. The lead officer is currently looking at other methods of obtaining data.		HRA CR	1,	TMM
Hold consultation conferences with local business and voluntary sectors		To hold a series of consultations in 2004.		GF Partner resources	1,4	SMc TMM
Improve the response rate of queries to the HIA		It now takes just over 3 weeks to deal with queries.			1	MN

Action	Completion date	Target/Outcome/Key Milestones/Results	Critical success factors	Resources	Corporate medium term objective	Lead officer
Establish a full Local Strategic Partnership		A full board is still pending and should be in place early this year		GF Partner resources	1,2,3,4	SMc
Reduce the average stay in B&B and Hostels for homeless people		Homeless households now spend 5 wks in B&Bs and 35 wks in hostels on average.		HRA	1,2	TR
Speed up the decision making process for homelessness applications		The agreed target is 85%. 79% of applications were completed within 33 days last year.			1	TR
Reduce the number of households in B&Bs		The target is 4. At present there are 7 households in B&Bs.		HRA Partner resources	2,3	TR
Reduce the number of properties used in Cam. City		The target is 2. Currently 5 properties are being used.		HRA Partner resources	1,2,3	TR
Develop & implement initiatives to address the agreed priorities for SCDC within the Himp for 2002		This year emphasis will be placed on: Falls, home exercise, fuel, poverty, energy efficiency, fitness & health and physical activities			2,3	IG
Develop a strategy for the community to facilitate access to Council services		A corporate approach is vital if the quality of service envisaged is to be successful		HRA Partners resources	1,2,3,4	SMc TMM
Plan sustainable development of the new community of Northstowe		Complete planning stage in 2004-5				
<u>Key priorities for 2004</u>						
Monitor all Housing related Services	2004	Action to be developed prior to the CPA assessment planned for this year		HRA GF		
Increase the number of affordable units through S.106	2004	Affordable housing target in new local plan adopted Feb		HRA Partner	3,4	CH

Action	Completion date	Target/Outcome/Key Milestones/Results	Critical success factors	Resources	Corporate medium term objective	Lead officer
		2004		resources		
Review grants policy taking into account the forthcoming renovation grants regulatory order and develop appropriate policies and strategies to assist private owners	2004	See Empty Homes Strategy		GF HRA Partner resources	3,4	DR
To review the Housing policies for new local frame work	2004	Review underway		HRA GF		
Improve Customer Satisfaction (Repairs Services)	2004	During the last survey in 2002, 95% of customers said that they were happy with the quality of service. The target is 99%		HRA	1	KB
Develop a BME housing strategy	2004	To identify housing needs of BME communities.		HRA	1,2,3	TMM SMc
Promote uptake for the cash incentive scheme	2004	In 2003 only 3 households took up this scheme. The target is 5 properties per annum		GF	3	WF TMM
<u>Key priorities for 2005 – 2007</u>						
Commence construction of Northstowe	2006					
Develop more affordable housing at Cambourne	2006					
Identify locations for supported cluster flats for people with mental health problems who have low to medium support needs	2006					
Identify locations and funding for supported accommodation for victims of domestic violence	2006					

Action	Completion date	Target/Outcome/Key Milestones/Results	Critical success factors	Resources	Corporate medium term objective	Lead officer
Other actions planned for 2005 – 2007						

APPENDIX 5:

Condition of the Council's own Housing stock – Executive Summary of the stock condition survey carried out

A: The Housing Stock

- The stock is mainly of traditional design and modern construction. It is, in our considered opinion, worthy of the investment needed to effect ongoing occupation.

