

Report To: Environment & Regeneration
Committee

Date: 16 January 2020

Report By: Corporate Director
Environment, Regeneration &
Resources

Report No: ENV004/20/SA/RD

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Subject: Inverclyde Strategic Housing Investment Plan 2020/21 - 2024/25

1.0 PURPOSE

- 1.1 The purpose of this report is to seek Committee approval for the new annual Inverclyde Strategic Housing Investment Plan, covering the period from 2020/21 - 2024/25, the SHIP has been submitted in draft form to the Scottish Government pending this approval.

2.0 SUMMARY

- 2.1 To secure funding every local authority is required to prepare an annual Strategic Housing Investment Plan (SHIP). The SHIP reinforces the role of the local authority as the strategic housing authority. It sets out the key investment priorities for affordable housing in Inverclyde over a five year period to achieve the outcomes of the Local Housing Strategy (LHS) 2017-2022, and help the Scottish Government reach the national target of providing 50,000 new affordable homes by March 2021.
- 2.2 The Scottish Government issued revised Guidance on the preparation of SHIPs in August 2019 and all local authorities were required to submit their SHIPs to the Scottish Government Area Team Office by Friday 25 October 2019 via the Housing and Regeneration Programme (HARP). HARP is a web-based system designed to store consistent and accurate information about all local authority housing programmes.
- 2.3 As per agreed protocol and due to the date of the Committee meeting, the Scottish Government was advised that we would submit a draft of the SHIP pending the decision on its approval at today's Committee meeting.
- 2.4 The SHIP 2020/21 - 2024/25 has been prepared in consultation with all our local RSL partners and includes a full programme of affordable housing development proposals over the five-year period.

3.0 RECOMMENDATIONS

- 3.1 That the Committee:
- a) Approves the Strategic Housing Investment Plan for the five-year period from 2020/21 - 2024/25 for submission to the Scottish Government by Inverclyde Council; and
 - b) Notes the projects included in the Strategic Housing Investment Plan 2020/21 - 2024/25 as detailed in the appendices.

4.0 BACKGROUND

4.1 The revised SHIP Guidance, dated August 2019, attached as Appendix 2, requires all local authorities to prepare and submit a new five-year SHIP by 25 October 2019. The Scottish Government has been advised that due to scheduling, the SHIP submitted was in draft form pending approval by this Committee. The SHIP 2020/21 - 2024/25 sets out Inverclyde Council's priorities for affordable housing development and presents an overview of what might be achieved throughout Inverclyde over the next five years.

5.0 SHIP 2020/21 - 2024/25

5.1 Inverclyde is currently benefitting from significant investment in new affordable housing which will address the housing priorities in our area which most reflect the needs of our residents. National and local housing providers will receive around £22 million grant funding from the Scottish Government's Affordable Housing Supply Programme (AHSP) which will assist the Council and its partners in the plan to deliver 849 new affordable homes by March 2021.

5.2 The SHIP is the result of ongoing consultation with RSLs, the Scottish Government and HSCP. Similarly, discussions with Council colleagues such as those in Roads, Planning, Property Services and Legal are fundamental in helping to resolve issues and ensure the delivery of development proposals which contribute appropriate housing for the area.

5.3 RSLs have put forward a comprehensive series of proposals for new affordable housing developments across Inverclyde covering the planning period from 2020/21 to 2024/25. The SHIP table (see Appendix 1) provides details of all projects over the five-year period.

5.4 Depopulation coupled with negative projected household change will result in an increase in the number and proportion of single person households in Inverclyde. 4 out of every 10 households are expected to be single person households by 2029. The majority of these are projected to be inhabited by older persons, who generally wish to continue living independently in home and community settings. This requires serious consideration being paid to future housing provision, including Specialist Provision. By ensuring supply of wheelchair housing, providing specific dementia friendly accommodation, and increased use of technologies such as telehealth and telecare, we are confident that we can address the housing and health needs of our increasing older population and support independent living.

5.5 In support of action 62 of the Fairer Scotland for Disabled People Action Plan, the Scottish Government SHIP guidance (August 2019) requested a greater focus on the delivery of wheelchair accessible housing across each local authority area. With over 800 units proposed in the SHIP and the Council's current 3% wheelchair accessible target, we would expect at least 25 wheelchair accessible homes to be added to the social rented stock of Inverclyde over the next five years. We are also engaged in a Specialist Provision Review to ensure that our housing stock meets the needs of all of our residents.

5.6 To help achieve Scottish Government climate change and fuel poverty objectives, and contribute to the proposed 80% reduction in emissions by 2050, all of the projects proposed in the SHIP will tackle fuel poverty by adhering to energy efficiency standards set out in the Scottish Building Standards Technical handbook 2017. This will ensure that heat is affordable for residents by increasing energy efficiency and therefore reducing the amount of energy required to heat the home.

5.7 The methodology which determines which projects are prioritised through the AHSP involves many considerations including suitability of proposed house type/mix; impact new housing might have on older stock in the area; and ownership of the land to be used for development. When asking for SHIP submission forms from our RSLs, Inverclyde Council stipulates that the projects which will be prioritised are those which achieve the best balance between the following categories:

- Reflect LHS outcomes (possible 3 points)
- Address Housing Need and Demand (possible 6 points)

- Deliverability (possible 8 points)

5.8

We continue to work with RSL and HSCP partners to monitor how successfully the highest priority projects meet the housing need for the area, their efficacy in helping to achieve the LHS outcomes, and their deliverability. This monitoring process ensures that the housing projects delivered in the area are those which best meet the needs of the population.

5.9

The 'Summary of Inverclyde SHIP 2020/21 - 2024/25' table in Appendix 1 displays a deliberate and substantial over-programming which would require grant funding far in excess of what has currently been offered. This over-programming is recommended by the Scottish Government. The intention is to allow for substitution of projects if a development stalls and cannot proceed due to unforeseen circumstances. Over-programming will help to ensure no loss of AHSP funding to the Inverclyde Council area, and provide an option for Inverclyde to take advantage of underspend elsewhere in Scotland and build additional housing where appropriate.

6.0 AHSP ACTIVITY UPDATE

6.1 Three affordable housing developments have been completed in Greenock and Port Glasgow by River Clyde Homes since last year's SHIP. Combined, these three sites offer 89 new units for social rent including wheelchair and amenity housing.

6.2 The Bay Street development contains a mixture of 41 flats and houses for social rent in Port Glasgow, including one wheelchair accessible home. Mallard Bowl and Phase 1 of Slaemuir combined offer 48 units across Greenock and Port Glasgow. The Slaemuir site in Port Glasgow is the first in a 3 phase development which will provide 96 units of varying house type including 3 bedroom family homes, 1 bedroom flats and wheelchair housing.

6.3 The continuing project at Slaemuir, combined with the 137 units at James Watt Dock and the 224 units at the old St. Stephen's school site, will include a variety of homes from 1 bedroom assisted living properties to family homes and will also provide wheelchair accessible properties. River Clyde Homes has also submitted plans to deliver a further 40 units of amenity housing at Chalmers Street.

6.4 Oak Tree Housing Association will contribute more than 200 new homes across four locations in Greenock. The Auchmead Road site in Greenock comprises 36 terraced and semi-detached houses and cottage flats and was due to complete in December 2019.

6.5 The other 4 sites are all due to start imminently. Ravenscraig will see 71 new homes being built for Oak Tree as a turnkey project with Link Group. 69 new homes will be built in the Bow Farm area of Greenock. The two-storey homes will be predominantly houses with a mixture of two, three and four bed accommodation including 32 houses which can be readily adapted to accommodate wheelchair accessibility. 16 two, three, and four bed houses will be built at Strone Farm. Oak Tree is also involved in negotiations and looking at proposals to deliver a further 90 units across sites at Drumfrochar Road and Houston Street.

6.6 Sanctuary Group has 4 sites currently being built across Greenock and Port Glasgow at Lilybank Road, Dubbs Road, Mount Pleasant Street and Broadstone Avenue, which will deliver 96 units for social rent. The sites will offer a range of house types with cottage flats, family homes, and 24 units of amenity housing.

6.7 Cloch Housing Association will provide 58 units at King's Glen including large family homes and cottage flats, with some homes on split level due to the topography of the site. Consultation with colleagues in HSCP identified a requirement for Through Care accommodation in the area and this has been taken into account in the housing mix proposals with four 2 bedroom cottage flats to be provided as Through Care accommodation.

6.8 The 149 unit development at the Ravenscraig Hospital site by Link Group in partnership with Oak Tree Housing will help meet the demand for one bedroom and family homes. It will also

benefit from Link's target of providing 10% wheelchair housing and will include 25 amenity cottage flats. This type of housing will support residents to live independently for as long as possible in their own homes and communities. This variety and number of new affordable homes will improve community cohesion, lift local asset values and assist future regeneration.

7.0 IMPLICATIONS

7.1 Strategic

The SHIP 2020/21 - 2024/25 addresses all 6 outcomes of the Inverclyde Local Housing Strategy (LHS) 2017 - 2022.

