

Appendix 1

West Lothian Local Housing Strategy 2017-2022

Action Plan update December 2018

Housing Supply and Place Making - ACTION PLAN

Outcome: To increase supply of housing both affordable and market housing in West Lothian between 2017 and 2022						
Action	Baseline	Indicator/Measure	Target/Milestone	Timescale	Responsible Person	Progress Update
Provide new council homes.	657 council homes built between April 2012 and March 2017	Number of homes built.	Complete current council houses programme and begin a new programme.	By 2022	Housing Strategy and Development Manager	Completions 2017/18 124 2018/19 255 (at Nov 2018)
Support and Assist other providers to deliver affordable homes.	267 RSL homes completed between April 2012 and March 2017.	Number of homes built	700 RSL homes to be built.	By 2022	Housing Strategy and Development Manager	Completions 2017/18 22 2018/19 12 (at Nov 2018) Homes for West Lothian Partnership set up.
Private Sector Homes to be delivered.	2,445 completed between 2012/13 and 2016/17 (average of 489 per annum).	Number of homes built.	1,516 private homes to be built. (Balance of Housing Land Requirement 2016/17 and 2017/18) Housing Supply Target of 333 per annum for 4 years).	By 2022	Planning Services	Completions 2017/18 - 494
OMSE	757 purchases between 2012/13 to 2016/17	Number of Open Market Shared Equity Purchases.	500 (subject to continued support of the Scheme by Scottish Government).	By 2022	Housing Strategy and Development Manager	Purchases 2017/18 -195
Open Market Acquisitions	30 homes per annum	Number of homes bought by the council for social rent.	100 homes purchased	By 2022	Housing Strategy and Development Manager	Completions 2017/18 38 2018/19 41 (at Nov 18)
Complete Regeneration of Deans South	To commence in 2017/18	Number of homes built.	Complete phase 1	By 2022	Housing Strategy and Development Manager	Ongoing
Progress Regeneration Project in Almondell, Broxburn	To commence 2017/18	Common area and security improvements.	Complete	End 2018	Housing Strategy and Development Manager	Site start anticipated January 2019

Preventing Homelessness – ACTION PLAN

Outcome: Improving Housing Options to prevent people becoming homeless in the first place

Action	Baseline	Indicator/Measure	Target/Milestone	Timescale	Responsible Person	Progress Update
Explore potential to develop a new assessment centre and supported housing provision in the East of the county.	New Provision Required	New supported housing provision in place.	Feasibility in 2017/18 New Provision by 2022	2017 -2022	Housing Needs Manager	Approach to homelessness being developed through the Rapid Rehousing Transition Plan (RRTP)
Develop a supported accommodation strategy for those aged 16-30 to improve access to accommodation and support and to increase options for sustainable outcomes.	Build on existing strategies focusing on young people.	Strategy to be developed.	To commence in 2018	2018	Housing Needs Manager	Feasibility work underway for 12 person unit for young people requiring support in the east of West Lothian
Developing relationships and protocols with RSLs and private landlords and to maximise opportunities to prevent homelessness.	Number of successful section 5 referrals/number of properties leased from RSLs to provide temporary and supported accommodation	Increase the number of special lets. Increase the % of lets to homeless people as settled accommodation.	2017/18	2018/19	Housing Needs Manager	Liaison with RSLs being taken forward to develop targets as part of the RRTP
Ensure that financial advice, inclusion and tenancy sustainability services are in place to assist homeless households.	Build on the work of the advice shop and support staff.	Number of new tenant visits.	2017/18	2018/19	Housing Needs Manager	Housing support being reviewed as part of the RRTP.

Independent Living – ACTION PLAN

Outcome: (1) Enable people to live independently where they choose to do so. (2) Ensure that accommodation is planned and available for people with a wide range of needs. (3) Ensure housing support is available to those people who need it.						
Action	Baseline	Indicator/ Measure	Target/ Milestone	Timescale	Responsible Person	Progress Update
Continue to provide wheelchair homes in new build council house programme and RSL housing programmes.	137 wheelchair accessible bungalows in current WLC programme.	Number of new build wheelchair homes per annum built by RSLs and WLC	30 per annum	2017 /2022	Housing Strategy & Development Manager and RSL Development Managers	Completions 2017/18 – 16 (WLC), 6 RSL 2018/19 20 (WLC) (to Nov 2018)
Continue to provide adaptations and equipment and make best use of adapted stock.	2,900 adaptations per annum.	Number of adaptations per annum and associated expenditure.	2,900 adaptations per annum.	2017-2022	Social Policy Lead Officer/ Housing Strategy & Development Manager	2017/18 2,165 adaptations undertaken. Scheme of Assistance under review
Develop specialist housing provision for people with particular needs including core and cluster housing for people with learning disabilities, supported accommodation for older people and supported accommodation for younger people.	Eight core and Cluster new build council houses developed for specialist housing provision. 48 Properties in developments specifically for older people.	Number of properties developed for people that require specialist housing.	10 per annum	2017-2022	Housing Strategy & Development Manager	A core and cluster unit to be provided in 2018/19. Feasibility work is underway for a unit for 16 people with complex care needs.
Make use of information on health and social care integrated planning to better estimate the need for specialist housing provision.	To be developed through the Joint Accommodation Plan 2017 -2027	Confirm level of specialist housing provision to be provided.	TBC	2018/19	Housing Strategy & Development Manager	The Housing Contribution Statement to be reviewed to support the IJB Strategic Plan 2019-2024. This will be developed during early 2019.

