



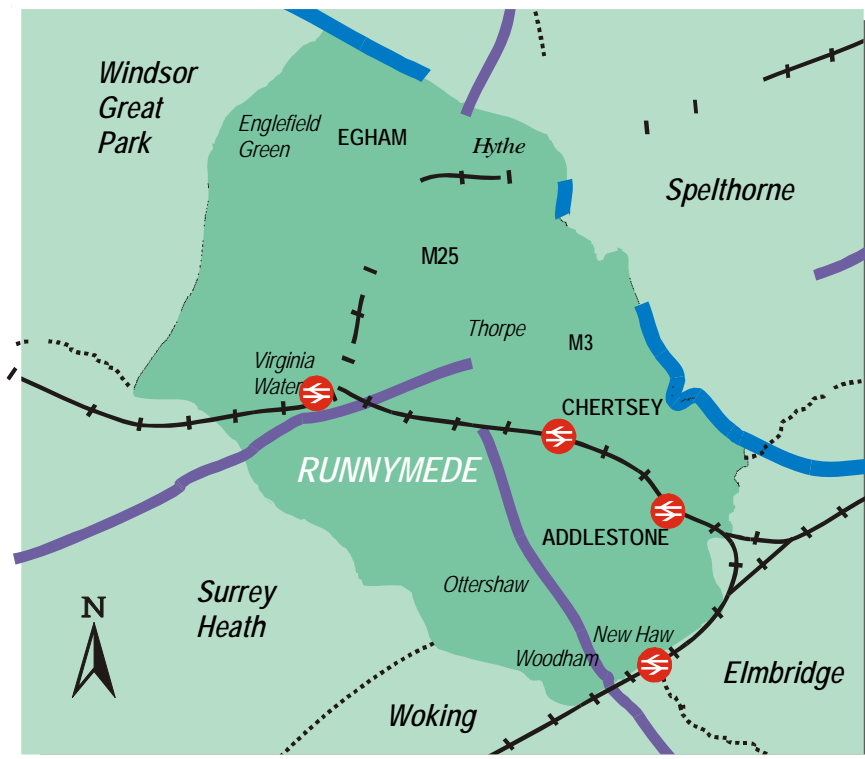
RUNNYMEDE BOROUGH COUNCIL

HOUSING STRATEGY STATEMENT

2006 – 2011

DECEMBER 2006

RUNNYMEDE AND SURROUNDING BOROUGHS



If you would like a copy of this Strategy in large print, or on tape, please contact Pam Bailey on 01932 425849.

We will be producing a summary of this Strategy which can be translated into another language if required. A copy of the full document will also be made available on our website at www.runnymede.gov.uk

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We have used a number of technical terms in this paper. These are explained in the glossary at the end of this document.

FOREWORD

Addressing the complex housing issues that the Borough faces is a significant challenge. We have a growing demand for new housing but there are limits on land supply and financial resources.

We are fortunate that, as a consequence of our earlier investment, our social housing stock is in good condition. We are also fortunate to have very good partners willing and able to assist us in the delivery of our targets.

We have shown in the past that we can deliver new housing in complex situations. We have also demonstrated that we are prepared to pursue a range of ideas and initiatives in order to meet our goals.

However the cost of housing in the Borough continues to rise and homeownership options, such as shared ownership, cannot alone play a significant part in meeting our housing shortfall.

We must not only ensure that we provide more affordable housing but we must also ensure that it is of the right type. To do otherwise would be to waste limited resources.

We will work with others to provide an average of 100 affordable homes a year and to prevent homelessness. We will also employ a range of measures to ensure that the social housing stock meets the Decent Homes standard by 2010 and that the number of vulnerable people living in private homes that are not decent is reduced.

These are challenging targets that are dependent on a range of factors, some of which are outside our control. However we believe that they are the main housing priorities for the Borough and I look forward to working with everyone to deliver them.



Councillor Peter Waddell
Chairman of the Housing and Community Services Committee
Runnymede Borough Council
Civic Offices
Station Road
Addlestone KT15 2AH

OUR PLANS FOR HOUSING

This document sets out our housing plans for the Borough. The first 2 pages give a summary of the main housing issues that Runnymede faces, our priorities and the tasks to be undertaken. We then set out how we intend to use our resources to deliver our priorities. We have also included a section that sets out what we have achieved over the last 5 years.

OUR KEY AIMS

We have a number of aims that guide the way in which we carry out our business. One of our main aims is to -

“Ensure we play an effective role in enhancing the quality of life for all our residents and visitors and provide an attractive environment for those who conduct their business in the Borough.”

We have also made the following commitment:

“To assess the housing and community needs of residents and provide good quality, cost effective services that meet those needs.”

From this broad aim we have set the following objectives for our housing services.

To -



Enable the provision of a range of new affordable housing for those in housing need, including those with support needs.



Develop safe and sustainable communities where people want to live.



Ensure that private and social housing is fit and of an acceptable standard.



Ensure that homelessness is kept to a minimum.



Provide good quality services to our tenants.



Provide services fairly to all sections of the community

SUMMARY OF THE MAIN HOUSING ISSUES FACING RUNNYMEDE

- The biggest housing issue that we face in Runnymede is the lack of affordable homes. Many people on moderate incomes are unable to afford accommodation in the Borough and only subsidised housing is affordable to many people. We need to work with others to increase the supply of affordable housing.
- Intermediate housing options such as shared ownership and Homebuy are not affordable to many of the people in housing need and the overriding need is for social rented accommodation. However this is more expensive to provide.
- An increasing number of people require support to live independently. It is not sufficient for us to simply provide extra homes. We need to establish arrangements for supporting people in order to help them to live independently.
- The majority of our own housing stock is in good condition. However, we own a number of non-traditional/system built, properties that need attention. We therefore need to establish ways of tackling these particular properties.
- The Government has set a target that all Council housing meets the ‘Decent Homes Standard’ by 2010. We have identified those homes that do not meet this standard and are implementing the necessary works to make them comply.
- Generally the private sector stock is in good condition. However some properties are unfit and many of these are Houses in Multiple Occupation (HMO). We need to ensure that owners address unfitness in these properties.
- The Government has set a target to reduce the number of vulnerable people who occupy homes in the private sector that fail the Decent Home Standard. We must help such households to make improvements to their homes.
- Homelessness remains an important issue. Although there is no evidence of people sleeping rough in Runnymede, advice workers report that people have said they have slept in a car or a tent because they were homeless. We need to continue to proactively manage homelessness.

We have limited opportunities and resources available to tackle these complex issues and choices need to be made. This Strategy proposes a way forward that ensures that the most pressing housing needs are met and that Government, Regional and Local targets are addressed as far as possible.

OUR TOP 3 HOUSING PRIORITIES -

HOMES FIRST	Provide more affordable homes including supported housing and housing for essential workers.
HOUSING IMPROVEMENT	Develop sustainable communities in which public and private housing is of a good standard
PREVENT HOMELESSNESS	Provide services and administer policies that help to reduce homelessness

CONSULTATION

To make sure that we are drawing up the right plans for our housing services we have consulted with a number of people. A questionnaire was sent to groups with an interest in housing issues in Runnymede. These included the Runnymede Council Residents’ Association, the Housing and Transport Task Group and the Registered Social Landlord Forum. These groups are made up of a range of representatives including Tenants, Councillors, Volunteers, other agencies and Housing staff. The results of the consultation are as follows:

91% of respondents agreed that we had the right housing objectives for the Borough.

Respondents were asked to say which of the objectives were the most important.

- 58% said that providing more affordable housing was important
- 50% said that the development of safe communities was important
- 33% said that ensuring private and social housing was of a good standard was important
- 33% said keeping homelessness to a minimum was important

Respondents also said that ensuring services were of good quality and provided fairly was important but ranked the above priorities higher.

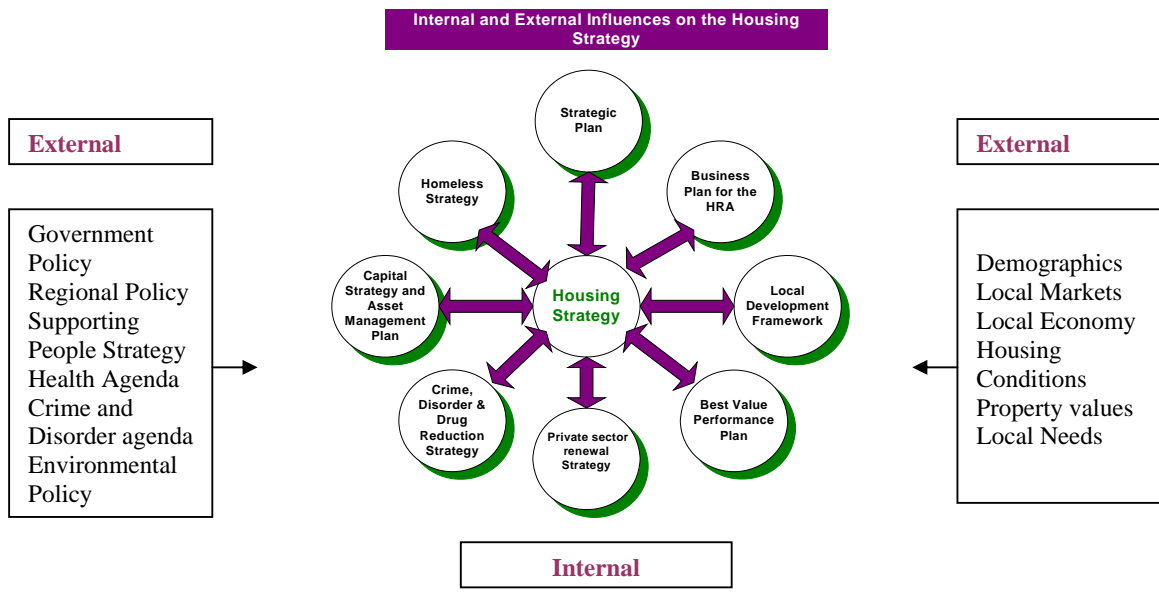
OUR POLICY AND DELIVERY PROCESSES

Corporate Strategy

We are proud of our role as a Community Leader. We have consulted with the community to establish its priorities for the next 15 years and a range of targets have been listed within our Strategic Plan (available on our website).

One of the most important issues raised by the community was the provision of affordable housing. A Housing and Transport Task Group has been formed to take forward the specific housing issues within the Strategic Plan. The Local Strategic Partnership oversees the progress of this group, and other task groups.

Providing sustainable communities is an important issue for us and this Housing Strategy is just one element of our overall planning process. It is closely linked to the following policy drivers –



We show in this Strategy how our housing priorities link to these other strategies.

The Local Development Framework (LDF)

The LDF will become our principle Plan for the Borough and is currently in the process of being developed. It will gradually replace the Councils Local Plan with a series of Development Plan Documents over the period 2007/2008.

The LDF consists of a range of guiding policy documents including a Housing Development Plan Document (DPD). This Strategy complements and supports the Housing DPD. Developers are advised to examine both. The current Housing DPD is in draft and is due to be adopted in October 2007, following a period of lengthy consultation and public examination.

Partnership working

We are very grateful for the support we receive from a whole range of partners in the public, private and voluntary sectors. A list of our current partners, together with the details of schemes that we are jointly pursuing, is given in appendix 1. We have also identified specific partners against our main priorities and will be working with them to deliver the new targets set within this Strategy.

We also view our residents as partners and appreciate the work and commitment of the Runcyede Council Residents' Association. This group represents both tenants and lease-holders and are key to ensuring that we deliver the kind of services that are most in need.

Managing our Housing Priorities

We have established a number of mechanisms to ensure that we are achieving our housing aims:

- We have a Housing Service Plan with 'SMART' targets. These are prioritised and linked to our overall aims and objectives. A copy of the Service Plan is attached at Appendix 5.
- The main priorities in each service plan, along with our turn figures against key performance indicators, are regularly reported to our Corporate Management Committee. The outturn performance on housing BVPIs for 2005/06 is given at Appendix 6.
- The Housing Service Plan is regularly updated and reported to our Housing and Community Services Committee, giving our elected Councillors the opportunity to question progress.
- Stakeholders are given an update against targets at meetings.

CONTEXT

Location

Runnymede is situated in the north west of Surrey and occupies an area of 19,333 acres comprising the larger towns of Chertsey, Egham and Addlestone. 68% of the Borough is within the Green Belt and significant areas are within the flood plain. Sections of the Borough are also affected by the Thames Basin Heaths Special Protection Area. These are important factors that influence the supply of affordable housing in the Borough.

Population and household details

The population has grown by almost 9% over the past decade from 71,789 in 1991 to 78,033 in 2001¹. It is anticipated that the population will continue to rise and could reach 81,000 by 2011². Overall the population is projected to reach 84,300 by 2021; an increase of 7.8% since 2003.

The most significant changes in the population over the last decade have been the decrease in the number of people between state retirement age and 74 years (reduction of 3.45%) and the increase in the age range 30 to retirement (increase of 4%)¹. There is a tendency for pensioners to live alone. There is a two-fold increase in 'Lone Parents' with children under sixteen. There has also been a significant rise in the population with 'limiting long term illness' both in households and in communal establishments¹.

There has been a rise in the ethnic population of 2.5% over the last decade with particular increases amongst the Indian ethnic category. The ethnic population is now 5% of the total population for Runnymede¹ and 3% excluding student households.

There are over 500 student households in the north of the Borough, many of whom occupy private rented accommodation.

Indices of Deprivation

Runnymede is an area of contrast with many areas of wealth and advantage and some pockets of relative deprivation. The two wards of Chertsey St Ann's and Egham Hythe are amongst the most deprived wards within Surrey. The Egham Hythe ward is in the worst quartile nationally for the living environment deprivation domain. This focuses on whether housing in the area is in poor condition and/or lacks central heating. We are working hard to progress plans to replace the poor standard of housing in the Wapshott estate in Egham Hythe with new housing and once achieved this should substantially improve the current poor deprivation score.

Crime and disorder

Both crime and disorder have been falling in recent years. Whilst there is a perception that anti social behavior is on the increase, the independent survey undertaken in 2004 revealed a fall of 12% in the number of victims of such behavior. The main priorities to come from the crime survey were loud/fast cars, litter and dog fouling.

Employment and income

The population of economically active people (both men and women) has dropped in the last decade. This is due to an older population with more people in the retirement group. In September 2006 the unemployment rate for both sexes was 1.1% (532 unemployed).

¹Census data 2001

²Housing Needs Survey 2005

National and Regional Housing Priorities

The Government published a 5 year plan for housing in January 2005 entitled “Sustainable Communities: Homes for all”. The fundamental principle of the plan was ‘to ensure that everyone should have the opportunity of a decent home at a price they can afford, in a place in which they want to work and live’.

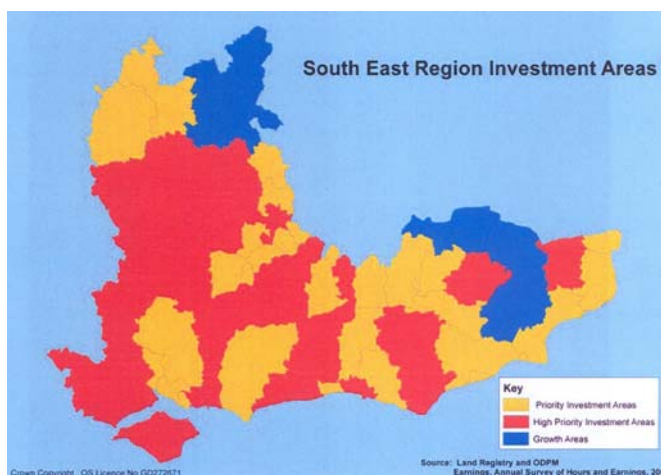
The Government also produced a publication entitled ‘Sustainable Communities: settled homes; changing lives’ in March 2005. This set out the Government’s Plans for reducing homelessness and minimising the number of people in temporary accommodation.

The national policies have been taken into account in the formulation of the Regional Housing Strategy. This Strategy was published in July 2005 and set the following as its priorities:

To –

- Build more affordable housing
- Bring decent housing within the reach of people on low incomes
- Improve the quality of new housing and the existing housing stock

The funds available for meeting these aims are limited and the Regional Housing Board has had to assess local demands and allocate funding to where the need is greatest. The figure below shows the geographic focus for investment in the Region during the period 2006 to 2008.



Once Regional funding had been top sliced to fund 720 affordable homes in rural areas, 20% of the remaining funds were allocated to the growth areas (blue); 50% to the areas of highest need (red); and 30% to the remainder (yellow). Runnymede was in a yellow zone and therefore had less priority for funding than other areas.

The level of Regional investment is an important factor for us as we are dependant on Government Grant to help pay for new affordable homes. The Regional Housing Strategy is soon to be reviewed and the above investment priorities revisited and replaced with a new framework. We will take an active part in this review and try to influence the progress of this Strategy in order to gain support for schemes in Runnymede.

Sub Regional Housing Market

It is important that we understand the housing market beyond Runnymede and that we balance housing demand and supply in the light of wider market factors. The Regional Housing Strategy has encouraged sub regional assessments and the Housing Needs Assessment undertaken for Runnymede by Fordham Research in 2005 involved a wider market analysis. The findings of this are set out in the following pages.

HOUSING MARKET

We commissioned Fordham Research to undertake a Housing Study in 2005. This study included a Market demand and Housing Need assessment. A full copy of the document is available on our web site at www.runnymede.gov.uk. A summary is attached at appendix 2.