7.2 Financial

National and local housing providers will receive around £11 million grant funding in 2020/21 from the Scottish Government's AHSP. The budget for the current Scottish Parliament runs to March 2021. The next budget and three year RPA will be agreed following the outcome of the next Scottish Parliament election in May 2021. In the absence of RPA post 31 March 2021, local authorities have been instructed to plan on the basis of existing RPA levels. Further information on RPA levels post 2021 will be provided as soon as known and will inform the pace at which these future programme plans can be delivered.

One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

7.3 Legal

There are no legal implications for Inverclyde Council arising from this report.

7.4 Personnel

There are no Personnel implications arising from this report.

7.5 Equalities

Has an Equality Impact Assessment been carried out?

Yes

No This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

7.6 Repopulation

The provision of new affordable good quality housing is intended to support and complement the work on Repopulation, which is seeking to stabilise the existing population and to attract new people to the Inverclyde Council area by improving the housing quality and expanding the housing options available across Inverclyde.

8.0 CONSULTATIONS

8.1 This report has been prepared in consultation with the following:

- Developing RSLs operating within the Inverclyde Council area;
- All other RSLs operating within the Inverclyde Council area;
- Inverclyde Council's Roads, Planning, Property Services and Legal departments;
- Inverclyde Health & Social Care Partnership; and
- Scottish Government More Homes Division, Glasgow and Clyde Area Office.

9.0 LIST OF BACKGROUND PAPERS

9.1 Inverclyde Local Housing Strategy 2017-2022: 2019 Update 31 October 2019
ENV048/19/MM

INVERCLYDE

STRATEGIC HOUSING INVESTMENT PLAN

2020/21 - 2024/25

SUPPORTING STATEMENT

DRAFT

Introduction

To secure funding every local authority is required to prepare an annual Strategic Housing Investment Plan (SHIP). The SHIP reinforces the role of the local authority as the strategic housing authority. It sets out the key investment priorities for affordable housing in Inverclyde over a five year period to achieve the outcomes of the Local Housing Strategy (LHS) 2017-2022, and help the Scottish Government reach the national target of providing 50,000 new affordable homes by 2021/22.

Inverclyde is currently benefitting from significant investment in new affordable housing which will address the housing priorities in our area which most reflect the needs of our residents. National and local housing providers will receive around £22 million grant funding over the next two years from the Scottish Government's Affordable Housing Supply Programme (AHSP) which will assist the council and its partners in the plan to deliver 849 new affordable homes by March 2021.

Delivery of the housing projects included in the SHIP programme requires close collaboration between a range of stakeholders including Registered Social Landlords (RSLs), Scottish Government's More Homes Division, the Health and Social Care Partnership and other services within the council, including Planning, Roads and Property Services.

The SHIP is a five-year plan based on three year Resource Planning Assumptions (RPA), which are notified to the local authority on an annual basis. Assumptions and forecasts are based on information available at the time of preparation and are therefore subject to refinement and alteration as projects are developed. It is not uncommon for a project to fall out of the SHIP programme due to any number of development constraints. The SHIP details how we believe grant funding should be utilised across Inverclyde over the next 5 years to achieve the outcomes in the LHS.

In June 2019 the Scottish Government issued a revised Strategic Local Planning Agreement and corresponding RPA to Inverclyde Council for the period 2019/2020 to 2020/2021. The RPA are as follows:-

Year	RPA
2019/20	£10.773m
2020/21	£11.428m
2021/22	To be confirmed
2022/23	To be confirmed
2023/24	To be confirmed
Total	£22.201m

The budget for the current Scottish Parliament runs to March 2021. The next budget and three year RPA will be agreed following the outcome of the next Scottish Parliament election in May 2021. In the absence of RPA post 31 March 2021, local authorities have been instructed to plan on the basis of existing RPA levels. Further information on RPA levels post 2021 will be provided as soon as known and will inform the pace at which these future programme plans can be delivered.

The SHIP identifies priority sites for development; it also states what resources are required to implement them. New guidance was issued by the Scottish Government in August 2019 which provided revised procedures for Local Authorities. This guidance has been utilised in preparing the SHIP.

Covering the 5 year period, 2020/21 - 2024/25, the SHIP Supporting Statement and corresponding programme table (Appendix 1) sets out the key investment priorities and projected grant requirement to deliver affordable housing in the Inverclyde area.

Local Housing Strategy

The Inverclyde Local Housing Strategy 2017 - 2022 sets out the strategic policy approach of the Local Authority and its partners to deliver high quality housing and housing related services across all tenures to meet identified need in Inverclyde.

The Inverclyde LHS was designed to overcome many of the challenges that face social tenants, private tenants, home owners and homeless people of Inverclyde; and help us to achieve our vision, aims and outcomes by 2022.

It identified 6 outcomes which the SHIP will help the council and its partners meet:

Outcome 1: Provide a supply of good quality affordable housing solutions across all tenures

Outcome 2: Sustainable, attractive and well-designed communities with well-functioning town centres

Outcome 3: Prevent homelessness where possible through provision of ongoing support to meet the needs of individuals

Outcome 4: People supported to live independently for as long as possible in their own homes and communities

Outcome 5: Tackle fuel poverty and contribute to meeting the climate change target

Outcome 6: Improve stock condition across all tenures

The LHS sets out Housing Supply Targets (HST) for private and affordable housing and the SHIP establishes priorities to achieve the affordable HST and related outcomes, as set out in the LHS. Considering all determining factors, it was calculated that a realistic and deliverable HST for Inverclyde would be 90 affordable units and 170 private sector units per annum over the lifetime of the LHS.

Inverclyde is one of the few local authority areas with a population which is projected to decrease, however the annual HST reflects the continued need to replace poor quality, unsuitable and unsustainable stock and to provide additional choice in the private sector.

Housing Need and Demand Assessment

The LHS was informed by the Housing Needs and Demand Assessment co-produced by the Strategic Development Authority for the region, Clydeplan, and the eight Glasgow City Region Housing Authorities who collaborate through a Housing Market Partnership. This provides a robust and credible evidence base to support each authority's LHS and development plans.

The LHS is prepared every 5 years, and requires the evidence base included in the HNDA to be regularly reviewed and updated. From 2021, preparation will commence on the next Inverclyde LHS and this will require a refreshed evidence base.

While the HNDA is firmly rooted in evidence and has helped inform local housing requirements, the process has also highlighted areas where further research needs to be conducted in order to fully understand local needs and demands, and to address them appropriately through inter-agency work and partnership arrangements. For example, further research was recommended into the impacts of poor quality and lower demand housing in Inverclyde.

Demographics

Net migration, particularly of the 20s to 30s age group, continues to be a major contributor to depopulation across Inverclyde. The rate of population decline is projected to slow between the years of 2012-2024, then increase again from 2024-2037.

A decline in the working age population, along with a lower than average projected household formation rate is combining to create a decline in households over the period to 2029. This will reduce the number of family-sized and working age households; resulting in implications for the local economy in terms of lower tax contributions. It will also put further pressures on already stretched services.

Depopulation coupled with negative projected household change will result in an increase in the number and proportion of single person households in Inverclyde. 4 out of every 10 households are expected to be single person households by 2029. The majority of these are projected to be inhabited by older persons, who generally wish to continue living independently in home and community settings. This requires serious consideration being paid to future housing provision, including Specialist Provision.

Independent Living

All of our new build stock will benefit from the requirement to align with Housing for Varying Needs standards which will ensure that properties can be more easily adapted to suit the needs of our older and mobility impaired populations.

We have also been exploring different ways of supplying housing more suitable to older residents with our RSL and HSCP partners, and introducing higher numbers of units within

current SHIP projects suitable for this demographic. By providing specific dementia friendly, amenity and wheelchair accommodation; and utilising 24 hour care services allied to technologies such as telehealth and telecare; we will address the housing and health needs of our increasing older population.

Around 100 wheelchair or amenity units suitable for older or mobility impaired residents will be built across the 849 units expected to be completed by March 2021. This number doesn't include the dementia friendly units being discussed for inclusion at St. Stephens or the ongoing discussions between HSCP, Housing Strategy & developing RSLs on rehousing current clients currently living in unsuitable accommodation.

To assess current specialist housing requirements including wheelchair housing provision, a working group comprised of members of the Housing Partnership Group is conducting a Specialist Provision Housing Review to address the first action in our Housing Contribution Statement Action Plan (2019 - 2024):

Action 1 - "Use evidence based need and demand to identify specialist provision housing requirement early in the planning of the Affordable Housing Supply Programme"

Initial work is focused on reviewing the specialist housing requirements of Inverclyde residents and the suitability of current stock. The working group aim to ensure that we have more robust data on local specialist housing and specialist housing requirements to inform need, demand and provision. This information will be utilised to identify specialist provision housing requirements in the planning of the affordable housing supply programme, and to inform a wider discussion on how best to re-provision existing stock. It will inform and assist discussions on regeneration of the area; in particular regeneration of Clune Park and eastern Port Glasgow.

