

Appendix B – January 2020 Delivering Quality Housing Monitoring Table

Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Budget and spend to date	Project Brief
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<p>Bring empty properties back into use (Empty Homes Strategy)</p>	<p>Sara Boothright/Andrew Mc Neil</p>	<p>Oct to Dec 2018 Bi annual survey to assess status of all empty homes (6 months and 2 years)</p> <p>Jan 2019 Agree planned procedure for purchasing empty homes.</p> <p>March 2019 Executive approval to purchase empty homes.</p> <p>April to June 2019 Bi annual survey to assess status of all empty homes (6 months and 2 years)</p> <p>April 2019 onwards - Purchase Empty Homes</p> <p>April 2019 – March 2020 Target of 25 empty properties brought back into use. Aspirational target set at 50</p>	<p>Empty Homes Strategy adopted in 17/18.</p> <p>Oct – Dec 2018 Survey and assessment complete and action plans in place. Early support and assistance provided to owners.</p> <p>As of April 2018 47 empty homes brought back into use through the Empty Homes Project.</p> <p>Acquisition Policy agreed to enable Housing Strategy Team to purchase LTE properties using RTB funds.</p> <p>Apr – Jun 2019 Survey and assessment complete and action plans in place. Early support and assistance provided to owners</p> <p>Acquisition Policy approved by Exec on the 28th May. PSH team have provided HS with potential LTE properties for consideration. August update - Amendments have been made to the Acquisition Policy to streamline the process of purchasing empty homes, due to be approved by Exec on the 28th Sept.</p> <p>Empty homes data 1st January 2020</p> <ul style="list-style-type: none"> • LTE Properties (more than 6 months empty) - 426 • LTE properties over 2 years up to 4 years empty - 48 • LTE properties empty for more than 4 years - 57 • 2nd homes/furnished empties (exempt from Empty Homes legislation but we still report on them) - 315 • Third quarter 2019/20 the Council assisted a cumulative total of 37 empty properties being returned to use for our current 	<p>Green</p>	<p>Review of available budgets currently underway</p>	<p>Yes</p>
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			annual target of 25			
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<p>Deliver De Wint Court plans</p>	<p>Andrew McNeil</p>	<p>July 2018 De Wint Court Plan to SRG</p> <p>Aug 2018 Consultation with staff and residents</p> <p>Sept 2018 Planning Permission submitted</p> <p>February 2019 – Gain Executive approval.</p> <p>April 2019 – Start Procurement Exercise.</p> <p>September 2019 – Award Main Contract.</p> <p>October/Nov 2019 – Start on Site.</p> <p>July 2021 – Achieve Practical Completion.</p>	<p>1st August layout plans discussed with Ward Cllrs</p> <p>22nd August planned consultation with residents on how concerns will be mitigated.</p> <p>Business Case currently underway, awaiting confirmation of financials.</p> <p>Project brief to be completed by November</p> <p>15/10/2018 Revised cost plan reported to CMT</p> <p>De Wint board have reviewed the cost plan and identified opportunities to reduce costs. Exec approved the cost plan on 17/12/2018 and new budget to prepare tender subject to a second report on the 25/2/2019.</p> <p>Exec approval given on 25th February.</p> <p>Complete</p> <p>All tenders have been scored and successful contract due to be appointed in Sept 2019. Contract us within budget</p> <p>LCC have requested revision to the delivery agreement with bare nomination rights on 35 units. New agreement was sent by LCC to CoLC at the end of May. Meeting with LCC took place on 28th June – agreement reached over nomination rights.</p>	<p>Green</p>	<p>£3.2 m secured from Homes Engalnd. Overall cost @12m</p>	<p>Yes</p>
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			<p>1/9/19 update - CoLC have approved all Heads of Terms for De Wint. Funding and legal documents have been agreed and are ready to go.</p> <p>1/11/19 Signed contracts in October, enabling works commenced on site in October</p>			
<p>Improve energy efficiency to tackle fuel poverty (delivery element of the Housing Strategy 2017-2022)</p>	<p>Kev Bowring (council housing)</p> <p>Sara Boothright (private sector housing)</p>	<p>Sept 18: Complete SAP data cleanse to establish number of E rated SAP council properties.</p> <p>Apr 18 – Mar 19: Deliver private housing central heating scheme.</p> <p>Apr 19 – Mar 20: Deliver 19/20 housing investment programme.</p>	<p>There are two parts to this project. The council housing work delivered by Kev Bowring, and the private sector work delivered by Sara Boothright.</p> <p>Private housing central heating scheme complete in April 2019</p> <p>Procurement exercise underway for Greater Lincolnshire to enable district authorities to appoint from a framework companies able to access ECO3 funding to deliver energy efficiency improvements to private sector properties. Expected to be completed in October 2019.</p> <p>Project completed</p> <p>19/20 housing investment programme underway. Due to install 450 – 500 boilers and target properties with low SAP</p> <p>As of December 2019 – sixty five council dwellings are at EPC rating E and require further analysis to improve the EPC; five dwellings are at EPC rating F (due to tenant refusing planned works); and there are no dwellings with an EPC rating G. The Housing Investment team is working on a planned programme of improvement work, which will form part of the revised HRA Business Plan, and include a plan for bringing the EPC rating of 87 properties to rating D or above.</p>	Green	<p>Identified heating installation work will be funded within the 2019/20 Central Heating budget £1,166,755</p>	Yes

