

Appendix 3: East Lothian Local Housing Strategy Action Plan 2018-23

Priority Outcome 1: Sustainable and Vibrant Communities are Created and Maintained					
Actions	Baseline position	Targets / Target Dates	Responsible Person	Milestones	Indicators
Theme 1: Strategic Approach to Sustainable and Vibrant Communities					
Continue to support the town centre first principle	Town centre first principle supported via Proposed Local Development Plan	March 2023	Town Centre Regeneration	-Supported via LDP -Reflected in key Strategy / Policy documents	Key documents confirming support
Prepare an East Lothian Town Centre Regeneration Strategy	No East Lothian Town Centre Regeneration Strategy in place	Dec 2020	Town Centre Regeneration / Planning / Housing Strategy	-PID agreed -Draft Strategy in place -Consultation complete -Final Strategy approved by Cabinet	Approved Strategy in place
Improve knowledge and understanding of town centre data, i.e. stock condition, energy efficiency, fuel poverty, empty homes etc.	Limited understanding obtained via private sector stock condition survey (2011)	March 2023	Housing Strategy / Town Centre Regeneration	-PID agreed for data collection -Data collection complete -Report compiled	Report on town centre data provided to Members' Library
Ensure housing plays a key role in relation to major proposed flood prevention work i.e. in the Musselburgh area to maximise	Works planned to commence 2019	March 2020	Strategic Investment / Structures / Flooding and Street Lighting / Sustainable Energy & Climate Change	-Project Board established -Brief drafted -Revised flood maps in place -Masterplan / costings in place	Masterplan complete

opportunities for town centre living				-Impact assessment to include housing -Identify opportunities and deliver	
Theme 2: Delivery of Quality Sustainable Housing in Town Centres / Rural Areas					
Invest in affordable housing development in town centres via Affordable Housing Supply Programme (AHSP)	AHSP ongoing	March 2023	New Build Team / Strategic Investment	-SHIP approved -Housing Liaison Monitoring Meetings held -Annual increase in numbers identified	Number affordable homes completed
Bring empty town centre properties back into use, where appropriate, for affordable housing	Work ongoing	March 2023	New Build Team / Strategic Investment / Town Centre Regeneration	-Identification of empty properties -empty homes report complete - Strategic approach agreed for delivery	Number empty homes brought back into use for affordable housing in town centres
Increase supply of affordable housing in rural areas.	Work ongoing	March 2023	New Build Team / Strategic Investment	-SHIP approved -Housing Liaison Monitoring Meetings held -Annual increase in numbers identified	Number affordable homes completed
Bring empty rural properties back into use for affordable housing	No projects in place	March 2023	New Build Team / Strategic Investment	-Identification of empty properties -empty homes report complete - Strategic approach agreed for delivery	Number empty homes brought back into use for affordable housing in rural areas

Explore opportunities in relation to community land ownership & community led housing including custom build and self-build housing	No work ongoing	March 2023	Housing Strategy / New Build Team / Strategic Investment	-Review of best practice / national policy -Establish a baseline position -Co-ordination of information / opportunities -Prepare guidelines / policy / information and advice as appropriate	Co-ordination of community led housing / self-build into one stop shop
Maximise opportunities to restore historic buildings including residential homes i.e. via Town Heritage and Conservation Area Regeneration funding	No work ongoing at end Dec 2017	March 2023	Town Centre Regeneration	-Improved understanding of levels of dilapidation -Proposals in place for external funders -Developing support packages / funding schemes	Number of historic areas / buildings restored
Theme 3: Supporting People and Communities					
Support community led activity that seeks to improve town centres and rural areas	Work ongoing with area partnerships	March 2023	Area Partnerships / Town Centre Regeneration	-Consultation with area partnerships re area plans complete -Identify priorities -Agree action plans -Mechanisms in place to support delivery	Town Centre Action Plans agreed Area Partnership Sub-groups in place Community led activities
Improve digital infrastructure to support independent	Workstream lead identified and in place	March 2023	Transformation Team / Adult	-PID agreed for review of tech -Review of TEC complete	Number TEC devices in use

