

Key Measures

- 1 To reduce the number of long-term empty homes (those over 2 years) by 20% by 2025.
- 2 Bring a minimum of 70 empty homes brought back into use (under and over 2 years) each year through targeted interventions.
- 3 Bring at least 3 empty homes back into use annually using the Empty Homes Grant Management Scheme in partnership with South Lakes Housing.
- 4 Re-launch the Matchmaker scheme and match up to 2 empty homes per annum through the scheme.
- 5 Refer up to 5 properties per annum to the Council's Social Lettings Scheme or Affordable Housing Renovation Grants Scheme.
- 6 Identify and report second homes that are currently recorded as empty homes as this is classed as an intervention generating New Homes Bonus – at least 10% of interventions to be through this means.

<u>Action</u>	<u>Milestones</u>	<u>Timescale</u>	<u>Measures</u>	<u>Lead Officer</u>	<u>Resources</u>
1a) Review and promote the Empty Homes Grant Management Scheme (EHGMS) in partnership with South Lakes Housing	<ul style="list-style-type: none"> • Undertake a review of the Scheme • Target media via SLDC/SLH Communications • Mailshot (with leaflet) aimed at empty home owners in priority housing need areas • Produce leaflet & add to website • Use social media to promote the scheme • Promote the scheme with local 	<p>2016</p> <p>Ongoing</p> <p>2015</p>	1, 2, 3	<p>PHSO</p> <p>EHO</p>	Empty Homes Grant Funding

	lettings/estate agents, District and Parish newsletters.				
1b) Re-launch the Matchmaker Scheme	<ul style="list-style-type: none"> • Re-design the Matchmaker Scheme from a Buyer's perspective • Produce leaflet and add to website • Develop register of buyers for specific areas • Promote the re-launch via SLDC Communications team and SLDC website 	31.9.15	1, 2, 4	EHO	Within existing resources
1c) Research and take part in new Initiatives as opportunities arise	<ul style="list-style-type: none"> • Continue to research other ways to help empty home owners bring their empty homes back into use • Apply for Government funding for empty homes where opportunities present • 	Ongoing	1, 2	EHO	Within existing Resources
1d) Develop proposals for a scheme to purchase empty homes so they can be brought back into use as homes.	<ul style="list-style-type: none"> • Develop the proposals for a purchase scheme including feasibility of all options • Preparation of relevant legal agreements and procedures 	April 2017	1, 2	PHSO	Capital funding required from capital funding programme 2017-18.
1e) Review the use of enforcement options in line with the Council's Housing Enforcement Policy,	<ul style="list-style-type: none"> • Review current use and application of enforcement measures such as EDMO, Compulsory Purchase. • Target owners who fail to 	June 2016	1, 2	PHSO EHO	Review – within existing resources Compulsory Purchase

targeting owners that fail to engage or make reasonable efforts to bring their empty home back into use.	engage or make reasonable efforts to bring their empty home back into use.				likely to link with the Capital funding requirement under 1d)
1f) Continue to work with owners to bring empty homes back into use through a range of interventions	<ul style="list-style-type: none"> • Develop an empty homes pack to provide useful advice for empty home owners highlighting available schemes and help available. • Targeted letters to long-term empty home owners • VAT letters for homes empty for 2+ years • Empty homes visits with owners 	<p>April 2016</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	1, 2, 3, 4, 5	EHO	Within existing resources
2a) Develop a database with key information on empty homes that is updated on a monthly basis	<ul style="list-style-type: none"> • Develop the database from Council Tax records, reports of empty homes from outside agencies, public reports etc. • Identify within the database property condition, why empty, owner's intentions, etc 	March 2016	1, 2 and 5	EHO	Within existing resources
2b) Develop links with the Council's Social Lettings Scheme and Affordable Housing Renovation Grants Scheme to match empty homes that could fit the criteria for Social Lettings and	<ul style="list-style-type: none"> • Identify and refer empty homes, primarily in areas of greatest housing need that could fit the criteria for the Social Lettings Scheme. • Identify and refer empty homes/commercial premises primarily in areas of greatest housing need that could fit the 	Ongoing	1 and 4	EHO in partnership with PHSoIO & PHStanO	Within existing resources Rental costs will meet the cost of management of the property

renovation grants.	criteria for renovation grants.				
3a) Establish a standard approach to record interventions in partnership with other Cumbrian District Councils	<ul style="list-style-type: none"> Use the Cumbria Empty Homes Property Group to classify interventions in line with Government guidance. 	December 16	1 and 2	EHO	Within existing resources
3b) Use the SLDC website, the media and social media campaigns to report empty homes and publicise successful interventions.	<ul style="list-style-type: none"> Re-write text for empty homes website including new EHGMS and re-designed Matchmaker Scheme to provide useful advice to empty home owners and enable reporting of empty homes Use Facebook and Twitter in advertising available schemes Issue Press Releases for successful interventions Share good practice via the Empty Homes Network blog 	31.07.2015 Ongoing Ongoing Ongoing	1, 2, 7 and 8	EHO	Within existing resources
3c) Work with Revenues and Benefits to ensure that the second home classification is correctly awarded and that the number of second homes continues to be monitored.	<ul style="list-style-type: none"> Report second/holiday homes that are currently classified as empty homes to Revenues and Benefits so that New Homes Bonus can be awarded Monitor the number of second homes 	Ongoing	1 and 2	EHO	Within existing resources
3d) Work with Parish	<ul style="list-style-type: none"> Publicise available schemes, how 	Ongoing	1, 2, 6	EHO	Within existing

Councils in the identification of empty and second homes.	to report an empty home and successful interventions through CALC & individual Parish Councils <ul style="list-style-type: none"> • Work with Parish Councils to determine their role in reporting empty and second homes and promoting available schemes such as the Empty Homes Grant Management Scheme. 				resources
3e) Review the Empty Homes Strategy in 2018 when the new SHMA is published	<ul style="list-style-type: none"> • Review revised housing need figures and priority areas for the Empty Homes Grant Management Scheme • Update the Empty Homes Strategy 	2018	1, 2, 3, 4, 5, 6	PHStraO	Within existing resources

Key: EHO – Empty Homes Officer, PHStraO – Principal Housing Strategy Officer, PHSolO – Principal Housing Solutions Officer, PHStanO – Principal Housing Standards Officer