# The Housing Strategy Operational Action Plan 2009-2014

## Strategic Priority 1:- To continue to maximise the delivery of new affordable homes

**The Aim:- To optimise the supply of affordable housing within available resources to meet identified and prioritised needs**

<table>
<thead>
<tr>
<th>Objective</th>
<th>Who</th>
<th>When</th>
<th>Resources</th>
<th>Outputs</th>
<th>Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 To maintain a sound evidence base for the development of affordable housing through research exercises and the use of external research findings (including the Strategic Housing Market Assessment)</td>
<td>Housing Needs and Strategy Manager, Affordable Housing Co-ordinator, Research and Development Officer, Senior Planning Policy Officer</td>
<td>Ongoing</td>
<td>Within existing staffing resources</td>
<td>Information to support bids for funding for Social Housing Grant and other housing-related sources of funding.</td>
<td>Increased success in securing funding for and delivering affordable housing in Hertsmere.</td>
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<tr>
<td><strong>Task One.</strong></td>
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<td>Support the maintenance of an up-to-date and constructive planning policy framework.</td>
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</tr>
<tr>
<td>1.2 To hold meetings of the Registered Social Landlord (RSL) Liaison Group at least twice each year.</td>
<td>Affordable Housing Co-ordinator, Research and Development Officer</td>
<td>Ongoing</td>
<td>Within existing staffing resources</td>
<td>~ Dissemination of information on development opportunities and Council policies. ~ Effective allocation of development opportunities to RSLs.</td>
<td>~ RSLs well-informed of Council policies. ~ Maximisation of RSLs’ skills and assets. ~ Increased co-operation between RSLs. Reduced duplication and waste.</td>
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<tr>
<td><strong>Task Two</strong></td>
<td></td>
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<td>~ RSLs well-informed of Council policies. ~ Maximisation of RSLs’ skills and assets. ~ Increased co-operation between RSLs. Reduced duplication and waste.</td>
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</tr>
<tr>
<td>1.3 To optimise the use of Council resources for the provision of affordable housing.</td>
<td>Affordable Housing Co-ordinator, Research and Development Officer, Asset Management</td>
<td>Ongoing</td>
<td>Within existing staffing resources</td>
<td>~ Decrease in the costs of development for RSLs. ~ Swifter development of affordable housing.</td>
<td>~ Increase in the amount of affordable housing in the borough. ~ Use of Council assets to directly improve the well-being</td>
</tr>
<tr>
<td>Task</td>
<td>Panel</td>
<td>Duration</td>
<td>Resources</td>
<td>Benefits</td>
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<tr>
<td>1.4</td>
<td>To optimise the use of Social Housing Grant for the development of social housing.</td>
<td>Ongoing</td>
<td>Within existing staffing resources.</td>
<td>Year-on-year increase in the number of affordable housing units developed in Hertsmere.</td>
<td>Increase in the amount of affordable housing in the borough.</td>
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<tr>
<td></td>
<td><strong>Task Four</strong></td>
<td></td>
<td>Social Housing Grant</td>
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<tr>
<td></td>
<td>Affordable Housing Co-ordinator</td>
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<td></td>
<td>The Homes and Communities Agency (formerly the Housing Corporation)</td>
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<td>1.5</td>
<td>To maximise the delivery of additional units of affordable housing through the Planning process.</td>
<td>Ongoing</td>
<td>Within existing staffing resources.</td>
<td>Year-on-year increase in the number of affordable housing units development in Hertsmere.</td>
<td>Increase in the amount of affordable housing in the borough.</td>
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<tr>
<td></td>
<td><strong>Task Five</strong></td>
<td></td>
<td>Social Housing Grant Developer contributions</td>
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<td></td>
<td>Affordable Housing Co-ordinator Planning and Building Control Unit</td>
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<tr>
<td>1.6</td>
<td>To plan and develop low cost home ownership schemes in Bushey and Potters Bar (previously low cost home ownership options have been almost wholly concentrated in Borehamwood).</td>
<td>To be advised</td>
<td>Social Housing Grant Developer contributions</td>
<td>~ the development of units for low cost home ownership in Bushey and Potters Bar.</td>
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<tr>
<td></td>
<td><strong>Task Six</strong></td>
<td></td>
<td></td>
<td>~ the increase in tenure options for residents of Bushey and Potters Bar, including tenants of social rented housing who may wish to move on to low cost home ownership.</td>
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<tr>
<td></td>
<td>Housing Needs and Strategy Manager</td>
<td></td>
<td></td>
<td>~ more housing options for residents of Bushey and Potters Bar.</td>
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<tr>
<td></td>
<td>Affordable Housing Co-ordinator.</td>
<td></td>
<td></td>
<td>~ some “freeing-up” of social rented accommodation if tenants wish to move to low cost home ownership.</td>
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<td></td>
<td>Research and Development Officer</td>
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<td></td>
<td>Registered Social Landlords</td>
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<td></td>
<td>Lea Valley Homes (Zone Agents)</td>
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<td></td>
<td>Policy and Transport Manager</td>
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<tr>
<td>1.7</td>
<td>Consultation to take place with parish councils on the need for affordable housing in Bushey and Potters Bar.</td>
<td>30 March 2009</td>
<td>Within existing staffing resources</td>
<td>~ the production of a research paper giving an information base to guide any proposed increased housing availability in the borough.</td>
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</tbody>
</table>
**Task Seven**