B: Repair Condition and Maintenance

- Generally the properties are considered to be in a reasonable state of repair and have benefited from regular major planned maintenance improvement activities both internally and externally.
- The level of planned and projected works is not considered to be high in comparison with other similar stock surveys commissioned. The principal nature of works identified in the longer term relates to the ageing of the properties and the inevitable deterioration of building components. Approximately half the total costs shown in the report relate to the Council's ongoing expenditure, based on existing figures, which cannot be identified by survey.
- The condition reflects the current level of commitment to the properties and the ability to target available finances effectively.
- One of the best indicator of condition is the estimated cost of work assessed by the survey and recommended level of the investment over the 30 year cycle.
- There is a total expenditure requirement of around £189.5 million identified with some £36.7 million required in the first 5 years and £73.7 million within 10 years.
- Principal areas of expenditure required are for failure of life expired structural components including roofs, windows and doors which account for around 48% of the total expenditure.
- Extrapolated results from the sample of properties inspected show that there are 49 unfit dwellings as defined in Section 604 of the Housing Act though the poorer quality housing was found in the older stock.
- All the stock satisfies present day basic standards of accommodation and amenity. The levels of appointments in terms of kitchens and bathroom fittings is however in some localised cases below the

occupiers present day expectations and some properties do require the modernisation of plan layouts in order to provide more appropriate sized facilities and provisions.

C: Energy Efficiency

- The stock falls above the national average in terms of its energy efficiency with an average SAP rating of 55.5 (6.2 NHER).
- There does, however, remain scope for improving the energy efficiency of the stock.
- An average expenditure for each property of £472 is required. With the implementation of the recommended energy efficiency improvements an average payback period of 7.8 years has been identified.

D: Future Ongoing Repair and Maintenance

- It is increasingly imperative that future repair and maintenance is based on rationalised programmes formulated from sound knowledge of condition and priorities. In this way maximum benefit can be achieved from limited funds.
- The houses generally involve repetition of comparative few generic types with a repetition of construction elements. This is an ideal vehicle for a rolling programme of elemental repair improvements.
- The projected overall expenditure of £189.5 million is considered reasonable in comparison to ODPM anticipated ranges from similar surveys.
- We believe that every possible effort should be made to allocate the resources needed to implement the programme in full.
- The results of the survey should be used to assist the Council to target available finances on the most essential and appropriate works, to ensure the standards of accommodation offered are maintained to satisfy customer demands.

**Condition of the Private Sector Housing Stock in Cambridge –
Executive summary of the Private Sector Housing Condition Survey
carried out by PPS in 2003**

Executive Summary of Findings

The 2003 South Cambridgeshire (private sector) House Condition Survey (SCHCS) was conducted in order to produce a comprehensive review of current stock conditions in the private sector and this report presents the findings of the HCS.

This report will examine what the conditions of dwellings within the District are like and what direction future private sector housing policies may need to take. The latter point is of particular importance as, under the new Regulatory Reform Order, local authorities will now be responsible for deciding what sources of funding to use and what schemes to set up, in order to tackle private sector housing problems, with an unprecedented degree of freedom.

The survey was carried out on 1,000 dwellings within the District. The total private sector housing stock of the District is an estimated 47,300 dwellings. The total is based on the weighted results of the survey and is an estimate at the time of the survey. Giving a precise figure to the dwelling is unnecessary as dwellings are constantly being converted and built, such that the total number of dwellings changes on an almost daily basis.

The age profile of the private sector stock in the District suggests that the stock is notably more modern than the national average, with the majority of the dwellings having been built Post 1964. A stock profile such as this would tend to suggest that above average stock conditions would exist, as poor condition is strongly associated with age of dwelling.

A wide variety of issues relating to the condition of dwellings in South Cambridgeshire were collected from the survey and produced in the subsequent analysis. The table overleaf summarises many of the key findings from the survey by the three main tenure types.