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<p>Deliver and facilitate at least 400 new homes by 2020</p>	<p>Kate Ellis</p>	<p>2021: CoLC to build 220 new homes by 2021 2021: Lincoln Quality Homes to build 50 homes by 2021 2021: CoLC to work with Registered Providers to build 150 new homes by 2021</p>	<p>184 new build homes completed and allocated to new tenants by December 2018.</p> <ul style="list-style-type: none"> • Blankney Crescent (12 units) • Allenby Close (45 units) • Lytton Street (7 units) • Ingleby Crescent (74 units) • Westwick Drive (46 units) <p>The City Council has enabled the delivery of an additional 71 units for shared ownership through Registered Housing Providers on the above sites.</p> <hr/> <p>Sites identified for development to commence in 20/21:</p> <p>Markham House – 5 new build units scheduled to commence in January 2020 (pre-construction works commenced in December 2019).</p> <p>De Wint Court – 70 one and two bed affordable extra care housing scheme (to complete 21/22).</p> <p>Rookery Lane – c 48 new build homes, subject to planning (to complete 21/22).</p> <p>Further acquisitions under purchase and repair scheme – 30 homes.</p> <p>Single persons’ homeless accommodation – 5 units</p> <p>Lincoln Homes Board to oversee the commissioning and delivery of these sites.</p> <p>Commissioning of architect and cost consultancy services to support review of masterplan for QER and scheme proposals for Searby and smaller sites also to be procured from February 2020.</p>	<p>Green</p>	<p>£31.6 million £20.1m committed £10 million available in HRA</p>	<p>Yes</p>
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			<p>Housing Needs Survey completed in August 2019 with 1236 returned surveys; analysis of data to be part of the CL Housing Needs Assessment due to be completed in January 2020.</p> <p>CoLC continuing ongoing work with housing developers and registered housing providers to enable more homes to be built in Lincoln.</p>			
Delivery of Queen Elizabeth Road development	Kate Ellis	<p>Jan 2020: Target for Demolition of Garfield View and Woodburn View</p> <p>Nov 2019 Demolition planning permission expected</p> <p>January 2020 appoint contractors for demolition</p> <p>March/April 2020 Start on site demolition</p>	<p>Demolition Schedule</p> <p>Approval of proposal to proceed with early demolition ahead of final development scheme at Executive 6th January 2020;</p> <p>Tenders due in 10.1.2020;</p> <p>Award of contract to proceed with full demolition survey by February 2020;</p> <p>Final costs, budget and contract award anticipated by end March 2020 with mobilisation and start on site by June 2020. Demolition programme subject to confirmation as part of tender and contract award process.</p> <p>Development Proposals</p> <p>Agreed to review the site proposals to include wider area of Trelawney Church. Procurement of architectural/design and cost consultant from February 2020 (to follow WGC procurement). Scope of works to include review of masterplan and phasing strategy with options to take design to RIBA stage 3/4.</p> <p>Anticipated contract award and revised scheme by June 2020 (early</p>	Green	£33 million build	No

