

	<b>Action</b>	<b>Date</b>	<b>Lead Member</b>	<b>Lead Officer</b>	<b>Comments</b>
1	Establish a Home Ownership Register	May 2017	Gill Taylor	Clive Milone	Jan 17: To discuss with Locata June 17: A register has been devised and will be available via dorsetforyou by July 2017. <b>Attend Town Councils to describe /publicise the Register</b>
2	Promoting new methods of home construction	April 2017	Gill Taylor	Hilary Jordan/Jean Marshall – Andy Galpin/Andrew Martin	<b>RP's are showing some interest. Question included in Local Plan consultation. Relative costs similar when inc new factories</b>  <b>McCarthy &amp; Stone development at old Fire Station is off-site construction.</b>

	Action	Date	Lead Member	Lead Officer	Comments
3	Promoting new entrants to the market especially small & medium size developers and self-build (eg via Register)	May 2017	Gill Taylor	Hilary Jordan	<p><b>Met with developers; common strands to be prepared. Self – build and CLTs may be the part of solution. Self build Register is Live (as defined in NPPF and local parameters). Question inc in Local Plan review. Councils will consider self build for its own plots: A&amp;I group need to be informed (HJ/PD). Advice and assistance to be provided – tbc eg funding, serviced plots, pp, design guide</b></p> <p><b>Brownfield Registers to be set up. Can we encourage some new entrants to SME development market (eg CHE to be tasked with bringing new entrants and demonstrate actions taken and no. of starts on site). Give feedback to WPBC Members on Customer feedback (2+ housing developments)</b></p>

	Action	Date	Lead Member	Lead Officer	Comments
4	Implement a programme of funding for community development trusts	February 2017	Gill Taylor	Hilary Jordan/Paul Derrien	Proposal for 2016/17 spend issued to DCLG 8/3/17. Report drafted for allocation of budget. <b>Reports to be taken to Committees; funding set up for spend already</b>  <b>WPBC: also needs to focus on Weymouth CLT eg establishing new CLTs for Weymouth and Portland.</b>
5	EoI Accelerated Construction	28 February 2017	Jeff Cant	David Brown/Paul Derrien	Bid not submitted to DCLG. Working Together with DCC (Adult Social Care)
6	Regular DCP Member briefings	31 January 2017 and then quarterly	Gill Taylor	Stephen Hill/Clive Milone/Hilary Jordan	<i>June 17: Housing briefings scheduled for 31 January 2017; 23 May 2017; 3 October 2017; 23 January 2018; <b>CLT DCP Member briefing provided.</b></i>

	Action	Date	Lead Member	Lead Officer	Comments
7	Develop relationship with HCA as it re-organises	Upon new HCA organisational arrangements being implemented	Gill Taylor	Stephen Hill/Hilary Jordan	Jan 17: Next meeting with HCA on 4 April 2017. Colin Molton (HCA) offered to arrange housing event. <i>June 17: Workshop with HCA held on 20 June 2017; further meeting with Bruce Voss on 4 July 2017</i> <b>Bruce to remain as main contact with Versha also covering SW (could not attend last week's Workshop). SH to prepare notes of meetings and send to Members post DCP/HCA meetings</b>
8	Enhance engagement arrangements with local Registered Providers	February 2017	Gill Taylor	Clive Milone	<i>June 17: Schedule of more operational meetings with RPs is in place. Meeting dates with RP CEx tba.</i> <b>Now extended to inc Stonewater and Yarlinton</b>
9	Enhance engagement arrangements with local developers and new entrants (eg small & medium size developers)	February 2017	Gill Taylor	Hilary Jordan	Schedule of initial meetings with local SME developers <b>and Members completed to discuss matters generally not site specific.</b>