Summary Table 1: Characteristics by tenure

Characteristic	Owner-occupied	Privately rented	Housing Association	All Stock
Dwellings	40,900	4,400	2,000	47,300
<i>Per cent of stock</i>	86%	10%	4%	
Unfit	1,100	200	50	1,350
<i>Rate</i>	3%	5%	3%	3%
Substantial Disrepair	4,500	400	200	5,100
<i>Rate</i>	11%	9%	10%	11%
Not Decent	9,300	1,800	200	9,680
<i>Rate</i>	23%	40%	10%	20%
Serious Hazards	2,100	150	100	2,350
<i>Rate</i>	5%	3%	5%	5%
In Fuel Poverty	2,100	160	0	2,260
<i>Rate</i>	5%	4%	0%	5%
Mean SAP	54	52	65	54
Residents over 60	14,000	360	360	14,720
<i>Rate</i>	34%	8%	18%	31%
Residents on Benefit	5,200	780	720	6,700
<i>Rate</i>	13%	18%	36%	14%

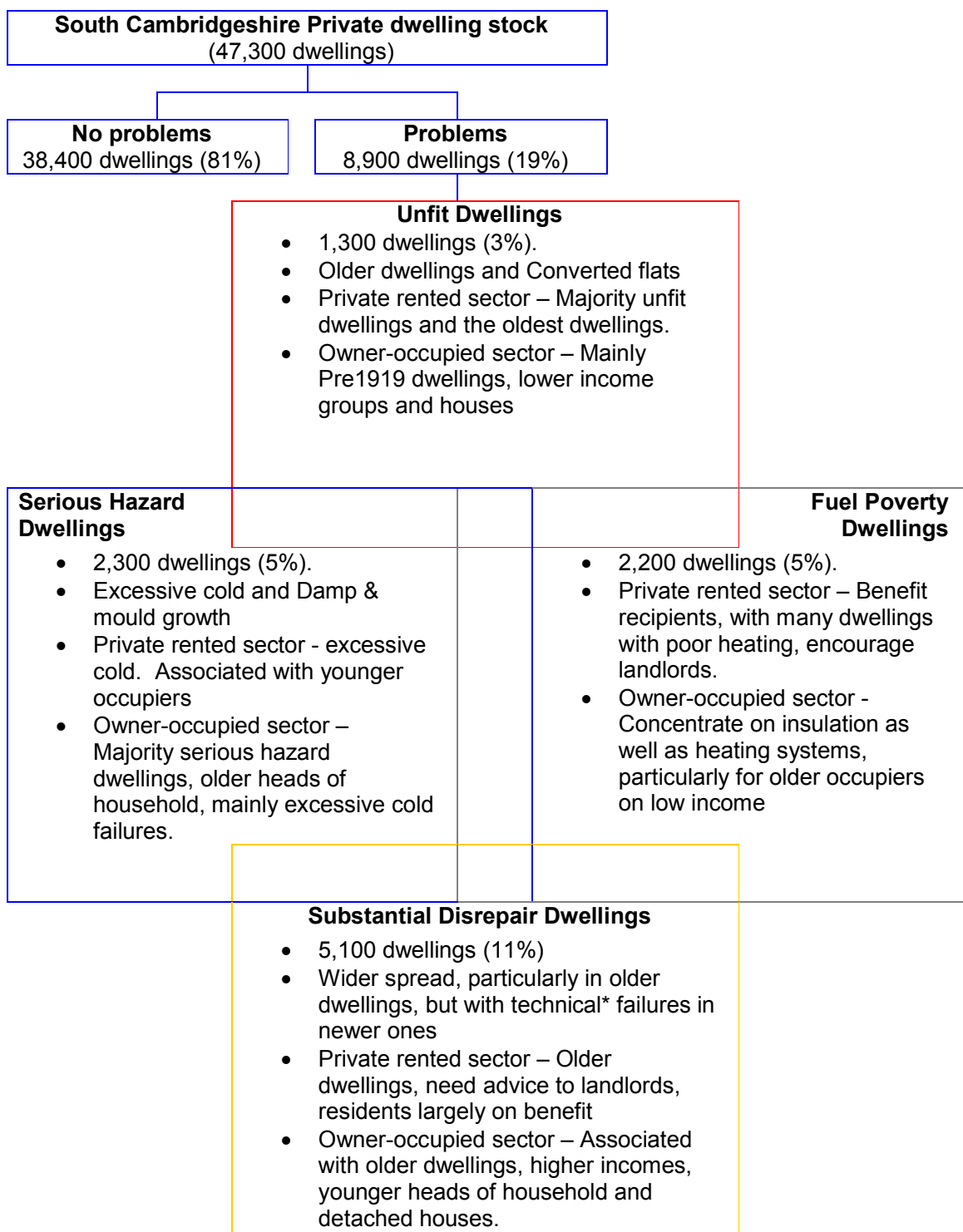
NB For the sake of simplicity all dwellings, including things like caretakers accommodation etc that are not part of the main three tenures, have been subsumed into the figures for the other three tenures.

