

WAVERLEY BOROUGH COUNCIL

EXECUTIVE – 7 JULY 2015

Title:

HOUSING DELIVERY BOARD ANNUAL REPORT 2014/15

[Portfolio Holder: Cllr Carole King]

1. INTRODUCTION

- 1.1 This report summarises the work undertaken by the Housing Delivery Board in 2014/15. 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/SS)
 - 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 Officer (LB)
 - Principal Accountant (GP)
 - Legal – (ST/JG)
 - Estates and Valuation Manager (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 2014/15

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 £7,345,636 from the HRA was committed in 2014/15 to fund the New Affordable Homes programme.

2.3 Progress on committed development sites

(a) Station Road, Godalming

W. Stirland Limited were appointed as the build contractor to deliver 14 affordable homes at Station Road and building works started in September 2014. The requirement for further archeological excavation works to be carried out by the Surrey County Archaeological Unit beyond the redevelopment area have delayed construction. . The new homes are due to be completed in January 2016.

(b) Sites in Binscombe: Badgers Close, Warren Road and Perrior Road

Walkers Construction were appointed as the build contractor and started on site in July 2014. Three new two-bedroom affordable homes were completed at the corner of Warren Road and Perrior Road in March 2015. The properties have been allocated and the tenants moved into their new homes on 19th April 2015. Four 2 bedroom homes at Badgers Close are expected to be completed and handed over by Walker Construction in May 2015.

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

In September 2014 the Executive approved the budget allocation and appointment of Gee Construction as the build contractor to deliver 6 new homes in Wonersh. Nye Saunders were appointed to act as both architect and contract administrators through a traditional contract arrangement. Start on site was marked by a sod cutting ceremony held at Ladymead in January 2015. The development programme is ahead of schedule on both sites are due to complete by August 2015.

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

Former staff accommodation at Falkner Court, Farnham and Bowring House, Farncombe into two one-bedroom flats and extended communal space. Works were carried out by Niblock and completed in March 2015. At Blunden Court, the guest room suite was converted into a self-contained flat. All three flats have now been let.

(e) Progress on the development of former garage sites and parking areas

Middlefield, Farnham

Planning permission for the development of four new two-bedroom affordable homes at Middlefield in February 2015. An Employers Agent has been appointed and the tender process has begun.

Nursery Hill, Shamley Green

Planning permission for the development of five new affordable homes at Nursery Hill in April 2015. Construction is expected to start in October 2015 after the appointment of an Employers Agent and build contractor.

Binhams Lea, Dunsfold

Feasibility drawings have been prepared for the development of the garage site at Binhams Lea to provide two new affordable homes. Initial consultation has been undertaken and site surveys commissioned, ahead of the submission of a planning application in Summer 2015.

Sherrydon, Cranleigh

Feasibility drawings have been prepared for the development of part of the parking area adjacent to 75 Sherrydon to provide two new affordable homes. Initial consultation has been undertaken and site surveys commissioned, ahead of the submission of a planning application in Summer 2015.

2.4 Redevelopment of Ockford Ridge, Godalming

In August 2014, planning permission for the redevelopment of Ockford Ridge to provide 99 new affordable homes was approved, including detailed planning consent for 16 new homes on Site D and outline consent for the delivery of 83 new homes on Sites A, B and C.

The Executive approved the appointment of an Employers Agent and the commencement of the procurement process using the HCA Delivery Panel Framework to select a build contractor. The tender documents are being prepared.

Local residents have been kept regularly informed through regular Community Consultative Group meetings, newsletters and letters. In response to feedback from tenants, it was agreed to build two show homes on part of the site. In April 2015, planning permission for the show homes was granted and

Jaw Construction has been appointed as the build contractor. Work will commence on site in July 2015 and the show homes will be available for viewing by the end of December 2015.

The remaining 80 properties at Ockford Ridge are part of the refurbishment programme. Surveys of each property were carried out between November 2014 and February 2015 to identify the extent of works required to each property to bring it up to modern standards. Tenants will be visited individually to discuss the works that will be carried out on their homes.