The survey involved personal interviews with 755 residents and a postal questionnaire of over a 1,000 residents. The survey has provided valuable information on housing demand and the characteristic of those in housing need. The main issues that impact on this strategy are summarised below.

In 2005 there were 31,648 households in Runnymede. These are within the following tenure groups.

Number of households in each tenure group				
Tenure	Total number of households	% of households	Number of returns	% of returns
Owner-occupied (no mortgage)	10,731	33.9%	703	38.6%
Owner-occupied (with mortgage)	14,020	44.3%	720	39.5%
Council	3,146	9.9%	225	12.3%
RSL	815	2.6%	39	2.1%
Private rented	2,937	9.3%	135	7.4%
TOTAL	31,648	100.0%	1,822	100.0%

Runnymede has a higher proportion of owner- occupation in comparison to England as a whole. Private renting is also more common in Runnymede.

The type of housing in Runnymede is mixed as indicated in the following table:

Dwelling type		
Dwelling type	Number of households	% of households
Flat/maisonette (inc.bedsits)	5,439	17.2%
Terraced house	4,921	15.5%
Semi-detached house	9,398	29.7%
Detached house	7,219	22.8%
Bungalow	3,397	10.7%
Mobile Home	1,274	4.0%
TOTAL	31,648	100.0%

The majority of dwellings in Runnymede are houses and a large proportion of houses are also detached homes, again this is higher than for England generally. These factors impact on the affordability of properties in the Borough.



Extent of Market

The Survey examined the trends in past moves, across all tenures, and provided information on previous moves. This information helps us to establish the extent of the local housing market. The table below taken from the Survey shows the location of previous homes for both newly forming and existing households who have moved within the last two years.

Location of previous home			
Location of previous home	Newly forming Households	Existing Household	TOTAL
Runnymede	33.9%	40.5%	39.2%
Spelthorne	6.7%	7.7%	7.5%
Elmbridge	5.8%	3.7%	4.1%
Woking	4.1%	5.2%	5.0%
Surrey Heath	3.0%	2.0%	2.2%
Bracknell Forest	0.0%	0.4%	0.3%
Wokingham	0.0%	0.0%	0.0%
Windsor & Maidenhead	1.5%	3.3%	3.0%
Slough	0.0%	1.3%	1.0%
Elsewhere in Surrey	6.8%	3.9%	4.5%
Elsewhere in Hampshire	2.0%	0.8%	1.1%
Greater London	16.5%	14.9%	15.2%
Elsewhere in the United Kingdom	12.0%	12.2%	12.1%
Abroad	7.7%	4.0%	4.8%
TOTAL	100.0%	100.0%	100.0%

The information indicates that only 39.2% of households moved within the Borough and that 60.8% moved into the Borough from other areas. The survey also found that a higher rate of inward migration for newly forming, than existing households. The survey shows that 66.1% of newly forming households came from other Boroughs and 59.5% of existing households.

It can also be noted that the highest number of out of Borough moves were from within Surrey. If all Surrey moves are taken this accounts for 23% of the moves. The second highest is from Greater London (15.2%). These trends do not accord with the proposed Sub Regional groupings proposed by the Regional Housing Strategy. The RHS groups Runnymede within a sub region that includes Bracknell Forest, Slough, South Bucks, Spelthorne and Windsor and Maidenhead.

The survey also asked people needing to move within the next two years where they would like to move to. The following table sets out the details of both where people would wish to go and where they expect to land up.

A large number of people want to move out of Runnymede to other parts of the UK. For those who wish to stay in the South East the overriding desire is for people to remain in Surrey. Although there is some evidence of possible movement to the proposed RHS sub regional market, this is minimal.

Where households would like and expect to move		
Location of next home	Like	Expect
Runnymede	50.4%	47.6%
Spelthorne	1.6%	4.2%
Elmbridge	2.7%	2.0%
Woking	0.6%	1.2%
Surrey Heath	0.2%	0.0%
Bracknell Forest	0.6%	0.3%
Wokingham	0.0%	0.0%
Windsor & Maidenhead	3.8%	1.8%
Slough	0.0%	0.8%
Elsewhere in Surrey	10.5%	10.6%
Elsewhere in Hampshire	2.0%	2.9%
Greater London	3.7%	2.8%
Elsewhere in the United Kingdom	17.8%	20.3%
Abroad	6.2%	5.5%
TOTAL	100.0%	100.0%

Housing Supply and Demand all tenures

The survey shows that the owner-occupied sector accounts for around 78% of the total housing stock and this is dominated by three bedroom properties. Private rented properties make up 9.3% and are characterised by a larger proportion of one bedroom units. The estimated turnover rate in the owner occupied sector is round 6.4% which compares to 31% in the private sector.

The table below sets out the shortfalls (where there are not enough units) and surpluses (where there are too many units) in the current stock:

Tenure	Total shortfall or (surplus)				TOTAL
	1 bedroom	2 bedrooms	3 bedrooms	4+bedrooms	
Owner-occupation	(1)	24	(218)	(11)	(206)
Affordable housing	233	293	58	18	601
Private rented	(137)	(64)	(56)	(4)	(260)
TOTAL	95	253	(217)	4	135

In terms of demand for affordable housing the above table demonstrates that there continues to be a need for all sizes of affordable housing. However overall the data shows surpluses of both owner-occupied, and private rented, accommodation. In terms of size requirements, the information suggests that in the owner occupied sector there are shortfalls of two bedroom homes with surpluses of larger homes.

Analysis of housing completions in the Borough between 2001 to 2005 (gross), shows that the proportion of one bedroom homes completed was 32.9% with two bedroom 27.8%. Homes of three bedrooms comprise 21.7% of the total and 17.5% were four bedroom or more. This would suggest that the current new build provision is starting to meet the shortfall in the supply of one and two bedroom homes but it is clear that more needs to be achieved.

In preparation for the Local Development Framework we are currently consulting on the preferred option for the housing development within the Borough. This Strategy should therefore be read in conjunction with the Housing Development Plan Document, which will detail the preferred size requirements for new properties.

HOUSING CONDITIONS

The Government requires all social housing stock to be brought up to the Decent Homes Standard by 2010. It has also set a target to ensure that at least 70% of private homes occupied by vulnerable people are made decent by 2010. Ensuring that the existing stock is in good condition is an important element of this strategy.

Stock survey

We commissioned a Private Sector Stock Condition survey in June 2003. The information given in this section of the Strategy is drawn from this report and the 2001 census data.

Property Age

The age profile for the properties within Runnymede is similar to that for England as a whole. However, Runnymede has a lower proportion of pre 1919 dwellings and a greater proportion of 1945-1964 dwellings.

Overcrowding

Englefield Green, Egham Town and Egham Hythe are the wards with the highest number of overcrowded households in Runnymede. The census details showed that within the Borough between 181 and 211 households were living in overcrowded conditions⁴. The Housing needs survey also established that the RSL sector had the highest levels of overcrowding.

Central Heating

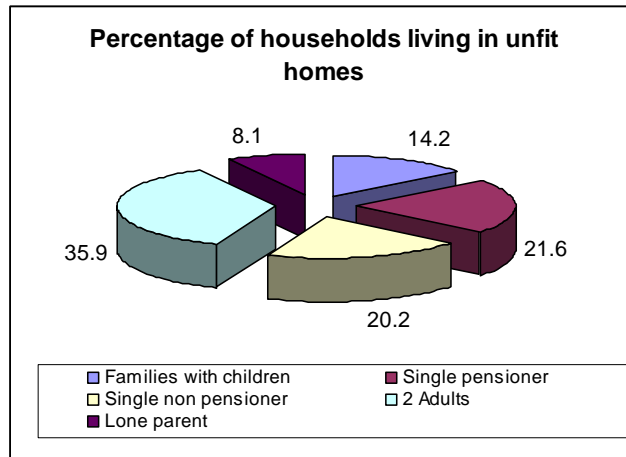
6.4% of households (2,028 homes) in Runnymede are without central heating. Generally the wards on the east of the Borough suffer from lack of central heating more so than those on the west.

Unfit housing and the cost of repair to the Private Sector Stock

Approximately 5% of all dwellings in the Borough are 'unfit'. However this is lower than the national average of 7.5%. Most unfit homes are private dwellings (1,462) and the most common reason for unfitness relates to inadequate kitchen facilities. Disrepair and dampness are also significant causes.

The estimated cost of meeting the urgent, medium and long term repair needs of private homes is lower than national equivalents. However this still equates to an estimated £91 million over 10 years.

Older people are more likely to occupy unfit homes and in contrast unfitness is not relatively significant in family homes.



Our survey estimated that over half the cost of all repair works needed to remedy unfitness and disrepair can be met through the incomes of homeowners. The remaining £37 million that cannot be met by this means could be met through equity release, provided owners are able and willing to service a debt. This means that public subsidy towards making property fit is only necessary in a relatively small proportion of cases where the household income or equity in the property is insufficient, or where hardship would otherwise be experienced. The way we target our support is set out in our Private Sector Housing Renewal Strategy.

Houses in Multiple Occupation

The estimated number of buildings that are classed as Houses in Multiple Occupation (HMO's) is 499. This represents over 1500 individual units of accommodation. We estimate that around 60 of these HMO's will require a licence as prescribed by the Housing Act 2004.

Most HMO's are in the private sector and a high proportion are unfit. A fairly significant number are thought not to have the required fire precautions and some have inadequate shared amenities. Just under 60% of HMO buildings are thought to fail the HMO fitness standard.

Decent Homes

Using the Government's definition of a decent home it is estimated that 29% of private dwellings in Runnymede do not meet the Decent Homes standard. This falls to 28% when our stock is added. The main reason for homes not being decent is the poor level of thermal comfort (58% of those that are not decent).

The English House Condition Survey 2003 found that 31.3% of the stock nationally failed the standard and 29.4% of the stock in the south east. The rate of failures within Runnymede is therefore below average.

Mobile Homes

Mobile homes and caravans form a significant number of dwellings in the Borough. Over 1200 households live in such dwellings; 3 times the Surrey average.

Empty Homes

At April 2006 we estimate that there are approximately 830 empty homes in the Borough, about 2.6% of total households. Over 463 of these units have been empty for longer than 6 months. The highest number of empty homes is in the private sector.

Provision of Social Housing

The stock of social housing within Runnymede as at the 1st April 2006 is indicated below. Our housing stock has reduced from 5,400 units in 1980 to its present level. Although the Registered Social Landlord (RSL) stock is increasing the vacancies from both sources is still insufficient to meet demand.

Social Housing Stock	No. of units
Council housing (including temporary accommodation)	3,182
Registered Social Landlord units	985
Total	4,167

Runnymede Borough Council's housing stock

Our housing stock plays a significant part in meeting the housing needs of Runnymede. We want our stock to be of a good standard. We have completed a condition survey of all of our stock and it is now estimated that only 300 properties fail the Decent Homes Standard.

The priorities and action plan for the stock are set out in detail within the Business Plan for the Housing Revenue Account (HRA). This is available separately. The main priorities to be addressed are to–

- Resolve the problems with the precast reinforced concrete housing at Wapshott Road, Egham
- Meet the Decent Homes standard
- Complete the installation of central heating and insulation works in all council properties
- Commence a major improvement programme on kitchens and bathrooms
- Further develop resident involvement

The HRA Business Plan is backed-up by a financial model that looks at income and expenditure over a 30-year period. The financial model shows that we can continue to afford to manage and maintain our stock to a good standard. We regularly update the financial model to make sure that our plans remain affordable.

Stock owned by Registered Social Landlords (RSLs) and Housing Associations (HAs)

There are currently 14 Registered Social Landlords and Housing Associations with stock in Runnymede. These play an important role in the provision of affordable housing.

The majority of the stock owned by RSLs has been provided within the last 25 years and is in good condition. There is a very low level (3%) of unfit housing in the RSL stock. New housing provided in partnership with RSL's is built to the Housing Corporation's scheme design standards and high energy efficiency ratings (Eco home very good) are negotiated at the outset of schemes.

During the first year of this Strategy RSL's will be asked to confirm their arrangements for assessing the condition of stock in Runnymede. If they have not already done so they will be encouraged to carry out a stock condition survey and to advise us of their findings. These will be included in the review of this Strategy.



Painesfield development owned by A2 Housing Group

HOUSING NEEDS

Sources of Information

The Housing Survey undertaken for us by Fordham Research included a Housing Needs Assessment (HNA). This evaluated the level of need for affordable housing. Information from our Housing Register, the Runnymede Referral Panel (RARP) for Special Needs, and other Agencies/Partners has also been used to establish the current demand for affordable housing.

Cost of housing

Housing within Runnymede is very expensive and this is a major factor affecting housing needs. A survey of local estate and lettings agents undertaken for the HNA identified the following minimum prices at which housing was available in Runnymede:

Minimum Property Prices/Rent in Runnymede as at March 2005		
Property Size	Minimum Price	Minimum Rent
1 Bedroom	£127,000	£600 p.m.
2 Bedrooms	£156,500	£765 p.m.
3 Bedrooms	£215,000	£985 p.m.
4 Bedrooms	£305,500	£1,410 p.m.

Affordability thresholds

The Housing Needs Assessment also found that to be affordable to a substantial number of households in need, the cost of the housing has to be substantially lower than the minimum price of open market housing.

To demonstrate this the table below shows a range of housing costs between social housing rents and market housing. We follow this with a table that shows how many people in need can afford housing at these rates:

Range of Housing Costs						
	Social Housing £ per week	Intermediate Housing				Market Housing
		Lowest Quartile	Second Lowest Quartile	Second Highest Quartile	Highest Quartile	
1 bedroom	£67 or less	£68 - £85	£86 - £103	£104 - £121	£122 - £138	£138+
2 bedrooms	£77 or less	£78 - £102	£103 - £127	£128 - £152	£153 - £177	£177+
3 bedrooms	£92 or less	£93 - £126	£127 - £160	£161 - £194	£195 - £227	£227+
4 bedrooms	£112 or less	£113 - £166	£167 - £219	£210 - £272	£273 - £325	£325+

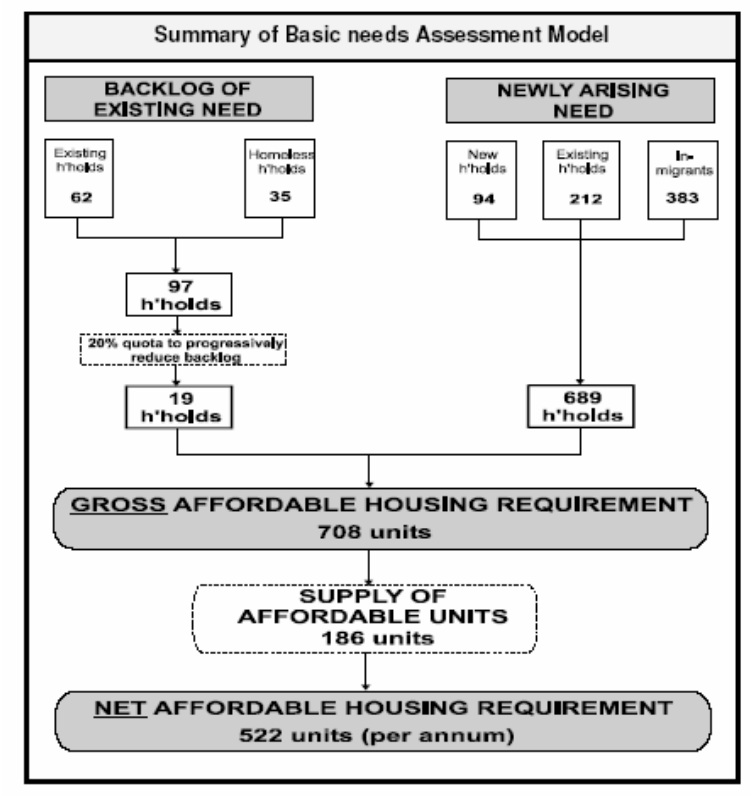
Number of households in need annually who can afford housing within quartile						
Dwelling Size	Afford Only Social Rent	Afford intermediate housing				TOTAL
		Lowest Quartile	Second Lowest Quartile	Second Highest Quartile	Highest Quartile	
1 bedroom	209	82	9	46	19	363
2 bedrooms	151	27	5	24	26	232
3 bedrooms	62	15	5	0	0	82
4 bedrooms	17	6	0	6	3	31
Total	438	130	19	75	47	708
% distribution	61.9%	18.3%	2.6%	10.6%	6.6%	100.0%

Source derived from data produced for Housing Needs Assessment Page 91 table 10.8

These tables show that the majority of households in need can only afford housing at social rents, or very close to social rents. Further analysis shows that only around 22% of households can afford intermediate options priced in the two highest quartiles such as shared ownership or intermediate rented accommodation.

Level of demand for Affordable Housing

The table below provides a summary of the sources and level of need determined by the Housing Needs Assessment. It takes account of the backlog of housing need, newly arising need, and the supply of vacancies.



To meet the overall demand, the Housing Needs Assessment estimated that an additional 522 units of affordable housing would be needed each year between 2005 and 2010. This level of need is typical of that in the South East where generally there are high affordable housing requirements.

The Housing Register

The new Housing Register combines transfers and new applicants and is now open to anyone wishing to register their housing need. The number of people on the Register as at April 2006 was 851. This does not include our Council housing tenants wishing to transfer.

Type of affordable housing that is needed

There are shortfalls in the provision of all sizes of accommodation but the greatest shortfalls are for 1 and 2 bedroom units. The following table shows the net annual need for types of housing.