living and self-help for vulnerable groups via technology enabled care			Wellbeing / Housing Strategy / HSCP	-Strategic approach agreed including role of housing	Number TEC projects in place
Priority Outcome 2: The supply of housing is increased and access to housing improved across all tenures					
Actions	Baseline position	Targets / Target Dates	Responsible Person	Milestones	Indicators
Theme 1: Clear strategic direction for housing investment					
Prepare a revised Housing Need & Demand Assessment (SESplan HNDA3) for the South East Scotland (SESplan) area	SESplan HNDA2 complete, although no work underway for SESplan HNDA3	Dec 2020	Housing Strategy / SESplan authorities	-PID agreed -Formal consultation on draft document	Robust and Credible Assessment / publication of SESplan HNDA3
Agree Housing Supply Targets for SESplan HNDA3	No Housing Supply Targets agreed (as per HNDA3)	Dec 2021	Housing Strategy / SESplan authorities	-Methodology agreed -Draft targets in place for consideration	Housing Supply Targets formally agreed
Develop a Local Investment Framework to improve knowledge & understanding of local areas. This information will be used to ensure a balance of affordable tenures / house types is delivered on all new	Collation of data underway	June 2019	Housing Strategy / Strategic Investment	-Draft LIF agreed -Consultation on draft LIF complete -Cabinet approval	Approved LIF in place

proposed developments					
Complete Supplementary Planning Guidance (SPG) for Affordable Housing	Initial draft consulted on with a second consultation March 2018	Aug 2018	Strategic Investment	-Draft SPG in place -Members Briefing -Consultation on draft SPG -Cabinet approval	Approved Supplementary Planning Guidance
Improve knowledge of housing need & demand in rural areas	No work underway	Dec 2020	Housing Strategy	-PID agreed -Draft report in place -Formal consultation complete -Final report approved	Approved research on housing need and demand in rural areas
Theme 2: Increase housing supply					
Deliver 189 affordable units per annum as per Housing Supply Target	Annual target from baseline of zero	March 2023	New Build	-SHIP approved -Housing Liaison Monitoring Meetings held -Target met	Number affordable homes completed
Maximise opportunities to accelerate affordable housing	Meetings arranged with stakeholders to discuss requirements HRA Programme Board established to approve new opportunities	March 2023	Strategic Investment / New Build	-Quarterly programme meetings held	% allocation spent
Work with RSL partners to deliver affordable housing	Ongoing	March 2023	Strategic Investment / New Build	-SHIP approved -Monitoring meetings held -Target met	Number affordable homes completed

Explore alternative / innovative financial models	Ongoing	March 2023	Strategic Investment / Housing Strategy / New Build	-MMR project approved -Appraisal of financial models -set up SPV	Appraisal of financial models complete SPV established
Deliver the Councils own new build programme	Programme Board established & draft programme produced	March 2023	New Build	-SHIP approved -Monitoring meetings held -Target met	Number affordable homes completed
Prepare / implement a survey in relation to empty homes, analyse responses and provide recommendations	No work underway	December 2020	Strategic Investment / Housing Strategy	-PID in place -Draft report complete -Formal consultation complete -Final report approved	Survey complete and recommendations made
Take a strategic approach to bringing empty properties / land back into use including consideration of CPOs	Strategic approach to be agreed	March 2023	Housing Strategy / Public Health / Environmental Protection	-Recommendations re empty properties approved -Draft strategic approach -Approve strategic approach	Strategic approach approved
Explore opportunities for the effective support of community-led housing / self-build / custom build	No work underway	Dec 2020	Housing Strategy	-Assess feasibility -Draft Report -Consultation complete -Finalise report with proposed approach / recommendations	Report approved
Ensure mainstream accommodation is future proofed as far as possible, built to a	Ongoing	March 2023	New Build / Strategic Investment / Housing Strategy /	-Establish Group -Draft revised standard specification	Revised standard specification in place