Research and Development Officer.
Allocations Team
Planning Policy Team
Parish Councils in Elstree, Shenley, Ridge and South Mimms.

**1.8 To investigate housing development options in terms of land assembly and delivery vehicles.**

- **Who:** Head of Housing and Health.
- **Who:** Housing Needs and Strategy Manager
- **Who:** Planning
- **Who:** Asset Management

**Who:** Ongoing
**When:** Within existing resources.
**What:** Sites identified. Delivery vehicles chosen.
**Outputs:** Additional affordable housing. Reduced pressure on the Green Belt.

**Strategic Priority 2:- To work with partners towards a socially inclusive sustainable community**

**The Aim:- To use an holistic approach to improve the quality of life in Hertsmere’s more deprived neighbourhoods**

**Objective**

2.1 **To produce a regeneration plan to tackle both housing need/homelessness and worklessness in the four Borehamwood wards**

**Task eight**

- **Who:** Housing Needs and Strategy Manager
- **Who:** Research and Development Officer.
- **Who:** Housing Options Officer.

**When:** To be arranged
**Resources:** Preliminary work within existing staffing resources. Employment Participation.
**Outputs:** Housing and employment/training advice services for young mothers and single people aged 25-44.
**Outcomes:** Services to increase access to both housing and employment/training services. An increase in homelessness prevention.
<table>
<thead>
<tr>
<th>WorkNet</th>
<th>Homestart</th>
<th>William Sutton Homes</th>
<th>Local Strategic Partnership Economic Development sub-group</th>
<th>Hertsmere Community Partnership</th>
<th>Citizens Advice Bureau</th>
<th>Job Centre Plus</th>
<th>Oaklands College</th>
</tr>
</thead>
</table>

2.2 To progress regeneration initiatives in the Leeming Road area.

*Task nine*

<p>| Head of Housing and Health. | Housing Needs and Strategy Manager | Research and Development Officer | Planning and Building Control Team | William Sutton Homes | The Community Investment Partnership | To be arranged | Preliminary research work to be carried out within existing staffing resources. Additional resources may be required. | A timetabled and costed holistic plan to improve housing supply, services and the environment around a defined area in Borehamwood. | Improve the quality of life of residents within Hertsmere’s most deprived Super Output areas. |</p>
<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Responsible Parties</th>
<th>Research</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.3</td>
<td>To carry out research into the Cowley Hill ward and Brookmeadow ward.</td>
<td>Affordable Housing Co-ordinator, Research and Development Officer, Head of Corporate Support and Community Services, Community Partnerships Officer.</td>
<td>Initial research exercise completed by the Housing Strategy Team and William Sutton Homes in September 2008. Results presented to the Local Strategic Partnership. Further research to be undertaken.</td>
<td>To produce an information database to support the case for a regeneration initiative, and to define which what initiatives are required within the regeneration programme.</td>
</tr>
<tr>
<td>2.4</td>
<td>To conduct discussions with registered social landlords on low cost home ownership products using income data.</td>
<td>Affordable Housing Co-ordinator, Research and Development Officer, Lea Valley Homes, Citizens Advice Bureau.</td>
<td>Within existing staffing resources.</td>
<td>To produce a set of findings on the sale of low cost home ownership properties in the borough in 2005-2008 including the previous address of purchasers. ~ To provide a set of recommendations on how low cost homeownership can be made more affordable to local residents.</td>
</tr>
</tbody>
</table>

### Strategic Priority 3:- To improve the condition of housing stock in the private sector

**The Aim:-** To improve the overall condition and energy efficiency of privately owned housing in the borough. To ensure that the Government’s Decent Homes target for privately-owned homes is met. To tackle privately owned properties which have been identified as most vulnerable to poor condition.