Net annual need for affordable housing for each type of affordable housing			
Dwelling Size	Type of housing		
	Intermediate housing	Social rented	TOTAL
1 bedroom	58	190	248
2 bedrooms	49	165	214
3 bedrooms	(4)	35	31
4+ bedrooms	9	20	29
TOTAL	112	410	522

Low demand units

There is a demand for the majority of the social housing stock. However difficulties can arise with letting sheltered accommodation with shared facilities.

We have plans to replace our oldest sheltered scheme at Pinefields in Addlestone with a new Extra Care Sheltered Housing scheme. One of the RSLs who has sheltered housing stock in the Borough is also considering remodelling their scheme to broaden the client group for some of their units.

Subject to government grant being obtained, we also intend to introduce Choice Based Lettings (CBL) from April 2008. CBL enables applicants to bid for vacant units and has been successful in identifying families for less popular units. This will assist in letting the remaining sheltered units.

HOMELESSNESS

The table below shows the number of households who made a statutory homeless application to us between 2003 to Sept. 2005 and also shows how many of these were accepted as homeless. There has been a decrease in acceptances year on year for the past three years. This is due to our proactive approach to the prevention of homelessness in Runnymede and the supply of units through our affordable housing programme.

	2003/4	2004/5	2005/6
Homelessness applications	55	43	58
Homelessness acceptances	40	39	24

The main causes of homelessness in Runnymede are parents/friends and family no longer willing to accommodate individuals and the loss of assured short hold tenancies. Full details on the number of homeless cases in each category are given within our Homelessness Strategy.

The above statistics relate to those families who are entitled to assistance under the Homelessness Act 2002. In addition to these there are a number single people and couples who are in need of accommodation and become homeless. Quantifying the exact number of such households is difficult as they do not necessarily contact us. However Runnymede Rentstart, an independent local charity, was formed by a number of local volunteers to assist this group of homeless people and report that during their last financial year (2005/2006) 326 people approached them for assistance and 82 were successfully housed in the Borough.

Rough sleeping is not a major problem within the Borough and is seldom detected. However Runnymede Rentstart and CAB have spoken to individuals who have reported sleeping rough. There is also evidence from advice staff that many people have to stay temporarily with friends and sleep on sofas.

SUPPORTED HOUSING

Current provision of supported housing

Within Runnymede there are an estimated 1,500 units of supported housing. This does not include supported housing schemes in the private sector, but does include those who have a community alarm scheme.

Support needs of the population

The Housing Needs Assessment estimated that 9.8% of the Borough's households (3,116) contained people who had support needs. Physically disabled people were the largest category. There are 2,017 households containing someone with a physical disability and 797 with household members who are frail older people.

Households in need of support are more likely to be in unsuitable housing and many will have a need for adaptations to their homes. The Survey confirms the need for ongoing support from our Care and Repair and stay put schemes.

Determining the need for additional supported housing

The following sources of information have been used to determine the extent of future needs for supported housing –

- The countywide Supporting People Team has worked within Boroughs/Districts and other agencies to identify needs at Borough level and across Surrey as a whole.
- We have a Runnymede Referral Panel (RARP) that assesses the needs of people with learning disabilities, physical disabilities and mental health problems that require help to live independently. As well as dealing with individual cases RARP is able to provide important information about future unmet needs.
- The Housing Needs Assessment has also produced important information regarding future demands from special needs groups. The survey indicated that 9.8% of all households contained someone with support needs. 2017 were people with a physical disability and 797 were frail elderly.
- It is estimated from the Needs Survey that 21 dwellings per annum are needed for special needs households. The highest need is for one bedroom units.
- A comprehensive housing strategy has been compiled for people with Learning Disabilities by the Valuing People – Learning Disability Partnership Board in Surrey.
- Surrey County Council have published an Extra Care Housing Strategy which highlights the need for more accommodation for frail older people.
- We have also drafted an Older Persons' Strategy that looks at a range of needs including housing.

The above sources of information have confirmed that additional supported accommodation is needed for the following-

- people with mental health problems
- vulnerable young people
- frail older people
- people with learning disabilities.

Later in this document we set out our plans for providing more supported housing.

TRAVELLERS AND GYPSIES

The Housing Act 2004 requires a local authority to carry out an assessment of the accommodation needs of gypsies and travellers.

In the Spring of 2006 Runnymede, Elmbridge, Spelthorne and Woking Councils commissioned a combined gypsy and travellers accommodation assessment. The final report from this research was not available in time for this Strategy but a separate addendum will be added to this Strategy in the Spring/Summer of 2007 when the report is finalised.

BLACK AND MINORITY ETHNIC HOUSEHOLDS

The Housing Needs Assessment estimated that, excluding student households, 3% of households were headed by someone who described themselves as non white. The breakdown of households by ethnic origin was as follows:

White	97%
Asian	1.4%
Black	0.4%
Mixed and other	1.2%

It was estimated that a higher proportion of Asian and black households would be living in unsuitable housing when compared to the average for the Borough

An individual assessment of the housing needs of BME households was undertaken and it was concluded that there was some unmet need but that this was not notably different to that arising from white households.

HOUSING AND EMPLOYMENT

Provision of an adequate supply of accommodation for those who work within Runnymede is important for the economy. The main factors to be considered when planning key worker housing are outlined below.

Current Supply

There are currently 628 units of rented accommodation provided in Runnymede by a range of partners for health workers. A large proportion of these are within the St Peter's hospital complex.

During the last 5 years 131 key workers have been housed in newly built units and 142 have also acquired properties in, or around, Runnymede under the Starter Homes and Key Worker Initiatives.

Schemes to provide additional units for Key Workers have also been built at Sandgates, Barker Road, Barrsbrook Farm, Fox Lane and Chertsey Bridge. Although initially offered to those who live or work in Runnymede, these units have also been made available to key workers from other areas.

Demand

The Housing Needs Assessment undertaken in 2005 included a review of Key Worker housing needs. For the purposes of analysis a wider definition than that used by the Government was taken and included the following:

- Nurses and other NHS staff
- Teachers in schools and colleges
- Prison and Probation Service staff
- Social workers, educational psychologists, occupational, speech and language therapists
- Workers within residential care/nursing homes
- Police Officers
- Public transport workers
- Whole time junior Fire Officers and retained fire fighters
- Other local authority workers

The main findings from the survey were as follows:

- Around 75% of Key Worker households (over 3,000) can afford suitable market housing.
- The majority of Key Workers who needed affordable housing (88.7%) were only able to afford social rented accommodation.
- Only 11.3% of Key Workers would be able to afford intermediate housing options such as shared ownership.
- Of the total affordable housing need (522 per annum) 19.9% comes from Key Worker households
- Key Worker households are more likely to move within the next 2 years
- Key Worker households have slightly lower incomes than non Key Worker households

Future Supply of Key worker accommodation

The Housing Needs Assessment did not take into account the vacancies that would be generated in the future within current Key Worker accommodation. This was because data was not available on the level of vacancies that might arise. However it is known that the turnover of these units is very high. Our plans for the future provision therefore have to take account of this supply.

The Housing Needs Assessment makes it clear that social rented accommodation will meet Key Worker requirements. Therefore by concentrating on the provision of social rented affordable housing we will be serving both Key Workers and others in housing need. There does not appear to be any clear requirement to provide a different type of affordable housing for Key Workers.

Key Worker Definitions

The definition of a Key Worker is important in areas of high housing demand. The definition is particularly important when it comes to allocating accommodation that has been specifically provided for Key Workers. Initially such accommodation is targeted at the Government's Key Worker groupings. For Surrey these are:

- Nurses and some other NHS staff
- Teachers working for a Government funded organisation
- Front line staff in the police force
- Prison and probation staff working for Government funded organisation
- Whole time junior fire officers and retained fire fighters in some fire and rescue services
- Some other Local Authority occupations e.g. social workers

However if there are insufficient Government Key Workers to take up the units then we are asked to provide details of local Key Workers.

We have adopted a broader definition of Key Worker to include:

“Any person who directly provides services that are essential for the balanced and sustainable development of the local community and local economy, where recruitment or retention difficulties apply”.

This includes people who work in the Borough who are teachers or support staff in Government funded schools, nurses and other public sector health staff, fire service employees including administrative staff, social care staff, Surrey Police staff, residential care staff, transport workers, all local authority staff and employees of businesses considered vital to sustaining the economy of the area.

It is proposed that this wider definition be used if insufficient Government defined Key Workers are available for schemes. However applicants must be in housing need and seeking either rented or shared ownership options. For Council-led schemes they must also be on the Housing Register.

FINANCIAL RESOURCES

Introduction

Our overall financial strategy - the Financial Forecast - comprises capital and revenue forecasts for all our activities over a five-year period. The Financial Forecast is comprehensively updated at least once a year, with interim updates as required.

The Council currently faces a difficult financial position. In 2005 the government decided that Runnymede Borough Council would be one of nine councils to have its council tax capped. We now have the seventh lowest local level of council tax in England. Our current low level of council tax is not sufficient for us to pay for services in the medium term. The government has stated that they consider any increase in council tax of over 5% as excessive, even for low taxing councils like Runnymede. We are currently using our reserves to support spending on services but, because these reserves will eventually run out, and because we cannot increase Council Tax to make up the difference, we have to plan significant reductions in spending. Our Financial Forecast sets out how we intend to carry this out.

Housing finance

Our financial plans for our housing activities consist of the following capital and revenue expenditure programmes:

- Our capital expenditure plans for housing activities are set out in the housing capital programme.
- Expenditure and income on our landlord (council housing) function is set out in our Housing Revenue Account (HRA) and HRA Business Plan.
- The cost of our revenue activities for the housing enabling strategy and advice functions, homelessness (in part), benefit service, and administration of the home improvement services are met from our General Fund.

We regularly review our plans to make sure that the resources at our disposal are put to best use in meeting our housing strategies and priorities. The process is driven by the overall policy and delivery framework (appendix 3) and the decisions made are regularly challenged to ensure that resources are directed properly. We must provide our housing services within the available capital and revenue resources at our disposal and these are, of course, limited.

Our capital expenditure plans

Our capital strategy (available on our website) sets out the important role that housing has in meeting community and service needs through the capital programme. Our policies are consistent between the two strategies.

The housing capital programme is based on the availability of capital resources and is updated along with the overall financial strategy each autumn, and again when setting annual budgets in February. Appendix 4 shows the latest version of the housing capital programme and the sources of funding. It sets out the allocation of resources between:

1. The renovation or improvement of council housing (Housing improvement programme).
2. The improvement of poor quality private sector housing occupied by low income households (Runnymede Renewal).
3. The provision of additional affordable housing (Homes First).

A key aim of the capital programme is to help deliver our housing priorities. It also acts as a tool to monitor progress and report performance.

A summary of our housing capital programme is set out in the table below:

Summary of our housing capital programme from 2006/07 to 2010/11						
Programme element	2005//06 Actual £000	2006/07 Forecast £000	2007/08 Forecast £000	2008/09 Forecast £000	2009/10 Forecast £000	2010/11 Forecast £000
Housing improvement programme – existing council stock	2,374	3,424	4,436	3,026	3,145	2,390
Other projects on our housing stock	75	1,085	579	80	40	40
Runnymede Renewal – private sector improvement schemes	499	844	858	874	894	914
Homes First – new affordable housing	214	500	1,500	1,500	1,500	1,500
TOTAL	3,162	5,853	7,373	5,480	5,579	4,844

The full version of the housing capital programme is set out in appendix 4.

Paying for our housing capital programme

The resources to support the housing capital programme come from the following sources:

- Capital expenditure on the existing housing stock is financed from the Major Repairs Allowance and from resources within the HRA.
- Schemes for the redevelopment of existing stock such as Pinefields sheltered housing scheme are delivered in partnership with RSLs using the site land values and the RSL's ability to attract government grant and to borrow to finance the cost of works.
- Private sector renewal is financed partly from government grant for DFG expenditure (up to a maximum limit), with the remainder from our capital receipts.
- In limited circumstances we are able to make grants to RSLs for new affordable housing. This is done using developers' contributions that we hold and capital receipts.

To maximise the local resources for new affordable housing we need to generate capital receipts wherever possible. The realisation of local capital receipts (often demand led) is the main local source of funding for the private sector renewal and new affordable housing elements of the capital programme.

However, the Government requires local authorities with housing stock to pay a proportion of their housing capital receipts over to a government pool (known as capital receipts pooling). The transitional period which phases in capital receipts pooling will end in 2006/07. From 2007/08, 75% of capital receipts generated from sales of council houses must be paid to the government pool. Local authorities are able to retain receipts from land and other housing sales as long as they are used to finance affordable housing and regeneration schemes. Our housing capital programme is based on retaining the maximum possible amount of our capital receipts to pay for our housing capital programme.

We also intend to consider other initiatives to raise funds for affordable housing. During the next year consideration will be given to the introduction of an Open Market Homebuy scheme for existing tenants. This may enable additional capital receipts to be generated. Provision is also being made in the Local Development Framework for commuted payments to be made to us on smaller and commercial sites where there is currently no contribution made to affordable housing. We will use these receipts to add to the funds set out in our capital programme.

The prudential system for local authority capital finance enables local authorities to borrow to finance capital expenditure where it is prudent to do so and the cost of borrowing is affordable. The principle of affordability has always been a key driver in setting our capital and revenue budgets. The ability to borrow under the prudential system for new affordable housing is strictly limited by the impact that the associated borrowing costs would have on our revenue budgets.

Despite exploring various initiatives our local capital resources will be very limited. They will not be sufficient to make a significant contribution towards our need for new affordable housing. Therefore, we need substantial government support if we are to deliver the extra homes needed.

Central government support for existing stock

We receive limited direct government support for our existing housing stock functions. Indeed, for the management of our housing stock we have to pay (in 2006/07 alone) some £4.9 million of assumed revenue surplus over to the government.

The only direct support we get is a government grant covering 60% (but only up to a threshold) of the cost of mandatory disabled facilities grants (DFG) paid for adaptations to private sector dwellings with a disabled household member. The maximum grant for Runnymede in 2006/07 was £224,000 (equal to £373,300 of DFG expenditure). The total expenditure on DFG in 2006/07 is estimated to be £500,000 leaving a balance of £276,000 to be met from our capital resources.

We will actively seek further government funding as and when the opportunity arises.

Central government support for new affordable housing

The government provides support to our partners in the form of social housing grant. This grant is provided through the Housing Corporation who provide financial support for housing schemes by paying grant direct to a Registered Social Landlord. The level of funding to be provided to each area is determined by the Housing Corporation who have regard to the Regional Housing Strategy investment priorities.

The Housing Corporation invited Registered Social Landlords to bid for schemes in 2005. Bids were made for 7 schemes in Runnymede and 4 of these bids were successful. The total amount of funding obtained amounted to £8.9 million (an estimated 173 homes) over two years i.e. £4.45 million a year.

We will encourage RSL partners to make bids to the Housing Corporation for funds for all new affordable housing schemes. If funding is not available from the Housing Corporation then in some circumstances we will consider making local funds available from our housing capital programme. However the local funds available for grants to RSLs are modest (a maximum of £1.5 million a year).

Funds for affordable housing may be further restricted if the grant funding that has currently been made available for the Wapshott Road estate is withdrawn. If this situation were to arise then a full report would be made to the Housing & Community Services Committee to determine the extent to which capital receipts would be used to maintain affordable housing provision on the Wapshott estate.

Monitoring of housing capital schemes

Our Housing Strategy Officer Working Group monitors progress against the affordable housing target and reports on new and progressing schemes are made regularly to the Housing and Community Services Committee. We have a good record of delivery. In recent years we have been one of the highest enablers of affordable housing in Surrey.

Risks associated with the housing capital programme

The housing capital programme is based on a number of assumptions. The impact of the government policy on council tax capping and pooling of capital receipts means that the availability of local funding is strictly limited. The capital funds that we will be able to apply to the housing capital programme depend on flows of capital receipts from housing assets being received.

The principal risks associated with the housing capital programme are –

- **That available Government funding will be concentrated on other areas and that resources for schemes in Runnymede will be limited to affordable housing.**

Our approach to minimising this risk will be to -

- Lobby for a realistic level of funding from the Regional Housing Board.
- Seek additional funding from the Government (through capital grant).
- Work with our RSL partners to obtain the maximum amount of funding from the Housing Corporation's bidding round (the Annual Development Programme).
- Pursue all available opportunities to obtain specific Government grants e.g. capital challenge funding.
- Work with RSL partners to identify opportunities to provide schemes with the lowest level of grant possible.

- **That it may not be possible to achieve the amount of local capital receipts necessary to pay for our capital programme.**

We will monitor sales of housing stock and of housing land closely to ensure that we do not overstretch ourselves or make promises that we cannot deliver.

HRA Business Plan

The HRA Business Plan sets out our plans to manage our council housing stock effectively and meet Government and local targets, including the decent homes standard. The Plan shows that anticipated revenues from rental income will be sufficient to finance the works and services necessary to provide a good service for our tenants. Our plan makes the assumption that the PRC properties at Wapshott Road can be dealt with through the recently approved scheme.

Private sector improvements – Runnymede Renewal

Our private sector renewal policy is called Runnymede Renewal. Our full Private Sector Renewal Strategy is set out in a separate document and is available on our website.

This policy includes a loan scheme to help those on low incomes where equity withdrawal is not a sensible option. This will reduce the call on capital funds compared to awarding only grants as the loans will eventually be repaid. Provision is also made within the programme to tackle unfit properties, by purchase using our compulsory purchase powers if necessary. Any properties acquired will be quickly sold on to minimise our holding costs and to enable quick and appropriate development or improvement of the property.

