

## Action Plan

	What	How	Expected Outcome	When	Update
1	Appoint external Design Team	Through Council's procurement process	To facilitate the provision of new affordable homes subject to planning on sites as detailed in the Delivery Programme at Appendix C	December 2012	Completed Summer 2013
2	Identify Risk Log for the New Build Strategy to be included within the Affordable Homes Risk Register	Risk Log to identify existing commitments to CLG and within the HRA Business Plan	To follow corporate process to monitor, manage and mitigate any risk associated with not meeting existing commitments	April 2013	Added to the Affordable Home Risk Register updated
3	Agree a set of financial parameters against which all potential sites will be appraised	Design Team to develop a viability toolkit to be used as an initial assessment for development potential	To provide a clear and transparent process for identifying development potential through financial viability that provides value for customers and the Council	May 2013	SDS Proval, financial modelling tool has been purchased and staff are now receiving training
4	Adopt a Design & Quality Standards Charter	Design Team to develop the Charter based upon advice from the Heads of Housing Group	Design & Quality Standards Charter to include the principles of the HQI system and sustainable development that will ensure high quality homes	June 2013	Design & Quality Charter adopted Oct 2013
5	Adopt the Asset Management Policy	Asset Management Policy to be developed by the Head of Housing & Property Services in consultation with the Head of Housing Strategy and Development. May required Housing Portfolio Holder (HPFH) approval	To provide clarity on how decisions are taken in the future regarding matters which link to both the Asset Management Strategy and the New Build Strategy	June 2013	Asset Management Policy adopted Oct 2013

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6	Explore options for setting up of a new delivery vehicle to deliver equity share, market sale and private rented properties	Identified as a Corporate Action for 2013/14 and within Affordable Homes Service Plan  Director of Housing to lead. Scoping report to be produced for Cabinet approval	To address unmet housing need from across a wider set of incomes bands than those identified by affordable housing products.  This is important to meet the needs of those on the lowest banding of the housing register and to meet the needs of the growing economy within the district. The Council will need to work in partnership with other public sector bodies, which may include the County Council	June 2013	South Cambs Ltd now a registered company. 2 staff have been recruited into roles as New Business Initiatives Manager and Business Project Officer and along with Housing, Senior Management Team supported by others from EMT, have attended a 2 day workshop to start planning future work.
7	Target to build around 200 new homes over the next 10 years together with 200 replacement homes.	As identified within the Delivery Programme which will be monitored on a regular basis by the Heads of Housing Group and reported annually to the HPFH and TPG  Each development will have a separate project plan and individual risk log	Providing good quality homes that meet the housing needs of the District through a variety of tenures and property sizes	Ongoing up to 2022	4 homes completed 25 in pipeline for 2014/15
8	Undertake and complete a review of all the development opportunities that our own land holdings present	Review & update the land appraisal undertaken in 2007. Head of Housing Strategy & Development to lead with input from the Design Team and the Head of Housing & Property Services  Identified development	To contribute to the Council's key objective to provide 200 new homes within the first 10 years of the New Build Strategy.  Providing good quality homes that meet the housing needs of the District through a variety of tenures and	December 2013	Garage review completed Feb 2014 narrowed down to 8 sites which will deliver about 20 new homes. Currently agreeing next steps with Design Team, Housing Management

		opportunities to be managed through the Delivery Programme  Other land holdings will be dealt with in accordance with the Asset Management Policy	property sizes  Ensuring value for money to the Council through making best use of existing stock		and Planning
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9	Explore development opportunities following the completion of the Strategic Housing Land Availability Assessment (SHLAA)	Viability/Feasibility of potential development sites identified through the SHLAA process to be explored by the Head of Housing Strategy & Development and included in the Delivery Programme where appropriate	To contribute to the Council's key objective to provide 200 new homes within the first 10 years of the New Build Strategy.  Providing good quality homes that meet the housing needs of the District through a variety of tenures and property sizes	2014 onwards	No further update
10	Monitoring of the New Build Strategy Action Plan and Delivery Programme	Housing Performance Improvement Team Leader to provide quarterly updates to the Heads of Housing Group. Performance reported to the Housing Portfolio Holder and Tenant Participation Group (TPG) on an annual basis	To ensure the New Build Strategy is progressed on target and that the Delivery Programme is monitored and refreshed on a regular basis	First quarterly report April 2013 HPFH report November 2013	Reporting to HPFH April 2014 Next report Dec 2014