<table>
<thead>
<tr>
<th>Objective</th>
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<th>When</th>
<th>Resources</th>
<th>Outputs</th>
<th>Outcomes</th>
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</thead>
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<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Responsible Officers</th>
<th>Start Date</th>
<th>Resources</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td>Home Repairs Assistance – to publicise the new grant system.</td>
<td>Principal Private Sector Housing Co-ordinator.</td>
<td>Ongoing</td>
<td>Existing and planned staffing resources</td>
<td>A regime to offer practical and accessible financial aid to vulnerable households on limited income.</td>
</tr>
<tr>
<td>3.2</td>
<td>To continue proactive inspections of Houses in Multiple Occupation (HMOs)</td>
<td>Principal Private Sector Housing Co-ordinator. Private Sector Housing Co-ordinator.</td>
<td>Ongoing</td>
<td>Existing and planned staffing resources</td>
<td>To identify HMOs within the borough</td>
</tr>
<tr>
<td>3.3</td>
<td>To explore the possibilities of working with private sector partners in the delivery of financial assistance.</td>
<td>Principal Private Sector Housing Co-ordinator</td>
<td>Existing and planned staffing resources</td>
<td></td>
<td>To ensure that the services offered are the most economical possible.</td>
</tr>
<tr>
<td>3.4</td>
<td>To devise new local performance indicators for the private rented sector.</td>
<td>Principal Private Sector Housing Co-ordinator. Private Sector Housing Co-ordinator. Housing Supply Officer.</td>
<td>April 2009</td>
<td>Existing and planned staffing resources</td>
<td>To create a system of monitoring performance that accurately reflects the needs of the housing stock while recognising the limits to the team's staffing</td>
</tr>
<tr>
<td>3.5</td>
<td>To adopt an affordable warmth strategy for the borough.</td>
<td>Energy Conservation Officer. Climate Change Officer Working Herts</td>
<td>July 2009</td>
<td>Within existing staffing resources</td>
<td>A plan which co-ordinates all the initiatives to reduce fuel poverty.</td>
</tr>
<tr>
<td>3.6</td>
<td>To introduce Empty Homes loans, Conversion loans and Decent Homes loans.</td>
<td>Principal Private Sector Housing Co-ordinator. Private Sector Housing Co-ordinator.</td>
<td>March 2009</td>
<td>External consultant</td>
<td>An incentive for owners of empty homes to bring their properties back into use.</td>
</tr>
<tr>
<td>3.7</td>
<td>To revise the Be Warm Be Wise</td>
<td>Energy Conservation Officer.</td>
<td>31 March 2009</td>
<td>Within existing</td>
<td>A scheme whose</td>
</tr>
</tbody>
</table>
### Task eighteen

**Officer.**
- Climate Change Officer.
- Working Herts.

**staffing resources.**
- eligibility criteria and remit is updated to take account of recent and long-term changes e.g. new Government schemes, more people who are aged over 60 who work.

3.8 To achieve an annual improvement in domestic energy efficiency.

**Officer.**
- Energy Conservation Officer.

**Ongoing**

**Within existing staffing resources.**
- Use of a range of schemes to bring households out of fuel poverty.

A reduction in the incidence of household fuel poverty in the borough.

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### Strategic Priority 4:- To ensure the needs of vulnerable groups are met

**Aim:-** To ensure affordable and appropriate housing options are available for the full range of special needs housing groups, as specified in the Hertfordshire Supporting People strategy.