Wheelchair Accessible housing

The Scottish Government wants disabled people in Scotland to have choice, dignity and freedom to access suitable homes, to enable them to participate as full and equal citizens. It has published guidance for local authorities, which will support the delivery of more wheelchair accessible housing. The guidance requires local authorities to set targets across all housing tenures for the delivery of wheelchair accessible homes and to report annually on progress. Targets are expected to be in place by the end of 2019.

The demand for wheelchair accessible housing is expected to increase significantly across Scotland, with a projected 80% increase in the population of wheelchair users from 2018 to 2024. The Clydeplan HNDA estimated that 'between 1% and 5% of all new additional units across the region may be required as wheelchair accessible homes'. Our current LHS stipulates that 3% of all new social rented housing should meet wheelchair accessible standards to help increase the supply of housing suitable for wheelchair users in the area.

We acknowledge people's right to live at home or within a homely setting. The delivery of suitable, quality housing contributes to reducing health inequalities; and recognises Housing's role as the 'stabilising third leg of health and social care integration'. Specific wheelchair housing is discussed at an early planning stage between Housing Strategy &

HSCP for any new housing project; and we liaise with RSLs to determine the viability of including bespoke wheelchair accessible housing on upcoming sites.

Calculating the provision of wheelchair accommodation in the RSL sector and avoiding double counting is problematic given the range of definitions and terminology employed across individual landlords. Competing terms for the categorisation of specialist provision housing confuses analysis of current stock and therefore future requirements. In addition, there is a distinction between purpose-built housing and existing stock which has been adapted for wheelchair use. Clearer language is required around definitions for specialist provision housing.

We are in the process of attempting to harmonise categories of supported accommodation across our social landlords to build our knowledge base and map the availability of current supply on our geographic information system. This will enable better assessment of future wheelchair accessible housing requirements. We expect that an overview of current supply, an initial assessment of additional and future needs, and the group's recommendations, including cross-tenure wheelchair targets, will be relayed to the Housing Partnership Group in March 2020.

Link Group Ltd is planning to deliver 149 new high quality affordable homes for social rent at the old Ravenscraig Hospital site in Greenock. This site will benefit from Link Group's own specialist provision target of providing 10% wheelchair properties on each site and the provision of amenity cottage flats will support more residents to live independently for as long as possible in their own homes and communities. Officers from Housing Strategy and the HSCP are in regular communication with Link Group and other housing providers to ensure that new build housing can provide homes to meet an array of needs. Once built, the homes will be managed by Larkfield.

With over 800 units proposed in the SHIP and the council's current 3% wheelchair accessible target, we would expect around 30 wheelchair accessible units to be added to the social rented stock of Inverclyde over the next five years. New affordable housing will also help to address other housing needs by incorporating dementia friendly designs and providing 'assisted living' homes for older and disabled residents.

We have ensured flexibility of new homes to meet specialist provision needs due to the number of easily adapted amenity units being built. Requirements will be based initially on the findings of the Specialist Provision Review and thereafter through discussions with relevant partners.

Fuel Poverty

A household is in fuel poverty if, in order to maintain a satisfactory heating regime, it would be required to spend more than 10% of its income (including Housing Benefit or Income Support for Mortgage Interest) on all household fuel use.

All of the projects proposed in the SHIP will help to tackle fuel poverty and ensure that heat is affordable for residents by increasing energy efficiency and reducing the amount of energy required to heat the home.

The council encourage RSLs to deliver projects which promote energy efficiency and reduce fuel poverty by various methods such as building houses to Silver Standard for sustainability and energy efficiency as detailed in the Building Standards Technical Handbook 2017. Some of the factors which will assist in addressing fuel poverty in the new homes are:

- High insulation levels in construction
- Large windows for natural light and solar gain
- High levels of building airtightness to prevent heat loss through structure
- Solar panels
- High efficiency central heating systems with A-rated condensing gas boilers
- High SAP ratings demonstrating low CO2 emissions and high energy efficiency
- Low energy light fittings

Inverclyde Council have been successful recently in delivering our Home Energy Efficiency Programmes for Scotland: Area Based Schemes (HEEPS: ABS) programme and we are keen to continue to improve the energy efficiency of the housing stock through the SHIP programme.

The latest Scottish House Condition Survey figures published in February show that instances of fuel poverty have reduced from 38% (SHCS 2014-2016) to 31% (SHCS 2015-2017) in Inverclyde due to HEEPS: ABS funding and AHSP funding.

Reducing housing costs through reduced energy bills will also positively contribute to one of the 3 key drivers which mitigate child poverty: 'Reduced cost of living for families'. Housing Strategy have contributed 2 actions to the Inverclyde Local Child Poverty Action Report 2018/19 to monitor the effect that housing has on mitigating fuel poverty and reducing child poverty in the area:

Housing Action 1: Increase the supply of affordable housing - £17m has been spent and 234 socially rented homes completed so far in the area from 2015 - 2018. These homes all address fuel poverty by lowering energy bills through increased energy efficiency. The increase in homes with affordable rent further reduces cost of living.

Housing Action 2: Continue tackling fuel poverty through HEEPS: ABS - From 2013 to 2018 a total of over £8m HEEPS: ABS funding has been awarded to Inverclyde from the Scottish Government. This has helped the council in collaboration with RSLs to provide External Wall insulation to over 2000 properties in Inverclyde, making homes more energy efficient and cheaper to keep warm and dry.

We are also investigating whether implementing innovative approaches such as the Passivhaus standard, which reduces energy use and carbon emissions, would provide a viable, cost effective solution to fuel poverty in the area and further help Inverclyde Council meet the Scottish Government's carbon emission targets.

Quality affordable housing solutions across all tenures

Affordable Housing includes homes for social rent, low cost home ownership/shared equity, shared ownership, mid-market rent and private sector housing delivered below market cost. We continue to investigate a number of low cost housing options and their viability across various sites to increase the supply of good quality affordable housing solutions across all tenures.

Inverclyde is depopulating and unfortunately seemingly unattractive to private developers. To help repopulation by delivering a better housing mix to the area, the council is in discussions with partners around utilising the Scottish Government's Partnership Support for Regeneration funding to encourage low cost private housing development and increase housing options in the area.

The council is also discussing the possibility of delivering units for New Supply Shared Equity (NSSE). The stipulations for who can benefit from NSSE have recently been revised to allow over 60's and Inverclyde Council is in discussions around providing a similar housing option to Link's Abbey Place retirement apartments located in Renfrewshire. Link will also continue to assess the possibility of working with a private developer to contribute housing for owner occupation in the second phase of the Ravenscraig build and we have begun discussions with another RSL about providing NSSE units in a town centre site.

We are discussing the possible delivery of private homes alongside an affordable mix of social rent, mid-market rent and NSSE on an as yet undesignated site. Providing a mix of private and affordable housing on the same site would deliver a sustainable community and provide real housing options for a mix of people. It would cater for people who require affordable housing but do not qualify for or simply do not wish to live in socially rented properties. We would hope that the site would prove inviting and stand alongside our regeneration plans in helping to repopulate the area.

However, delivering new housing is not always the most appropriate method of meeting housing need. The council and RSLs have been discussing the effect of the new build affordable housing on our existing stock. North Star Consultancy was commissioned to evaluate the potential of low demand stock issues arising from the new affordable housing being delivered in the area; and subsequent work is being carried out to develop an improved understanding of whether low demand stock could assist in regeneration through re-provisioning and improving stock condition.

Also, the condition of some of our private rented stock is substandard. This can contribute to public health issues and make the area less appealing to private developers. We are aware that a lack of factoring arrangements within some mixed tenure areas has led to difficulties in delivering common repairs and improvement works in some of these areas. We are investigating with RSLs operating in the area whether acquisition of 'second hand' stock for sale on the open market might be the most appropriate method of meeting housing need. This would help us to improve stock condition and stock management which will positively impact on public health and community cohesion.

Renting privately is an important housing option for many of our residents. We engage with private landlords locally to help increase understanding of their legal responsibilities and ensure that our private tenants are housed in properties which meet the required legislative

standard. Also, the increased Energy Performance Certificate standards being introduced next year for private rented properties will require works for some properties to meet the standard. These measures will contribute towards improved living conditions and ensure that the Inverclyde housing supply is configured to meet the needs and demands of residents.

Homelessness

Those with complex support needs often fail to sustain tenancies, leading to repeat presentations to the Homelessness service. Without the appropriate support this cycle will continue.

A Rapid Rehousing approach utilising the Housing First model where required is the solution proposed by the Housing and Rough Sleeping Action Group (HARSAG) to address this situation. Housing First provides ordinary, settled housing with support as a first response for people with complex needs.

The Scottish Government asked all local authorities to produce a Rapid Rehousing Transition Plan (RRTP) by the end of December 2018. RRTPs are to be reflected in Local Housing Strategies, and fully integrated into Health & Social Care Partnership strategic plans. RRTPs will be reviewed annually as part of the SHIP and progress will be included in the Housing Contribution Statement to ensure they are part of the planning framework.