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			<p>concept).</p> <p>Market testing based on revised delivery proposals with a view to procurement of development partner or land deal to enable delivery. Procurement to commence from December 2020.</p> <p>Delivery Strategy</p> <p>Subject to market testing and options appraisal to understand most advantageous route to achieving quality scheme/risk sharing (e.g. JVCo, Dev Agreement or land deal).</p> <p>Procurement anticipated to take c 12-18 months to agree JV or Dev Agreement via competitive dialogue.</p>			
5 year Housing Land Supply sites annual review	Toby Forbes Turner	<p>June 2019 Central Lincs monitoring group to agree timetable.</p> <p>August 2019: Complete Annual review</p>	<p>18/19 Annual review completed. We currently have 5 years' worth of housing land supply in accordance with the National Planning Policy Framework.</p> <p>Local Plan Call for sites deadline was in June, CoLC put forward sites and are awaiting the outcome of the review.</p>	Green	£35k grant available for automation of process.	Yes
Deliver Health and Housing Assistance Policy	Sara Boothright	<p>July 2018 Prepare new emergency housing assistance policy</p> <p>Key actions:</p> <p>Determine procedures and protocols for all</p>	<p>Health and housing assistance policy in place and approved by Executive</p> <p>Central heating scheme complete and 32 new boilers installed.</p> <p>The Health and Housing Assistance policy was adopted on the 27 March 2018.</p> <p>Disabled Facilities Grant - 1 April to 31 December 2019</p>	Green	£641,018 Disabled Facilities Grant budget	Yes

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		<p>schemes within the policy</p> <p>Commence marketing of the wider projects</p> <p>March 2020 spend full DFG allowance in 2019/20</p>	<p>Adaptations completed</p> <p>Level Access Showers - 12</p> <p>Ramps – 10</p> <p>Stairlifts – 5</p> <p>Extensions/conversions – 2</p> <p>Other – 5</p> <p>Adaptations Approved but not completed</p> <p>Level Access Showers – 10</p> <p>Ramps – 5</p> <p>Stairlifts – 2</p> <p>Other – 7</p> <p>Adaptations in progress but not approved</p> <p>Level Access Showers – 9</p> <p>Ramps – 2</p> <p>Extensions/Conversions – 4</p> <p>Other - 4</p> <p>Total = 78</p>			
<p>Establish Supported Housing Forum and co-ordinate liaison with Lincolnshire</p>	<p>Yvonne Fox</p>	<p>2019 LCC procurement for supported housing contracts</p> <p>COMPLETE – continue</p>	<p>Forum established and 4/5 meetings have taken place. LCC attend meetings and will be looking to extend contracts late 2019.</p> <p>LEAP to arrange meetings with supported housing providers.</p>	<p>Blue</p>	<p>No additional cost, managed within current</p>	<p>No</p>

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County Council		to report and monitor progress			service	
Ensure compliance with the Homeless Reduction Act Outcome – increase homeless preventions to 50% of homeless presentations	Paula Burton	Oct 18 Prepare for Duty to refer April – Mar 2020 Continue to review policy and procedures as part of service development.	CoLC are fully compliant with the Homelessness Reduction Act, preparation and action plan complete.	Blue	Completed	YEs
Complete the Supported Housing review and implementation	Daren Turner	Early Feb 2019: Labour Group Oct – Nov 2018: Staff consultation 17 Jan 2019: Labour Group 28 May 2019: Policy Scrutiny Committee 24 June 2019: Executive 01 July 2019: Implementation of new way of working	Consultation with service users has taken place. Leadership meeting took place on 03 Dec 2018, where it was agreed to report the consultation results to Labour Group on 17 January 2019, prior to progressing onto the management of change stage. Staff Consultation completed. Report presented to PSC on the 28 th May with the outcome that the proposal to be redrafted requiring a residential caretaker at Dereck Miller Court and Broomhill with peripatetic service at the remaining sheltered sites. Redrafted supported housing review to be presented to Labour Group in mid June. Following this report to be presented to JCC, SRG, with the aim of achieving Executive approval on the 24th June.	Blue	No additional cost, managed within current service	