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<tr>
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<th>Outputs</th>
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</tr>
</thead>
<tbody>
<tr>
<td>4.1 To contribute housing expertise to the Council’s Gypsy and Traveller strategy, particularly in the areas of site design and support services.</td>
<td>Housing Needs and Strategy Manager. Planning and Building Control Team Hertfordshire County Council Registered Social Landlords</td>
<td>Ongoing</td>
<td>Within existing staffing resources. Possible application for Social Housing Grant.</td>
<td>A set of recommendations on the design of sites and the development of management services. A response from RSLs on interest in designing and providing sites and developing services for gypsies and travellers.</td>
<td>Provision of the number of pitches required in the borough on sites designed to a high standard, and high quality management services for the sites.</td>
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</table>

**Task twenty**

<table>
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<tr>
<th>Who</th>
<th>When</th>
<th>Resources</th>
<th>Outputs</th>
<th>Outcomes</th>
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</thead>
<tbody>
<tr>
<td>Housing Needs and Strategy Manager</td>
<td>To be advised.</td>
<td>Social Housing Grant.</td>
<td>To produce the case for a new extra care scheme to meet needs and</td>
<td>Housing for older people which takes into account</td>
</tr>
</tbody>
</table>
| Task twenty one | Task twenty two | 4.3 To examine the feasibility of an extra-care scheme for people with learning disabilities in either Bushey or Radlett. The scheme would incorporate features which would make it suitable for members of the Jewish community. | 4.4 To examine the feasibility of commissioning a further leasehold scheme for older people to assist
Radlett. The scheme would incorporate features which would make it suitable for older members of the Jewish community. |
|---|---|---|---|
| Task twenty two | 4.3 To examine the feasibility of an extra-care scheme for people with learning disabilities in either Bushey or Radlett. The scheme would incorporate features which would make it suitable for members of the Jewish community. | 4.4 To examine the feasibility of commissioning a further leasehold scheme for older people to assist
Radlett. The scheme would incorporate features which would make it suitable for older members of the Jewish community. | To be advised |
| 4.3 To examine the feasibility of an extra-care scheme for people with learning disabilities in either Bushey or Radlett. The scheme would incorporate features which would make it suitable for members of the Jewish community. | 4.4 To examine the feasibility of commissioning a further leasehold scheme for older people to assist
Radlett. The scheme would incorporate features which would make it suitable for older members of the Jewish community. | To be advised |
| Task twenty one | Task twenty two | 4.3 To examine the feasibility of an extra-care scheme for people with learning disabilities in either Bushey or Radlett. The scheme would incorporate features which would make it suitable for members of the Jewish community. | 4.4 To examine the feasibility of commissioning a further leasehold scheme for older people to assist
Radlett. The scheme would incorporate features which would make it suitable for older members of the Jewish community. |
<table>
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<tr>
<th>Task</th>
<th>Description</th>
<th>Responsible Party</th>
<th>Funding</th>
<th>Description</th>
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<tbody>
<tr>
<td>twenty three</td>
<td>Owner-occupiers who are having difficulty maintaining/accessing their current properties.</td>
<td>Affordable Housing Co-ordinator, Registered Social Landlords, County Council Adult Care Services, Supporting People.</td>
<td>To be advised</td>
<td>Standard and very high levels of accessibility and adaptability, with the aim of providing a long-term sustainable housing option for older people who wish to “downsize” to smaller accommodation. Accommodation in the private sector. An increase in accessible, adaptable and affordable housing options for older people.</td>
</tr>
<tr>
<td>twenty four</td>
<td>To examine the feasibility of commissioning a scheme for intermediate care for older people who are leaving hospital and are not yet ready to return to their own homes.</td>
<td>Housing Needs and Strategy Manager, Affordable Housing Co-ordinator, Registered Social Landlords, County Council Adult Care Services, Supporting People.</td>
<td>To be advised</td>
<td>Social Housing Grant Supporting People</td>
</tr>
<tr>
<td>twenty five</td>
<td>To examine the feasibility of commissioning further provision for people with mental health needs, consistent with the Council’s Mental Health Accommodation Strategy.</td>
<td>Housing Needs and Strategy Manager, Affordable Housing Co-ordinator, Registered Social Landlords.</td>
<td>To be advised</td>
<td>Social Housing Grant Supporting People</td>
</tr>
<tr>
<td>4.7 To complete the work as Regional Centre of Excellence for Youth Homelessness.</td>
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<td>Task twenty six</td>
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<tr>
<td>Housing Needs and Strategy Manager</td>
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<tr>
<td>Housing Options Officer</td>
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<tr>
<td>Herts Young Homeless Group</td>
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<td>Aldwyck Housing Association</td>
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<tr>
<td>County Council Adult Care Services. Supporting People</td>
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<td>June 2009</td>
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<tr>
<td>Regional Centre of Excellence grant from the Government. 2007/08 - £ 20,000 2008/09 - £ 10,000</td>
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<tr>
<td>~ Two seminars on youth homelessness-related issues to be staged in June and July 2008. ~ A brochure on youth homelessness in Eastern England to be produced by October 2008. ~ Plans to be devised with Herts Young Homeless Group and Aldwyck on initiatives for the period up to 2009. ~ Dissemination of good practice to other local authorities and homelessness organisations across the Eastern region. ~ Increased publicity and a case for resources to deal with youth homelessness in the Eastern region. ~ Publicity for Hertsmere and its ability to implement initiatives on behalf of the Government.</td>
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</table>

