

Appendix three : Private Sector Strategy Action Plan

Option no	What will we do?	Who will lead	When will we do it by?	How will we know we have succeeded?
1. Increased referral and take up of external funding to help people meet decent thermal standards	Build on inter agency work already happening to ensure all agencies who visit vulnerable groups are fully equipped to refer people to sources of funding	SEO	Ongoing to 2010	We will see an increase in referrals to government funded schemes such as Warm Front and be able to include these figures in properties now meeting decency standards.
2. Tackle poor conditions in the private rented sector	Set up a project with the Landlord's Forum to discuss what incentives could be used to encourage landlords to improve their properties. This should include exploring if offering tenancy support could be one of the incentives used.	O&RHTM	January 2008	We will have explored a number of options with landlords and if appropriate will have established a landlord incentive scheme.
	Along with the project above investigate a landlord accreditation scheme including running a pilot scheme	O&RHTM	2010	As part of the above we will have piloted an accreditation scheme and evaluated the benefits of rolling this out more widely
	Revise the enforcement policy for guidance on taking legal action where landlords do not comply with legislation ensuring that this includes an assessment of the risks in taking enforcement action.	O&RHTM	July 2007	We will have written a new policy and trained staff in the using the policy effectively.

	Promote the tenancy relation officer service more widely with partner agencies (in line with Option 1 and Option 3) and by direct marketing to tenants (possibly along with Housing Benefit) so the service reaches the most vulnerable. This will be done in partnership with SHOP	O&RHTM	Jan 2008	We will have monitored how new referrals to the service found out about it and monitor the age, ethnicity and any disability for the people the service assists.
3. Review of financial assistance policy to include loans based assistance.	A number of options for increasing confidence amongst older people to take loans based assistance will be explored and successful schemes added to the financial assistance policy	PHTM	2008/9	We will have identified a scheme and given 4 loans. (No loans made at present)
4. Set a more ambitious target for energy efficiency (SAP rating of 58)	We need to ensure we continue to monitor and report on all initiatives carried out by the Climate Change Team and the Environmental Health team that help us to reach this target	SEO	2008	All work that is carried out to improve thermal comfort and energy efficiency is recorded, monitored and reported to relevant committees.
5. Improve advice and information available to older people	We need to have a stronger joint protocol in place with key partner agencies to ensure vulnerable people are risk assessed and referred to all appropriate services who ever happens to make initial contact with them.	NRBM	Jan 2008	We will have a fully comprehensive assessment and referral tool backed up by a directory of information particularly aimed at older people for use by other professionals and by older people themselves.

6. Assess the requirement for an additional HMO licensing scheme.	Based on information held by OCC we will assess the need for a discretionary HMO licensing scheme and if this can be shown as likely to have a significant chance of making good improvements over and above other actions available to the Council and if so application will be made to the Secretary of State.	O&RHTM	2008	If an application to the Secretary of State is made and approved we will have introduced a discretionary licensing scheme and have set up and be monitoring targets for the number of properties improved through the scheme.
7. Monitoring performance	We will look at additional performance indicators which measure improvements in private sector housing against overall decency in the sector and against improvements in climate change We will report regularly to SHOP on the actions taken and involve our SHOP partners in taking this work forward.	O&RHTM	2007/8	We will regularly report on and analyse our performance data to check the measures we have established above are leading to performance improvement

Staff key

Initials	Role	Current post holder
NRBM	Neighbourhood Renewal Business Unit Manager	Val Johnson
O&RHTM	Occupational and Residential Health Team Manager	Gail Siddall
PHTM	Public Health Team Manager	Ian Wright
SEO	Sustainable Energy Officer	Paul Robinson