



# Sevenoaks District Housing Strategy 2022-2027 Action Plan

## Year 1

**Key:**

Year 1 = 7/2022 to 6/2023

Year 2 = 7/2023 to 6/2024

Year 3 = 7/2024 to 6/2025

Year 4 = 7/2025 to 6/2026

Year 5 = 7/2026 to 6/2027

## Theme 1: Developing the Sevenoaks District's housing offer: building new affordable homes

	Priority	Action	When	How Measured	Achieved/Comments
1.1	Ensure that the emerging Local Plan contains policies that optimise the delivery of a range of affordable homes through the planning system	<ul style="list-style-type: none"> <li>Ensure any additional S157 rural designations are implemented under existing Core Strategy policy SP3 and included in the new Local Plan</li> <li>Local Plan policies drafted</li> </ul>	<ul style="list-style-type: none"> <li>Year 1 – 12/2022</li> <li>Year 1 – 11/2022</li> </ul>	<ul style="list-style-type: none"> <li>Implementation of designations approved by Cabinet and update made to AH SPD 2011</li> <li>Included in Regulation 18 consultation</li> <li>Local Plan adopted by Full Council (following examination)</li> </ul>	<p>Cabinet approved implementation of new Policy 2/2023.</p> <p>Informal Local Plan Regulation 18 consultation undertaken 11/2022 Second Regulation 18 consultation due 11/2023. Latest date for submission of Local Plan for examination is 8/2025.</p>
1.2	Explore the scope for a managed increase in Quercus Housing's (QH) delivery outputs	<ul style="list-style-type: none"> <li>Review the QH Business Plan on an annual basis</li> <li>Seek Council approval to enable QH to undertake prudential borrowing via the Council to develop a long term pipeline of delivery projects</li> <li>Develop a Business Case for QH to apply for Registered Provider status with the Regulator for Social Housing and Homes England Investment Partner status</li> </ul>	<ul style="list-style-type: none"> <li>Annually</li> <li>Year 1</li> <li>Year 1 and 2</li> </ul>	<ul style="list-style-type: none"> <li>Revised Business Plan adopted by QH Guarantor Board</li> <li>Council decision approves borrowing facility</li> <li>Appraisal report completed and presented to QH Guarantor Board for consideration</li> <li>If approved, applications submitted</li> </ul>	<p>Business Plan to Board on 1/2023.</p> <p>Up to £15m prudential borrowing approved by Council approved in the next 10 years. Secured funding of £2.8m from the Local Authority Housing Fund for 2022/23. Quercus Housing Guarantor Board 1/23 on reviewing risk assessment decided not to pursue RP or Homes England Investment Partner status at this time. Not applicable</p>

1.3	Consider the full range of options for additional modest-scale housing activity – ‘massive small’	<ul style="list-style-type: none"> <li>Review Council owned sites and disposals suitable for affordable housing</li> <li>Complete disposal of 2 sites to English Rural Housing Association (ERHA) for the development of local needs housing</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> <li>Year 1</li> </ul>	<ul style="list-style-type: none"> <li>Affordable housing delivered and acquired on Council led sites in the district by the Council and Quercus Housing</li> <li>Sites approved for disposal by Cabinet and, subject to planning and legal, sites disposed to ERHA</li> </ul>	<p>Since 2019, Quercus Housing has acquired 41 units for affordable housing 17 units were purchased from a Council led development at 27 29 High Street (Swanley) in 7/2023 The company is progressing the acquisition, subject to due diligence, of x1 unit in New Ash Green and x 8 units at Stangrove, the latter being a Council led development Quercus Housing is reviewing other Council led developments in the pipeline, subject to funding. Cabinet approved disposal of Sealcroft Cottages site but delayed due to neighbour encroachment Clarks Lane, Halstead disposal report to Finance and Investment Advisory Committee seeking permission to dispose 9/2023.</p>
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1.4	Consider a range of options to acquire and deliver affordable and specialist homes in in the district	<ul style="list-style-type: none"> <li>Develop a Business Case and financial/governance model for the Council to be set up as a Registered Provider and Homes England Investment Partner, to purchase, and where appropriate, undertake repairs, to provide specialist accommodation eg older persons'/disabled persons' housing, family sized homes and to deliver small S106 sites which, due to their size, are not of interest to other Registered Provider partners</li> </ul>	<ul style="list-style-type: none"> <li>Year 1 and 2</li> </ul>	<ul style="list-style-type: none"> <li>Business Case and financial model completed and submitted for consideration and approval</li> </ul>	A draft report has been submitted for review at officer level, however additional work is being undertaken to review the business model, notably in terms of how it would be core funded, as Homes England funding would only provide a small percentage of funding.
1.5	Continue to develop relationships and encourage strategic development partnerships with Registered Providers (RPs)	<ul style="list-style-type: none"> <li>Eligibility criteria established to facilitate working with additional RP's, including those seeking partnership status</li> <li>Bi-annual RP Forums held to share new ideas and best practice</li> </ul>	<ul style="list-style-type: none"> <li>Year 1 and 2</li> <li>Year 1</li> </ul>	<ul style="list-style-type: none"> <li>Eligibility criteria approved by Cabinet</li> <li>Additional RP partners secured</li> <li>RP Forums held</li> </ul>	<p>Cabinet approved criteria 9/2023. Town and County and Hyde have achieved partnership status.</p> <p>Forum held 1/23 Next Forum booked for 11/23 to tie in with Second Local Plan Regulation 18 consultation and draft Design Code.</p>
1.6	Continue to work with the Rural Housing Enabler (Rural Kent), Parish Councils and community groups to undertake a programme of local	<ul style="list-style-type: none"> <li>Assistance provided to facilitate delivery of new local needs housing</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>At least 30 new local needs homes delivered during the Strategy period, subject to planning approval</li> </ul>	<p>Permissions granted for Halstead and Chiddingstone, to deliver 18 new local needs homes during the Strategy period 1 further application for 10 homes in West</p>