standard to accommodate wheelchair users and capable of being adapted to suit a range of needs			Health and Social Care Partnership	-Agree revised standard specification	
Theme 3: Improve access to housing					
Consider making an application to Scottish Ministers for the designation of a 'rent pressure zone'	No work underway	March 2023	Housing Strategy	-Report to Members' Library -Annual review of evidence -Collating / analysing evidence (as appropriate) -Application submitted (as appropriate)	Application to Scottish Ministers as appropriate
Explore opportunities for increasing mid-market rent and other intermediate tenures	Ongoing	March 2023	Strategic Investment / Housing Strategy	-Review of good practice -Options appraisal -Council mid-market rent project approved -Development of Local Investment Framework	Delivery against need identified in Local Investment Framework
Review existing Council Housing Allocations Policy	Commenced Feb 2018	March 2019	Community Housing	-PID agreed -Draft policy agreed -Consultation complete -Final policy approved by Cabinet	Approved revised Council Housing Allocations Policy in place
Priority Outcome 3: Homelessness is prevented as far as possible, with appropriate support in place to promote positive health outcomes and tenancy sustainment					

Actions	Baseline position	Targets / Target Dates	Responsible Person	Milestones	Indicators
Theme 1: Homelessness Prevention					
Deliver housing options training toolkit	Working Group established March 2018	March 2019	Homelessness Service	-Invitation to tender -Contract award -Training rollout complete	Completion of training rollout and housing options implementation
Create a media campaign around the benefits of Housing Options	No campaign in place	March 2019	Housing Strategy	-Promotion campaign launched	Promotion on back of training rollout and housing options implementation
Increase prevention work, ensuring homeless households are targeted through joint working	Work ongoing	March 2023	Homelessness Service	-Homeless Operations Policy draft in development -Lodgement in Members Library	Implemented policy
Conduct a scoping exercise to consider effective use of the private rented sector in preventing and alleviating homelessness, to include a review of rent deposit scheme and private sector leasing	Aug 2018	March 2019	Housing Strategy	-Scoping exercise initiated -Scoping exercise complete -Recommendations implemented	Completion of scoping exercise and approval of recommendations
Continue monitoring the effects of Welfare Reform and Universal	Underway & groups established	March 2023	All	Various working groups established	Various monitoring regimes in place – rent

Credit, introducing mitigating measures where possible to ensure no-one becomes homeless as a result.					arrears, homelessness caseload etc.
Review protocol arrangements for young people leaving care	Protocol redrafted and consultation underway	Sep 2018	Homelessness / Housing Strategy	-Consultation complete -Revised Protocol finalised -Revised protocol approved	Approved Protocol in place
Implement a homelessness awareness / training programme.	Underway	March 2023	Homelessness Service	Sessions delivered to elected members and ELTRP Programme developed and agreed Programme implemented via Action Plan	Training programme complete
Theme 2: Support for Homeless Households					
Explore opportunities to link with local churches i.e. development of starter pack scheme	Research complete Aug 2017, initial exploratory meeting held Oct 2017	March 2023	Homelessness Service	Contact to be re-established Summer 2018	Agreed action plan
Strengthen links between education and employability services for homeless people	Digital skills training underway	March 2023	Homelessness Service / The Works	-Action plan drafted -Action plan implemented	Action plan complete

Explore opportunities for collaborative working with public health / East Lothian Health & Social Care Partnership	Data analysis underway, likely to complete June 2018	March 2023	Housing Strategy	-Data analysis complete -Housing Theme Group established -Ongoing mechanisms in place for consideration of opportunities	Housing Theme Group in place Opportunities considered
Theme 3: Temporary Accommodation					
Carry out a whole-systems review of temporary accommodation (to include the efficiency and effectiveness of temporary accommodation useage and processes), exploring innovative / alternative forms of accommodation (including hostel provision) and prepare a temporary accommodation strategy	No review undertaken	Dec 2019	Housing Strategy / Homelessness Service / Finance	-PID agreed -Independent consultants work complete -Review complete -Consultation on draft Temporary Accommodation Strategy -Temporary Accommodation Strategy approved	New Temporary Accommodation Strategy
Re-designate additional units of mainstream housing to be used as temporary	Commenced summer 2017 - 34 additional units brought into use 2017/18 through	March 2023	Homelessness Service	-Further OMAs to be targeted in 2018/19 within set budget -ongoing discussions with Scottish	Numbers of temporary units