2.5 Redevelopment of former sheltered housing scheme at Wey Court House

The Executive approved the submission of a planning application for the development of 24 one and two bedroom flats on the site of the former Wey Court House in September 2014. The application was withdrawn in response to further concerns about the risk of flooding and the requirement for a Highways Stopping Up Order. Since September 2014, additional site survey investigations and evidence gathering has taken place and the design of the scheme has been amended to further mitigate the risk of future flooding. A revised application will be submitted in 2015/16.

2.6 Remodelling of Rolston House, Haslemere

In September 2013, the Council appointed Niblock to remodel Rolston House. The project involved converting 44 bedsits with shared bathrooms that were difficult to let to 32 self-contained flats and refurbishing and modernising the communal areas. The project was successfully completed in January 2015.

2.7 Application to become an HCA investment partner

In April 2014, the Council applied 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. In July 2014 the HCA confirmed that the funding application had been successful and a grant of £600,000 had been allocated for the delivery of this scheme.

2.8 Property purchase programme

In July 2014, Council approved the allocation of £2.5million to fund a property purchase programme. In 2014/15, four former council-owned homes were bought back, two more were purchased in April 2015 and and a further five are in the pipeline for completion by the end of July 2015.

2.9 Potential development sites

Potential development sites are discussed at the Housing Delivery Board and form part of the 5 Year Plan. The majority of potential sites are in council ownership.

2.10 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.

2.11 Land and property purchase opportunities

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. In 2014/15, the Council negotiated the purchase of six former police houses in Farnham and purchased a number of former Council owned properties in areas of high housing need.

2.12 Local Authority Facilitated Land Purchase

The Council invested £525,000 from the commuted sum budget to support the purchase of a site in Farnham to enable Thames Valley Housing Association to deliver 21 affordable homes for rent and shared ownership.

2.13 Garage Strategy Update

The Garage Strategy categorised existing garage sites based on their occupancy and development potential. Initially, eight sites were identified as having low occupancy and development potential and architects have been commissioned to draft schemes for these sites. The majority of these sites have progressed and are included in the 5 year plan. A further five sites have been identified and feasibility studies are underway.

2.13 Disposal of council-owned properties

In 2014/15, the Housing Delivery Board considered the disposal of three Council-owned properties before approval was sought from the Executive. The properties have been sold and the capital receipt will be reinvested in the future development programme.

2.14 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 Progress Report on Rural Exception Housing (June 2014), Analysis of the Housing Register (July 2014), Analysis of Help to Buy Register (July 2014), Survey of local employers (September 2014) and the Older Persons Housing Needs Survey (February 2015).

2.15 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 for land owned by the General Fund was reported to the Housing Delivery Board.

2.16 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 and generally provided by housing associations.

2.17 Increasing the capacity of the Housing Development Team

The Housing Development Team has increased to include a Housing Development Manager, two Housing Development Officers, a part-time Team Support Assistant and an apprentice. There remains a vacancy for a Project Co-ordinator for Ockford Ridge.

3. **FORWARD PROGRAMME FOR 2014/15**

- Complete 14 homes for social rent at Station Road, Godalming
 - Complete 6 homes for social rent in Wonersh and Shamley Green
 - Increase understanding of development risk and review lessons learnt from development programme to date
 - Review the Design Standards
 - Identify next stock improvement project
 - Complete the two show houses at Ockford Ridge
 - Select a build contractor and start on site for the first phase of the Ockford Ridge Redevelopment Project at Ockford Ridge
 - Commence construction on a four former garage sites to deliver 13 new homes in 2016/17
 - Convert under-used community rooms to provide at least 8 new affordable homes
 - Secure planning permission for the development of at least 58 new affordable homes
 - Complete the property purchase programme by acquiring a further 6 properties
 - Complete open space review for Farncombe
 - Carry out appraisals of sites in the 5 year plan
 - Review land assets to identify further potential sites for development in future years
 - Review opportunities to purchase land and properties to increase the supply of affordable housing in the borough
 - Review the lessons learnt from completed developments to inform process improvements
 - Work with other housing providers to deliver affordable housing to meet local need
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Recommendation

It is recommended that the work carried out by the Housing Delivery Board in 2014/15 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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