	housing needs surveys across the district and to facilitate the delivery of new rural exceptions housing where needs are identified				Kingsdown being assessed, issue of KCC education contributions impacting on viability Sealcroft Cottages and Clarks Lane, could deliver up to 4 new homes during Strategy period 32 homes in total RACE a new delivery vehicle for Rural Housing set up on 6/2023 following demise of ACRK.
1.7	Continue to work with the NHS and Kent County Council to understand the current and future housing needs of older people and other vulnerable groups that require housing with care, including a range of specialist housing types	<ul style="list-style-type: none"> <li>• Adopt a process to ensure previously adapted social housing (Disabled Facilities Grants (DFG)) deemed fit for purpose, are allocated to those on the Housing Register who require adapted housing</li> <li>• Encourage specialist RP partners to work with the Council to deliver a range of new affordable housing</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 onwards</li> <li>• Year 1 onwards</li> </ul>	<ul style="list-style-type: none"> <li>• Process adopted</li> <li>• Increase in specialist RP partners delivering homes in the district</li> </ul>	Work underway with WKHA as part of their review of supported housing Emerald schemes A Changing Spaces Officer role has been recruited and will take forward this engaging with RP partners RP's Forum in 1/23 suggested referencing the Habinteg Standard for wheelchair housing within the template S106.
1.9	Seek to enable more housing, including affordable housing, through the diversification of provision, ie self and custom build housing, community	<ul style="list-style-type: none"> <li>• Community Housing Fund monies used to fund expert services at the Kent Community Housing Hub (KCHH) for a 2 year period, to facilitate their leading on community led housing and cohousing activity</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 to Year 3</li> </ul>	<ul style="list-style-type: none"> <li>• Service level agreement in place for 2 year period</li> </ul>	Community Housing Fund used to part fund RACE service.

	led housing, and cohousing schemes	<ul style="list-style-type: none"> <li>• Work with KCHH to draw up a project plan for an older persons' cohousing scheme, as per needs identified in a local housing needs survey</li> <li>• Continue to operate the Council's self-build register to monitor demand, and meet demand through the granting of planning permission for suitable plots</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 and 2</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Project plan drawn up</li> <li>• Annual monitoring of self-build plots</li> </ul>	<p>RACE to action Preliminary meeting 7/2023. Brief to be discussed at SMT.</p> <p>Continue to host a Self and Custom Build Register via Citizenspace consultation portal Granting period for Base Period 5 will close 10/2023, at which point an update to data on the granting of permissions to meet identified demand will be available.</p>
1.11	Consider adopting a local definition of affordability, based on local incomes and prices, to ensure no one in affordable housing pays more than 35% of their income towards housing costs unless the household voluntarily chooses to do so	<ul style="list-style-type: none"> <li>• Include proposal in Local Plan Reg 18 consultation and, subject to support, include Local Plan and the AH SPD</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing up to Year 3 – 12/2024</li> </ul>	<ul style="list-style-type: none"> <li>• Policy included in Local Plan Regulation 18 consultation Subject to support and outcome of examination, policy included in the Local Plan and AH SPD</li> </ul>	<p>Definition included in emerging Local Plan Regulation 18 informal consultation document in 11/2023.</p>
1.12	Ensure S106 affordable housing contributions are spent in a timely manner to provide more affordable homes	<ul style="list-style-type: none"> <li>• Projects identified and Chief Officer (People and Places) and Portfolio Holder approval sought within 12 months of receipt of the required level of S106 funding</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Affordable housing enabled/homes delivered</li> </ul>	<p>Approximately £34,000 S106 funds remain uncommitted (9/2023).</p>