The table above is useful for giving a summary of a wide variety of characteristics, but does not pinpoint where problems are most concentrated. To do this the relationship between different measures needs to be considered.

The number of dwellings classified as not decent in table 1 is less than the number of dwellings with ‘problems’ on the following page. This is due to not decent dwellings being defined by strict parameters (see appendix D – main report) whereas ‘problem’ dwelling is a broader definition.

There are a number of factors determining the condition of a dwelling, but of particular interest is whether a dwelling is fit, in good repair, does not present a health hazard and is adequately and affordably heated. The chart overleaf gives a breakdown of the stock on the basis of these criteria.

Total numbers of dwellings affected by different combinations of house condition problems within the District



Under substantial disrepair in the previous diagram the term technical is used (denoted with *). In this instance, singular failures on items such as ventilation, food preparation, damp and heating are being considered. Whilst these items may not make a dwelling look in poor condition they can have consequent health and safety side effects. In fact surveyors were asked to pay particular attention to these elements and many of the dwellings could be considered borderline unfit. This issue is raised here and considered in more detail in the main report as conditions such as asthma and other respiratory problems, as well as home accidents, can be caused by some of these disrepair categories.

Such information is also likely to be of interest and value to local health authorities, as reducing such defects/deficiencies may well reduce illness and accidents among residents.

The main chapters of the SCHCS report go in to greater detail in examining both the dwelling and social characteristics associated with these problems. They also give an indication of the likely cost of remedying these problems for different groups.

The total cost of remedying unfitness in private sector dwellings within South Cambridgeshire, bringing them up to a good, habitable standard is £24 million, an average of £18,200 per dwelling. The total cost of repairs to those dwellings that are not unfit, but are in substantial disrepair is £38 million, an average of £7,500 per dwelling. The total cost of all energy efficiency measure to bring all dwellings up to the most efficient standard, and thereby eliminate fuel poverty, is an estimated £53 million. The total cost of repairs to dwellings where a serious hazard was present is £23 million. When combined these costs represent a potential requirement of £138 million to make all dwellings in the District fit, in good repair, warm and safe for habitation.

Appendix 6 – list of partner organisations

Partnerships

Many issues are decided jointly with key partners, including many standing partnerships. These include:

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- South Cambridgeshire Housing Partnership
- Community Safety Partnership
- Improving Health Partnership
- Community Legal Services Partnership
- Supporting People decision making group
- Cambridge sub- regional partnership
- Homelessness partnership

The Local Strategic Partnership is between the Council and the following:-

- County Council
- Police
- Primary Care Trust
- Greater Cambridge Partnership
- ?? check and add members.