accommodation via a combination of re-designation and open market acquisitions	re-designation and OMA route			Government re further subsidy being made available	
Explore opportunities for increasing temporary accommodation stock with RSL's	Underway	Dec 2022	Homelessness Service	-In principle agreement from RSLs to assist -Ongoing dialogue -Agreements in place	Numbers of temporary units
Increase supply of larger family sized temporary accommodation units	Commenced Oct 2017	March 2023	Homelessness Service	-Further OMAs to be targeted in 2018/19 within set budget -ongoing discussions with Scottish Government re further subsidy being made available	Numbers of larger family sized temporary accommodation units
Closely monitor & evaluate demand & supply of temporary accommodation to avoid breaches of the Unsuitable Accommodation Order	Underway	March 2023	Homelessness Service / Housing Strategy	-PMF framework established and operational -Regular monitoring -Annual reporting	PMF framework helps identify breaches and service pressure points
Theme 3 – Permanent Accommodation / Tenancy Sustainment					
Explore 'Housing First' model to ensure appropriate specialist support is available	Commenced July 2017	Dec 2018	Homelessness Service / Housing Strategy	-Awaiting outcomes and recommendations from Rapid Rehousing Action Group Research	Adoption of transition framework and toolkit

for homeless people with complex needs					
Explore flat-share opportunities for young single people living in temporary accommodation	Initial discussions held Oct 2017	Dec 2018	Homelessness Service / Housing Strategy	-Review good practice / potential opportunities -Proposed approach established -Agreements in place	Flat-sharing provision in place
Focus the allocations review on homelessness pressures i.e. removal of temporary accommodation points, review choice options (areas, house types) & review the proportion of allocations to homeless applicants to ensure targets appropriately reflect demand and support balanced communities	Initial working group established and process underway. Report to Cabinet Jan 2018	Dec 2019	Community Housing	-Allocations Policy review underway -Consultation complete -New Policy approved -Implementation of new policy	New Allocations Policy in place
Priority Outcome 4: A wider range of specialist housing is provided to enable independent living where appropriate					
Actions	Baseline position	Targets / Target Dates	Responsible Person	Milestones	Indicators
Theme 1: Older People					
Develop 300 units of specialist housing for	Needs assessment complete, providing	March 2023	Strategic Investment / Housing Strategy /	-Approve needs assessment	60 additional units developed per annum

older people over a five-year period to 2023 (60 units per annum). This could include care homes, extra care housing or retirement housing, which could be purpose built or remodelled from existing provision & developed by the public or private sector ¹	evidence re housing need		East Lothian Health & Social Care Partnership	<ul style="list-style-type: none"> -Take account of a wide range of information i.e. needs assessment; sheltered housing review and work around hospital re-provision -Assess potential housing models / financial modelling -Agree approach to delivery -Include agreed approach in SHIP 	
Carry out a comprehensive review of sheltered housing	PID agreed and review underway	Jan 2019	East Lothian Health and Social Care Partnership / Housing Strategy	<ul style="list-style-type: none"> -Agree PID -Agree survey forms -Complete surveys -Complete tenant consultation -Draft report -Consultation complete -Finalise report -Approve report with recommendations 	Approved report in place with recommendations

¹ For clarity, work has been undertaken at time of LHS publication (June 2018) to assess the requirements for hospital re-provision in East Lothian and public consultation is ongoing in relation to this. The 300 units specified as being required in the LHS have been identified on the basis of detailed analysis of demographic change / projections. Any requirement for accommodation arising as a result of hospital re-provision will be over and above the requirements set out in the LHS 2018-23.

Explore potential models of rural care provision to enable more effective delivery of care	Ongoing	Dec 2018	East Lothian Health & Social Care Partnership	<ul style="list-style-type: none"> -Improve understanding of existing research / models -Improve understanding of good practice to date -Use improved knowledge to inform revised approach 	Revised approach to rural care provision
Investigate the implications of significant projected numbers of older couple households for specialist housing	No work carried out	Dec 2018	Housing Strategy	<ul style="list-style-type: none"> -Improve understanding of existing research -Improve understanding of good practice to date -Use improved knowledge to inform approach 	Improved understanding of the implications
Ensure mainstream accommodation is future proofed and dementia friendly as far as possible, built to a standard to accommodate wheelchair users & capable of being adapted to suit a range of needs	Ongoing	March 2023	New Build / Strategic Investment / Housing Strategy / Health and Social Care Partnership	<ul style="list-style-type: none"> -Establish Group -Draft revised standard specification -Agree revised standard specification 	Revised standard specification in place
Target resources more effectively in relation to the provision of practical	Ongoing	March 2023	East Lothian Health & Social Care Partnership	<ul style="list-style-type: none"> -Housing Thematic Group established -Options appraisal / financial modelling 	Annual budget agreed