## Theme 2: Promoting quality and optimising range and suitability of new and existing homes

	Priority	Action	When	How Measured	Achieved/Comments
2.1	Engage with Registered Provider partners to encourage the inclusion of age appropriate homes within their development programme	<ul style="list-style-type: none"> <li>Support RP partners by helping with site identification, planning process advice and funding of schemes</li> <li>Work with RP partners to deliver age appropriate housing, which conforms to Housing our Ageing Population Panel for Innovation (HAPPI) standards wherever practicable</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> <li>Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>Age appropriate housing developments submitted for planning</li> <li>Age appropriate homes delivered</li> </ul>	Attempting to identify a new RP partner to take on permitted extra care scheme at The Dynes which is now under new ownership. Sealcroft Cottages and Clarks Lane approved for disposal, seek HAPPI standards on any new bungalows developed.
2.2	Include provisions in the emerging Local Plan to deliver accessible and wheelchair adapted housing	<ul style="list-style-type: none"> <li>Policies included in new Local Plan to ensure new homes meet the needs of older and disabled households</li> </ul>	<ul style="list-style-type: none"> <li>Year 1 – 12/2022</li> </ul>	<ul style="list-style-type: none"> <li>Policies included in Local Plan Regulation 18 consultation and onwards</li> </ul>	Policy for wheelchair user housing (M43b) included in Local Plan Regulation 18 consultation document scheduled for consultation 11/2023.
2.3	Consider the inclusion of a specific Older Persons' Housing Policy within the emerging Local Plan	<ul style="list-style-type: none"> <li>Reg 18 consultation version of Local Plan to include a specific Older Persons' Housing Policy</li> </ul>	<ul style="list-style-type: none"> <li>Year 1 – 12/2022</li> </ul>	<ul style="list-style-type: none"> <li>Local Plan Reg 18 consultation undertaken</li> </ul>	Policy included in initial Local Plan Regulation 18 consultation document and in the Second Regulation 18 consultation, scheduled for 11/2023.
2.4	Work with the NHS and Kent County Council (KCC) to understand the local	<ul style="list-style-type: none"> <li>Seek to update the needs data contained in the KCC Adult Social Care Accommodation Strategy -</li> </ul>	<ul style="list-style-type: none"> <li>Year 1 and 2</li> </ul>	<ul style="list-style-type: none"> <li>Current and projected needs data agreed</li> </ul>	

	need for specialist/adapted/wheelchair standard/age appropriate housing and adopt Local Plan policies to secure its provision	District Profile May 2014, and for this to be reflected in emerging Local Plan policy			
2.5	Support older people to either stay living in their existing home or to find and move to a more suitable home, including co-housing	<ul style="list-style-type: none"> <li>• New Housing Register Allocation Scheme adopted, implemented, and publicised to older under-occupying social housing tenants</li> <li>• Implement Action 2.9 - Seek to introduce an enhanced rightsizing incentive scheme for social housing tenants</li> <li>• Implement Action 1.9 - Work with KCHH to draw up a Project Plan for an older persons' cohousing scheme, as per needs identified in a local housing needs survey</li> <li>• Implement Action 2.10 - Use Better Care Fund monies (BCF) to fund a dedicated hand-holding officer to deal with various challenges facing vulnerable residents and those facing fuel poverty, in the private sector, eg tackle poor housing conditions, promote energy efficiency/energy savings, and give guidance</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 – 11/2002 onwards</li> <li>• Year 1 – 2/2023</li> <li>• Year 1 and 2</li> <li>• Year 1 – 4/2023</li> </ul>	<ul style="list-style-type: none"> <li>• Publicity issued and ensuing Housing Register applications fast-tracked</li> <li>• Scheme approved by Cabinet</li> <li>• Project Plan drawn up</li> <li>• Officer funded through BCF in post</li> </ul>	<p>Changing Spaces Scheme approved, and officer appointed.</p> <p>Changing Spaces Scheme approved by Cabinet 12/2022.</p> <p>RACE to action Preliminary meeting 7/2023. Brief to be discussed at SMT.</p> <p>Guidance on downsizing opportunities will be driven by the Changing Spaces Officer (fixed term - DIYSO funded) and the Senior Private Sector Housing (PSH) Officer who will lead on housing assistance, energy efficiency (including fuel poverty) and empty homes.</p>