Inverclyde's strategic housing priorities align with the objectives of the Inverclyde RRTP which are to:

- Reduce the need for temporary accommodation by preventing homelessness
- Enable service users with no/low support needs to access settled housing quickly
- Deliver a Housing First model which enables the most excluded service users to achieve housing sustainment

The Homelessness service in Inverclyde lies under the directorate of the HSCP who have set up a RRTP working group with members from across HSCP, RSLs, Housing Strategy, Commissioning and Finance to project manage the successful implementation of the Inverclyde Rapid Rehousing Transition Plan.

Consultation

This SHIP is the result of ongoing consultation with RSLs, the Scottish Government and HSCP. Similarly, discussions with council colleagues such as those in Roads, Planning, Property Services and Legal are fundamental in helping to resolve issues and ensure the delivery of development proposals.

In Inverclyde, the council, the HSCP, and RSLs regularly attend a Housing Partnership Group. One of this group's key functions is to analyse the need for specialist housing to be included in projects included in the SHIP.

Regular programme meetings take place with representation from each of the RSLs and the More Homes Division of the Scottish Government to ensure that sites are progressing as

they should. This affords the partners the opportunity to discuss any programme delays and possible solutions.

The ongoing work of the Housing Partnership Group and the regular programme meetings between Housing Strategy, RSLs and the Scottish Government helps to shape the methodology which determines strategic investment priorities and delivers the housing type appropriate for the area.

Methodology

The decision making process which determines what projects to prioritise involves many considerations including proposed house type/mix; impact new housing might have on older stock in the area; and ownership of the land to be used for development. When asking for SHIP submission forms from our RSLs, Inverclyde Council stipulate that the projects which will be prioritised are those which achieve the best balance between the following categories:

- Reflect LHS outcomes (possible 3 points)
- Address Housing Need and Demand (possible 6 points)
- Deliverability (possible 8 points)

We use a matrix to determine the priority of each of the proposed sites in the current SHIP. Points are awarded for meeting criteria which relate to each of the three categories. The project with the highest number of points achieves the top position in the SHIP table at Appendix 1. All other projects are listed in order of priority.

Though many projects in the SHIP are rolled forward from previous submissions, we continue to work with RSL and HSCP partners to monitor how successfully the highest priority projects meet the housing need for the area, their efficacy in helping to achieve the LHS outcomes, and their deliverability. This monitoring process ensures that the housing projects delivered in the area are those which best meet the needs of the population.

Within the SHIP guidance, the Scottish Government stress the importance of applying a 'minimum slippage factor of 25%' to the first year of the SHIP period. We have already benefitted from accelerating alternative projects due to slippage. Our 'over programmed' approach helps to ensure that the RPA is fully utilised and delivers for the area. Where slippage occurs on our higher priority sites, we have 'slippage projects' which can replace other projects as needed.

The development proposed by Link Group (in partnership with Oak Tree Housing) for the building of 149 social rented properties on the Ravenscraig Hospital Grounds is our highest priority new build project with an estimated completion date of 31 March 2021. The site will provide a large number of social rented homes for the south west of Greenock, and will include a significant number of wheelchair and amenity housing, helping to ease the increasing need for these types of homes. The proposed development will help to regenerate the area by delivering sustainable, well-designed and attractive homes with sufficient variety to meet the needs of our population.

Development Constraints

We strive to identify and highlight potential development constraints very early on by engaging with internal local authority stakeholders including Roads, Planning, Environmental Health, and our Contaminated Land Officer. We also engage with external public bodies as required.

Despite this, the former Ravenscraig Hospital site received adverse reaction locally due to a number of reports in local press suggesting dangerously high levels of contamination on the site. These reports proved completely unfounded. However, this situation highlighted to us that public perception is a potential development constraint.

Public and political fears have been allayed on the whole but the perception created of the site and the volume of work involved in responding to queries has highlighted a key lesson to be learned: public communication is essential to timely progress of a site. We are now investigating the efficacy of requesting a communications strategy with each SHIP submission form and issuing purposeful, clear and informative press releases at a very early stage of any future major SHIP development project.

The Housing Infrastructure Fund (HIF) aims to assist key strategic housing projects which have been blocked or unable to proceed due to the extent and costs/financing of infrastructure works involved. Ravenscraig has benefitted from HIF on offsite works to two junctions which allow entrance to the site for general use on the A78 and emergency vehicular access across a bridge owned by Network Rail. The amount and extent of HIF will not be determined until the tender is finalised in November.

The former Babylon nightclub site on the corner of Argyle Street/West Stewart Street, Greenock is an example of a different type of development constraint. Inverclyde Council are looking for a developer for this site which remains in a state of disrepair. The site could be re-provisioned to provide town centre living, ideally for those requiring amenity or wheelchair accommodation. Currently this site has failed to attract attention due to the extent and projected costs of infrastructure works required. Inverclyde Council are investigating other possible areas of funding which could make this site viable to a developing RSL and allow them to transform the building and contribute to the regeneration of a well-functioning town centre. The council's allocation from the Scottish Government Town Centre Fund could be a potential source of funding to achieve this.

AHSP Activity Update

Three affordable housing developments have been completed in Greenock and Port Glasgow by River Clyde Homes since last years' SHIP. Combined, these three sites offer 89 new units for social rent including wheelchair and amenity housing.

The Bay Street development* contains a mixture of 41 flats and houses for social rent in Port Glasgow, including one wheelchair accessible home. Mallard Bowl & phase 1 of Slaemuir combined offer 48 units across Greenock and Port Glasgow. The Slaemuir site in Port Glasgow is the first in a 3 phase development which will provide 96 units of varying house type including 3 bedroom family homes, 1 bedroom flats and wheelchair housing.

Adding to the recent completions of projects at Slaemuir (Phase 1) and Mallard Bowl, River Clyde Homes have a number of other sites in the current SHIP across Greenock and Port Glasgow which will add over 400 more affordable homes to Inverclyde by the end of March 2021.

The continuing project at Slaemuir, combined with the 137 units at James Watt Dock and the 224 units at the old St. Stephen's school site will include a variety of homes from 1 bedroom assisted living properties to family homes and also provide wheelchair accessible properties. River Clyde Homes have also submitted plans to deliver a further 40 units of amenity housing at Chalmers Street.

Oak Tree Housing Association will contribute more than 200 new homes across four locations in Greenock. The Auchmead Road site in Greenock comprises 36 terraced and semi-detached houses and cottage flats and is due to complete in December 2019.

The other 4 sites are all due to start imminently. Ravenscraig will see 71 new homes being built for Oak Tree as a turnkey project with Link Group. 69 new homes will be built in the Bow Farm area of Greenock. The two-storey homes will be predominantly houses with a mixture of two, three and four bed accommodation including 32 houses which can be readily adapted to accommodate wheelchair accessibility. 16 two, three, and four bed houses will be built at Strone Farm. Oak Tree are also involved in negotiations and looking at proposals to deliver a further 90 units across sites at Drumfrochar Road and Houston Street.

Sanctuary Group has 4 sites currently being built across Greenock and Port Glasgow at Lilybank Road, Dubbs Road, Mount Pleasant Street and Broadstone Avenue, which combined will deliver 96 units for social rent. The sites will offer a range of house types with cottage flats, family homes, and 24 units of amenity housing.

Cloch Housing Association will provide 58 units at King's Glen including large family homes and cottage flats, with some homes on split level due to the topography of the site. Consultation with colleagues in HSCP identified a requirement for Through Care accommodation in the area and this has been taken into account in the housing mix proposals with four 2 bedroom cottage flats to be provided as Through Care accommodation.

The 149 unit development at the Ravenscraig Hospital site by Link Group in partnership with Oak Tree Housing is expected to have a site start of December 2019 and will help meet the demand for one bedroom and family homes. 71 of the properties will be handed over to Oak Tree on completion and the remaining 78 will be managed by Larkfield Housing Association. The development will benefit from Link's target of providing 10% wheelchair housing and will include 25 amenity cottage flats. This type of housing will support residents to live independently for as long as possible in their own homes and communities. This variety and number of new affordable homes will improve community cohesion, lift local asset values and assist future regeneration.

*We erroneously recorded Bay Street as having been completed in last year's SHIP but the actual completion date was 2 July 2018 so it should instead be recorded in this year's submission.

Community benefits

Together with providing contributions to local community groups, all of the RSLs' developers deliver benefits to the community proportional to the value of the development contract. They provide local jobs for local people, apprenticeship opportunities and educational support. They also provide a number of site based work experience placements and contribute to employment fairs throughout the Inverclyde area.

Council Tax on second and empty homes and developer contributions

We received £459,000 from Council Tax on Second and Empty Homes for 2018/19. This is a significant increase on last year's collection. This is due to a combination of increased empty homes levy, the work of our Empty Homes Officer, and more efficient debt collection procedures.

The highest priority for investment with these funds lies in tackling the current degraded condition of the housing stock and contributing to the regeneration of Clune Park. It is envisaged that much of the funding from this source will continue to help achieve the council's aim to redevelop the area for affordable housing. We are currently working on a vision of exactly what type of housing would be most suitable for the area.

Additionally the council in partnership with River Clyde Homes employ an Empty Homes Officer. Since 2017, the Empty Homes Officer has brought 27 properties back into use. We are examining the possibility of setting criteria to allow RSLs to bid for some of the money from this source. They can use the funding to assist them to purchase empty properties in areas where they are currently being prevented from investing in stock due to owners of empty properties being unwilling to pay for their share of the necessary investment work.

