

AGENDA ITEM 12: APPENDIX G

WAVERLEY BOROUGH COUNCIL

EXECUTIVE – 2 SEPTEMBER 2014

Title:

HOUSING DELIVERY BOARD ANNUAL REPORT 2013/14

1. INTRODUCTION

- 1.1 This report summarises the work undertaken by the Housing Delivery Board in 2013/14. The Terms of Reference require that an annual report be presented to the Executive every year.
- 1.2 The Housing Delivery Board met on the second Monday of every month. The membership was as follows:-
- Portfolio Holder for Housing Delivery (KW)
 - Portfolio Holder for Finance (JP)
 - Portfolio Holder for Planning (BA)
 - Portfolio Holder for Housing Operations (CK) - Optional
 - Director of Operations (DR) – Chairman
 - Executive Director (PW)
 - Director of Finance and Resources (GC)
 - Head of Housing Strategy and Delivery (JA)
 - Head of Housing Operations (HW) - Optional
 - Head of Planning (ME)
 - Housing Development Manager (KN)
 - Housing Development Officer (LB)
 - Finance (GP)
 - Legal – (ST/JG)
 - Property – (GS)
 - Democratic Services Manager (EMcQ)
- 1.3 The purpose of the Housing Delivery Board is to oversee the delivery of new Council homes, as set out in the Affordable Homes Delivery Plan approved by Full Council on 17 July 2012, and provide a strategic lead to officers.
- 1.4 The functions of the Housing Delivery Board are set out in the Terms of Reference which are reviewed annually:
- To oversee and contribute to the delivery of the affordable housing programme
 - To receive progress reports on sites in the delivery plan
 - To produce an annual report
 - To engage with Ward Councillors as necessary in relation to particular sites for development or disposal in their wards
 - To monitor the budget for the affordable housing programme
 - To monitor the remodelling of existing housing stock
 - To identify priority sites for each delivery year
 - To deliver the process for the use of consultants

- To appoint contractors where a tender process has been carried out, including for example establishing a list of professionals.
- To consider opportunities to deliver additional affordable housing through conversions or remodelling of existing stock holdings
- To progress items through the Executive and Council, if necessary.

2. REVIEW OF ACHIEVEMENTS IN 2013/14

2.1 At each meeting the Housing Delivery Board receives an update on the progress that is being made on committed and proposed development sites. The Housing Delivery Board is briefed on these sites by the designated Lead Officer. The Board considers the recommended actions and provides a strategic steer as required.

2.2 Committed spend on new build programme

A capital budget of £7,325,990 from the HRA has been committed to fund the New Affordable Homes programme.

2.3 Progress on committed development sites

(a) Station Road, Godalming

The site has planning permission for 14 affordable homes. The development has been delayed due to extensive archaeological works being carried out. W. Stirland has been appointed as the build contractor and they will start building works at the end of September. The Executive approved the budget allocation for this scheme on 10 December 2013.

(b) Sites in Binscombe

Planning permission was granted for the development of 9 affordable homes on three small sites at Badgers Close, Silo Drive and land at the corner of Warren Road and Perrior Road. Two consultation events were held to inform local residents and regular newsletters keep them up-to-date with progress. The Executive approved the budget allocation for the scheme from the New Affordable Homes Reserve on 1 April 2014. Walkers Construction started on site on 1 July 2014.

(c) Barnett Lane, Wonersh and Hullmead, Shamley Green

Planning permission has been granted for the development of four affordable homes on the site of Ladymead, a former homeless hostel in Wonersh and two houses on the garage sites adjacent to 64 Hullmead in Shamley Green. The Executive approved the budget allocation for this scheme on 7 January 2014. The tender process is due to commence in July 2014.

(d) Conversion of former staff accommodation in sheltered housing schemes

The Executive approved a budget allocation for the conversion of former staff accommodation at Bowring House, Farncombe and Faulkner Court, Farnham to provide an additional one bed flat and improved community space within each scheme, following discussion at Housing Delivery Board.

2.4 Progress on proposed development sites

The potential development sites discussed by the Housing Delivery Board include those listed in the Affordable Homes Delivery Plan, HRA land currently occupied by other users, land owned by the General Fund where there is short to medium term potential for residential development, former garage sites or parking areas and other land and property opportunities as they arise.

2.5 Pre-application advice

The Housing Delivery Board received pre-application advice on potential housing schemes at the earliest stage, based on concept designs prepared by architects, to help inform their discussions.

2.6 Establishing a list of preferred providers for pre-development works

The Housing Delivery Board has supported the establishment of a list of preferred providers for pre-development works as part of the drive to ensure the development programme delivers value for money.