		on rightsizing opportunities			
2.6	Within the existing RP stock, seek to refurbish, extend, or repurpose existing dwellings to make better use of them	<ul style="list-style-type: none"> <li>• Work with WKHA and other RP partners to facilitate the best use of the existing stock, including the remodelling of social housing schemes that are no longer fit for purpose</li> <li>• Engage with Homes England to secure available grant funding to assist with remodelling</li> <li>• Review the methods used by RP partners to advertise vacant older persons' social housing and its condition at point of advertisement</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Planning applications submitted for remodelling of stock</li> <li>• Grant secured</li> <li>• Methods reviewed and agreed changes implemented by RP partners</li> </ul>	<p>Engaging with WKHA regarding remodelling of Heath Close to deliver new shared ownership and affordable rented housing.</p> <p>Homes England have announced new funding for regeneration projects. Changing Spaces Officer to review.</p>
2.7	Where scheme viability permits, seek to showcase exemplar building standards in new homes built or acquired by the Council/Quercus Housing, in advance of Local Plan policy	<ul style="list-style-type: none"> <li>• Subject to all necessary approvals, take forward pilots to showcase all deliverable exemplar standards, eg HAPPI, <u>Passivhaus</u></li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Pilots delivered</li> </ul>	
2.8	Review the Sevenoaks District Housing Register Allocation Scheme to support better matching of homes, including right-sizing, to needs to improve residents' lives	<ul style="list-style-type: none"> <li>• Sevenoaks District Housing Register Allocation Scheme 2022/2027 implemented</li> <li>• As part of the annual review of the Allocation Scheme, consider whether adopted policy (for prioritising housing</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 – 11/2022</li> <li>• Annually, each July</li> </ul>	<ul style="list-style-type: none"> <li>• Scheme implemented and Housing Register refreshed in accordance with new Scheme</li> <li>• Scheme refined as required within permitted parameters</li> </ul>	<p>Allocations Scheme implemented 11/2022.</p> <p>Allocations Scheme to be reviewed with a report presented to Housing and Health</p>

		<p>need and the letting of homes) makes the best use of available social housing</p> <ul style="list-style-type: none"> <li>• Draft bespoke Hever Road Traveller site Allocations Policy</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 – 2/2023</li> </ul>	<ul style="list-style-type: none"> <li>• Policy approved by Full Council</li> </ul>	<p>Advisory Committee once completed.</p> <p>Policy approved by Cabinet 7/2023 and implemented.</p>
2.9	<p>Seek to introduce an enhanced rightsizing incentive scheme for social housing tenants</p>	<ul style="list-style-type: none"> <li>• Subject to agreement with partner RP's and approval of the use of S106 affordable housing commuted sum funding, a rightsizing incentive scheme (including an officer to coordinate the scheme), developed and submitted for approval</li> <li>• Subject to approval, promote scheme to those under-occupying, ensuring 100% of freed up homes are used to address the needs of the Housing Register</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 – 2/2023</li> <li>• From time officer in post</li> </ul>	<ul style="list-style-type: none"> <li>• Scheme approved by Cabinet</li> <li>• Promotional material in circulation</li> <li>• 100% nominations evidenced</li> </ul>	<p>Changing Spaces Scheme approved by Cabinet 12/2022</p> <p>Changing Spaces Officer (fixed term - DIYSO funded) recruited to deliver the Scheme.</p> <p>Changing Spaces Officer recruited, and Scheme will go live from 11/2023.</p>
2.10	<p>Continue to maximise the use of BCF funding to provide adaptations for older people and people with disabilities</p>	<ul style="list-style-type: none"> <li>• Use BCF to fund a dedicated hand-holding officer to deal with various challenges facing vulnerable residents and those facing fuel poverty, in the private sector, eg tackle poor housing conditions, promote energy efficiency/energy savings, hoarding and give guidance on rightsizing opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 – 4/2023</li> </ul>	<ul style="list-style-type: none"> <li>• Officer in post</li> </ul>	<p>Changing Spaces Scheme approved by Cabinet 12/2022</p> <p>Changing Spaces Officer (fixed term - DIYSO funded) recruited</p> <p>Guidance on downsizing opportunities will be driven by the Changing Spaces Officer.</p> <p>Senior PSH Officer will lead on housing assistance, energy</p>