List of organisations represented at strategy consultation, January 2004

[Add list please Julie](#)

Appendix 7:
Glossary of Terms and Acronyms

<u>ADP</u>	Approved Development Plan – funding agreed annually by government for investment in social housing. Most is handled by the Housing Corporation.
<u>ASB</u>	Anti-Social Behaviour – sub-criminal behaviour which may attract sanctions available to local authorities and the Police under the Anti Social behaviour legislation which is currently being considered by the House of Lords (2003)
<u>B&B</u>	Bed and breakfast accommodation – used for emergency accommodation for homeless people. Will only be used for families in emergencies from March 2004
<u>Beacon Council</u>	The Government is working with local government, and in particular with the Local Government Association and the new Improvement and Development Agency, to help manage, motivate and facilitate change and to modernise Local Government. The beacon scheme will be a key element of this. Councils are awarded beacon status for areas in which they can demonstrate outstanding performance.
<u>BME</u>	Black and Minority Ethnic
<u>BPHA</u>	Bedfordshire Pilgrims Housing Association
<u>BV</u>	Best Value is a commitment in the Programme for Government. The policy objective is to modernise local government management and business practice so that local authorities can deliver better, more responsive public services. Best Value is about: <ul style="list-style-type: none"> • Pursuing continuous improvement; • Achieving a balance between quality and cost; and • Improving accountability by being more responsive to stakeholders
<u>BVFSR</u>	Best Value Fundamental Service Review – a review of a whole service, looking at all ways of providing the service and investigating which is the most effective. These reviews are carried approximately on a five year cycle.
<u>Cambridge Landlords Forum</u>	A discussion forum for Private Landlords in Cambridge.
<u>Cambridge Sub-Region</u>	Alliance of local authorities around the Cambridge area, working in partnership to address the housing and planning needs of the region as a unit. The local authorities are:- Cambridge City, Fenland DC, Hunts DC, South Cambs DC, Forest Heath, St Edmundsbury
<u>Cambridge Sub-Regional Affordable Housing Working Group</u>	The local authorities listed above work together as the AHWG to lobby for resources to increase the provision of affordable housing in the region
<u>CPA</u>	Comprehensive Performance Assessment – a framework used by the Audit Commission when inspecting a local authority's performance. A CPA will look at an aspect of a Council's services in detail and award a rating for the Council's performance.
<u>Decent Homes</u>	A standard set by government for social housing. Decent homes

	includes targets for insulation properties of a building and the condition of kitchens and bathrooms
<u>DSO</u>	Direct Services Organisation – a part of a local authority which provides services to the rest of the authority, This part may or may not be operating as a separate business unit..
<u>Eco-homes</u>	<u>Eco-homes standards</u> cover matters such as access to public transport, proximity to local amenities, eco-labelling of white goods, provision of external space and the ecological value of the site which are outside the remit of the Building Regulations. Details can be found on the ODPM web site
<u>HA</u>	Housing Association – usually a registered social landlord but may be an independent or charitable housing association.
<u>HC</u>	Housing Corporation – a quango which regulates the activities of Registered Social Landlords and administers funding, especially ADP funding for development.
<u>HMO</u>	House in Multiple Occupation – a term used for a single building which is being let as separate units, bedsitters or similar. There will be several separate tenancies within an HMO.
<u>HRA</u>	Housing Revenue Account – the account which deals with the rent and service charge money paid by Council tenants and leaseholders, and pays for management and maintenance services. This has to be kept separate from other funds, such and the general fund (Council tax) by law.
<u>Keyworker</u>	“Keyworker” refers to government sponsored schemes for providing affordable housing for certain categories of public sector workers, especially police, teachers, fire service personnel and health service workers. Each region is able to define its own keyworkers within certain limits.
<u>LA</u>	Local Authority
<u>LASHG</u>	Local Authority Social Housing Grant – LAs were able to claim social housing grant directly for schemes, usually built by RSLs. This has now ended and Social Housing Grant will be administered through the Regional Housing Boards and directly by the Housing Corporation
<u>Local Plan</u>	Local Plans set out detailed policies and site specific proposals for the development and use of land and guide its day-to-day decision making on planning applications. Policies in the plan set out criteria which are used to judge whether planning applications should be allowed, and those relating to individual sites give a positive lead on the type of development that will best assist in the practical implementation of the plan
<u>Lifetime Homes standards</u>	In 1991 the Lifetime Homes concept was developed by a group of housing experts who came together as the Joseph Rowntree Foundation Lifetime Homes Group. Lifetime Homes have sixteen design features that ensure a new house or flat will meet the needs of most households. This does not mean that every family is surrounded by things that they do not need. The accent is on accessibility and design features that make the home flexible enough to meet whatever comes along in life: a teenager with a broken leg, a family member with serious illness, or parents carrying in heavy shopping and dealing with a pushchair.
<u>LSP</u>	Local Strategic Partnership - a single non-statutory, multi-agency body, which matches local authority boundaries, and aims to bring together at a local level the different parts of the