assistance & low-level interventions / support					
Embed a culture change in relation to a more proactive, preventative approach to adaptations i.e. early identification of aids required to prevent delayed discharge.	Ongoing, ELSIE in place, Help to Adapt evaluation complete	March 2023	Housing Strategy / Community Housing / East Lothian Health & Social Care Partnership	-Review best practice / lessons learned from Help to Adapt - Options appraisal / financial modelling -Consult -Agree approach	Preventative approach in place
Target the provision of housing information and advice at younger older people, with housing health checks carried out from age 55 across all tenures, or where a diagnosis of dementia is made (to include information for carers)	No work carried out	March 2020	Housing Strategy / Community Housing / EL Health & Social Care Partnership	-Review best practice -Options appraisal / financial modelling -Consult -Agree approach	Housing health checks in place Number carried out per annum
Increase capacity building within communities to support older people to remain in their own		March 2023	East Lothian Health & Social Care Partnership	-Review best practice -Options appraisal / financial modelling -Consult -Agree approach	Projects in place

homes for longer & live independently i.e. community health; day activities; befriending services; respite care & support for carers.					
Carry out research into the experience of the following groups and dementia in East Lothian - BME, LGBT and learning disabilities	No research in place	Mar 2022	Housing Strategy / EL Health & Social Care Partnership	<ul style="list-style-type: none"> -review of existing research -consultation with relevant groups -draft research -consult on draft research -complete research 	Research complete
Theme 2: Mental Health					
Make available 8 units of core & cluster housing per annum primarily for people with a learning disability, to also accommodate people with a mental health condition / people with autism / people with a physical	Units currently developed on an ad-hoc basis	Mar 2023	Strategic Investment / EL Health & Social Care Partnership	<ul style="list-style-type: none"> -Establish group to consider strategic sites etc. -Identification of sites -Development of housing -Completion of units 	8 units of core and cluster housing in place per annum

disability where appropriate ²					
Link core & cluster housing to place-making on a small scale i.e. promoting health & well-being, resilience & employability	No such approach in place	Jan 2022	Housing Strategy / EL Health & Social Care Partnership / The Works / Public Health	<ul style="list-style-type: none"> -Establish group to consider strategic sites etc. -Identification of sites -Development of housing -Consideration of place-making options -Completion of units -Development of place-making projects 	Projects in place
Theme 3: Learning Disabilities and Autism					
Make available 8 units of core & cluster housing per annum for people with a learning disability and / or autism & mental health conditions / physical disabilities, where appropriate) ³	Units currently developed on an ad-hoc basis	Mar 2023	Strategic Investment / EL Health & Social Care Partnership	<ul style="list-style-type: none"> -Establish group to consider strategic sites etc. -Identification of sites -Development of housing -Completion of units 	8 units of core and cluster housing in place per annum

² For clarity, the 8 units per annum (40 in total over the lifetime of the LHS) is proposed for a range of vulnerable groups including people with a learning disability; people with a mental health condition; people with autism and people with a physical disability. It is likely that people may have a combination of the above.

³ For clarity, the 8 units per annum (40 in total over the lifetime of the LHS) is proposed for a range of vulnerable groups including people with a learning disability; people with a mental health condition; people with autism and people with a physical disability. It is likely that people may have a combination of the above.