| 4.8 To carry out a review of the Council’s leaflets and charters. |
| Task twenty seven. |
| Housing Needs and Strategy Manager |
| Allocations Team |
| Homelessness Team |
| To be advised. |
| Within existing resources. |
| User-friendly accessible leaflets which are fully up-to-date and comply with the Plain English standard |
| Leaflets form an effective mechanism for disseminating information on housing options and the Council’s housing-related services. |

<p>| 4.9 To carry out regular assessments of applications for: |
| The Housing Register |
| Homelessness Assistance |
| Home Repairs Assistance |
| Disabled Facilities Grants. |
| Housing research and development officer |
| Ongoing |
| Within existing resources |
| Information on the concentrations and variations of applications from areas of the borough, age groups, gender, ethnic backgrounds and age |
| An effective information database which can form a basis for new methods of marketing services and targeting specific groups. Ensure |</p>
<table>
<thead>
<tr>
<th>Task twenty eight</th>
<th>Task twenty nine.</th>
<th>Task thirty</th>
<th>Task thirty one</th>
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<tbody>
<tr>
<td><strong>4.10 To establish a new Housing Options and Advice Service. To include early intervention activities, home visits, and advice on housing need including privately rented accommodation.</strong></td>
<td><strong>4.11 To create an on-going dialogue with community groups who can provide information on the housing needs of ethnic minority and faith populations.</strong></td>
<td><strong>4.11 To monitor, revise and update Hertsmere’s Homelessness Strategy.</strong></td>
<td><strong>4.12 To establish a new Housing Options and Advice Service. To include early intervention activities, home visits, and advice on housing need including privately rented accommodation.</strong></td>
</tr>
<tr>
<td><strong>To be advised</strong></td>
<td><strong>To be advised</strong></td>
<td><strong>Housing Needs and Strategy manager</strong></td>
<td><strong>To be advised</strong></td>
</tr>
<tr>
<td><strong>Within existing resources</strong></td>
<td><strong>To produce a set of quantitative and qualitative data on housing need and aspirations among minority ethnic and faith communities.</strong></td>
<td><strong>31 July 2009</strong></td>
<td><strong>31 July 2009</strong></td>
</tr>
<tr>
<td><strong>A more proactive housing advice service, targeting households in the Housing Register and other identified groups in housing need.</strong></td>
<td><strong>To ensure that the needs of specific groups within the community are taken into account when planning the provision of new housing.</strong></td>
<td><strong>Within existing staffing resources.</strong></td>
<td><strong>Within existing staffing resources.</strong></td>
</tr>
<tr>
<td><strong>A reduction in homelessness acceptances and</strong></td>
<td><strong>~ To provide a range of information to support bids for particular housing schemes.</strong></td>
<td><strong>To revise the new homelessness strategy and action plan.</strong></td>
<td><strong>More homeless people helped</strong></td>
</tr>
<tr>
<td><strong>A reduction in the use of temporary accommodation by priority need households.</strong></td>
<td><strong>~ To ensure that the needs of specific groups within the community are taken into account when planning the provision of new housing.</strong></td>
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<tr>
<td>Task thirty one</td>
<td>Homelessness Team</td>
<td>To be advised</td>
<td>Social Housing Grant</td>
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<table>
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<tr>
<th>Task thirty four</th>
<th>ordinator</th>
<th>Registered Social Landlords</th>
<th>The County Council Adult Care Services.</th>
<th>Supporting People.</th>
<th>based on good practice employed elsewhere.</th>
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</thead>
</table>

### Strategic Priority 5:- To ensure best use is made of existing housing stock

**Aim:** To ensure that existing housing stock is used to its maximum capacity to ensure that housing needs and aspirations can be met. To ensure that sustainable housing pathways are available in the borough, including opportunities for “upsizing” and “downsizing”