Apart from the government grant towards expenditure on Disabled Facilities Grant, the remainder of the funds for private sector renewal will come from our capital receipts.

Specific government funds

Thames Valley Housing Association has secured Surrey wide funding to provide 700 units under the Open Market Homebuy scheme. A proportion of this funding will be available to workers within Runnymede.

We will encourage our partners to apply for other specific government funding as and when opportunities arise.

General fund housing services

The table below summarises our planned revenue funding (at 2006/07 price levels) on the main general fund housing functions for the next five years:

General fund housing services – net revenue expenditure						
	2005/06 Actual £000	2006/07 Budget £000	2007/08 Forecast £000	2008/09 Forecast £000	2009/10 Forecast £000	2010/11 Forecast £000
Housing enabling and housing strategy	140	125	170	205	170	120
Housing register and advice	160	187	187	187	187	187
House renovation grants and home improvement service	69	85	85	85	85	85
Homelessness service	80	94	94	94	94	94
Benefit service	207	329	329	329	329	329
TOTAL	656	820	865	900	865	815

Our revenue forecast makes allowance for the cost of new developments like choice based lettings and new duties in respect of houses in multiple occupations. There is a provision of £50,000 for three years from 2007/08 for the temporary staffing and other costs of delivering our ambitious programme of housing developments and projects. We also make provision for the renewal of the housing needs survey data every three years.

Our expenditure on dealing with homelessness is low in comparison to other councils. We will continue to use our housing stock and initiatives like rent deposits to avoid putting people in unsatisfactory and expensive temporary housing wherever possible.

Housing services that form part of the General Fund are not immune from the evaluation of efficiency savings and service evaluation we need to achieve a balanced budget. We will therefore seek to maximise the service outputs from the resources available and look for opportunities for efficiencies and savings wherever possible.

Revenue funds for supported housing

The success of new supported housing provision will be dependent on resources from the Supporting People Grant. It is important that the grant made available to Surrey is sufficient to meet both existing and future needs. We will therefore be highlighting to the Surrey-wide Supporting People Commissioning Body the need to provide additional resources to meet the supported housing needs in Runnymede.

PLANNING POLICY AND LAND SUPPLY

Targets for new house building in Runnymede are set out in the following plans:

- Policy LO6 of the Surrey Structure Plan (2004) requires the Borough to provide 2,030 dwellings between the 1st April 2001 and 31st March 2016. This equates to a total of 135 new units (both affordable and market housing) per annum.
- Policy H1 of the South East Plan was circulated for consultation in January 2005 requires the Borough to provide 2,900 dwellings i.e. a total of 145 dwellings per annum between 1st April 2006 and the 31st March 2026.

The South East Plan is currently undergoing its examination in public and may set new dwelling targets.

We are consulting on the method of delivering a higher proportion of affordable housing as part of the planning process and the current proposal is that at least 40% of all new housing developed should be affordable housing. The Housing Needs Assessment has clearly demonstrated that there is limited need for intermediate housing within the Borough and therefore developers will be informed that the overriding priority will be for the provision of social rented housing with intermediate housing being only a very small proportion of new units provided.

We will annually monitor the position to ensure that the overall provision of intermediate housing does not exceed 22%. Affordable housing will be secured on sites as part of developments of 15 or more units (net) and/or on sites of over 0.5 of a hectare. We will seek to achieve the provision of 40% affordable units on such sites. Any development that is subdivided on different sites will be counted as a single qualifying site if the accumulative numbers reach or exceed the above threshold.

The provision of affordable housing should be on site in most cases, although in exceptional circumstances, off-site provision may be appropriate, depending on the suitability of the alternative site.

The policy further proposes that for all new housing developments of less than 15 units and/or on sites under 0.5 hectares a commuted sum will be negotiated by way of a legal agreement to contribute towards the provision of affordable housing elsewhere in the Borough. This levy will be based on the Government formula which is currently emerging, and will contribute to the provision of further affordable housing within the Borough.

Where appropriate, proposals for commercial development will also be expected to contribute towards the provision of affordable housing. This will be via on site, off-site or commuted payment, depending on the nature, scale and location of the scheme.

STRATEGIC REVIEW

This strategy will be reviewed annually by officers and the need to undertake further research on housing issues will also be examined. The private sector stock condition survey was undertaken in 2003 and a further stock condition assessment, including the condition of mobile homes, may need to be undertaken during the life of this strategy. The Homelessness Audit was also undertaken in 2003 and will need to be undertaken by 2008 and a new Homeless Strategy produced.

We are aware of the housing market assessment pilot studies being undertaken and will examine the findings from this, prior to embarking on a cross boarder market assessment. As indicated on pages 12 and 13 the majority of moves have been made within Surrey and we do not feel the current sub regional grouping for housing reflects the market demands and trends identified by our own assessment. We wish to have further discussions with GOSE about our proposed regional partners. We also propose to continue the existing Surrey partnerships that have been established to deliver housing initiatives.

We have set the following targets for strategic review:

Target	Lead Officer	Implement by and Milestones
Undertake an annual review of this Strategy and consider the need for further information	Director of Housing and Community Services (DHC)	Annually
Undertake research to establish the private sector stock condition.	Head of Housing Needs & Private Sector Housing.	July 2008
Undertake a homelessness audit and produce a new Homelessness Strategy	Head of Housing Needs & Private Sector Housing.	July 2008

PAST ACHIEVEMENTS

The following sections set out our proposed actions for the next 5 years. However we would also like to draw attention to the achievements of the last 5 years. During this time we have:

- Enabled 767 affordable housing units to be provided for people living or working in the Borough.
- Facilitated partnerships that enabled 427 new homes to be built within Runnymede.
- Reduced the number of Council homes that fail the Decent Homes Standard from 985 to 306 (as at May 2006).
- Established a new residents participation forum. The Runnymede Council Residents Association.
- Reduced the numbers of people in Temporary Accommodation to just 13 (as at September 2006).
- Implemented a Housing in Multiple Occupation Accreditation Scheme.

These are just a few of our achievements and many other initiatives have been completed that will improve the housing service in the Borough.



New development in Pooley Green owned by Thames Valley Housing Association

OUR ACTION PLAN

The following pages set out how we intend to meet our main housing priorities.

NEW HOMES

Our priority –

To provide more affordable homes including supported housing and housing for essential workers

Affordable Housing Target

It is evident from the research undertaken that there is a need to increase affordable housing provision in Runnymede and the provision of suitable housing is important to the economic development of the area. However, we wish to set an affordable housing target that is realistic and challenging. Before we do so there are a number of issues to consider:

Demand for Housing

The Housing Needs Survey estimates that 522 new units of affordable housing are needed each year. This level of housing need is similar to that faced by many authorities in the south east and achieving this level of provision is difficult because of the lack of available land and finance.

The survey figures include inward migration of 383 households per annum and the net annual need figure for Runnymede, excluding migration, is much lower at 139 units a year. The high migration is linked to the lack of affordable housing across the region and is not something that we can control or satisfy.

Numbers versus Need

We could achieve a much higher number of affordable housing units if we were to provide shared ownership or homebuy units. This is because this type of unit requires less public subsidy and therefore the limited financial resources available will produce more units. To demonstrate this point a comparison of grant rates has been made for the bids made by RSLs in the last bid round. The grant needed for social rented units averaged £52,678 per unit where as that needed for the homebuy units was £26,871.

However the Housing Needs Assessment has shown quite clearly that intermediate options such as Homebuy and shared ownership are unaffordable to the majority of people in housing need and that the overwhelming demand is for social rented accommodation.

We must therefore choose between providing a greater number of units that are unlikely to meet the needs of the majority, or providing a smaller number of units that we can be sure will meet the needs we have identified. This Strategy is based on the later approach and proposes the majority of provision is social rented units as this will ensure that land and grant is used where it will have the greatest impact. This approach will also ensure that the type of housing needed to address homelessness, and deal with those in the most acute need, is provided.

Levels of Funding

In the past we have, with the help of our partners achieved over 130 units per year for people who are either living or working in the Borough. However this was during a period when funding was available from the Housing Corporation for a wider range of schemes (Existing Satisfactory Properties, Empty Homes, DIYSO) and all our local capital receipts could be retained for new affordable housing.

The current Regional Housing Strategy has given Runnymede a low level of priority, compared with others, for funding and grant for schemes cannot be guaranteed. We will endeavor to deliver the

highest number of affordable housing units possible but local funds are limited and our success will be heavily influenced by the level of funding obtained from the Government and the Housing Corporation.

Land Supply

The target must also be set in the context of new housing supply. The Surrey Structure Plan has a requirement for 135 new dwellings to be provided per annum in Runnymede. Only a proportion of these will be affordable housing units.

Having regard to the above issues it is proposed that a target to provide 500 units of affordable housing over the next 5 years be set. We will do this by working with RSLs to acquire existing properties and build new units. This target is to be kept under review and progress against it regularly reported.

Method of provision

There are a number of ways of increasing the supply of affordable housing. These include:

- Provision of new housing on private and council owned sites
- Acquisition of existing properties and provision of subsidy to make them affordable
- Remodelling and management of existing stock

In the past we have taken an approach that involved each of these methods and this has enabled us to achieve a high number of units. We therefore propose to continue this approach.

Provision of new housing

We have already identified a number of potential sites, on both public and private land, where new affordable housing can be provided. If the necessary level of funding is obtained, these schemes have the potential to deliver around 300-400 units over the next 5 years.

Our own land holdings are diminishing. However during the next 5 years it is proposed to provide new affordable housing at Roakes Avenue, Waspe Farm/Stoneylands, Wapshott Road, Civic Offices, Blays Lane and Pinefields. Opportunities to provide on other smaller sites within existing estates are also being explored.

Changes to planning policy, to be introduced within the life of this Strategy, will enable affordable housing to be provided on a greater number of private sites and it is estimated that we could obtain around 10 units a year from windfall sites.

Acquisition of existing housing

We have operated a very successful Do It Yourself Shared Ownership Scheme (DIYSO) in partnership with Thames Valley Housing Association for many years. Under this scheme applicants have to find accommodation in the private sector for themselves. They are then given financial help to purchase the property. The scheme is more expensive to the applicant than social housing for rent and will not meet the needs of all households. However, it does assist many on moderate incomes and is very popular. It also reduces the pressures on social rented housing, ensuring that rented units go to those who cannot contemplate any form of homeownership. Provided funds are available, we proposed to continue to operate this scheme and to provide 8 units a year.

Thames Valley Housing Association has been given funding to provide 700 units across Surrey under the Open Market Homebuy scheme. We will work with the Association to ensure that a proportion of these units are available to those identified by Runnymede as in housing need.

We will also lobby the Government to provide further funding for schemes that enable existing housing to be made affordable as these are key to ensuring a better balance of tenure within the overall housing market and to meeting affordable housing demands.

Remodeling and management of the stock

We have established an empty homes register and a rent deposit scheme and will work with private sector landlords to bring empty homes back in to use. During 2007 we will also consider the use of Empty Dwelling Management orders.

We also propose to use opportunities within the existing social housing stock to meet needs. We will continue to offer payments to tenants under the Assisted Private Purchase scheme to help them purchase units in the private sector and release social housing for those on the waiting list.

The Housing Needs Survey identified that over 400 households were under-occupying social housing. We already operate a Downsizing Scheme whereby tenants are given incentives to move from family units.

In 2008 we propose to introduce a Choice Based Lettings scheme in partnership with Elmbridge and Spelthorne councils along with A2 Housing Group and Elmbridge Housing Trust. In the longer term we hope to include in this lettings in the private sector and home ownership opportunities, thereby giving applicants a range of options.

Type of new provision

The Housing Needs Assessment has shown that the greatest demand 78% is for affordable rented housing. We will therefore working with developers to ensure that at least 78% of the affordable units to be provided on any site are for rent.

We will accept a small proportion of intermediate housing units on sites where this is required to achieve a balanced community. However it is important that the cost of intermediate housing is in line with that that households can afford. Our evidence shows that the cost to the applicant of the intermediate housing must be close to social housing rents if it is to be affordable to a number of people in need. We will ensure that the cost of such housing is acceptable in our negotiations with developers and RSLs.

There are shortfalls in most sizes of affordable housing but the Housing Needs Survey indicated that the greatest shortfalls were for one and two bedroom units. However we have achieved a very high level of 1 bedroom provision over the last 5 years (242 units) and although we will continue with some 1 bedroom provision our preference over the next 5 years will be for 2 bedroom units for families.

Provision of Supported Housing

It is proposed that during the life of this strategy we will provide a new extra care housing scheme in Addlestone. We also have a supported housing scheme under construction at Waspse Farm in Egham and are pursuing proposals to extend an existing supported housing scheme in Englefield Green. We aim to increase the provision of supported housing by a minimum of 20 units during the life of this Strategy.

The Floating Support Service, where vulnerable tenants are given help to maintain their tenancies has provided a flexible form of support. This service enables support to be provided within existing forms of accommodation, including temporary accommodation. We currently have funding for 30 clients but will look for opportunities to increase funding and expand the service further where possible.

Where a specific need has been identified but there are insufficient numbers in need to justify a separate scheme within Runnymede, we will make arrangements to work with adjoining Boroughs. We will also work closely with the statutory agencies that provide support to the various groups identified and in particular the Youth Support Service, Adult & Community Services and the Community Mental Health Team.

Partners

We will work closely with the Housing Corporation to ensure that our affordable housing programme meets national, regional and local needs.

We will also work closely with the Surrey Supporting People Team on the delivering of supported housing projects.

The Housing & Transport Task Group will oversee our progress and contribute towards new initiatives.

We have a number of Registered Social Landlord partners who are assisting us with the provision of new affordable housing. Our current partners for new schemes are –

Registered Social Landlord Development Partners	
A2 Housing Group	Rosemary Simmons Housing Association
Accent Peerless Housing Group	Surrey Community Development Trust
Chichester Diocesan Housing Association	Thames Valley Housing Association

Targets

The following key targets have been set for this housing priority-

Target	Lead Officer	Implement by and Milestones
To provide 500 affordable housing units (an average of 100 per year) over the next five years. With an emphasis on - <ul style="list-style-type: none"> ▪ Two bedroom units for families. ▪ Permanent accommodation for people with special needs. (see below) 	Director of Housing and Community Services (DHCS)	July 2011
To facilitate provision of 20 units of supported housing over 5 years with an emphasis on schemes for - <ul style="list-style-type: none"> ▪ People with mental health problems ▪ People with learning difficulties ▪ Vulnerable young people ▪ Frail older people 	DHCS/Head of Housing Needs & Private Sector Housing.	July 2011
To investigate the possibility of raising funds for affordable housing from a Open Market Home Buy scheme for tenants	Director of Housing and Community Services (DHCS)	December 2007
To investigate the possibility of using Empty Dwelling Management Orders to reduce the level of empty homes	Director of Housing and Community Services (DHCS) and Enabling Officer	April 2007

Risk Factors

There are a range of factors that need to come together in order to ensure delivery of the above targets. The delivery of additional affordable homes relies on land supply, a buoyant housing market, the receipt of adequate housing grant and the willingness of developers to come forward with schemes. We will continue to work with a range of stakeholders to overcome any obstacles that may arise and to create the best climate for the achievement of these targets.

HOUSING IMPROVEMENT

Our priority

To develop sustainable communities in which public and private housing is of a good standard

Runnymede Borough Council housing

On the 1 April 2006 we had 306 units within our stock that failed the Decent Homes Standard. We have already identified a number of programmes for improvement of these units. These works, and the requirements for the new Decent Homes Standard, have been taken into account in drawing up the Business Plan for our housing stock.

Options for improving the stock

During 2004/05 we carried out a comprehensive Stock Options Appraisal. This involved a review of the HRA Business Plan and a thorough assessment of options. Tenants were involved throughout the process.

The appraisal demonstrated that we have the resources to sustain stock retention. The only exception to this would be if the current plans to deal with the PRC homes on the Wapshott Road estate were unsuccessful.

Plans for our Wapshott Road estate

The flats on the Wapshott Road estate fail the Government's Decent Homes Standard in a number of ways. They are unpopular with applicants, poorly insulated and difficult to heat, and have poor space standards. The units have also been declared as defective under the Housing Defects Act and have a limited life expectancy.

We have considered the following options for improving this estate:

- Refurbishment
- Demolition and redevelopment of all of the units on the estate
- Partial demolition and redevelopment

These units require substantial investment to bring them up to an acceptable standard. Refurbishment is not good value for money, given the costs involved and the future life span of the buildings. Redevelopment of the whole estate was not possible because of the high number of properties that have been sold under the Right to Buy and would now have to be repurchased. The Council and the tenants on the estate therefore chose partial demolition and redevelopment as the preferred option.

A2 Housing Group has submitted a planning application for the redevelopment of the estate. The proposal is to increase the number of units to fund the re-provision of the affordable units. The scheme has recently been approved and will provide a mixed tenure development of quality units which meet current day space standards. It will also mean that the existing community is retained and current levels of deprivation are reduced.

Sheltered housing

We have undertaken a stock options appraisal for two of our oldest sheltered housing schemes at Pinefields and Beomonds. This has led to a decision to redevelop the Pinefields scheme and consideration is currently being given to replacing it with an extra care housing scheme. This project is being explored in partnership with the Surrey County Council who

will contribute towards the care element of the scheme. A decision on the future of Beomonds has been delayed in order to allow Pinefields to progress but the future of Beomonds will be reviewed within the lifetime of this Strategy and proposals will be included in future plans.

Plans for the remainder of our stock

We have a range of programmes under way for our remaining stock that will ensure that the few remaining non-decent homes are addressed well before 2010. These include –

- Central heating upgrades
- Electrical upgrades
- Programmes to deal with specific individual failures.