The number of long term empty (LTE) properties in Inverclyde (as of August 2019) is 644. From the 1st April 2019 Inverclyde Council introduced a 200% Council tax for properties which have been unoccupied for 12 months or more (it was previously set at 150%). This is designed to encourage people to deal with empty properties, however there are exemptions available to ensure that owners are not unfairly penalised. Moneys from this LTE Levy will be redirected into affordable housing in the area.

Regarding the development fund created to hold monies generated from the sale of assets by River Clyde Homes: in 2014/15 we received £66,124 from River Clyde Homes due to the sale of land and £15,076 of this was paid to the Scottish Government for knotweed remediation, the remainder was used to pay for unforeseen roads works in phase 3 of the Woodhall development. Any further funding received will be channelled to enable the delivery of affordable homes.

A commuted sum of £150,000 is due from the developer of the navy buildings site in Eldon Street Greenock. However, this is dependent on the number of private units the developer is able to complete and so far relatively few properties have been completed on site and we have not received any commuted sums from this development since the last SHIP. As reported in last year's SHIP, Inverclyde Council received £40,000 from a development at Auchneagh Road, and we used the sum to buy out the lease of a commercial property at Cumberland Road to allow for the construction of affordable housing. Initial negotiations on

providing affordable housing at this site have stalled, but remain in our ongoing discussions through SHIP programme meetings.

The Inverclyde Council Housing Land Supply Technical Report 2018 concluded that there is no longer a need for the Local Development Plan to continue with the previous Affordable Housing Policy requirement for a contribution of affordable housing from private housing development sites across the whole of Inverclyde. The rationale for this is that due to More Homes Scotland funding and the quantity of land available to housing associations, affordable housing requirements can be met without contribution from private sector sites. It is anticipated that this approach will help attract developers and deliver increased numbers of private housing to provide a balance of tenures across Inverclyde.

However, it is recognised that within the Inverclyde villages (Kilmacolm, Quarrier's Village, Inverkip and Wemyss Bay) there is a limited supply of affordable housing available and no land identified for affordable housing development. The Local Development Plan adopted in August this year therefore maintains a requirement for 25% affordable housing for sites built on greenfield areas in the Inverclyde villages. Since last year's SHIP there have been no private developments in the Inverclyde villages. There have also been no developer contributions from 01/04/18 to 31/03/19.

Affordable housing projects for Gypsy/Travellers

Inverclyde Council and Inverclyde HSCP are committed to ensuring equality and diversity. In conjunction with our partners in Police Scotland, we fully recognise the rights and responsibilities of the Gypsy/Traveller community, and the rights of all residents of Inverclyde to enjoy equity of access to services in an atmosphere free from prejudice and discrimination, regardless of background.

We will at all times adopt an approach of co-operation and assistance in response to encampments to ensure that the rights of Gypsy/Travellers and those in the broader community are mutually respected. The responsibility for co-ordinating Inverclyde Council's services to Gypsy/Travellers lies within the HSCP.

Unauthorised encampments are set up on a short-term basis by Gypsy/Travellers when travelling through or visiting an area. They can also arise when families are having difficulty finding somewhere to settle in an area, for example, on a council, Registered Social Landlord or private site. In many areas, such encampments are the only option available (where no available sites/pitches exist or where Gypsy/Travellers are refused entry to private/holiday sites).

When an unauthorised encampment has been identified, Inverclyde Council and Inverclyde HSCP will be active in offering advice and practical support on issues such as waste disposal, site hygiene, social care, and educational support. In conjunction with Police Scotland, we will also offer advice and interventions on issues such as road traffic legislation, anti-social behaviour, and other areas of environmental and common law.

Inverclyde Council has no current official site provision for Gypsy/Travellers, either independently or in conjunction with neighbouring authorities. This being the case, the council fully recognises Scottish Government Guidelines for Managing Unauthorised

Camping by Gypsy/Travellers. There have been no unauthorised encampments in the area in the past year.

Equalities and Environmental Assessments

An Equality Impact Assessment was undertaken for the Local Housing Strategy 2017-2022 and highlighted that the LHS is likely to have an impact on a range of people who share protected characteristics. It is clear that those who were experiencing homelessness and those in need of an affordable housing solution will benefit from this strategy given the range of measures to enable vulnerable households to access affordable housing.


The development of the SHIP has taken into account the outcomes of the equalities impact assessment and current strategic environmental assessment undertaken within the current Inverclyde LHS and Local Development Plan. The SHIP aims to improve access to housing and housing related services for everyone including those at risk of social exclusion and disempowerment.

In their SHIP submission forms RSL's describe various measures they will take which will meet the equalities agenda such as homes being built to Housing for Varying Needs standard. The RSLs will be developing high specification wheelchair and amenity housing to provide a more complete response to the needs of some residents, and their Allocations Policies will also take account of the requirements of equalities legislation.

A Pre-screening report was submitted to SEA Gateway under Section 9(3) of the Environmental Assessment (Scotland) Act 2005, indicating that there is no likelihood of significant environmental effects through the Local Housing Strategy 2017-2022.

Appendix 1 - Summary of Inverclyde SHIP 2020/21 - 2024/25

PRIORITY PROJECT	AREA	DEVELOPER	UNITS TYPE					APPROVAL DATE	COMPLETION DATE					AHSP FUNDING REQUIREMENT	
			Total Units	Type	GN	Specialist Provision	Type of Specialist Provision	Year (Est. or actual)	20/21	21/22	22/23	23/24	24/25	Total Completions over Period of SHIP	Total funding required Over SHIP Period (£m)
Ravenscraig Hospital	Greenock	Link	149	SR	108	41	16 Wheelchair Accessible / 25 Amenity	2018/19	149	0	0	0	0	149	13.316
Ravenscraig phase 2	Greenock	Link	49	SR	37	12	3 wheelchair & 9 Amenity	2019/20	0	0	49	0	0	49	5.053
St Stephens	Port Glasgow	River Clyde Homes	224	SR	176	48	Amenity	2019/20	224	0	0	0	0	224	16.128
Kings Glen	Greenock	Cloch	58	SR	54	4	Through Care	2017/18	58	0	0	0	0	58	4.031
JWD phase 1 & 2	Greenock	River Clyde Homes	137	SR	129	8	Blackwood wheelchair	2018/19	137	0	0	0	0	137	9.936
Multisites	Greenock & PG	Sanctuary	96	SR	72	24	Amenity	2018/19	96	0	0	0	0	96	6.58
Slaemuir Phase 2 & 3	Port Glasgow	River Clyde Homes	64	SR	62	2	Wheelchair Accessible	2018/19	34	30	0	0	0	64	4.896
Tweed Street (Bow Farm)	Greenock	Oak Tree	69	SR	67	2	Wheelchair Accessible	2019/20	69	0	0	0	0	69	5.045
Strone Farm	Greenock	Oak Tree	16	SR	16	0		2019/20	16	0	0	0	0	16	1.278
Total			862		721	141			783	30	49	0	0	862	66.263
SLIPPAGE PROJECT															
Chalmers Street	Gourock	River Clyde Homes	40	SR	39	1	Wheelchair Accessible	2018/19	0	40	0	0	0	40	2.88
Houston Street	Greenock	Oak Tree	20	SR	19	1	Wheelchair Accessible	2019/20	20	0	0	0	0	20	1.569
Shore street	Gourock	Oak Tree	8	SR	8	0		2018/19	8	0	0	0	0	8	0.572
Peat Road	Greenock	River Clyde Homes	51	SR	49	2	Wheelchair Accessible	2018/19	0	51	0	0	0	51	3.672
Upper Bow	Greenock	River Clyde Homes	26	SR	25	1	Wheelchair Accessible	2018/19	0	26	0	0	0	26	1.872
Killochend	Greenock	Oak Tree	9	SR	9	0		2018/19	0	9	0	0	0	9	0.706
Drumfrochar Road	Greenock	Oak Tree	64	SR	62	2	Wheelchair Accessible	2019/20	0	0	64	0	0	64	5.367
West Stewart St./Argyle Street	Greenock	TBC	24	TBC	23	1	Wheelchair Accessible	2020/21	0	0	24	0	0	24	1.205
To Be Confirmed	TBC	Link	37	TBC	36	1	Wheelchair Accessible	2020/21	0	37	0	0	0	37	2.05
An Other 1	TBC	Oak Tree	30	TBC	29	1	Wheelchair Accessible	2020/21	0	0	30	0	0	30	2.354
An Other 2	TBC	Oak Tree	15	TBC	15	0		2020/21	0	0	15	0	0	15	1.177
An Other 3	TBC	Oak Tree	30	TBC	29	1	Wheelchair Accessible	2021/22	0	0	0	30	0	30	2.355
An Other 4	TBC	Oak Tree	15	TBC	15	0		2021/22	0	0	0	15	0	15	1.117
Total			369		358	11			28	163	133	45	0	369	26.896

MORE HOMES DIVISION GUIDANCE NOTE		 Scottish Government Riaghaltas na h-Alba gov.scot
To:	All Local Authorities	
Subject:	Guidance on preparing Strategic Housing Investment Plans	Ref No: MHDGN 2019/04
Issued by:	More Homes Division	Pages: 12
		Issued: 9 August 2019

This guidance note contains revised procedures for preparing a Strategic Housing Investment Plan (SHIP). **It supersedes MHDGN 2018/03** and should be read in conjunction with **MHDGN 2019/03 – Affordable Housing Supply Programme: Process and Procedures**

While this guidance has been issued to local authorities which are responsible for preparing and submitting SHIPs to the Scottish Government, the Scottish Government expects local authorities to share this guidance with partners involved in developing SHIPs (including registered social landlords and other housing providers).