					efficiency (including fuel poverty) and empty homes.
2.11	Support owners of empty homes through the Council's membership of Kent No Use Empty, to create a downward trend in the number of long term empty homes	<ul style="list-style-type: none"> <li>• Appointment of a dedicated Empty Homes Officer for a fixed term 2 year period</li> <li>• Development of a new Empty Homes Action Plan subject to the recruitment to the post</li> <li>• On a case by case basis, investigate the use of Compulsory Purchase Order (CPO) powers or Management Orders, where necessary</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1</li> <li>• Year 1</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Empty Homes Officer in post</li> <li>• Empty Homes Action Plan approved</li> <li>• Case evidenced and CPO or Management Orders and funding approved by Cabinet</li> </ul>	<p>SMT 12/2022 approved creation of 22 month fixed term post of Senior Private Sector Housing Officer, with responsibility for empty homes and energy efficiency Officer in post from 8/2023.</p> <p>Empty Homes Strategy and Action Plan approved by Cabinet 12/2022.</p> <p>Senior Private Sector Housing Officer will prioritise empty homes that are having a detrimental effect to the neighbourhood and consider enforcement options on a case by case basis.</p>

### Theme 3: Reducing homelessness and improving routes into permanent accommodation

	Priority	Action	When	How Measured	Achieved/Comments
3.1	Create a coalition of temporary and move-on accommodation landlords to provide sustainable, reliable, cost-effective temporary accommodation	<ul style="list-style-type: none"> <li>• Work with Kent Housing Group to ascertain emergency accommodation charges from private providers across the county and seek consistency</li> <li>• Review all emergency accommodation providers used by the Council and develop a preferred provider list</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 and 2</li> <li>• Year 1 and 2</li> </ul>	<ul style="list-style-type: none"> <li>• Consistency of charging for temporary accommodation across Kent</li> <li>• List of preferred providers in place based on suitability/affordability</li> </ul>	<p>Temporary Accommodation Charging Schedule incorporated in the Annual Corporate review of Fees and Charges.</p> <p>Temporary Accommodation Review underway.</p>
3.2	Provide regular landlord forums to ensure relationships with local private landlords are strengthened and to maximise the potential for the placement of homeless households into long-term housing solutions	<ul style="list-style-type: none"> <li>• Provide regular Landlord Forum events for private sector landlords</li> <li>• Develop support pages for landlords on our website, to increase landlord engagement and to highlight any new incentives available</li> <li>• Investigate the provision of web alerts so that landlords are notified of updates</li> </ul>	<ul style="list-style-type: none"> <li>• Bi-annually</li> <li>• Year 1 and ongoing</li> <li>• Year 1</li> </ul>	<ul style="list-style-type: none"> <li>• Events held</li> <li>• Website updated and reviewed every 6 months</li> <li>• If feasible, web alerts implemented to subscribing landlords</li> </ul>	<p>Landlords Forum held in 6/2023 with the launch of the Sevenoaks Landlords Hub.</p> <p>Website under review following change in name of the landlords incentive offers to Sevenoaks Landlords Hub and launch of scheme.</p> <p>E-newsletter being developed to send to landlords bi-annually.</p>
3.3	Increase the engagement with Private Landlords	<ul style="list-style-type: none"> <li>• Develop a Communications</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 and 2</li> </ul>	<ul style="list-style-type: none"> <li>• Communications Plan in place</li> </ul>	<p>Communications Plan under review following</p>