Tenants are given regular updates on these schemes through the newsletter “Streets Ahead”. Members of the RCRA are also involved in meetings established to select contractors and monitor progress.

During the Stock Options Appraisal residents were asked what additional measures they would like us to provide, over and above the Decent Homes Standard. Our consultation revealed that improved security was an issue that was important to residents. Tenants were asked if they were prepared to consider other stock options, such as voluntary transfer to a Housing Association, to achieve these additional measures but voted to forego the improvements and remain with the Council.

However, we have said we will attempt to improve security if resources allow and are working with the Police on measures to help reduce crime as part of the Crime and Disorder Partnership. During 2006/07 we will also aim to achieve the Government’s new Respect Standards for Landlords.

In summary we are confident that we can meet the Decent Homes Target by 2010. Our plans for the Wapshott estate are no longer in our own hands, and although an adverse decision by the Inquiry will have implications for the numbers of affordable units in the area, it should not prevent the target being met.

Registered Social Landlord stock

To ensure that RSL stock also meets Decent Homes Standards we will be reviewing stock condition during our annual appraisals with RSLs.

Private Sector Stock

We have compiled a comprehensive Private Sector Housing Renewal Strategy entitled Runnymede Renewal (available separately). Runnymede Renewal and our Housing Renewal Assistance scheme include a range of options for addressing housing conditions. The options take account of the findings from the recent stock condition survey, the demands for capital resources and the new powers given within the Regulatory Reform Order.

Runnymede Renewal lists 9 objectives for Private Sector Housing. These cover a range of issues including dealing with Houses in Multiple Occupation, reducing empty homes, improving energy efficiency, reducing unfitness, and increasing advice to landlords and tenants. The Strategy also has an action plan with SMART targets that are aimed at achieving these objectives. These targets are included in our housing service plan, which is monitored regularly.

The underlying principles of our Housing Renewal Assistance scheme has been to empower people to deal with their own homes through the provision of advice and information, and to target resources at people living in the worst conditions, in particular people who are vulnerable. To extend our ability to assist a wider range of households we have introduced a new loans scheme to supplement our grants. The Housing Renewal Assistance scheme has been designed to –

- Assist low income homeowners of unfit homes to make their homes fit
- Assist low income elderly and disabled homeowners and private tenants to adapt their homes to meet their needs
- Assist low income elderly homeowners and private tenants to be, and feel safe in their homes.

The targeting of support in this way will help us to meet the Government’s target to reduce the number of vulnerable people living in private sector homes that fail the Decent Homes Standard.

The Private Sector Stock Condition Survey found that the main reason why homes failed the Decent Homes Standard was due to poor thermal comfort. This factor accounted for 58% of the homes that had failures. We therefore intend to continue our work to reduce the number of vulnerable people in properties with poor thermal comfort. We will do this by:

- Promoting widely the Government’s Warm Front Grant
- Working in partnership with major utilities to provide discounts on insulation measures for vulnerable people on low incomes
- Encouraging developers and housing associations in new developments and modernisation programmes to provide the best possible energy efficiency levels and renewable energy sources

Partners

We will continue to work closely with tenants on our plans for the stock and will involve the RCRA in all major initiatives.

A competition was held amongst Registered Social Landlord partners for the Roakes Avenue and Wapshott Road schemes. Following a comprehensive assessment, A2 Housing Group was allocated the project and will now provide the new homes.

We will be working closely with the Royal Holloway University, as students from the University occupy many of the private sector properties and HMOs in shared use.

A Runnymede Energy Efficiency Partnership (REEP) has been established and has in excess of 30 partners from charitable and community organisations, Energy Action Grants Agency (EAGA), Southeast Energy Advice Centre (SEEAC), through to local and national suppliers. REEP will continue to forge partnerships between suppliers, installers and the statutory agencies to ensure that energy efficiency measures are available as economically as possible for all sectors of the community. REEP also recognises that work needs to be done to increase the awareness of the “fuel rich” who do not need to worry about costs but contribute to the CO₂ emission problem.

Targets

The following key targets have been set for this housing priority-

Target	Lead Officer	Implement By
<p>To ensure that all properties meet the Decent Homes Standard.</p> <p>This is to be achieved through the following –</p> <ul style="list-style-type: none"> ▪ Redevelopment of Roakes Avenue and Bowes/Wapshott Road (flats) properties that fail the standard ▪ Provision of central heating and insulation ▪ Programme of improvement work to provide new kitchens and bathrooms ▪ Programmes to address individual failures due to disrepair or fitness 	Head of Tenant Services	December 2007
To undertake a review of RSL stock to establish progress towards meeting the Decent Homes Standard	Enabling Officer	April 2007

PREVENT HOMELESSNESS

Our priority -

To provide services and administer policies that helped to reduce homelessness

Homelessness Audit and Strategy

In partnership with Spelthorne B.C. we carried out a Homelessness Audit in 2003. We also held a Homelessness Event to which a wide range of stakeholders were invited. The Audit and Event have led to the development and adoption of a Homelessness Strategy, a copy of which is available separately.

Partners

We will work with a range of local organisations to reduce homelessness. These will include:

- Citizens Advice Bureau
- Salvation Army
- Runnymede Rentstart
- Other local authorities

Targets

In summary the Strategy proposes that we will:

- continue measures to prevent homelessness including the following –
 - ensuring access to housing benefit is available when needed;
 - maintaining links and support to the voluntary sector who provide housing advice;
 - minimising evictions from Council and RSL stock.
- increase access to privately rented accommodation by –
 - expanding the developing Private Sector Resettlement Scheme;
 - promoting Private Sector Resettlement at Landlord Forums and other venues.
- provide support services to homeless and potentially homeless people by –
 - providing welcome packs to people in temporary accommodation;
 - continuing to provide mediation services for family breakdown;
 - establishing protocols with Social Services for particular client groups;
 - ensuring effective move-on arrangements are in place for supporting housing schemes;
 - exploring funding opportunities to increase provision of supported accommodation.
- make use of existing resources to reduce homelessness by –
 - maximising affordable housing opportunities on new sites;
 - reducing the number of empty properties in the Borough;
 - increasing the take up of shared ownership properties;
 - minimising the number of people in temporary accommodation to ensure 50% reduction by 2010;
 - monitoring advice and information services to ensure they meet the needs of the BME community.
 -

The Homeless audit will need to be undertaken and a new Strategy produced in 2008. A target has been established in the Service plan for this.

APPENDICES

OUR HOUSING PARTNERS

A2 Housing Group
Accent/Peerless Housing Association
Chichester Diocese Housing Association (Hyde)
Elmbridge Housing Trust
English Churches Housing Group
Hanover Housing Association
Home Start
Homewood Housing Association
Housing 21
Housing Corporation
James Butcher Housing Association
London & Quadrant Housing Association
Pavilion Housing Association
Primary Care Trust
Rosebery Housing Association
Rosemary Simmons Housing Association
Royal Holloway University
Runnymede Citizens Advice Bureau
Runnymede Council Residents Association
Runnymede Crime & Disorder Partnership
Runnymede Energy Efficiency Partnership
Runnymede Housing & Transport Task Group
Runnymede Rent Start
Runnymede & Spelthorne Homelessness Task Group
Salvation Army
Servite Housing Association
Spelthorne & Runnymede Mediation Service
Surrey Community Development Trust
Surrey County Council
Surrey Probation Service
Surrey Supporting People Team
Thames Homeless Project
Thames Valley Housing Association
Welmede Housing Association

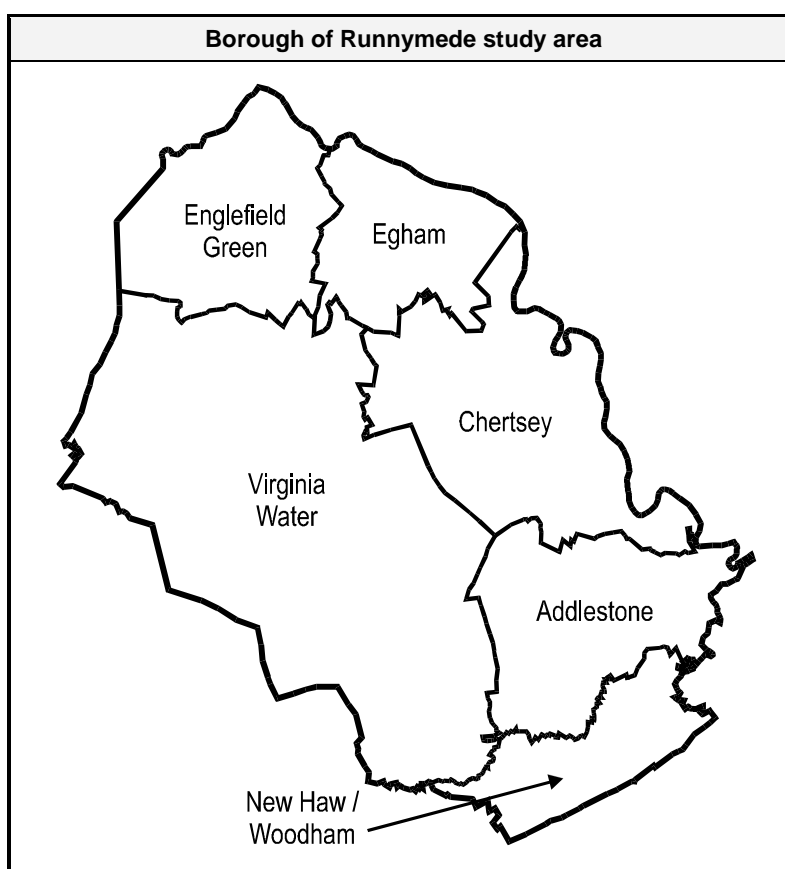
We also work closely with our neighbouring local authorities of Elmbridge Borough Council, Woking District Council, Surrey Heath Borough Council and Spelthorne Borough Council on a wide range of housing and related matters.

EXECUTIVE SUMMARY

Context of the Study

Fordham Research were commissioned to carry out a Housing Study for Runnymede. The study was designed to assess the future requirements for both affordable and market housing. To do this the study drew on a number of sources of information. These included:

- A postal survey of 1,089 local households
- Personal interviews with a further 755 households
- Interviews with local stakeholders
- Interviews with local estate and letting agents
- Review of secondary data (including Land Registry, Census and H.I.P. data)



Stakeholders consulted as part of the study generally agreed that more affordable housing with three or more bedrooms was necessary in the Borough, although the prohibitive cost of land often meant that high density developments consisting of one or two bedroom flats were the most common provision of new housing. However, several stakeholders also highlighted the shortage of cheap one bedroom accommodation for homeless people, and single people in general, as a problem area. However, in terms of supported housing, there was felt to be an over-supply of sheltered housing and a shortage of everything else.

Despite the situation with regards to affordable housing being described as ‘pretty dire’, stakeholders in general were positive about their relationship with the Council. It was felt that Runnymede Borough Council had a realistic and pragmatic approach to the housing situation in Runnymede.

Survey and initial data

A major part of the study process was a postal and interview survey of local households. In total 1,844 households took part in the survey. The questionnaire covered a wide range of issues including questions about:

- Current housing circumstances
- Past moves
- Future housing intentions
- The requirements of newly forming households
- Income levels

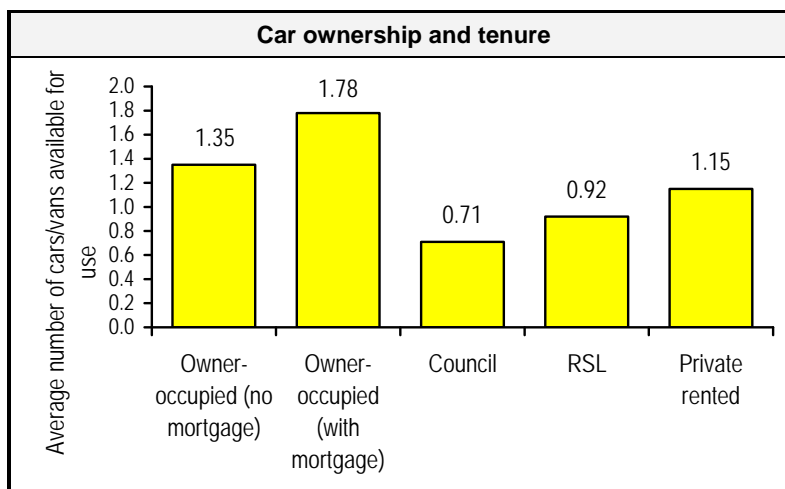
Information from the questionnaire survey was used throughout the report (along with secondary information) to make estimates about the future housing requirements in the Borough.

Overall the survey estimated that almost 80% of households are currently owner-occupiers with around 13% living in the social rented sector.

Number of households in each tenure group				
Tenure	Total number of households	% of households	Number of returns	% of returns
Owner-occupied (no mortgage)	10,731	33.9%	703	38.6%
Owner-occupied (with mortgage)	14,020	44.3%	720	39.5%
Council	3,146	9.9%	225	12.3%
RSL	815	2.6%	39	2.1%
Private rented	2,937	9.3%	135	7.4%
TOTAL	31,648	100.0%	1,822	100.0%

The survey reported on a number of general characteristics of households in Runnymede. The study estimated that over half of households lived in detached or semi-detached houses and that around a quarter of all households were solely comprised of pensioners. The study also looked at car ownership (which is often used as an indication of wealth).

The figure below shows car ownership in the Borough by tenure. It is clear that there are large differences between the different tenure groups with owner-occupiers (with mortgage) having a significantly greater level of car ownership than households in the social rented sector.



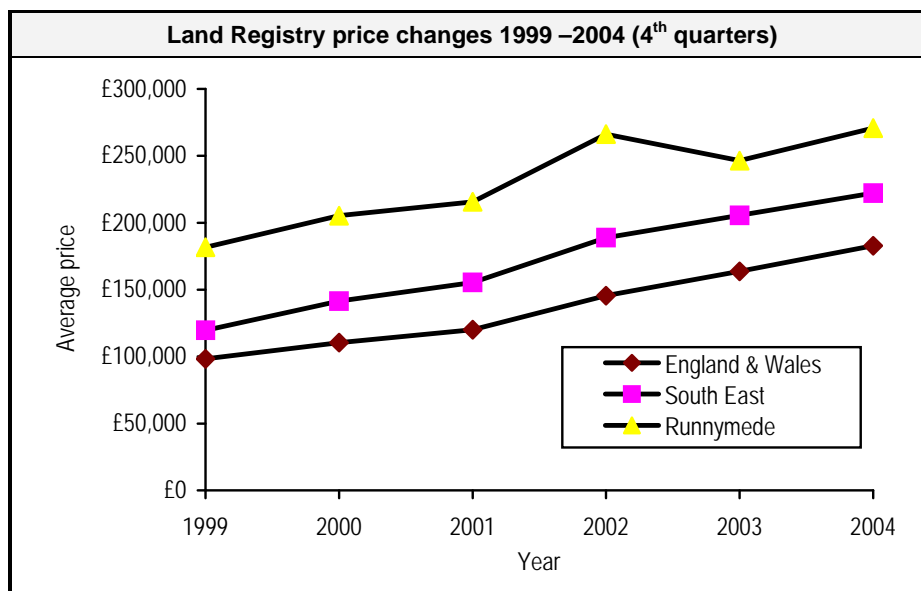
The study also looked at past trends in household movement and future expectations. The broad findings were:

- An estimated 18.0% of households have lived in their current home for less than two years, around two-fifths of previous moves having occurred within the Borough.
- In terms of future household moves, the survey estimated that 6,213 existing and 2,159 potential households need or expect to move within the next two years. In both cases a higher proportion would like to move to owner-occupation than would expect to do so.

Travel to work information from the 2001 Census indicates that 43.2% of Runnymede residents in employment work in the Borough; a further 21.9% work in Greater London. Conversely, 38.5% of those people who work in Runnymede live in the Borough and 28.4% live elsewhere in Surrey.

The survey indicated differences in housing costs between different tenures with the highest costs in the private rented sector and the lowest in the social rented sector. Differences were more marked when housing benefit was removed, and owner-occupation became the most expensive tenure.

One of the main sources of secondary information was the Land Registry. This data source suggested that property prices in the Borough are high when compared with both national and regional figures. However, price rises in Runnymede have been below national and regional equivalents over the past five years. Between the 4th quarter of 1999 and the 4th quarter of 2004 average property prices in England and Wales rose by 86.3%; for the South East the increase was 85.7% whilst for Runnymede the figure was 49.0%.

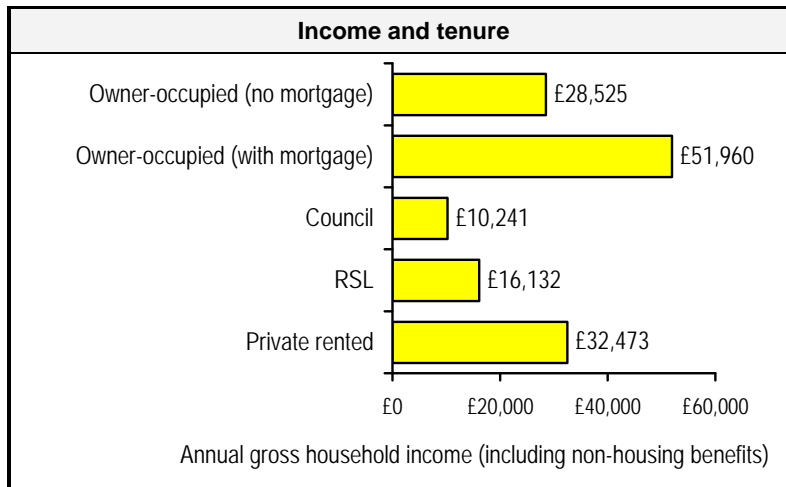


A survey of local estate and letting agents identified estimates of the minimum costs of housing to both buy and rent in the Borough. Overall, the survey suggested that prices started at around £127,000 for a one bedroom flat with private rental costs starting from around £600 per month.