Establish a strategic approach to planning for housing for people with a learning disability to include developing procedures & protocols	No strategic approach in place	Sep 2019	Housing Strategy / EL Health & Social Care Partnership	-Establish group -Agree scope of works -Develop procedures / protocols etc.	Strategic approach in place
Prepare a housing information & advice handbook covering all tenures for people with a learning disability & / or autism	No handbook in place	Sep 2019	Housing Strategy / EL Health & Social Care Partnership	-Establish group -Agree framework for handbook -Develop draft handbook -Consult on draft handbook -Finalise handbook -Make handbook available	Handbook complete
Carry out a detailed health impact assessment on existing housing policies where appropriate	No detailed health impact assessment in place	Dec 2019	Housing Strategy / Public Health	-Draft PID -Establish project team -Carry out health impact assessment -Agree mitigating actions	Health Impact Assessment complete
Investigate the feasibility of developing short-stay accommodation to enable people with a learning disability to	No short stay accommodation available	Dec 2020	Housing Strategy / EL Health & Social Care Partnership	-Review good practice / guidance -Carry out formal appraisal / financial modelling / consideration of funding streams	Feasibility report complete

gain independent living skills				-Draft report	
Link core & cluster housing to place-making on a small scale i.e. promoting health & well-being, resilience & employability	No such approach in place	Jan 2022	Housing Strategy / EL Health & Social Care Partnership / The Works / Public Health	-Establish group to consider strategic sites etc. -Identification of sites -Development of housing -Consideration of place-making options -Completion of units -Development of place-making projects	Projects in place
Develop a practical guide to housing needs of people with autism for housing staff	No guide in place	Oct 2019	Housing Strategy / EL Health & Social Care Partnership	-Review good practice -Agree framework for guide -Develop guide and make available	Guide in place
Establish a flagging system within the Council's Housing unit to alert staff to people with autism, to link to health impact assessment & enable reasonable adjustments to be made	No flagging system in place	Dec 2018	Community Housing	-Agree flagging system with Community Housing -Put system in place	Flagging system in place
Theme 4: Domestic Violence					

Provide an additional 8 units of refuge accommodation (to ensure a total of 14) as a matter of priority	6 units in place, total of 14 required	March 2019	Homelessness Service / East and Midlothian Women's Aid	-Consider ways of increasing existing stock -Development of additional refuge units	14 units of refuge accommodation in place
Implement a programme of training and awareness raising sessions, with a focus on MARAC, in conjunction with the Public Protection Partnership	No programme in place	March 2023	Homelessness Service / East and Midlothian Women's Aid	-Develop content / format for training -Agree programme of training -Advertise training -Complete training programme and evaluation	Training programme complete
Review housing procedures to ensure a more efficient and effective response to women experiencing domestic violence	No review in place	Dec 2019	Homelessness Service / Housing Strategy / East and Midlothian Women's Aid	-Scoping exercise -Review of good practice -Draft revised procedures -Agree revised procedures	Revised procedures in place
Make formal consideration of the wellbeing needs of accompanying children, using a trauma informed approach	No formal trauma informed approach in place	Dec 2019	Homelessness Service / Housing Strategy / East and Midlothian Women's Aid	-Scoping exercise -Review of good practice -Draft revised procedures / policies etc. for trauma informed approach -Agree revised approach -Revised approach in place	Trauma informed approach in place

Explore best practice models of accommodation for women presenting with co-occurring substance misuse and domestic abuse and women presenting with co-occurring complex mental health issues and domestic abuse, as part of a wider temporary accommodation strategy	Limited consideration at present	Dec 2019	Housing Strategy / Homelessness Service / East and Midlothian Women's Aid	<ul style="list-style-type: none"> -Scoping exercise -Review of good practice / guidance -Options appraisal at local level -Draft report -Consult with partners -Agree approach -Inform wider Temporary Accommodation Strategy 	Review complete
Theme 5: People with a Conviction					
Establish formal joint working arrangements & develop a housing protocol with the Scottish Prison Service (SPS) to ensure smooth transitions from custody to release	No formal arrangements in place	Dec 2018	Housing Strategy / Homelessness Service / Scottish Prison Service	<ul style="list-style-type: none"> -Establish Group -Agree scope of works -develop housing protocol - mechanisms in place as appropriate 	Protocol in place
Work with Reducing Re-offending Group and the SPS to	SHORE standards not implemented	Dec 2019	Housing Strategy / Homelessness Service / Scottish	-Establish group	Implementation of SHORE Standards