	through a Help to Let Plus service	<p>campaign to promote the scheme</p> <ul style="list-style-type: none"> <li>• Host Landlord information events (in person and online) to promote the scheme</li> <li>• Develop and promote Case Studies of landlords signed up to the scheme</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Number of landlords signed up to the Scheme</li> <li>• Number of properties available under the scheme</li> <li>• Number of tenancies sustained after 12 months</li> </ul>	<p>change in name of the landlords incentive offers to Sevenoaks Landlords Hub and launch of scheme. 10 new landlords have signed up to the scheme in the last 12 months.</p> <p>17 new properties available under the scheme in the past twelve months. 20 out of 27 tenancies sustained after 12 months.</p>
3.4	Identify and pursue the lease or purchase of suitable quality units of temporary accommodation in the District	<ul style="list-style-type: none"> <li>• Work with partners and colleagues to develop business cases for the purchase or lease existing properties including empty properties or homes on new build schemes</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Increased provision of temporary accommodation units within the District</li> </ul>	Stay Green House leased from HFT for 3 years to provide 6 units of move on accommodation for young mothers.
3.5	Optimise revenue available to create new services by monitoring funding opportunities and bidding for funding where this could fill gaps in service provision	<ul style="list-style-type: none"> <li>• Review funding opportunities relating to the service area and customer needs, submitting bids as appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Funding opportunities maximised</li> </ul>	DIYSO refunds approved to direct fund a fixed term Changing Spaces Officer.
3.6	Data technology updated to improve the early intervention and prevention of	<ul style="list-style-type: none"> <li>• Partner with KCC as part of the Xantura One View pilot</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 and 2</li> </ul>	<ul style="list-style-type: none"> <li>• Number of households where homelessness is prevented before 56 days</li> </ul>	83 households were prevented from becoming homeless between 7/2022 and 7/2023.

	homelessness and clearly demonstrate outcomes				Xantura Project on hold.
3.7	Through the Council's HERO team, make use of available funding to identify those likely to be affected by the rising cost of living, offering proactive advice and support	<ul style="list-style-type: none"> <li>Allocation of Household Support Fund and other Government grants</li> <li>Host community roadshow events at community venues, including GP practices, to provide advice and signpost to help and support</li> <li>Ensure the Council's website is updated in light of new legislation/available funding, etc</li> <li>Regular updates in In Shape magazine</li> <li>Service Level Agreement (SLA) with Citizens Advice to provide support and advice,</li> </ul>	<ul style="list-style-type: none"> <li>Year 1</li> <li>Annually</li> <li>Bi-annually</li> <li>Bi-annually</li> <li>Bi-annually</li> </ul>	<ul style="list-style-type: none"> <li>Funding stream launched and allocated</li> <li>Regular roadshows held in Swanley and Edenbridge</li> <li>Housing and HERO data used to target resources to locations of known housing need in order to upstream homelessness</li> <li>Regular liaison with all relevant stakeholders from across the District</li> <li>Website updated</li> <li>Updates given in 2 - In Shape editions per year</li> <li>SLA agreed</li> </ul>	<p>Energy Efficiency Project, awarded £6k, 1/2023 to 3/2023 assisted 24 households with a number of energy efficiency measures from the provision of radiator valves to door and window draught proofing. Drop in sessions held at 11 locations across the District. Dedicated single point of contact provided by HERO service for Care Leavers.</p> <p>Homelessness and Rough Sleeper Strategy Forum held quarterly with all stakeholders. Website updated.</p> <p>SLA reviewed and agreed.</p>