Minimum property prices/rent in Runnymede		
Property size	Minimum price	Minimum rents
1 bedroom	£127,000	£600
2 bedrooms	£156,500	£765
3 bedrooms	£215,000	£985
4 bedrooms	£305,500	£1,410

The information about minimum prices and rents was used along with financial information collected in the survey to make estimates of households’ ability to afford market housing (without the need for subsidy). In the context of this report, ‘affordable housing’ in Runnymede is defined as any type of housing for which costs are below the outgoings associated with the prices set out in the table above. In Runnymede, as is usually found, minimum rents are cheaper than owner-occupation outgoings. Therefore the maximum cost at which housing will still be defined as affordable is just below the minimum rents quoted in the table above.

The survey estimated average gross annual household income (including non-housing benefits) to be £39,116. There were, however, wide variations by tenure; with households living in social rented housing having particularly low income levels.

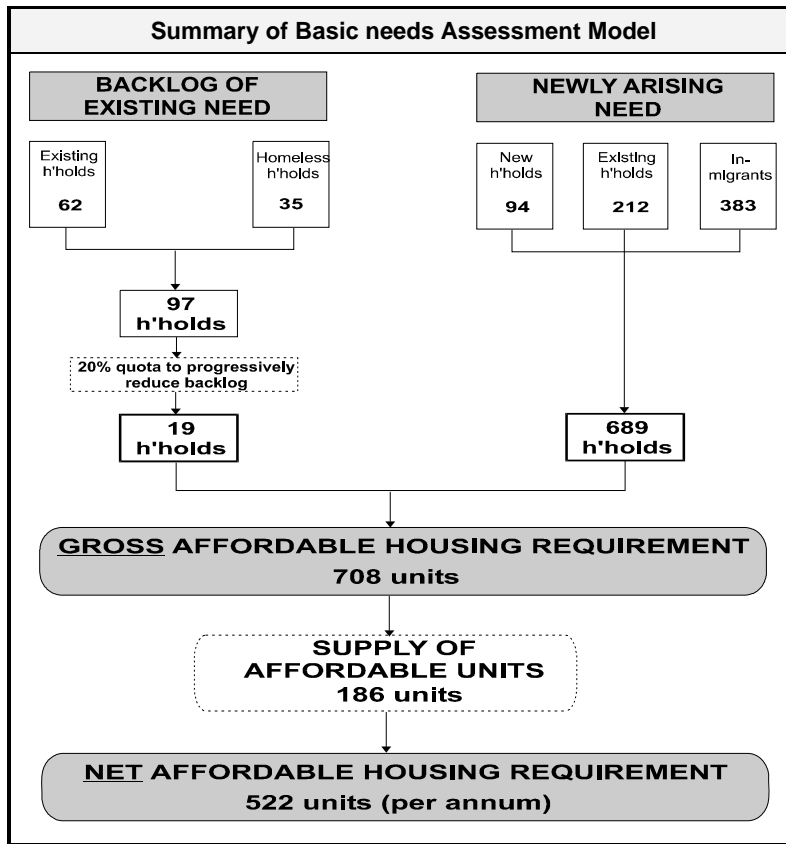


The Guide model

As part of the study, an estimate of the need for affordable housing was made based on the ‘Basic Needs Assessment Model’ (BNAM). The BNAM is the main method for calculating affordable housing requirements suggested in Government guidance ‘*Local Housing Needs Assessment: A Guide to Good Practice*’ (ODPM 2000).

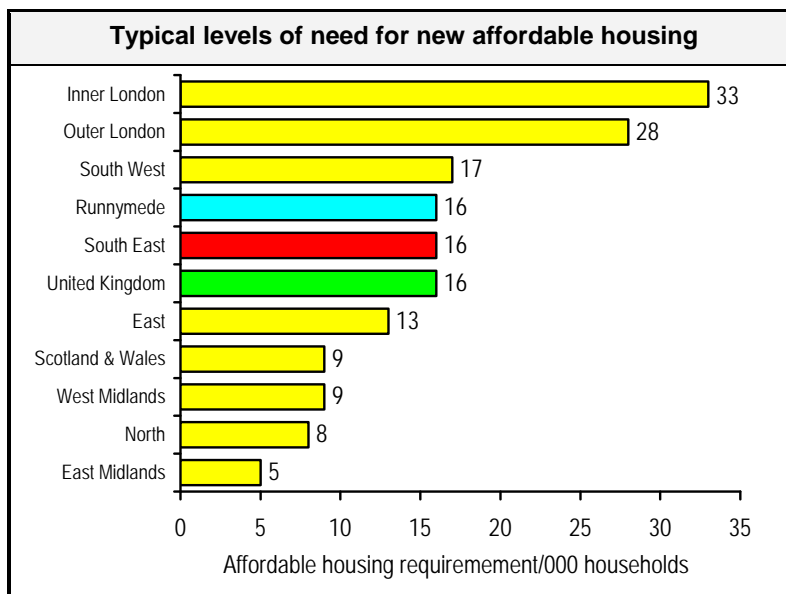
The BNAM sets out 18 stages of analysis to produce an estimate of the annual requirement for additional affordable housing. The model can be summarised as three main analytical stages with a fourth stage producing the final requirement figure. The stages are:

- Backlog of existing need
- Newly arising need
- Supply of affordable units
- Overall affordable housing requirement



Overall, using the BNAM it was estimated that there is currently a shortfall of affordable housing in the Borough of around 522 units per annum. In-migrating households account for over a half of newly arising need. Although there is out-migration of households in Runnymede (and their need is excluded from the model) data has shown that a higher proportion of households are moving into Runnymede than out.

The data suggested that this shortfall is most acute for smaller (one and two bedroom) properties. Additionally, data suggests shortfalls across the Borough.



The analysis suggests that any target of affordable housing would be perfectly justified (in terms of the need) and that site size thresholds below the current Circular 6/98 level of 25 dwellings should be considered.

The figure of need (at 522 per annum) does not mean that this number of homes need to be built. It is the number of affordable homes that need to be provided. Although newbuild is one way (and probably the major way) of increasing the supply of affordable housing it would in theory be possible to meet some of the need through better utilisation of the existing stock (e.g. schemes tackling empty homes or under-occupation). It should however be noted that vacancy rates in the social rented stock are currently quite low and so the scope for such initiatives may be rather limited. Providing housing benefit in the private rented sector does not represent a suitable long-term solution to households housing problems, although in the short term such a solution seems unavoidable. This is also the view taken by the ODPM.

Further analysis suggests that up to 22% of this need could theoretically be met by ‘intermediate’ housing, available at outgoings between social rents and the minimum cost of (second hand) market housing, close to the prices of currently available shared ownership schemes in the Borough.

Information from the Council suggests that intermediate rented housing has recently been provided at a development on Barker Road at a cost of £128 and £150 per week for one and two bedroom accommodation respectively. These costs are slightly below the minimum market costs found in the survey but still fall towards the top end of the ‘intermediate’ category discussed above. Analysis shows that 8 of the 64 households requiring intermediate one bedroom accommodation could afford these prices, as could 34 of the 49 requiring 2 bedroom accommodation.

In terms of traditional shared ownership schemes, prices for one bedroom flats on the same development mentioned above were also available. A 40% equity share costs £102 per week and a 50% share £107. Analysis indicates that all 64 households requiring one bedroom intermediate housing could afford these costs. This suggests that available schemes in Runnymede correspond fairly well to the ‘intermediate’ category discussed in the previous section.

The cost of shared ownership is rising as property prices increase and more recent schemes are around the current minimum market rent levels (see page 4). When planning new schemes the Council will need to consider lower equity shares and rents to ensure these levels are not exceeded.

Broader Housing Market & Future Changes

In addition to concentrating on the need for affordable housing in isolation the study looked at housing requirements in the private sector market. The analysis began by looking at the differences between three broad housing sectors (owner-occupation, private rented and social rented). The survey data revealed large differences between the three main tenure groups in terms of stock profile (size of accommodation), turnover and receipt of housing benefit (or income support towards mortgage interest payments in the case of owner-occupiers).

Profile and turnover of stock and housing benefit claims by tenure			
Tenure	% of properties with less than three bedrooms	Annual turnover of stock (% of households)	% claiming housing benefit (income support for owners)
Owner-occupied	32.2%	6.4%	0.1%
Private rented	68.8%	31.0%	13.7%
Social rented	65.1%	9.0%	55.9%
ALL HOUSEHOLDS	39.8%	9.0%	8.4%

Having studied the need for affordable housing using the Basic Needs Assessment Model, the study moved on to look at housing requirements across all tenures. A ‘Balancing Housing Markets’ (BHM) assessment looks at the whole local housing market, considering the extent to which supply and demand

are ‘balanced’ across tenure and property size. The notion has been brought into prominence by the work of the Audit Commission in assessing councils’ performance (Comprehensive Performance Assessment (CPA) of district authorities).

Whilst one of the outputs of the BHM model is an estimate of the shortfall of affordable housing, this should not be taken as an estimate of the absolute need for such housing. As the BHM is a demand and aspiration driven model (the BNAM being mainly based on past trends) there are inevitably some households who have a demand for affordable housing but under the BNAM would not be considered as needing such housing. Additionally, as the bulk of the supply in the BHM is based on expected future household moves, it is often the case that this model shows a lower supply level than the trend data of the BNAM (typically drawn from H.I.P.).

It is therefore common to find that the BHM shows a slightly higher estimate of the affordable requirement than the BNAM, but this should not be taken as the survey’s base estimate of the absolute requirement for affordable housing (which is measured using the ODPM’s Basic Needs Assessment Model). The BHM is however particularly useful at ascertaining what shortages exist in the private sector market and can help to guide Councils in securing an appropriate mix of market housing on new housing developments.

The inherent idea behind the BHM method is that it seeks to meet the requirements of the current population first with the amount of in-migration used to ‘balance’ figures to the estimated household growth of an area.

The table below shows the overall results of the BHM analysis.

Total shortfall or (surplus)					
Tenure	Size requirement				TOTAL
	1 bedroom	2 bedrooms	3 bedrooms	4+ bedrooms	
Owner-occupation	(1)	24	(218)	(11)	(206)
Affordable housing	233	293	58	18	601
Private rented	(137)	(64)	(56)	(4)	(260)
TOTAL	95	253	(217)	4	135

A number of conclusions can be drawn from this analysis:

- i) In terms of the demand for affordable housing in the Borough it is clear that this is on-going. The BHM methodology suggests a significant shortfall of affordable housing of all sizes of accommodation, most notably one and two bedroom homes.
- ii) Overall, the data also shows a surplus of owner-occupied housing and a large surplus in the private rented sector. In terms of size requirements, the information suggests that in the owner-occupied sector the main surplus is for three bedroom homes with a shortfall of two bedroom accommodation. This finding is consistent with experience elsewhere where it is typical to find that larger newbuild properties are often bought by in-migrating households. In the BHM in-migration is constrained so as to allow the requirements of local households to be met first; in-migration is then used to ‘balance’ the figures back to the projected build rate. In reality therefore there is unlikely to be such a surplus of owner-occupied housing, since the real level of in-migration is likely to be higher than that assumed in the analysis above.

Both the BHM and BNAM analyses suggest that there will be a shortage of affordable housing in the future.

The Needs of Particular groups

The study moved on from a consideration of future needs for additional housing to look at the needs of particular groups. The survey concentrated on the characteristics and requirements of households with disabilities (support needs households), older person households, key workers, Black and Minority Ethnic households and overcrowded households.

Households with support needs

Information from the survey on support needs groups can be of assistance to authorities drawing up their detailed Supporting People Strategies. Some 9.8% of all the Borough's households (3,116) contain support needs members. 'Physically disabled' is the largest category with support needs.

Support needs categories			
Category	Number of households	% of all households	% of support needs households
Frail elderly	797	2.5%	25.6%
Physical disability	2,017	6.4%	64.7%
Learning disability	236	0.7%	7.6%
Mental health problem	359	1.1%	11.5%
Vulnerable young people & children leaving care	67	0.2%	2.2%
Severe sensory disability	355	1.1%	11.4%
Other	124	0.4%	4.0%

Support needs households in Runnymede are generally smaller than average for the Borough and are disproportionately made up of older persons only. Support needs households are more likely than households overall to be in unsuitable housing.

Support needs households in general stated a requirement for a wide range of adaptations and improvements to the home. The most commonly-sought improvements needed were:

- Shower unit (473 households – 15.2% of all support needs households)
- Extra handrails outside home (461 households – 14.8% of all support needs households)
- Extra handrails inside home (447 households – 14.4% of all support needs households)

The survey also suggested considerable scope for 'care & repair' and 'staying put' schemes. A large proportion of support needs households stated problems with maintaining their homes, a large proportion of these are currently living in the owner-occupied sector.

Older person households

Some 24.8% of households in Runnymede contain older persons only, and a further 9.2% contain a mix of both older and non-older persons. Older person-only households are disproportionately comprised of only one person, providing implications for future caring patterns. Although the majority of older person-only households live in the private sector, it is interesting to note that a high proportion of social rented accommodation houses older people-only (42.5% of all Council accommodation is occupied by older persons only).

Older person households do not contribute significantly to the overall need for additional affordable housing, but may well have a significant impact on the future of Council housing and the future need for sheltered or extra care housing and adaptations.

Key worker households

The term intermediate housing is often used with reference to specific groups of households such as key workers. The survey therefore analysed such households (the definition being based on categories of employment and notably including public sector workers). Analysis of survey data indicates that there are an estimated 6,247 people in key worker occupations.

Key worker categories		
Category	Number of persons	% of key workers
Nurses and other NHS staff	1,929	30.9%
Residential care/nursing homes workers	387	6.2%
Teachers	1,423	22.8%
Police officers	435	7.0%
Prison service and probation staff	33	0.5%
Social workers etc	191	3.1%
Other local authority workers	1,097	17.6%
Fire officers	227	3.6%
Public transport	525	8.4%
TOTAL	6,247	100.0%

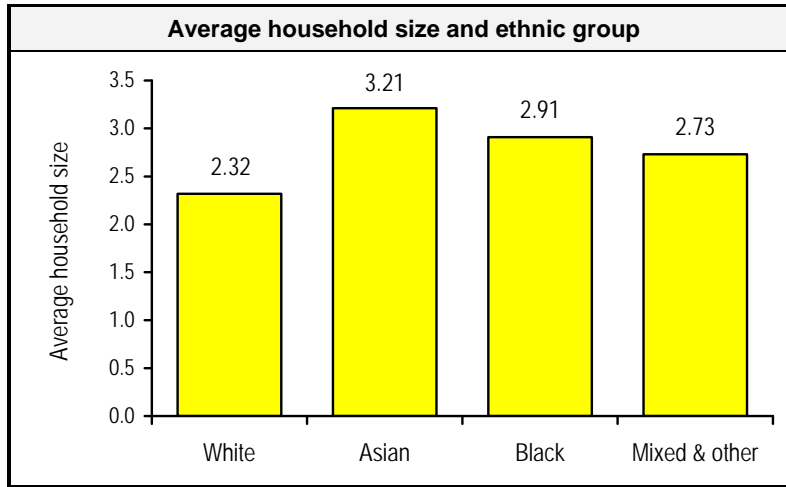
The survey also estimated that 4,020 households are headed by a key worker and were subject to additional analysis. The main findings from further analysis of this group of households can be summarised as follows:

- Key worker households are slightly less likely to be owner-occupiers and more likely to live in the private rented sector
- Key worker households are more likely to have moved in the last two years than non-key workers and are more likely to have moved from elsewhere in the Borough
- Key worker households are more likely to move within the next two years and are less likely to want to move from the Borough
- Key worker households have lower incomes and savings than non-key worker households (in employment)
- The majority (74.9%) of key worker households can afford market housing in the Borough. Of the 1,009 households that cannot afford this, intermediate housing options are only affordable for 321 households. In terms of the need for affordable housing the study suggests that around 19.9% of the net affordable housing requirement comes from key worker households

Black and Minority Ethnic households

The survey revealed that 97.0% of Runnymede households were White, with 1.4% Asian, 0.4% Black and 1.2% in Mixed & other ethnic groups. The number of responses in non-White groups was relatively small so results should be treated with some caution.

Survey results show that Black households were disproportionately living in private rented accommodation whilst White households were more likely to be owner-occupiers. The survey also showed that all Black and Minority Ethnic (BME) households have a larger average household size than other households.



Finally, the survey results suggest that White households are particularly likely to be made up of only older people and that these households are also generally more likely to contain someone with a support need. The survey also showed considerable differences in both income and savings levels between the different groups.

Overcrowding and under-occupation

Finally, the survey looked briefly at overcrowding and under-occupation, overcrowding having been shown as the most important reason for households to be living in unsuitable housing. The study suggested that 2.4% of all households are overcrowded and 35.7% under-occupy their dwelling. The owner-occupied (no mortgage) sector shows the highest levels of under-occupation; the RSL sector the highest overcrowding.