	public, private, community and voluntary sectors. They aim to tackle deep seated, multi-faceted problems, requiring a range of responses from different bodies. Local partners working through a LSP will be expected to take many of the major decisions about priorities and funding for their local area.
<u>MRA</u>	Major Repairs Allowance – an allowance which is paid to the Housing Revenue Account to cover the cost of major works to the Council’s own Housing Stock – the MRA is contained in the HRA Business plan
<u>MTFS</u>	<u>Medium Term Financial Strategy</u> - The Medium Term Strategy (MTS) is the Council’s key financial planning document. It sets out, and considers the implications of, the Medium Term Objectives and priorities approved by the Council.
<u>ODPM</u>	Office of the Deputy Prime Minister – the government department which regulates matters to do with public housing and housing development.
<u>ONS</u>	Office for National Statistics - a government department which publishes statistical information, including the results of the census. See the web site www.nationalstatistics.gov.uk .
<u>OSM</u>	Off-Site Manufacture - refers to modern building techniques in which significant parts of the building are pre- manufactured off-site and assembled on-site
<u>PCT</u>	<u>Primary Care Trust</u> – are free standing, statutory bodies which are responsible for delivering better health and better care to their local population. They have their own budget for local healthcare, and are able to employ staff, develop new integrated services for patients and directly provide a range of community health services
<u>PVCu</u>	PVCU is a highly insulate material used for window frames, which benefits from little or no external maintenance.
<u>PPG3</u>	Planning Policy Guidance note 3 – refers to central government policy which allows local authorities to require certain types of development on certain sites, or to require a contribution to housing or other specified type of development elsewhere when a site is developed.
<u>RPG</u>	Regional Planning Guidance sets out the broad strategic policies at the regional level for matters that apply across the whole region or parts of the region, and which need to be considered on a scale wider than that of a single strategic planning authority.
<u>RRO</u>	<u>Regulatory Reform Order</u> -Regulations governing the allocation of grant funding which replaced the Housing Act 1985 and the Housing Grants Construction and Regeneration Act 1996 in 2002.
<u>RSL</u>	Registered Social Landlord – a Housing Association or Local Housing Company registered with and regulated by the Housing Corporation, providing social rented and other low cost housing
<u>SHI</u>	<u>Starter Homes Initiative</u> – <u>government-sponsored</u> scheme aimed at helping key workers to buy homes in areas where high prices would otherwise prevent them from living in or near the communities they serve.
<u>SOFA</u>	Sharing Offered Furniture around – Cambridge SOFA is a furniture recycling schemes which has grant support from the Council Phone 01223 576535

<u>Structure Plan</u>	A strategic framework for future land use and developments in the County.
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The South Cambs Strategic Partnership

South Cambridgeshire District Council
Cambridgeshire County Council
South Cambs Primary Care Trust
Cambridgeshire Constabulary
Cambridgeshire Assn of Local Councils, representing Parish Councils
Cambridgeshire ACRE, representing voluntary sector agencies
Directions Plus ditto
Anglian Water Services, representing business
David Ball Group plc ditto
Marshalls Aerospace ditto
Cambridgeshire Ecumenical Council, representing faith communities
Village Colleges representative
South Cambs Youth Parliament, representing young people