	Action	Date	Lead Member	Lead Officer	Comments
10	Implement engagement arrangements with others eg estate agents and letting agents	May 2017	Gill Taylor	Clive Milone	<i>June 17: there is regular engagement with PRS in WDDC area. Regular (<b>twice yearly</b>) events with Private Landlords extended <b>beyond WD and W&amp;P</b> to ND.</i>
11	Communications				
11a	Prepare communications strategy and plan	April 2017	Gill Taylor	Fiona Napier	Strategy and Plan prepared.
11b	Develop communications with community – initial campaign informing of the Objectives of Accelerating Home Building	May 2017	Gill Taylor	Fiona Napier	Brief for consultancy commission prepared and to be issued for tender w/c 26 June 2017. <b>Also, initial promotion of sites eg Rural Housing Week</b>
11c	Introduce communications with home owners – initially introducing Home Ownership Register	May 2017	Gill Taylor	Fiona Napier/Clive Milone	Brief for consultancy commission prepared and to be issued for tender w/c 26 June 2017.
11d	Prepare promotional material	March 2017	Gill Taylor	Fiona Napier	Brief for consultancy commission prepared and to be issued for tender w/c 26 June 2017.
11e	Initiate a Housing Fair – initially to describe the range of housing options	July 2017	Gill Taylor	Clive Milone	<i>June 17: Planning has commenced. <b>Awaiting Registers</b></i>

	Action	Date	Lead Member	Lead Officer	Comments
11f	Continue to provide regular update briefings to MPs and involve MPs in particular sites	Quarterly meetings and as required	Gill Taylor	Stephen Hill	Jan 17: MPs briefed at quarterly meetings. ND MP attended Gillingham SSA Consortium meeting <i>June 17: further meeting of Gillingham SSA Consortium to include ND MP planned for 14 July 2017 tbc</i>
12	Consider a mortgage scheme	June 2017	Gill Taylor/Jeff Cant	Clive Milone/Julie Strange	<i>June 17: Can only be considered if LGR proceeds; Revenue Reserve. <b>CHE will review mortgage scheme options eg assisting first time buyers</b></i>
13	Consider establishing a council led housing development company and/or housing development/regeneration trust	September 2017	Gill Taylor/Jeff Cant	Clive Milone/Julie Strange/Rob Firth	<i>June 17: Consideration of this will be undertaken once the CHE is in place, from <b>18 July 2017; PM John Findley 7 August.</b></i>
14	Describe the local housing need and home ownership and align to the policies on development allocations, home size and tenure mix	March 2017	Gill Taylor/Ray Nowak	Hilary Jordan/Clive Milone	Contextual information prepared for HFI; Housing Dashboard will be completed and communicated by Communications Consultant, to be appointed.

	Action	Date	Lead Member	Lead Officer	Comments
15	Monitor actions (as part of the Western Dorset Growth strategy) on promoting development at strategic allocated sites; sites with planning permission.	At meetings of the Member Western Dorset Growth strategy and also monthly Accelerating Home Building officer group	Gill Taylor/Jeff Cant	Hilary Jordan/Jean Marshall	Accelerated Home Building included in Action Planning report. Presentation/briefing given to WDGS group 16 May 2017.
16	Implement a programme of identifying land with the aim of adding land value	September 2017	Gill Taylor/Jeff Cant	Hilary Jordan/Julie Strange	<i>June 17: Consideration of this will be undertaken once the CHE is in place, from mid-July 2017 eg <b>buying land/sites</b></i>
17	Prepare a Dashboard of Housing/Planning related information	February 2017	Gill Taylor/Ray Nowak	Hilary Jordan/Clive Milone	Contextual information prepared for HFI; Housing Dashboard will be completed and communicated by Communications Consultant, to be appointed.
18	Recruit a Commercial Housing Enabler	June 2017	Gill Taylor	Clive Milone	Jan 17: Recruitment agencies approached. JD prepared. <i>June 17: Clyde Lambert starts 18 July 2017.</i>
19	Appoint a project manager	End February 2017	Gill Taylor	Hilary Jordan/Clive Milone	Jan 17: Recruitment agencies approached. JD prepared. <i>June 17: Interviews took place on 21 June 2017. John Findley starts 7 August 2017.</i>

	<b>Action</b>	<b>Date</b>	<b>Lead Member</b>	<b>Lead Officer</b>	<b>Comments</b>
20	Establish Member Working Group	End January 2017	Gill Taylor	Stephen Hill	Member representatives agreed for three Member Working Groups. Next meetings: NDDC 29 June; WPBC 27 June; WDDC 26 June 2017.
21	Listed Building and Conservation Officers' work to support the economy	End September 2017	Cllr Ray Nowak	Jean Marshall	WPBC Scrutiny report to Management Committee July 2017.

DRAFT