You will find a copy of this guidance note on the **Scottish Government website**.

If you have any queries on the content of this guidance note, please contact your local Scottish Government More Homes Division Area Office or, in the case of Edinburgh and Glasgow, the City Councils.

STRATEGIC HOUSING INVESTMENT PLANS

INTRODUCTION – THE MORE HOMES SCOTLAND APPROACH

1. The Scottish Government wants everyone to have a good quality home that they can afford and that meets their needs which is why we have significantly increased the number of affordable homes across Scotland.
2. Through the More Homes Scotland approach, the Scottish Government is investing over £3.3 billion to deliver at least 50,000 affordable homes – of which 35,000 will be for social rent – over the five years to March 2021. This represents a 94% increase on our previous 5 year investment.
3. Under the 'More Homes Scotland' approach, the Scottish Government is increasing the supply of homes across all tenures through a range of measures including:
 - the **Housing and Planning Delivery Framework**, which brings planning and housing requirements closer together, making them easier and quicker to take forward
 - the **Affordable Housing Supply Programme (AHSP)**
 - the **Housing Infrastructure Fund**
 - the **Rural and Islands Housing Funds**
 - the **Building Scotland Fund**
 - the use of **innovative financing models**, and
 - bringing **empty homes** back into use.
4. The Scottish Government is committed to continuing to promote increased supply across all tenures and build on our More Homes Scotland approach, to deliver more of the right homes in the right places to meet the housing needs and aspirations of the people of Scotland. We also need to ensure that our housing system is dynamic and resilient enough to respond to future changes and challenges, anticipates them, and is resilient in the face of them.
5. In our **Programme for Government 2018-19**, we made a commitment to plan together with stakeholders for how our homes and communities should look and feel in 2040, and the options and choices to get there. Our ambition is that work on housing to 2040 will provide more stability in future through a long term shared vision and route map which will stand the test of time. Since then, we have been engaging extensively with a wide range of stakeholders to help shape a shared **draft vision and principles for 2040**, recognising the vital role of housing in creating sustainable, vibrant communities, promoting health and well-being, and inspiring local democracy and empowerment.

6. The Scottish Government will launch a formal public consultation in the autumn on our Housing to 2040 vision and principles, together with policy choices and options for how to get there. The outputs from the autumn consultation will help us to inform the final vision and a route map to 2040, which we are aiming to publish in spring 2020.

THE ROLE OF A STRATEGIC HOUSING INVESTMENT PLAN

7. A Strategic Housing Investment Plan (SHIP) is an important document which sets out a local authority's strategic investment priorities for housing over a 5 year period to achieve the priorities and outcomes set out in its local housing strategy. Specifically, it is the key document for identifying:

- Proposed strategic housing projects which require Scottish Government Affordable Housing Supply Programme funding support. It is expected that the majority of homes delivered through the AHSP will be new build units (which could include 'off the shelf' purchases from developers). However, where it can be demonstrated that acquisition of 'second hand' stock that is for sale on the open market¹ is the most appropriate method of meeting housing need in a particular area, funding may be available to deliver this². Funding may also be made available to remodel/rehabilitate/convert existing properties where this is considered a strategic priority;
- Proposed affordable housing projects which are to be provided without Scottish Government funding support (i.e. funded by the local authority)
- Housing Infrastructure Fund projects across all tenures requiring grant and loan funding.

8. The SHIP is therefore an operational rather than policy document and:

- reflects the housing policies and outcomes set out in the LHS and LHS Outcome Action Plan
- reinforces the role of the local authority as the strategic housing authority
- informs Scottish Government investment decisions, and
- informs the preparation of a Strategic Local Programme Agreement and, where required, Programme Agreements.

SHIP SUBMISSION

9. **SHIPs are submitted on an annual basis** through the Housing and Regeneration Programme (HARP) system. A training pack for inputting a SHIP is available within the Help documents on HARP. In addition, Annex 1 of this guidance note contains a checklist for local authorities to consider when entering project information on HARP.

¹ This could include the purchase of former local authority housing.

² The Scottish Government and the relevant local authority will require to agree the number of such purchases that can be approved each year.

10. The next SHIP, covering the period 2020/21 to 2024/25, should be submitted through HARP by **Friday 25 October 2019**. For this SHIP:

Year 1 = 2020/21

Year 2 = 2021/22

Year 3 = 2022/23

Year 4 = 2023/24

Year 5 = 2024/25

CONTENT OF THE SHIP

11. The SHIP should contain the following two elements:

1. A succinct narrative in PDF form, submitted as a supporting document to the SHIP in the HARP system, which explains the context to the SHIP including:

- a statement on alignment with the LHS demonstrating that priorities identified in the SHIP are consistent with what the local authority outlined in its LHS (and any subsequent updates) and how the SHIP priorities will contribute to delivery of LHS Outcomes
- a summary of the methodology used to prioritise projects
- details of how the local authority has responded to and resolved development constraints on projects prior to the site start date
- details on how the local authority's own resources and other funding are supporting the delivery of affordable housing in its area
- details of progress towards the delivery of its Affordable Housing Supply Programme across all tenures by completions
- Details of affordable housing projects for Gypsy/Travellers
- details of Housing Infrastructure Fund projects where these are linked to affordable housing delivery (paragraphs 13-20 below refers)
- details of local plans to support the delivery of wheelchair accessible housing within its area (paragraphs 21-22 below refers)
- statement that strategic housing priorities are aligned and are consistent with Rapid Rehousing Transition Plan priorities (paragraphs 23-25 below refers)
- details of affordable housing projects that are aligned with the local authority's Child Poverty Action Report (paragraph 26 below refers)
- Details that duties under the Islands (Scotland) Act have been followed by the local authority if appropriate (paragraph 27 below refers)
- details of any empty homes services and actions to bring homes back into use
- details of how Council Tax on Second and Empty Homes has been used to assist affordable housing (paragraphs 28-31 below refers)
- details of how Developer Contributions have been used to assist affordable housing (paragraphs 32-33 below refers)
- the type and level of consultation undertaken with RSLs, communities, developers and other stakeholders in developing the SHIP and how this has helped with the development of strategic investment priorities (paragraphs 34-37 below refers)

2. A list of housing projects submitted electronically on HARP (as outlined in paragraph 5 above) across all tenures identified as priorities and expected to require funding and/or complete over the five year period. This should:

- **include rolling forward existing projects from the previous SHIP where appropriate;**
- **set out the funding and delivery mechanism; and**
- **demonstrate that the projects and resources will be realistically delivered over the plan period and highlighting any potential risks.**

Local authorities may expand the level of information within their SHIP to meet their individual requirements, or for reporting on wider issues to Committee etc. However, each SHIP as a minimum should contain the core information detailed in this guidance.

RESOURCE PLANNING ASSUMPTIONS

12. The Scottish Government allocated Resource Planning Assumptions (RPAs) to local authorities in April 2019 to 31 March 2021. Details of these can be found [here](#).

13. The Scottish Government would expect local authorities to over-programme for the first year of the SHIP period. **The Scottish Government would suggest that a minimum slippage factor (i.e. over programme to accommodate unforeseen slippage) of 25% be applied for the first year of the SHIP period.**

14. In the absence of RPAs post 31 March 2021, local authorities should plan on the basis of existing RPA levels. Further information on RPA levels post 2021 will be provided as soon as known and will inform the pace at which these future programme plans can be delivered.

HOUSING INFRASTRUCTURE FUND

15. The Housing Infrastructure Fund (HIF) aims to assist key strategic housing projects which have been blocked or unable to proceed due to the extent and costs/financing of infrastructure works involved. The Fund enables the delivery of new additional housing, primarily affordable housing, to support the 50,000 affordable homes target across all tenures through loans and grants and runs to 31 March 2021.

16. Since its launch in 2016, £32 million loan and grant has been approved. This funding is estimated to unlock 10,000 houses, of which approximately 3,000 will be affordable.

17. The Scottish Government will provide information in due course on HIF post 2021. HIF will look to prioritise those sites that are of strategic importance and cannot proceed or have stalled due to the exceptional nature or cost of infrastructure requirements. Given where we are in the Fund's timescale, the Scottish Government has relaxed the criteria giving priority to those projects that will deliver completed affordable housing by 2021.