Overcrowding and under-occupation					
Number of bedrooms required	Number of bedrooms in home				TOTAL
	1	2	3	4+	
1 bedroom	4,171	6,066	5,976	2,669	18,882
2 bedrooms	192	1,921	3,860	2,056	8,029
3 bedrooms	0	226	2,338	1,498	4,062
4+ bedrooms	0	13	256	406	675
TOTAL	4,363	8,226	12,430	6,629	31,648

KEY: Overcrowded households Under-occupied households

Note: The bottom two cells of the 4+ bedroom column contain some households that are either overcrowded or under-occupied – for example they may require three bedrooms but live in a five bedroom property or may require five bedroom property but currently be occupying four bedroom property.

Overcrowded households tend to have low incomes (measured per person) and are far more likely to state that they need or expect to move than other households.

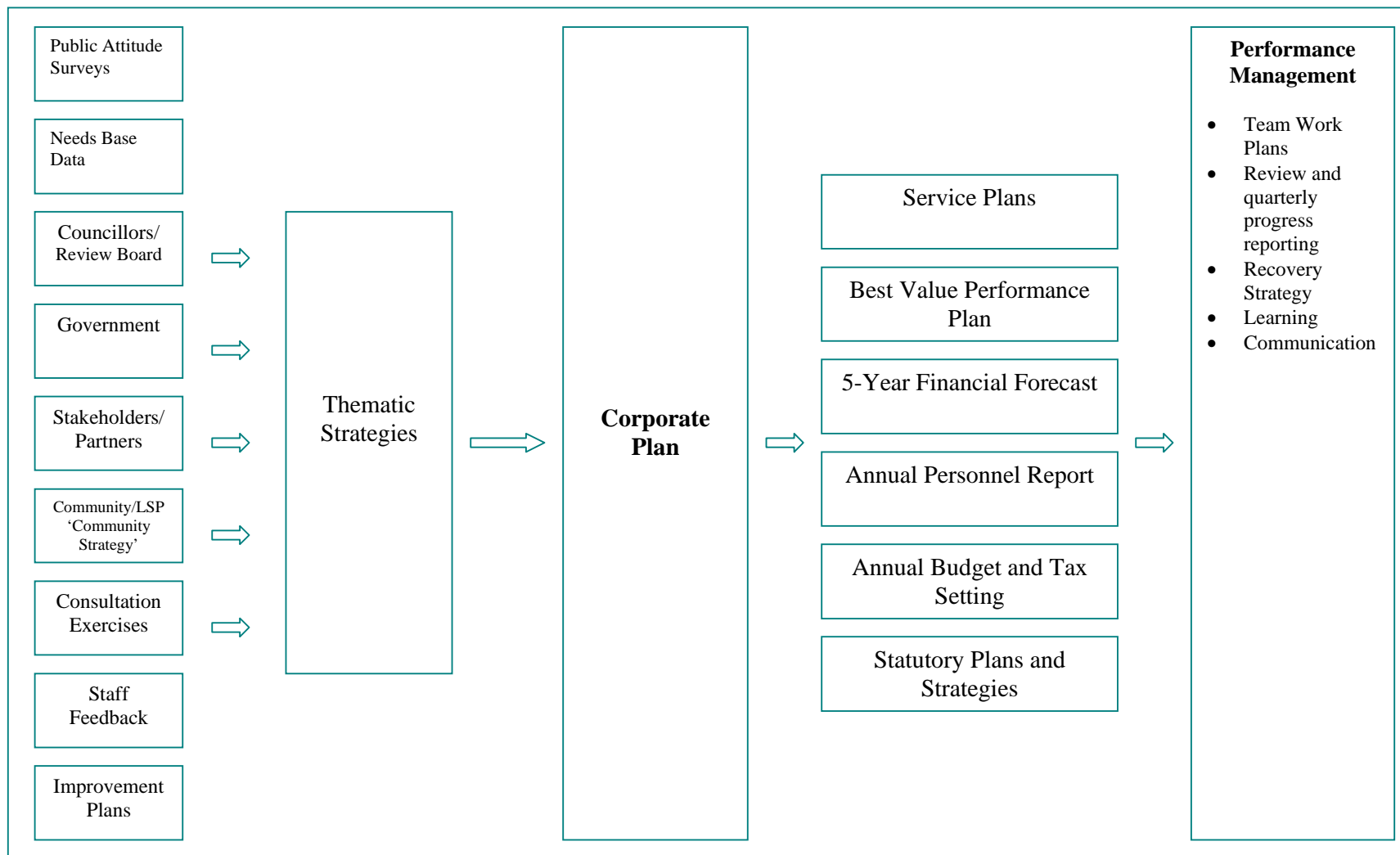
Conclusions

The housing study in Runcyeme provides a detailed analysis of housing requirement issues across the whole housing market in the Borough. The study began by following the Basic Needs Assessment Model, which estimated a requirement to provide an additional 522 affordable dwellings per annum if all housing needs are to be met (for the next five years).

The study continued by looking at requirements in the housing market overall using a 'Balancing Housing Markets' methodology. This again suggested a significant requirement for additional affordable housing to be provided.

Overall, the need for additional affordable housing represents over 300% of the estimated newbuild in the Borough (135 units per annum). It would be sensible to suggest that in the light of the affordable housing requirement shown, the Council will need to maximise the availability of affordable housing from all possible sources (including newbuild, acquisitions, conversions etc). Attention should also be paid to the cost (to occupants) of any additional housing to make sure that it can actually meet the needs identified in the survey.

Policy Framework



HOUSING CAPITAL PROGRAMME: 2005/06 to 2010/11

Introduction

This programme shows the latest estimates of cost for projects in the Housing Capital Programme. The programme is subject to constant change to take advantage of opportunities to provide social housing and to cater for revised timing of implementation of schemes. The programme is split into the following parts;

Council Housing Stock - Housing Improvement Programme

1. Capital repair and improvement works - financed within HRA, including the Major Repairs Allowance element of HRA Subsidy, and from housing capital receipts. These figure tally with the major repairs and improvement programme set out in the latest version of the HRA Business Plan.
2. Other projects on existing Runnymede stock - financed from usable capital receipts.

Private Sector Housing Renewal - Runnymede Renewal

3. Private sector housing renewal: Includes improvement grants (met partly by government grant and the remainder by capital receipts).

New Affordable Housing - Homes First

4. New schemes financed from usable capital receipts, grants and developers contributions held by Runnymede.

Schemes financed directly by the Housing Corporation and from other specific government funding streams (e.g. Recycled Capital Grant Fund, Supported Capital Expenditure allocation) are not reported here

HOUSING CAPITAL PROGRAMME: 2005/06 to 2010/11

COMMITTEE APPROVAL									REMARKS
Total	Frequency		Actual	Budget	Budget	Budget	Budget	Budget	
£			2005/06 £	2006/07	2007/08 £	2008/09 £	2009/10 £	2010/11 £	
1. Runnymede Housing Stock – Capital Repair & Improvement Works on Existing Stock									
			£						
Notes									
All these works are funded by the Housing Revenue Account, mainly through the Major Repairs Allowance									
The works programme is in line with the assumptions used in the latest HRA Business Plan									
Analysis of the Capital Works Programme									
Heating and Insulation Programme	3,453,732	Annual	937,483	1,040,000	606,670	361,767	255,698	252,114	
Kitchen and Bathroom Programme	3,830,431	Annual	0	1,150,000	1,243,210	449,822	776,929	210,470	
Major Repairs – General Stock	9,491,974	Annual	1,099,263	906,000	2,255,700	1,883,628	1,771,261	1,576,122	
Sheltered Schemes – Special Works	305,341	Annual	39,884	50,000	51,500	53,045	54,636	56,275	
Conversions & adaptations for disabled tenants	1,713,232	Annual	269,968	278,000	279,130	277,956	286,294	294,883	
Total – Existing Stock	18,794,709		2,373,598	3,424,000	4,436,210	3,026,217	3,144,819	2,389,864	

HOUSING CAPITAL PROGRAMME: 2005/06 to 2010/11

	COMMITTEE APPROVAL								REMARKS
	LATEST BUDGET	LATEST APPROVAL	Actual	Budget	Budget	Budget	Budget	Budget	
	£		2005/06 £	2006/07 £	2007/08 £	2008/09 £	2009/10 £	2010/11 £	
2. Runnymede Housing Stock – Other Capital Projects									
Assisted Private Purchase Scheme	200,000	Sept 2006	0	40,000	40,000	40,000	40,000	40,000	Annual provision Assumes planning enquiry successful, and Housing Corporation grant awarded. Includes top up loans for replacement properties. Consultants and other fees Homeless & other payments. May be met from capital receipt from sale of site. Proposals to be developed - assumed that scheme will be self financing
Roakes Avenue estate Fees & holding costs	14,906	Sept 2001	4,906	10,000	0	0	0	0	
Repurchase of dwellings	1,100,000	Mar 2005	0	750,000	350,000	0	0	0	
Fees and sundries	60,000	Mar 2005	0	30,000	30,000	0	0	0	
Homeless payments	340,000	Mar 2005	48,950	151,050	100,000	40,000	0	0	
Local Inquiry	50,000	Sep 2005	21,361	28,639	0	0	0	0	
Pinefields – extra care scheme	133,800	Mar 2006	0	75,000	58,800			0	
Hotel Accommodation Review	0	May 2004	0	0	0		0	0	
Total – Other housing stock projects	1,898,706		75,217	1,084,689	578,800	80,000	40,000	40,000	
3. Private Sector Housing Renewal – “Runnymede Renewal”									
Disabled Facilities Grants – Maximum government subsidy			204,000	224,000	229,600	235,340	241,224	247,254	Government grant not paid beyond this amount
Improvement Grants									
Disabled Facilities Grants	3,116,354	Sept 2005	452,354	500,000	514,000	530,000	550,000	570,000	60% Government grant (up to maximum)
Discretionary Renovation Grants	176,345	July 2003	26,345	30,000	30,000	30,000	30,000	30,000	No Government Grant
Home Repairs & Minor Works Assistance Grants	83,731	July 2003	13,731	14,000	14,000	14,000	14,000	14,000	No Government Grant
Repayments of Grants	0	July 2003	0	0	0	0	0	0	
Loans	257,003	July 2003	7,003	50,000	50,000	50,000	50,000	50,000	No Government Grant
Sub-total	3,633,433		499,433	594,000	608,000	624,000	644,000	664,000	
Vacant and Unfit Properties									
General Provision	1,250,000	Nov 2002	0	250,000	250,000	250,000	250,000	250,000	Assume programme is financed from onward sales (95%)
Total Runnymede Renewal	4,883,433		499,433	844,000	858,000	874,000	894,000	914,000	

HOUSING CAPITAL PROGRAMME: 2005/06 to 2010/11

COMMITTEE APPROVAL								REMARKS
LATEST BUDGET	LATEST APPROVAL	Actual 2005/06	Budget 2006/07	Budget 2007/08	Budget 2008/09	Budget 2009/10	Budget 2010/11	
£		£	£	£	£	£	£	

4. New Affordable Housing (Runnymede Financed) – “Homes First”

Street Properties

DIYSO and Homebuy (2)	2,713,738	Sept 2004	213,738	500,000	500,000	500,000	500,000	500,000	Annual provision TVHA: Part ADP & SCE funded. Runnymede grant to deliver rented affordable housing on whole site. Converting Radamec site units to general needs rented properties. Funding to allow letting for general needs at affordable (rent restructuring level) rents.	
Specific Schemes: (Note Local funds used if Housing Corporation grants not available).										
Vicarage Road, Egham	112,900	Sept 2004	0	0	112,900	0	0	0		
Chertsey Bridge Wharf (Phase 3)	450,000	May 2004	0	0	0	450,000	0	0		
Roakes Avenue redevelopment	700,000	March 2005	0	0	700,000	0	0	0		
Other Local Schemes (no grant funding required)										
Provision for new schemes	2,737,100		0	0	187,100	550,000	1,000,000	1,000,000		
Total New Affordable Housing	6,713,738		213,738	500,000	1,500,000	1,500,000	1,500,000	1,500,000		

Note: The Council has agreed to underwrite the potential abortive costs of the A2 Housing Group for the Wapshott estate scheme (maximum £307,763).

32,290,586	3,161,986	5,852,689	7,373,010	5,480,217	5,578,819	4,843,864
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HOUSING CAPITAL PROGRAMME: 2005/06 to 2010/11

	Actual 2005/06 £	Budget 2006/07 £	Budget 2007/08 £	Budget 2008/09 £	Budget 2009/10 £	Budget 2010/11 £	REMARKS
<u>Runnymede Housing Programme (sections 1 to 4)</u>							
Runnymede Stock - Capital repair & improvement work	2,373,598	3,424,000	4,436,210	3,026,217	3,144,819	2,389,864	Schedule 1 of the Programme
Runnymede Stock - Other capital schemes	75,217	1,084,689	578,800	80,000	40,000	40,000	Schedule 2 of the Programme
"Runnymede Renewal" programme	499,433	844,000	858,000	874,000	894,000	914,000	Schedule 3 of the Programme
"Homes First": Affordable housing programme	213,738	500,000	1,500,000	1,500,000	1,500,000	1,500,000	Schedule 4 of the Programme
Total - Runnymede Housing Capital Programme	3,161,986	5,852,689	7,373,010	5,480,217	5,578,819	4,843,864	
<u>Source of Finance for Runnymede Housing Programme</u>							
<u>Revenue Resources (HRA)</u>							
Major Repairs Allowance	2,144,863	2,208,294	2,207,185	2,228,321	263,548	2,312,362	Estimated level of HRA Subsidy for the MRA £3m from capital receipts to match HRA transfer
Funded for capital receipts	0	(1,215,706)	(1,784,294)	0	0	0	
Housing Revenue Account – Revenue Contributions	228,735	1,215,706	2,229,025	797,896	2,881,271	77,502	Balance funded from HRA
Sub Total - HRA works	2,373,598	2,208,294	2,651,916	3,026,217	3,144,819	2,389,864	
<u>Government Grants and Other Contributions</u>							
Developer contributions to social housing schemes	65,827	475,000	0	0	0	0	To match spending on new affordable housing
Government subsidy for Disabled Facility Grants	204,000	224,000	229,600	235,340	241,224	247,254	Up to maximum limit set by Government
Sub Total	2,643,425	2,907,294	2,881,516	3,261,557	3,386,043	2,637,119	
<u>Use of Capital Receipts</u>	518,561	2,945,395	4,491,494	2,218,660	2,192,777	2,206,746	Required to fully finance the programme
Total - Runnymede Housing Capital Programme	3,161,986	5,852,689	7,373,010	5,480,217	5,578,819	4,843,864	

This plan sets out the details of the actions that the Council has agreed must be taken to improve the services provided by the Housing & Community Services Department. It combines the targets that are relevant to this Committee that have been agreed within the –

- | | | |
|--|---|------|
| • Runnymede Strategic Plan 2005 - 2010 | - | SP |
| • Best Value Improvement Plans (following service reviews) | - | BV |
| • Best Value Performance Indicators | - | BVPI |
| • Comprehensive Performance Assessment Improvement Plan | - | CPA |
| • 5 year Financial Forecast and Capital Programme | - | FFCP |
| • Published Service Standards | | PSS |
| • Implementing Electronic Government (IEG) Statement | - | IEG |
| • Community Strategy Targets | - | CST |
| • Risk Management Plan | - | RMP |
| • Equality Strategy | - | ES |
| • Corporate Governance Requirement | - | CGR |
| • Annual Efficiency Targets (ODPM) | - | AET |
| • Homelessness Strategy | - | HMS |
| • Private Sector Renewal Strategy | - | PSRS |
| • Housing Inspection Report | - | HI |
| • Housing Strategy | - | HS |
| • HRA Business Plan | - | BP |

The last column of the attached tables indicates the origin of the action point. Lead Officers are named and officer's titles have been abbreviated as follows –

Director of Housing & Community Services	DHCS	Head of Housing Needs & Private Sector	HHN&PS
Head of Tenant Services	HOTS	Enabling Officer	EO
Partnership Officer	PO	Housing Needs Manager	HNM
Private Sector Housing Manager	PSHM	Head of Community Services	HCS
Tenancy Manager	TM	Housing Maintenance Manager	HMM
Independent Living Officer	ILO	Energy Co-ordinator	EC

HOMES FIRST Strategy & Enabling

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
1.To provide 500 units over the 5 year period from December 2006 to December 2011	DHCS	Dec 2011	Lack of funding and restrictions on land supply	Additional funding will be required from the Housing Corporation to achieve the target. RSL's will be encouraged to make bids.	Increase in the number of affordable homes that the Council facilitates	HS SP
2.To facilitate provision of 20 units of supported housing (over 5 years).	DHCS	Dec 2011	Lack of both capital and revenue funding.	Additional funding will be required from the Housing Corporation to achieve the target RSL's will be encouraged to make bids.	Increase in the number of supported housing units provided.	SP
3. To examine ways to increase the number of affordable housing units obtained through the Planning system by reviewing the affordable housing policy within the Local Development Framework.	DTS	2007	Impact on economics of development.	Policy and implementation team	Policy review completed.	CST
4. To compile a Housing Strategy document every 5 years following research and consultation and undertake an annual review to consider need for additional information.	DHCS	New Strategy by 2011	Access to information to complete the Strategy.	Existing resources to be used to formulate Strategy.	Strategy produced and implemented.	HS