implement the Sustainable Housing on Release for Everyone (SHORE) standards			Prison Service / Reducing Re-offending Group	-Consideration of requirements for SHORE implementation -Implement mechanisms to enable SHORE implementation -SHORE implementation	
Theme 5: Refugees & Asylum Seekers; Gypsy / Travellers & Travelling Show-people					
Explore options around the third sector assisting with the integration and support of refugees	Options to be explored	Dec 2018	Homelessness Service	-Scoping exercise in relation to what works elsewhere -Consideration of options -Agreed approach	Third sector assistance with integration and support of refugees Projects in place
Carry out agreed physical improvements to the existing Gypsy / Traveller site, in accordance with revised standards	Physical improvements have been agreed but not carried out	Dec 2018	Housing Strategy / Community Housing / Midlothian Council	-Assessment of site against revised standards -Approach agreed to identified priorities -Works complete	Gypsy / Traveller site meets with revised standards
Review the provision of information and advice relating to Gypsy / Travellers & make recommended changes	No review in place	Dec 2018	Housing Strategy / Midlothian Council / Shelter	-Review of existing service -Consideration of revised service requirements -procurement of revised service	Information and advice service in place

Develop a protocol for unauthorised encampments, which reflects Scottish Government Guidance for Local Authorities	No protocol in place	Dec 2019	Housing Strategy / Engineering Services & Building Standards / Police Scotland	-Review of existing protocols and best practice -Consideration of Scottish Government Guidance -Protocol drafted -Consultation complete -Protocol agreed	Protocol for unauthorised encampments in place
Theme 6: Veterans					
Work with SVGCA to develop six new build units for veterans	Contractor appointed to complete detailed planning application	Dec 2021	New Build Team / Strategic Investment / SVGCA	-Detailed planning application approved -Site start -Site completion -Six units allocated	Six new build units complete
Priority Outcome 5: The condition, energy efficiency and where appropriate the management of existing stock is improved					
Actions	Baseline position	Targets / Target Dates	Responsible Person	Milestones	Indicators
Theme 1: Strategic Approach					
Carry out a full stock condition survey of existing Council stock by 2020 to inform capital and investment programmes	Surveyors appointed and 60 surveys complete	Dec 2020	Community Housing / Property Maintenance	-Surveyors in place -Survey format agreed -Surveys underway -Surveys used to inform Housing Asset Strategy	Number of surveys complete Housing Asset Strategy in place
Improve knowledge and understanding of stock condition in the private sector, with a	2011 Private Sector Stock Condition Survey in place	Dec 2020	Strategic Investment	-PID agreed for data collection -Data collection complete	Report on private sector data provided to Members' Library

focus on town centres and rural areas				-Report compiled	
Develop a Council Housing Asset Strategy	No Strategy in place	Mar 2019	Community Housing / Property Maintenance	-Agree PID -Establish Project Team -Complete draft Strategy -Approve revised draft Strategy -Consult on draft revised Strategy -Finalise revised Strategy	Approved Council Housing Asset Strategy in place
Review the East Lothian Scheme of Assistance	No review undertaken since 2013	Mar 2019	Housing Strategy	-Agree PID -Establish Project Team -Complete draft review -Approve revised draft Scheme of Assistance -Consult on draft revised Scheme of Assistance -Finalise revised Scheme of Assistance	Review complete Revised Scheme of Assistance in place
Review Policy on Housing Renewal Areas	No review undertaken	Mar 2019	Housing Strategy	-Agree PID -Establish Project Team -Complete draft review -Approve revised draft Policy on Housing Renewal Areas	Review complete Revised Policy on Housing Renewal Areas in place
Theme 2: Stock Condition					
Continue to invest in improvement programmes for existing stock	Ongoing	Mar 2023	Strategic Investment / Community Housing / Property Maintenance / RSLs	-Approved Improvement programmes in place -Monitoring framework in place	% properties compliant with SHQS and EESSH