		including housing, benefits, and debt advice			
3.8	Enhance our joint working with our RPs and other partners, so that they support the Council to deliver additional units of temporary accommodation for homeless households	<ul style="list-style-type: none"> <li>Implement Action 1.5 - Bi-annual RP Forums held to share new ideas and best practice</li> <li>Additional units of temporary accommodation units for the Council's use provided by RPs from within their existing stock</li> <li>Delivery of Vine Court Road and Orchards Close in partnership with WKHA as part of the Rough Sleeping Accommodation Programme (RSAP)</li> <li>Seek opportunities with new partners to provide interim accommodation</li> </ul>	<ul style="list-style-type: none"> <li>Bi-annually</li> <li>Ongoing</li> <li>Year 1</li> <li>Year 1</li> <li>Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>RP Forums held and temporary accommodation needs highlighted</li> <li>Increased number of temporary accommodation units made available to the Council</li> <li>RSAP funding drawn down and homes delivered</li> <li>Accommodation occupied.</li> <li>Lease completed for 6 units of move-on accommodation at Stay Green House in Edenbridge.</li> <li>Number of units leased</li> </ul>	<p>Forum held 1/2023 Next Forum booked for 11/2023.</p> <p>Discussions underway with WKHA regarding additional the use of additional units. SLA being reviewed.</p> <p>Orchard Close and Vine Court Road agreements signed, and accommodation completed 9/2022. All units occupied.</p> <p>Stay Green House lease completed, and units occupied.</p> <p>20 units leased and occupied.</p>
3.9	Deliver and implement a new five year Homelessness and Rough Sleeper Strategy in 2022/23	<ul style="list-style-type: none"> <li>Adoption of a Homelessness and Rough Sleeping Strategy 2023/2028</li> <li>Completion of Homelessness Review to support the Homelessness and</li> </ul>	<ul style="list-style-type: none"> <li>Year 1 and 2</li> <li>Year 1</li> </ul>	<ul style="list-style-type: none"> <li>Strategy adopted at Full Council</li> <li>Homelessness Review completed</li> </ul>	<p>Homelessness and Rough Sleeper Strategy adopted by Full Council 2/2023.</p> <p>Review completed and considered by Cabinet 12/2022 and included</p>

		<p>Rough Sleeping Strategy</p> <ul style="list-style-type: none"> <li>• Launch of Multi-Agency Support Service for our most complex street homeless/vulnerable homeless</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1</li> </ul>	<ul style="list-style-type: none"> <li>• Number of rough sleepers in the District identified at the mandatory annual count and additional Council led counts</li> <li>• Number of rough sleepers and single homeless in settled accommodation</li> </ul>	<p>in report to Full Council 02/2023.</p> <p>Annual Rough Sleepers Count completed in November 2022, when 1 rough sleeper was found. Commended by DLUHC for the completion of the annual rough sleepers count. 25 rough sleepers since identified through our services, of which 18 now in settled accommodation including Vine Court Road and Orchard Close. Vine Court Road and Orchard Close supported housing initiatives delivered in partnership with WKHA and DLUHC.</p>
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## Theme 4: Healthy people, homes and places

	Priority	Action	When	How Measured	Achieved/Comments
4.1	Improve the conditions of homes in the private sector, including those let by private landlords, with particular emphasis on those areas highlighted through Building Research Establishment (BRE) evidence	<ul style="list-style-type: none"> <li>Work with landlords and the Landlords Forum to encourage take up of energy efficiency improvement works and retrofitting</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>Measures undertaken by landlords and take up analysed</li> </ul>	Results from thermal imaging camera lending scheme currently being reviewed and will form part of an action plan to promote energy efficiency within the private sector.
4.2	Increase awareness of council services and initiatives in relation to warm homes, energy efficiency and retrofit technologies	<ul style="list-style-type: none"> <li>Through targeted activity, ensure maximum uptake of <u>Home Upgrade Grant (HUG)</u> funding</li> <li>Implement Action 2.10 - Use BCF to fund a dedicated hand-holding officer to deal with various</li> </ul>	<ul style="list-style-type: none"> <li>Year 1 - 4/2023</li> <li>Year 1 - 4/2023 and ongoing</li> </ul>	<ul style="list-style-type: none"> <li>At least 95% of HUG funding taken up</li> <li>Officer in post and continuing, subject to funding</li> </ul>	<p>64% of HUG 1 funds taken up due to delays in receipt of funding and employment of officer</p> <p>14 homes had retrofit completed</p> <p>HUG 2 grant awarded to complete retrofit of 60 homes in period 4/2023 to 3/2025</p> <p>646 households to date have registered an interest in Solar Together and installation of measures is ongoing.</p> <p>Changing Spaces Scheme approved by Cabinet 12/2022</p> <p>Changing Spaces Officer (fixed term -</p>