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>5.1 To develop and implement the Empty Homes Strategy.</td>
<td>Housing Needs and Strategy Manager</td>
<td>31 March 2009</td>
<td>Within existing staffing resources.</td>
<td>A report on the options available for decreasing the number of properties in the borough which have been empty for more than 12 months e.g. private sector leasing, Empty Dwelling Management Orders, acquisition by RSLs.</td>
<td>~ A reduction in the number of empty homes in the borough. ~ Re-use of existing properties to accommodate households in housing need.</td>
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<tr>
<td>Task thirty five</td>
<td>Housing Supply Officer</td>
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<td></td>
<td>Private sector housing coordinators</td>
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<tr>
<td>Task thirty six</td>
<td>Housing Needs and Strategy Manager</td>
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<td>Watford Borough Council – Homelessness and Housing Advice Manager.</td>
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<td>5.2 To monitor the role of the Tenancy Liaison Officer to provide assistance to both landlords and tenants in order to sustain privately rented tenancies.</td>
<td>Officer to be in post by 30 September 2008. Evaluation to take place in September 2009.</td>
<td>Homelessness Grant</td>
<td>The appointment of an officer to provide support to landlords and tenants of the private rented sector (initially restricted to tenants who accessed the sector through the Rent Deposit Scheme).</td>
<td>~ Prevention of the breakdown of tenancies in the private sector, particularly among tenants who might be considered vulnerable. ~ More landlords willing to accept</td>
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<tr>
<td>Task</td>
<td>Responsible Party</td>
<td>Deadline</td>
<td>Costs/Approvals</td>
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<td>5.3</td>
<td>To research the need for a pilot 12 month “top-up” scheme to supplement Housing Benefit and the new Local Housing Allowance.</td>
<td>Housing Needs and Strategy Manager. Housing Supply Officer Housing Benefit Team</td>
<td>31 December 2008 Within existing resources.</td>
<td>To receive approval from Executive for a sum of money to be reserved for a “top-up” fund between open market rent levels and Local Housing Allowance levels. The scheme will initially be restricted to households who have accessed the private rented sector through the Rent Deposit Scheme. ~ More landlords willing to accept nominations from the Council and to participate in the Rent Deposit Scheme.</td>
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<td>Task thirty seven.</td>
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<td>5.4</td>
<td>To research methods of reducing under-occupation by carrying out a consultation exercise with existing under-occupiers on the Housing Register.</td>
<td>Housing Needs and Strategy Manager William Sutton Homes Aldwyck Housing Association.</td>
<td>To be completed by 31 March 2009 Within existing staffing resources. William Sutton resources Aldwyck Housing Association resources.</td>
<td>A survey to be carried out of William Sutton and Aldwyck tenants to assess which under-occupying households would be willing to move to smaller accommodation, and what incentives they would require to do so. An information database to inform Hertsmere Council, William Sutton and Aldwyck on the strategy which needs to be devised to reduce under-occupation and free-up family-sized homes for larger households.</td>
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<td>Task thirty eight</td>
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<td>5.5</td>
<td>To implement the new Choice-Based Lettings Scheme in the borough.</td>
<td>Housing Options Manager</td>
<td>December 2008 Capital and revenue costs for development have been agreed. Ongoing costs to be assessed and agreed.</td>
<td>The introduction of a new Choice-Based lettings scheme, complying with the Government’s requirement that all local authorities should have introduced Choice-Based Provide choice for social tenants, improved service and cross-border movement.</td>
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<td>Task</td>
<td>Description</td>
<td>Responsible Officers</td>
<td>Date</td>
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<td>5.6</td>
<td>To review the Rent Deposit Scheme, and recommend and implement changes.</td>
<td>Housing Needs and Strategy Manager, Research and Development Officer, Housing Supply Officer</td>
<td>31 January 2009</td>
<td>A report on how the scheme has operated and the changes which need to be made to ensure it continues to enable the provision of appropriate housing for people in housing need.</td>
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<td>5.7</td>
<td>To implement Private Sector Leasing in the borough.</td>
<td>Head of Housing and Health, Housing Needs and Strategy Manager, Pathmeads</td>
<td>31 March 2009</td>
<td>Agreed scheme in place.</td>
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<td>5.8</td>
<td>To devise a re-modelling scheme for a number of socially rented bungalows in Potters Bar which are small and not very accessible.</td>
<td>Housing Needs and Strategy Manager, Affordable Housing Co-ordinator, Aldwyck Housing Association</td>
<td>To be advised</td>
<td>Updated housing stock for older people which meets both needs and aspirations.</td>
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