2.7 Redevelopment of Ockford Ridge, Godalming

In June 2013, the Housing Development Team held the first of six drop-in consultation events to develop a Master Plan for the redevelopment programme at Ockford Ridge. During the past 12 month, residents have received regular newsletters and FAQs (Frequently Asked Questions) to keep them informed, the Council has bought back two properties to provide temporary accommodation during the build programme, the Executive has approved the appointment of an Employers Agent and commencement of the OJEU process to select a building contractor and the planning application has been submitted for consideration at the Joint Planning Committee in July 2014.

2.8 Redevelopment of former sheltered housing scheme at Wey Court House

The Executive approved the submission of a planning application to demolish Wey Court House ahead of the redevelopment of the site for new affordable housing. The proposed development of 24 one and two bedroom flats has been prepared by Nye Saunders Architects and a series of drop-in consultation events have been held throughout the year to enable local residents' to share their views. A planning application will be submitted shortly.

2.9 Application to become an HCA investment partner

In March 2014, the Housing Delivery Board considered the application for the Council to become an HCA (Homes and Communities Agency) investment partner and seek external grant funding to contribute towards the cost of developing Wey Court House. The outcome of the application is awaited.

2.10 Framework for the purchase of land and property

In July 2013, the Council agreed a framework for the purchase of land and property, setting out clear approval processes and financial thresholds. This has enabled the negotiation for the buy-back of former council-owned properties in areas of high housing need, often where development sites are limited.

2.11 Land and property purchase opportunities

During 2013/14, the Housing Delivery Board considered the potential purchase of a number of development opportunities from other public bodies, private owners, investment companies and housing association providers to deliver good quality affordable housing that provided value for money. Where progress could be made to take these sites forward, approval was sought from the Executive. The purchase of land in Witley, where approval had been given, did not proceed because the land owner was seeking to achieve an aspirational land price that was significantly higher than its value.

2.12 Completion of the Garage Strategy

The Housing Delivery Board received the Garage Strategy that categorised existing garage sites based on their occupancy and development potential. Eight sites were identified as having low occupancy and development potential and architects have been commissioned to draft schemes for these sites.

2.13 Disposal of council-owned properties

In 2013/14 the Housing Delivery Board considered the disposal of six Council-owned properties before approval was sought from the Executive. Two listed cottages in Wrecclesham, Hale Cemetery Lodge in Farnham, two properties in Hindhead, including a former hostel, and a dwelling outside the borough that had no access to mains sewerage were sold, generating a capital receipt to reinvest in future development programme.

2.14 Design Standards and Specifications for Council homes

A sub-group of the Housing Delivery Board took a lead in preparing guidance on design standards and specifications for the new council house building programme, taking into account feedback from housing association tenants in Waverley who had recently moved into a new affordable home, in particular relating to storage and car parking. The draft design standards and specifications were presented to the Tenants Panel, Housing Improvement Sub-Committee and the Corporate Overview and Scrutiny Committee, before being approved by Council in April 2014.

2.15 Understanding of local housing need

The Housing Delivery Board received reports to inform them about the extent of affordable housing need in the borough. These reports included the Analysis of the Housing Register (January 2014), the Supported and Specialist Housing Need report (March 2014) and the Progress Report on Rural Exception Housing (June 2014).

2.16 Land Asset Mapping

A corporate working group was set up to review the potential of council-owned sites for residential development in the short, medium or long term. Progress on the borough-wide land asset mapping exercise has been reported to the Housing Delivery Board

2.17 Affordable housing delivered through the planning system

The Housing Delivery Board was kept informed about the completions and pipeline schemes for the delivery of affordable housing through the planning system. The Board explored whether the Council could add value if it secured the affordable housing element of a housing development through a s106 agreement instead of a housing association and concluded that in most cases the added value is limited.

2.18 Increasing the capacity of the Housing Development Team

The Housing Delivery Board was kept informed about the plans to expand the Housing Development Team to include two Development Officers and a Project Co-ordinator for Ockford Ridge.

3. FORWARD PROGRAMME FOR 2014/15

- Complete nine new homes for social rent in Binscombe
- Start construction of 14 homes for social rent at Station Road, Godalming
- Complete the remodelling of Rolston House, Haslemere
- Secure planning permission for the redevelopment project at Ockford Ridge and select a build contractor through the OJEU process
- Progress the development of a further three garage sites to deliver 11 new homes in 2015/16
- Secure planning permission for the development of at least 37 new affordable homes
- Convert guest apartment at Blunden Court to permanent sheltered housing
- Convert under-used community rooms to affordable homes
- Buy back four former council-owned properties to meet local housing need
- Carry out appraisals of sites in the 5 year plan
- Develop supported accommodation for people with autism in Churt
- Review opportunities to purchase land and properties to increase the supply of affordable housing in the borough
- Work with other housing providers to deliver affordable housing to meet local need

Recommendation

It is recommended that the work carried out by the Housing Delivery Board in 2013/14 be endorsed.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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