Housing Strategy Statement 2006-2011

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
5. To develop a mechanism for assessing the deliverability of schemes and monitoring progress, ensuring that grant obtained is not lost.	DHCS	April 2007	None identified.	Existing resources.	System produced and implemented.	RMP
6. To annually review and adjust Housing Needs Survey information.	DHCS	June 2009	A full survey would be very expensive and a review may be limited to adjustments for inflation of earnings and house prices.	Statistical expertise/ experience required.	Information reviewed and adjusted.	RMP
7. To investigate the possibility of raising funds for affordable housing from Open Market Homebuy schemes for tenants.	DHCS	Dec 2007	None	Within existing resources	Review complete	HS

HOUSING IMPROVEMENT PROGRAMME

Public Sector Housing Conditions and Stock Management

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
<p>1. To complete the plans to address the problem of PRC housing at Roakes Avenue and Wapshott Road. Milestones:-</p> <p>Roakes Avenue</p> <p>To ensure demolition of the scheme by December 2006 and commencement of work on site by April 2007.</p> <p>Bowes/Wapshott Road</p> <p>To commence work by April 2007</p>	<p>DHCS</p> <p>HOTS</p>	<p>As given in target</p> <p>As given in target</p>	<p>Successful outcome to Planning Inquiry.</p>	<p>Grant has been obtained for both schemes however there will be a need to identify resources to manage the ongoing tenant liaison requirements for the Wapshott Road project.</p>	<p>Redevelopment of PRC homes to provide new decent homes for existing and future tenants.</p>	<p>HS/BP</p>

Housing Strategy Statement 2006-2011

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
<p>2. To ensure that all properties meet the Decent Homes Standard.</p> <p>Milestone: To reduce number of homes that fail the Standard (308) by 33% during 2006/07.</p>	HOTS/ HMM	Aim to achieve by December 2007 Government deadline = 2010	Successful outcome on the Bowes/ Wapshott Planning Inquiry.	See details within the Business Plan.	All homes meet the Standard.	SP/PB BVPI
3. To increase the SAP ratings in traditionally built Council properties to a minimum of 73.	HMM	July 2010	Some system-built and solid wall properties may prove difficult to achieve higher SAP ratings	£400,000 p.a. identified for central heating programme. Additional sums will be required if we are to achieve target for the PRC/BISF/solid wall properties.	All homes achieve a SAP rating of 73 or more and tenants benefit from improved housing conditions and low fuel bills.	BP BVPI
4. To deliver the bathroom and kitchen improvement programme.	HMM	Programme to commence October 2006.	None identified.	£1.1m p.a. earmarked for these improvements for the next three years	Programmes complete and properties improved.	BP
5. Consider providing caretaking and cleaning services to other parts of the Borough.	HOTS/ TM	2006/07	Tenants' needs and wishes and leaseholder issues.	Would have resource implications if introduced, although actual cost of caretaking would be recoverable through a service charge	Improved standards on estates and in communal areas and higher levels of tenant satisfaction.	BV

Housing Strategy Statement 2006-2011

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
6. To collect 98.8% of the rent due for the HRA.	TM	April 2007	No significant obstacles.	Within existing resources.	98.8% or more is collected.	BVPI
7. To have no more than 6.8% of tenants with more than 7 weeks arrears.	TM	April 2007	No significant obstacles.	Within existing resources.	Less than 6.8% of tenants have 7 weeks arrears.	BVPI
8. To have no more than 15% of tenants in arrears served with a Notice of Seeking Possession.	TM	April 2007	No significant obstacles.	Within existing resources.	No more than 15% of tenants are served with Notice of Seeking Possession.	BVPI
9. To keep evictions for rent arrears to below 3 per year.	TM	April 2007	Whilst staff will continue to only consider eviction as a last resort, they will not shy away from taking possession proceedings, where appropriate, simply to achieve this target as it would impact on target 6.	Within existing resources.	Evictions kept to below 3 p.a.	BVPI
10. To achieve the Commission for Racial Equality Standards for Social Landlords on tackling harassment included in "Tackling Racial Harassment: Code of Practice for Social Landlords".	HOTS	April 2007	No significant obstacles.	Within existing resources.	Standards achieved.	BVPI

Housing Strategy Statement 2006-2011

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
11. To review Housing Maintenance and repairs function and policies for relevance to the duty to promote race equality and diversity.	HMM	April 2007	No significant obstacles.	Within existing resources.	Equality impact assessment complete and actioned.	ES

Housing Strategy Statement 2006-2011

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
12. Establish and publish Service Standards for all parts of the service, in consultation with users.	HOTS/ TM/ HMM	April 2007	No significant obstacles.	Within existing resources.	Publication of Standards.	KLOEs
13. Improve Leasehold Service.	HOTS/ TM	April 2007	No significant obstacles,	Within existing resources.	Improved income collection. Survey completed. Standards set. Information provided with invoices.	KLOEs
14. Introduce improvements to the allocation and sign-up process for new tenants.	TM	April 2007	No significant obstacles	Within existing resources	Improved void times. New Council tenants made more aware of their responsibilities. Follow up visits undertaken after tenancies start.	KLOEs
15. Increase post-inspection of repairs to 15%	HMM	April 2007	No significant obstacles	Within existing resources	15% of response repairs are inspected	KLOEs
16. Use text messaging to contact tenants. Specifically, use text to arrange appointments for gas servicing.	TM/ HMM	April 2007	No significant obstacles	Within existing resources	No. of households who fail to provide access for gas servicing reduces.	KLOEs
17. Publish programmes of improvements/major works up to 5 years in advance	HMM	April 2007	Unforeseen issues may either delay or advance specific programmes	Within existing resources	Programmes are published.	KLOEs
18. Increase the number of repairs and inspections undertaken by appointment,	HMM	April 2007	No significant obstacles	Within existing resources	More appointments made for repairs and inspections.	KLOEs

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
19. To undertake a review of RSL stock to establish progress towards meeting the Decent Homes Standard.	EO	April 2007	No significant obstacles, although work will need to be scheduled to ensure it does not clash with other projects.	Within existing resources	Information on RSL stock is improved.	HS

RUNNYMEDE RENEWAL

Private Sector Housing

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
1. To reduce the number of empty homes by 15 during 2006/07.	EO	April 2007	Willingness of home owners to deal with their properties.	None identified.	Number of empty homes brought back into use.	SP
2. To provide advice and assistance on home repairs by putting information on Council's website	PSHM	Dec 2007	None identified.	None identified.	Number of unfit properties and properties in disrepair declines.	PSRS
3. To review the current arrangements for providing financial assistance for private sector repairs and agree any changes.	PSHM	April 2007	Other work pressures.	None identified.	The scheme for financial assistance is effective.	PSRS
4. To undertake a proactive HMO inspection programme ensuring inspection of all high risk HMO's	PSHM	Ongoing	Lack of resources and co-operation of HMO owners.	Resources are in place to deal with some inspections but not the subsequent management of HMOs	The number of HMO's that do not comply with standards is reduced.	PSRS
5. To promote energy efficiency schemes.	EC	Ongoing.	None identified.	Within existing budgets.	SAP ratings for private sector stock are improved.	PSRS
6. Undertake research to establish the Private Sector stock condition	HHN& PS	July 2008	Resources need to be identified for management of project.	Financial resources need to be identified for this project.	Stock information improved.	HS
7. To update Private Sector Renewal Strategy.	HHN& PS	2009	Completion of Stock Condition Survey.	Within existing resources.	Strategy in place for Private Sector Housing.	GOVT Guidance

Housing Strategy Statement 2006-2011

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
8. Adopt best practice from Surrey DFG guidance manual	PSHM	April 2007	None identified	Within existing resources	Best practice adopted DFG applications processed efficiently and in accordance with legislation and best practice	KLOEs
9. Improve information on website about services provided by section,	PSHM	April 2007	None identified	Will require resources within Web team to update site	Improved information on the web site.	KLOEs
10. Review the housing assistance policy	PSHM	April 2007	None identified	Within existing resources	Grants and loans for improvements administered efficiently and in accordance with best practice Improved private sector housing stock	KLOEs
11. To investigate the possibility of using Empty Dwelling Management Orders (EDMO) to reduce the level of Empty Homes.	DHCS	April 2007	Time to undertake the review needs to be identified.	To be identified	Decision made on use of EDMO's	HS

HOMELESSNESS, HOUSING REGISTER & HOUSING ADVICE

Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
1. Obtain general advice quality mark for RBC Housing Advice and Information service.	HNM	2008	None identified.	None identified.	High levels of customer satisfaction with Housing Advice.	HMS
2. Complete the feasibility study for redesign or refurbishment options for the Council's temporary accommodation to improve use/comfort and reduce cost.	HHN& PS	2008	Financial resources.	Any proposals to refurbish the temporary accommodation will require capital funding.	Satisfaction amongst users of T.A.	HMS & HI
3. To review the Allocations Policy annually to ensure that it complies with current legislation and is achieving the overall aims for the Policy.	HNM	Annually	None identified.	None identified.	Policy complies with guidance and achieves Council's aims.	HMS
4. To ensure the average length of stay in B & B is below 2 weeks.	HNM	April 2007	None identified.	None identified.	Level of B & B use is low.	BVPI
5. To ensure the average length of stay in temporary accommodation is below 55 weeks.	HNM	April 2007	None identified	None identified.	Level of stay in temporary accommodation is less than 55 weeks.	BVPI

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Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
6. To reduce the number of people sleeping rough on any night to below 5.	HNM	April 2007	Degree of influence on rough sleepers. Information on locations.	Need to work with other agencies e.g. Police.	Rough sleeping reduced.	BVPI
7. To reduce the number of families placed in temporary accommodation by 5%.	HNM	April 2007	External factors that increase homelessness.	Within existing resources.	Number of families in temporary accommodation is reduced.	BVPI
8. To let all permanent Council properties within 21 days of vacation.	HNM	April 2007	Some units e.g. Sheltered units, are difficult to let.	Within existing resources.	The length of time properties are empty falls to 21 days or less.	BVPI
9. To provide at least 175 households with advice which resolves their housing situation and prevents homelessness	HNM	April 2007	Number of households that seek advice.	Within existing resources.	Number of homeless households is reduced.	BVPI
10. To ensure there are no repeat homeless cases within 2 years.	HNM	April 2007	Willingness of individuals to work with agencies.	Within existing resources.	No repeat homeless cases within 2 years.	BVPI
11. Reduce void levels in temporary accommodation to produce a saving of £12,500 in 2006/07.	DHCS	April 2007	We are being pressed to prevent homelessness through good housing advice BVPI 213 and this will increase voids.	Within existing resources.	Voids are reduced.	AET
12. To produce a series of housing advice leaflets and ensure they are available in libraries and health centres.	HNM	Annual check	Staff resources may not always be available to undertake task.	Within existing resources, if possible.	Leaflets produced Housing Advice freely available.	HI

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Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
13. To annually undertake checks of the Housing software to ensure allocation policy is being followed.	HNM	Annually	None identified.	None identified.	System is accurate and efficient.	HI
14. Publish procedure guides for both the Allocations process and the mutual exchange scheme.	HNM	April 2007	None identified	Within existing resources	Procedure guides published	KLOEs
15. Introduce a sub-regional Choice Based Lettings (CBL) scheme	HHN & PS	DC&LG requirement that CBL schemes are introduced by 2010	Subject to successful grant bid Agreement with regional partners	Will require resources to establish scheme, but once established, should be managed with existing resources	CBL scheme established	GOVT Guidance
16. Provide support to applicants to ensure that current level of homeless acceptances (24 per annum) is not increased	HNM	Ongoing		DCLG Funding Revenue A/C Budgets	Continued decrease of homeless applications	HMS
17. Establish a mechanism to increase awareness of Discretionary Housing Payments as an aid to preventing homelessness	HNM	December 2007		DHP Grant		HMS

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Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
18. Establish a protocol to fast track Housing Benefit where this may prevent homelessness	HNM	March 2007		Within existing budgets and resources		HMS
19. Strengthen links with CAB over Housing Advice Service they provide through Service Level Agreements and regular meetings	HNM & CAB	Ongoing		DCLG Funding Revenue A/C Budgets	Prevention of homelessness through Staines County Court Desk project. Regular meetings to review joint working arrangements	HMS
20. Hold annual reviews with voluntary groups who provide support services or preventative services for homeless households	HHN	December 2007		Within existing resources and budget	Set up regular liaison meetings. Improve working relationships to prevent homelessness and provide support	HMS
21. Minimise the number of evictions from social housing by keeping evictions in Council's stock to below 5 a year and raising prevention of eviction with RSLs annually	HNM/ Ten Man Dept/ EO	Annual target		Within existing budgets and resources	Monitor evictions through annual RSL survey Raise good practice through RSL Forum Contain evictions due to rent arrears to a minimum level unless applicants through their own actions make themselves intentionally homeless	HMS

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Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
22. Explore opportunities to bid for funding to expand Private Sector Resettlement Scheme	HNM	Ongoing		Within existing resources DCLG funding	Increased use of private rented sector and thus prevention of homelessness	HMS
23. Review groups that receive funding for homeless initiatives to ensure that they meet the homelessness prevention agenda for all client groups	HHN/ PS	December 2007		Within existing resources	Increased use of groups to assist priority need client groups and thus prevent homelessness	HMS
24. Undertake TA residents survey	HNM	December 2007		Resources need to be identified for this.	To identify improvements to TA	HMS
25. Provide a detailed welcome pack to households moving into TA	HNM	March 2007		Time and resources need to be identified.	To improve information and support services to households moving into TA	HMS
26. Set up protocol with Social Services for 16/17 year olds assessments	HNM	March 2007		Within existing resources Adult & Community Care funding	Conflict resolution and reduced instances of homelessness	HMS
27. Support implementation of the Surrey Teenage Pregnancy Strategy	Homelessness Task Group/ SCC/ HNM	Ongoing		Within existing resources	Reduce levels of teenage pregnancy/ provision of appropriate support and accommodation for teenage parents	HMS

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Target/Indicator	Lead Officer	Implement by	Barriers to implementation	Resources required/identified	Success Indicators	Target origin
28. Meet the DCLG target of reducing number of households in temporary accommodation by 50% by 2010	HNM	March 2010		Within existing funding DCLG grant funding	Number of households in temporary accommodation reduced by 50% by 2010	HMS
29. Establish a mechanism to review and monitor advice and information services to ensure they meet the needs of BME communities	HNM/ Homeless Task Group	December 2007		Resources will need to be identified	Increased awareness of services available	HMS
30. Undertake a Homeless Audit and produce a new Homelessness Strategy	HHN/ PSH	Audit December 2007 Strategy December 2008		Additional resources may be needed for the Audit	A comprehensive Strategy is produced that takes account of all homeless priorities	HMS HS

HOUSING PERFORMANCE INDICATORS					
BV Code	Description	2004/05 Outturn	2005/06 Target	Outturn 2005/06	Comments
BV 63	The average SAP rating of local authority-owned dwellings	66.22	68	72	Target met
BV 64	Number of non-local authority-owned dwellings returned to occupation or demolished during the financial year as a direct result of action by the local authority	10	12	78	Target exceeded
BV 66a	Rent collected by the local authority as a proportion of rents owed on Housing Revenue Account (HRA) dwellings	97.22%	98.8%	99.82%	Target exceeded
BV 66b	The number of local authority tenants with more than seven weeks of (gross) rent arrears as a percentage of the total number of council tenants	*	7%	3.85%	Target exceeded
BV 66c	Percentage of local authority tenants in arrears who have had Notices Seeking Possessions served	*	12.32%	28.86%	Target not met. However, the service of Notices has contributed to the achievement of targets in respect of BVPIs 66 a & b.
BV 66d	Percentage of local authority tenants evicted as a result of rent arrears	*	0.1%	0.04%	Target met. This is also linked to BV66c and demonstrates that early service of NOSP can prevent eviction
BV 164	Does the authority follow the Commission for Racial Equality's code of practice in Rented Housing and the Good Practice Standards for Social Landlords on Tackling Harassment included in 'Tackling Racial Harassment: Code of Practice for Social Landlords'?	Yes	Yes	Yes	Target met.
BV 183a	The average length of stay in bed and breakfast accommodation of households that are unintentionally homeless and in priority need	0 weeks	1 week	3 weeks	Target not met. However it should be noted that this indicator relates to families who were in bed and breakfast a long time ago and only to a small number of families (10).
BV 183b	The average length of stay in hostel accommodation of households that are unintentionally homeless and in priority need	53 weeks	45 weeks	59 weeks	Target not met. However, it should be noted that the Government set a target to reduce TA by 50% by 2010. The council has already exceeded this target but it is not yet reflected in this BVPI as this related to historic cases.
BV 184a	The proportion of local authority dwellings which were non-decent at the start of the financial year	12%	9%	10%	Target was missed by 1%. There were only 306 properties out of the stock of over 3,000 that failed the decent homes standard at the end of 2006
BV 184b	The percentage change in the proportion of non-decent dwellings between the start and the end of the financial year	21.16%	25%	20%	With a relatively low number of units being classified non-decent, the failure to meet the actual targets, although marginal, is accentuated when expressed as a percentage.
BV 202	The number of people sleeping rough on a single night within the area of the authority	0-10	0-5	0-10	Number of rough sleepers has increased and work is being undertaken to establish the reasons.
BV 203	The percentage change in the average number of families placed in temporary accommodation	16.4%	-5%	-18.59%	Target exceeded.
BV 212	Average time taken to re-let local authority housing	*	30 days	29 days	Target met.
BV 213	Number of households who considered themselves as homeless, who approached the local housing authority's housing advice service(s), and for whom housing advice casework intervention resolved their situation	*	2/1000 or 62 by year end	5/1000	Target exceeded.
BV 214	Proportion of households accepted as statutorily homeless who were accepted as statutorily homeless by the same Authority within the last two years	*	0%	0%	Target met.