18. The Scottish Government would encourage local authorities and RSLs to continue to identify and submit suitable projects that meet the HIF criteria in their October 2019 SHIP and 2020 SHIP. Where these projects are linked to affordable housing delivery, the Scottish Government would expect that any affordable housing projects arising from the HIF investment are brought forward in a reasonably short timescale post 2021.
19. Grant is available to local authorities and RSLs for infrastructure works which are (a) out with the curtilage of the affordable housing site and/ or (b) of scale and will open up larger sites for housing development. Loans are available for viable non - public sector led sites to support infrastructure delivery. Guidance for the fund is at **HIF Guidance**.
20. A SHIP is used to capture potential HIF projects. Local authorities are asked to identify and prioritise sites for delivery through the fund in accordance with the eligibility criteria contained in the guidance and the ability for the project to commence quickly (albeit that the criteria giving priority to projects that will deliver completed affordable housing by 2021 has now been relaxed).
21. Where the HIF project is linked to the potential delivery of affordable housing, local authorities will need to prioritise their RPAs for funding the affordable housing element through the SHIP.
22. Approved HIF projects that have carry forward commitments into 2020/21 should be included in the October 2019 SHIP submission. Similarly, where a HIF project has not been approved for funding but is still under active consideration, the project should be included in the SHIP.
23. Local authorities should be aware that if the HIF project does not contain information about costs, type of works, funding requirement, or which are unclear about whether grant or loan is being sought, it will not be considered for funding.
24. Certain City Region Deal Agreements have included a number of commitments to specific local authorities relating to HIF. For such arrangements, the Scottish Government would expect local authorities to identify projects which meet the normal broad HIF eligibility criteria and for these to reflect City Region Deal priorities. All types and tenures of housing are eligible for HIF support and the fund processes and procedures are the same as for normal HIF applications – namely managed and administered by the Scottish Government – in order to allow this money to be drawn down when required by City Region Partners. In addition, these should be cleared by the appropriate governance arrangement and therefore have the support of appropriate City Deal partner authorities in order to identify/ confirm key strategic priority sites for housing that could, with the Fund's support, be unlocked to bring forward completed housing and support regional development. For clarity, any such HIF commitments cannot be used to fund normal AHSP capital programmes to deliver affordable housing.
25. Through SHIPs, the Scottish Government, working closely with local authorities, wants to identify further key projects for HIF funding which will provide more additional housing, supports the housebuilding industry and contributes to economic recovery.

WHEELCHAIR ACCESSIBLE HOUSING

26. The Scottish Government wants disabled people in Scotland to have choice, dignity and freedom to access suitable homes, built or adapted to enable them to participate as full and equal citizens. It has published **guidance** for local authorities, which will support the delivery of more wheelchair accessible housing. The guidance requires local authorities to set targets across all housing tenures for the delivery of wheelchair-accessible homes and to report annually on progress. Targets are expected to be in place by the end of 2019.

27. Local Authorities should detail information in the SHIP on:-

- what progress has been made to develop and have targets in place by the end of 2019 including planned investment over the period of the SHIP;
- If all tenure housing targets have been developed, the plans and timescales that are in place to achieve these.

RAPID REHOUSING TRANSITION PLANS

28. With strong rights to housing already in place for people who become homeless in Scotland, it is important that there continue to be a focus on prevention. Ending rough sleeping and homelessness are national priorities for the Scottish Government as part of our drive to create a fairer Scotland.

29. All 32 local authorities submitted their Rapid Rehousing Transition Plan (RRTP) by 31 December 2018. Scottish Government provided feedback and plans are being implemented across Scotland from April 2019. The RRTPs maximise prevention and set out the approach each local authority will employ to minimise the time a household remains homeless and ensure that they can access appropriate suitable accommodation as soon as possible. Funding totalling £8 million will be allocated to local authorities in 2019/20 out of a total of £24 million over three years to 2021/22.

30. RRTPs should be reflected in Local Housing Strategies, and be fully integrated into Health & Social Care Partnership strategic plans. They should also be included in the Housing Contribution Statement to ensure they are part of the planning framework.

31. The SHIP should include a statement that strategic housing priorities are aligned and are consistent with RRTP priorities/outcomes and any subsequent updates to it.

GYPSY/TRAVELLERS

32. The Scottish Government is committed to improving the lives of our Gypsy/Traveller communities. A Ministerial Working Group which included representatives from the Gypsy/Traveller community and COSLA was established to drive forward cross-government actions to improve the lives of Scottish Gypsy/Traveller communities and this includes a focus on accommodation. A plan setting out actions that the Scottish Government and COSLA will take will be published in 2019. Refreshed LHS guidance will be published shortly which will re-affirm the need for local authorities to engage with Gypsy/Travellers to better understand their requirements. Where a requirement for permanent affordable housing has been identified to meet the needs of Gypsy/Travellers, the SHIP should include details of these projects.

CHILD POVERTY (SCOTLAND) ACT 2017

33. In March 2018 the Scottish Government published 'Every Child, Every Chance' which highlighted the significant and unavoidable costs that families in poverty face in keeping a suitable roof over their heads. It set out a range of actions to deliver progress against the Scottish Government's ambition to eradicate child poverty in Scotland. In June 2019, a first year progress report was published demonstrating the good progress that has been achieved, the steps taken since the plan was published, new actions committed, and what our priorities are for the next reporting period.

34. The role of housing is critical in helping to reduce child poverty. As part of the Child Poverty (Scotland) Act 2017, local authorities and NHS Boards must jointly report annually (in a local child poverty action report) on the activity they are taking, and will take, to reduce child poverty. The SHIP is expected to draw on the findings of the local authority's child poverty action report, consider what progress has been achieved, identify where gaps exist, and align with strategic housing priorities.

ISLANDS (SCOTLAND) ACT 2018

35. The Islands (Scotland) Act 2018 introduces measures to support and help meet the unique needs of Scotland's islands now and in the future. It will also seek to help create the right environment for sustainable growth and empowered communities. Local authorities with inhabited islands in their area must have regard to the duties in the Islands (Scotland) Act 2018 to consult island communities before making a change to policy that is likely to have an impact on communities. Refreshed LHS guidance will be published shortly which will set out that a LHS, for a local authority area that includes island communities, should ensure that the duties are supported and these should also be reflected in a SHIP as appropriate.

EMPTY AND SECOND HOMES

36. The number of empty homes brought back into use is on the rise. The Scottish Empty Homes Partnership recorded 1,128 homes brought back into use in the last year, a rise of over 300, bringing the total to over 4,300 since 2010. The Scottish Government believes that every empty home is a missed opportunity to provide someone who needs it with a warm, safe, sustainable roof over their head. To help tackle the blight of empty homes on local communities we have delivered on our Programme for Government commitment to double funding for the Partnership, to £423,000 per annum, until 31 March 2021. The Partnership continue to work with local authorities and other organisations to help them develop policies and processes for engaging with private sector empty home owners. The majority of empty homes brought back into use are attributable to dedicated empty homes officers. Our ambition is for all local authorities to recognise the benefits of the Partnership approach and have these officers working across all areas of Scotland.

37. Where local authorities have used discretionary powers and reduced the empty and second homes tax discounts, the additional revenue raised must be used to support affordable housing provision in their areas. Since 2013, local authorities have had flexibility to remove the discount entirely and to apply a levy of up to 100% on long-term empty properties. Revenues raised by removing the discount are not ring-fenced although their use to bring long-term empty properties back into use, or to support affordable housing provision, is encouraged.

38. The SHIP should provide details of how much tax the authority has in hand from previous years, how much has been used, and what is left to carry forward into future years.

39. Where the tax has been used to directly provide affordable housing, local authorities should provide details in the text of how many units have been provided (differentiating between those that have and have not contributed towards AHSP projects) and how much tax has been used for this – broken down by financial year. Similarly, where the tax has not been used to directly provide affordable housing, details of what it has been used for should be contained in the text e.g. funding of empty homes officers posts, empty homes loan funding or **larger projects such as the Dumfries and Galloway Town Centre Living Fund.**

DEVELOPER CONTRIBUTIONS

40. A SHIP should capture details of how contributions from developers through Affordable Housing Policies, planning obligations or conditions have been used to support affordable housing delivery. They should also provide narrative details of the type of contributions the authority has in hand from previous years, how much has been used, and what is left to carry forward into future years.

41. Where contributions (land or commuted sums) have been used to directly provide affordable housing, local authorities should provide details in the text of how many units have been provided (differentiating between those that have and have not contributed towards AHSP projects), the type of contribution and, where appropriate, the level of commuted sums used by financial year.

CONSULTATION AND COLLABORATION

SHIP preparation

42. As in previous guidance, local authorities should view the preparation of the SHIP as a corporate activity with close working relationships between housing, planning, health, social work and other departments to achieve this.

43. Local authorities should also collaborate with RSLs, communities, developers, the Scottish Government and other stakeholders when developing the SHIP.

44. As part of the review process, the Scottish Government will feed back on how stakeholders have been involved in developing the plans and delivering projects.

45. The SHIP should therefore provide a detailed narrative about the level and type of consultation undertaken with all stakeholders which should include a summary around how this has helped inform the development of strategic investment priorities.