		challenges facing vulnerable residents and those facing fuel poverty, in the private sector, eg tackle poor housing conditions, promote energy efficiency/energy savings, and give guidance on rightsizing opportunities			DIYSO funded) recruited. Guidance on downsizing opportunities will be driven by the Changing Spaces Officer. Senior PSH Officer will lead on housing assistance, energy efficiency (including fuel poverty) and empty homes.
4.3	Improve areas of high social and economic deprivation, including housing within the Council's ownership, and beyond, through an approach that improves the built environment and supports better education, employment, and housing outcomes for existing and future residents	<ul style="list-style-type: none"> <li>• Ensure provision is made for Gypsy and Traveller accommodation to meet the needs of the community</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 – 12/2022</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant policies included in emerging Local Plan Regulation 18 consultation</li> </ul>	Site Allocation policies included in emerging Local Plan Regulation 18 consultation document, scheduled for 11/2023, including Housing and Mixed Use, and Gypsy and Traveller site allocations to meet the identified need for the District over the Plan period up to 2040.
4.4	Encourage developers to bring forward schemes that support our commitment for the council and its assets to be Net Zero by 2030, and our ambition for the district to be Net Zero by 2030. This includes	<ul style="list-style-type: none"> <li>• Policy formulated which assists in the reduction of carbon emissions and in achieving the Net Zero 2030 commitment</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 – 12/2022</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant policies included in emerging Local Plan Regulation 18 consultation</li> </ul>	Climate change continues to be a key theme within the emerging Local Plan and relevant planning policies are included in the upcoming Local Plan Regulation 18 consultation document, scheduled

	supporting carbon-neutral and carbon-positive technologies in new homes, without diminishing the level of affordable homes provided				for consultation 11/2023. Net zero ambitions to be fed into co-housing project RACE to action Preliminary meeting 7/2023.
4.5	Introduce a new environmental sustainability standard for all our new developments	<ul style="list-style-type: none"> <li>All new Quercus Housing, Quercus 7 and Council development to achieve high sustainability standards, wherever possible/viable</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>Standard met and recorded in the Net Zero Action Plan report</li> </ul>	QH is currently developing a pipeline of potential acquisitions from Council led development (subject to viability), which have high sustainability embedded.
4.6	Collaborate with RPs to bring about the retrofitting of existing stock with zero carbon technologies, particularly with the least sustainable stock	<ul style="list-style-type: none"> <li>Implement Action 1.5 – Bi-annual RP Forums held to share new ideas and best practice</li> </ul>	<ul style="list-style-type: none"> <li>Year 1</li> </ul>	<ul style="list-style-type: none"> <li>RP Forums held and retrofitting promoted and completed measures recorded in the Net Zero Action Plan report</li> </ul>	WKHA analysed data on stock and planning route to EPC Band C by 2030 and Net Zero by 2050, 1,804 out of 7,053 properties have an EPC below Band C and works have been identified improve the remaining. EPC works during last year include replacement windows, doors, boilers, over 250 homes fitted with air course hear pumps, remediation of defective cavity wall insulation, all voids have loft insulation

					checked and topped up if required. Next year, plans to run a small PV installation programme for homes with electric heating or no other way of improving the EPC banding to above a Band C. Moat will be continuing to implement retrofit measures. Have targets in place that underpin the retrofit works, including EPC ratings and net zero ambition.
4.7	Reduce digital inequality and digital poverty by working with Registered Providers to improve opportunities for their residents to benefit from super-fast broadband	<ul style="list-style-type: none"> <li>Deliver a Digital inclusion project in partnership with Compaid and WKHA, providing devices, data, and training to homeless households.</li> <li>Support the Health and Communities Manager and WKHA to work with KCC to scope a Community Wifi pilot project.</li> </ul>	<ul style="list-style-type: none"> <li>Year 1</li> <li>Year 1 and 2</li> </ul>	<ul style="list-style-type: none"> <li>Number of customer referrals to Compaid service</li> <li>Project initiation completed in partnership with KCC</li> <li>Project launched, subject to funding</li> </ul>	This externally funded project has ended but has helped over 110 customers to improve their digital literacy. We are looking for alternative funding options to continue the project. Unfortunately, due to the cost implications resulting for the feasibility work, KCC has confirmed it is unable to fund a Wifi project.
4.8	Support the Sevenoaks District Armed Forces	<ul style="list-style-type: none"> <li>Consider the needs of armed forces in the</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>Policy adopted</li> </ul>	Allocations Policy adopted 7/2022 and

	Covenant, ensuring veterans are able to access housing support and advice	<p>Allocations Scheme refresh.</p> <ul style="list-style-type: none"> <li>• Single point of contact for housing advice for veterans leaving the Armed Forces</li> </ul>		<ul style="list-style-type: none"> <li>• Nominated officer and elected member Armed Forces Champions</li> </ul>	<p>higher priority awarded to applicants from the armed forces Housing Advice Team Leader nominated as the Armed Forces Champion.</p>
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