Action	Baseline	Indicator/ Measure	Target/ Milestone	Timescale	Responsible Person	Progress Update
Encourage and promote the use of technology enabled care (TEC) to enable people to live independently.	To be developed in discussion with Social Policy.	Level of take up.	TBC	2017-2022	Social Policy Lead Officer	To be done as part of development of the Housing Contribution Statement.
Await outcome of review of current configuration of mental health service provision to inform future specialist housing requirements for this care group.	To be developed through the Joint Accommodation Plan 2017 -2027.	Confirm level of specialist housing provision to be provided.	TBC	2018-2019	Social Policy Lead Officer/ Housing Strategy & Development Manager	To be developed and aligned with the RRTP.

Private Rented Sector – ACTION PLAN

Outcome: The Private Rented Sector provides good quality housing options for people in West Lothian.

Action	Baseline	Indicator	Target	Timescale	Service/Partner	Progress Update
Develop the approach to landlord registration and enforcement.	Number of landlords registered	5,397	To increase.	2017/18	Housing, Customer and Building Services /Environmental Health /Legal Services	2018/19 5412 private landlords are registered
Develop the approach to HMO licensing and enforcement.	Number of licensed HMOs	27	To increase.	2017/18	Housing, Customer and Building Services /Environmental Health /Legal Services	The approach to landlord registration and HMO licensing is being further developed to ensure landlords are aware of their responsibilities.
Make use of effective enforcement options, including referrals to Licensing Committee for removal of landlords from register.	Number of landlords provided with advice on best practice	Number of landlords provided with advice	To increase.	2017/18	Housing, Customer and Building Services /Environmental Health /Legal Services	Additional resources will be employed to address housing quality in the private rented sector.
Monitor Third Party Referrals to the Private Rented Housing Panel.	No baseline but will be monitored	Number of referrals	Target will be developed in line with the number of requests received	2017/18	Housing, Customer and Building Services /Environmental Health /Legal Services	To be developed
Increased Participation in private landlord forum.	On average 10 landlords attend	30-40	To increase.	2018/19	Housing, Customer and Building Services /Environmental Health /Legal Services	The numbers of landlords attending landlord forums has increased with between 40 and 70 people attending meetings.

House Condition – ACTION PLAN

Outcome: To improve public and private sector house condition in West Lothian.

Action	Baseline	Indicator	Target	Timescale	Responsible Person/Service	Progress Update
Continue to ensure all WLC stock complies with SHQS.	100% compliance.	% of WLC homes complying with the SHQS.	100%	2017-2022	Housing, Strategy and Development Manager	99.47% at March 2018
Continue to engage with WLC tenants in the development of the housing capital programme.	Quarterly meetings with the Tenants' Panel Capital Working Group.	Continue to have quarterly meetings	Four meetings per year.	2017-2022	Housing, Strategy and Development Manager	Four meetings per year being held to update on progress.
The Scheme of Assistance Policy will be reviewed over the course of the LHS 2017-22 as a result of the changing legislation in relation to private sector housing.	Existing policy dates from 2011.	Scheme of Assistance aligns with guidance and legislation.	To be reviewed over the course of the LHS	By 2020	Housing, Strategy and Development Manager	Scheme of Assistance is under review.

Fuel Poverty and Climate Change - ACTION PLAN

Outcome: Reduce levels of fuel poverty and increase number of people living in energy efficient homes						
Action	Baseline	Indicators	Target / Milestone	Timescale	Who is responsible?	Progress
Develop a baseline carbon footprint for WLC housing stock.	To be based on 2016 data.	Percentage reduction in carbon footprint.	Reductions to be reported on annually at review of LHS	By end of 2018.	HIO - Energy Efficiency Officers.	To be developed
Develop a baseline to measure number of actual households in fuel poverty included in energy efficiency programmes.	To be determined once Scottish Government provide updated Fuel Poverty definition.	Number of households in fuel poverty.	To be reported on annually	On-going.	HIO - Energy Efficiency Officers.	To be developed
Develop a HEEPS: ABS programme to assist householders to improve the energy efficiency of their homes, to reduce energy consumption and save money.	N/A	Number of households receiving energy efficiency measures as part of HEEPS:ABS programme.	Implemented by end of 2022.	Annually until replaced by SEEP (2017).	HIO - Energy Efficiency Officers.	A total of 114 private home owners had EWI installed in 17/18 through the HEEPS/ABS programme External wall insulation will be provided 253 homes in Deans in 2018/19.
Ensure all social rented housing complies with the EESSH by 2020.	47.4%	Percentage increase in rate of compliance	100% by 2020	By end of 2020.	HIO - Energy Efficiency Officers.	66.7% at March 2018
Action	Baseline	Indicators	Target / Milestone	Timescale	Who is responsible?	Progress
Develop SEEP working group including relevant council departments.	N/A	N/A	Implemented by end of 2017.	On-going once established.	HIO - Energy Efficiency Officers.	To be developed
Develop technical working group with	N/A	Number of organisations included and frequency	Established by Mid-2017.	On-going once established.	HIO - Energy Efficiency Officers.	To be developed

RSL's that have housing stock in West Lothian.		of meetings				
Provide energy advice services through the council or a mechanism to direct householders to existing services.	The number of referrals from the previous year.	Number of referrals to Advice Shop from Energy Efficiency Advisor from HEEPS:ABS programmes.	Ongoing.	Ongoing.	Advice Shop.	<p>A dedicated energy advice officer has been employed.</p> <p>The council is working to increase the number of households who would qualify for assistance from funding raised through the Energy Company Obligation. The Advice Shop. Assistance has been provided to residents in West Lothian. Through benefit checks and energy cost savings £170,000 of benefit has been secured for residents of West Lothian.</p>