Provide suitable adaptations to support independent living for people with specific housing needs	Ongoing	Mar 2023	Strategic Investment / Community Housing / Care and Repair East Lothian	-Processes and procedures in place -Staff in place -Funding agreed	% adaptations completed % households satisfied with adaptations
Ongoing compliance with Scottish Housing Quality Standard (SHQS)	Ongoing	Mar 2023	Community Housing / Property Maintenance / RSLs	-Approved Improvement programmes in place -Monitoring framework in place	% properties compliant with SHQS
Review the East Lothian Strategy for Below Tolerable Standard (BTS) dwellings	No review undertaken	Mar 2019	Housing Strategy	-Agree PID -Establish Project Team -Complete draft review -Approve revised draft BTS Strategy	Review complete Revised BTS Strategy in place
Theme 3: Energy Efficiency					
Prepare a Local Heat and Energy Efficiency Strategy	No Strategy in place, although a bid has been submitted to the Scottish Government to fund support to test the LHEES concept	Mar 2021	Housing Strategy Team	-Funding awarded for LHEES pilot -Pilot project complete -PID agreed -Draft report in place -Consultation complete -Final report approved	Local Heat and Energy Efficiency Strategy approved
Meet Energy Efficiency Standard for Social Housing (EESH) by December 2020	Ongoing	Dec 2020	Strategic Investment / Community Housing / Property Maintenance / RSLs	-Approved Improvement programmes in place -Monitoring framework in place -Funding opportunities maximised	% properties compliant with EESH
Maximise funding opportunities for	Ongoing	Mar 2023	Strategic Investment / Community	-Improve knowledge and understanding of energy	Number offers of grant awarded

energy efficiency measures across all tenures			Housing / Property Maintenance / RSLs	efficiency / fuel poverty to inform funding bids -Improve local information input to Home Analytics	
Priority Outcome 6: Fuel poverty is reduced and climate change targets exceeded					
Actions	Baseline position	Targets / Target Dates	Responsible Person	Milestones	Indicators
Theme 1: Exceeding climate change targets					
Prepare a Climate Change Mitigation and Adaptation Strategy including local targets, to ensure national targets can be met	No Strategy in place, although some initial research being carried out	Jul 2018	Housing Strategy / Sustainability	-PID agreed -Draft report in place -Consultation complete -Final report approved	Climate Change Mitigation and Adaptation Strategy approved
Embed a culture of behaviour change across the county with regard to climate change, i.e. via training and awareness raising	No programme in place	March 2023	Housing Strategy / Sustainability	-Programme of training / awareness raising agreed -Programme of training / awareness raising complete	Number training and awareness raising events held
Theme 2: Reducing fuel poverty					
Improve knowledge of the levels, extent and nature of fuel poverty and energy efficiency of housing, with a focus on town	Private Sector Stock Condition Survey 2011 and surveys currently being carried out for Council stock	March 2023	Community Housing / Housing Strategy	-PID agreed for data collection -Data collection complete -Report compiled	Report on fuel poverty and energy efficiency provided to Members' Library

centres, rural areas and hard to treat stock					
Continue to provide / facilitate services to maximise household income / reduce household debt	Services in place	March 2023	Housing Strategy / Community Housing	-Services in place -Prepare brief for revised service specification -Retender services as appropriate -Revised contract in place	Contracts in place Number of households assisted
Continue to target energy efficiency advice at households most at risk of fuel poverty	Information and Advice in place	March 2023	Housing Strategy	-Services in place -Fuel poverty mapping on basis of new definition -Prepare brief for revised service specification -Retender services as appropriate -Revised contract in place	Contracts in place Number of households assisted
Reduce the cost of fuel to households and communities where practical via a range of measures	No activity in place	March 2023	Housing Strategy / Community Housing / Energy Transformation Project	-Advice service in place -Advice service re-tendered -Fuel poverty mapping on basis of new definition -Annual reviews of advice delivery to	Number of households with reduced fuel costs

				households identified as in fuel poverty	
Theme 3 – Energy Infrastructure					
Develop an integrated energy management framework	No framework in place	Dec 2018	Energy Transformation Project	-Establish Project Team -Agree PID -draft integrated management framework -consult on draft framework -approve framework	Integrated energy management framework in place
Investigate the feasibility of district heating systems, biomass and PV	Work ongoing by Energy Transformation Project	Dec 2018	Energy Transformation Project	-Establish Project Team -Agree framework for feasibility study -Complete feasibility study -consult on feasibility study -agree report	Feasibility study complete