PROCUREMENT

46. Local authorities, RSLs and other providers are encouraged – in the context of public services reform, best practice and best value – to discuss and collaborate on procurement and shared services in the delivery of affordable housing. The SHIP should therefore provide details of how local authorities are achieving this, and include evidence/

examples of joint working across local authority areas and between RSLs and local authorities, or details of where this is being considered.

EQUALITIES

47. Local authorities should ensure that equality is central to all housing and housing services delivery. Local authorities are expected to have undertaken a full Equality Impact Assessment (EQIA) on their LHS to ensure that the needs of everyone within their local communities have been fully considered. The SHIP should reflect any identified need and draw on the findings from the EQIA when considering the implications flowing from the translation of strategic aims into housing priorities. Local authorities should publish their LHS EQIA on their website.

48. Local authorities may also have undertaken an Equalities and Human Rights Impact Assessment, a Health Inequalities Impact Assessment, and a Child Rights and Wellbeing Impact Assessment – the relevant findings from which should all be reflected in the SHIP.

STRATEGIC ENVIRONMENTAL ASSESSMENTS

49. Local authorities will be familiar with the requirements of the Environmental Assessment (Scotland) Act 2005 and as a 'responsible authority' under that Act, should determine if a Strategic Environmental Assessment is required for the SHIP.

SHIP REVIEW PROCESS

50. A SHIP will be considered by the Scottish Government in line with the process agreed with COSLA. In reviewing a SHIP, the Scottish Government will take account of the following areas:

- the extent to which the SHIP delivers LHS outcomes
- the extent to which the SHIP is feasible to deliver
- the local authority's contribution to the delivery of the programme, both in terms of its facilitation role and in terms of maximisation of resources
- evidence that the local authority is supporting the efficient delivery of the SHIP
- evidence that stakeholders have been involved in developing the SHIP and in the implementation of proposals, and
- the extent to which the SHIP takes account of equality issues.

51. The Scottish Government will provide written feedback to local authorities following completion of the review process.

MONITORING

52. The Scottish Government expects local authorities to monitor delivery of affordable housing referenced in a SHIP against their LHS outcomes and Local Outcome Improvement Plans to identify how LHS policies are being translated into operational delivery.

SUBMISSION

53. A SHIP should be submitted via the HARP system to the relevant Scottish Government Area Team by Friday 25 October 2019 ('the Submission Date'). The Scottish Government would however expect that a submitted SHIP has secured approval, at the appropriate level within the local authority, prior to the Submission Date.

54. Local authorities may wish to submit a consultative draft SHIP to the Scottish Government prior to the Submission Date, subject to confirming the anticipated date of Committee approval. However, a final version of the SHIP must be sent via the HARP system to the relevant Scottish Government Area Team by the Submission Date.

PUBLICATION

55. The Scottish Government expects that a SHIP and associated tables should be publicly available and published on the local authority's website at the time of Council approval of the SHIP. A web link to the published SHIP should be provided to the relevant Scottish Government More Homes Division local contact (see paragraph [] below) and confirmation provided when this has been done.

FURTHER ADVICE

56. For further advice, support or guidance on the development of the SHIP please contact your local Area Team Manager:

Glasgow & Clyde	Anne-Marie Thomson	0141 242 5458	<u>Anne-Marie.Thomson@gov.scot</u>
Highlands, Islands & Moray	Mairi Ross Grey	0300 020 1207	<u>Mairi.RossGrey@gov.scot</u>
North & East	Maureen Esplin	0131 244 8081	<u>Maureen.Esplin@gov.scot</u>
South East	Alastair Dee	0131 244 5955	<u>Alastair.Dee@gov.scot</u>
South & West	Pauline Gilroy	0131 244 0936	<u>Pauline.Gilroy@gov.scot</u>

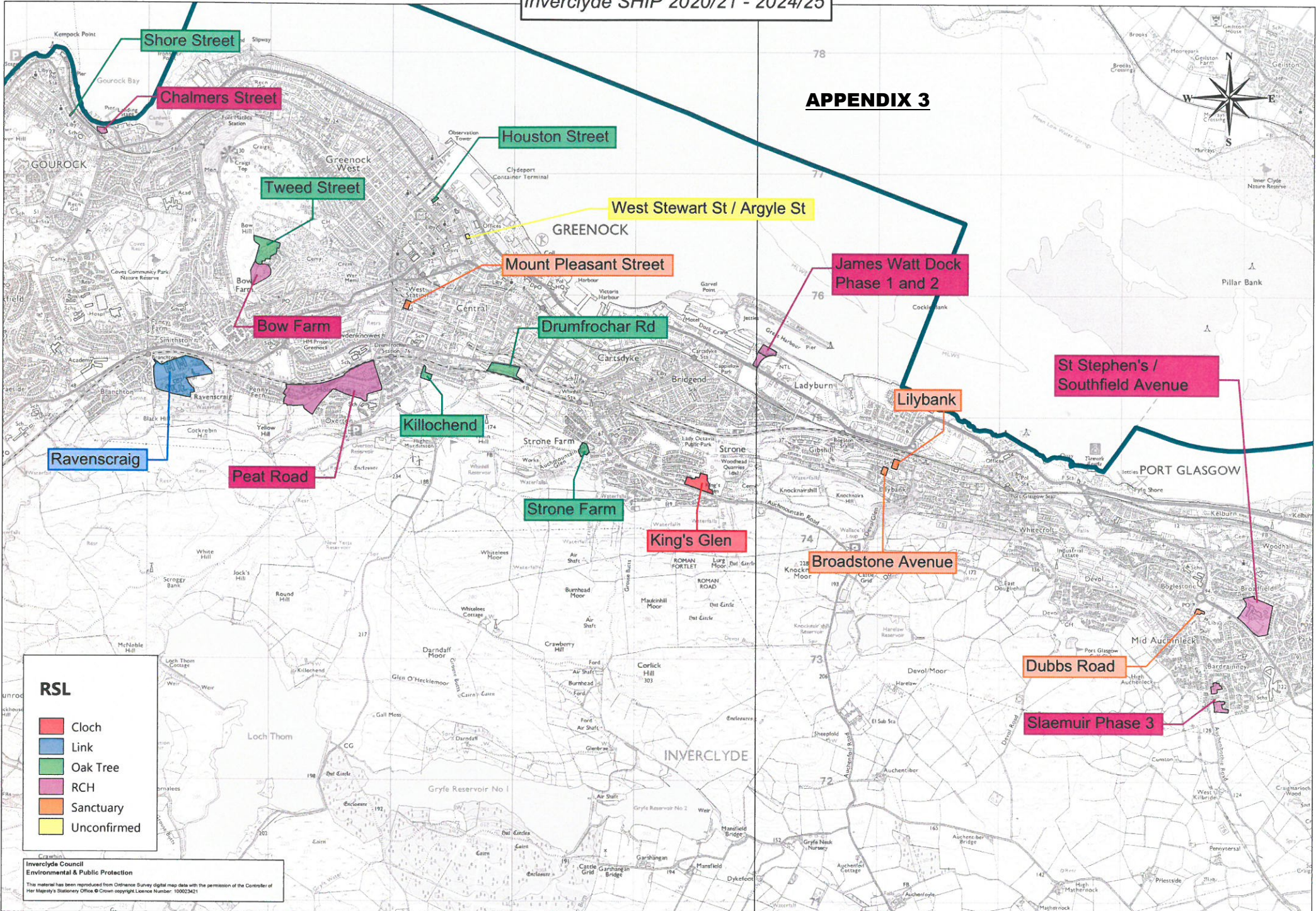
ANNEX 1

CHECKLIST FOR LOCAL AUTHORITIES TO CONSIDER PRIOR TO COMPILING THEIR SHIPS ON HARP

1. Agree with your Scottish Government (SG) local Area Team and stakeholders who is responsible for creating new projects on HARP for inclusion in the SHIP and check what projects have already been created to avoid duplicate records.
2. If creating new projects on HARP, the minimum data required to ensure that the correct information can be picked up is captured in the following tabs:
 - Project
 - AHSP Project
 - Unit Details
 - Total Project Funding Breakdown
3. If you are creating a project on HARP and are unsure what programme code or unit detail codes to select use please consult your SG local Area Team contact. This applies equally to projects which are and are not seeking SG funding assistance. This is critical as it impacts on HARP system reporting.
4. Prior to making your SHIP **Live** on HARP, SG More Homes Division Area Teams would welcome the opportunity to review a SHIP. This can be done through HARP by creating the SHIP, then submitting as a **Consultative Draft**. Any changes to the SHIP suggested by SG Area Teams could then be considered, and changes then made. This would require to be done **in advance** of council committee approval of the SHIP. We would therefore encourage local authorities to alert the relevant SG More Homes Division Area Team once the SHIP has reached **Consultative Draft** stage (see Help documents located in HARP on how to create a SHIP, then to reach the **Consultative Draft** stage).

Inverclyde SHIP 2020/21 - 2024/25

APPENDIX 3



RSL

- Cloch
- Link
- Oak Tree
- RCH
- Sanctuary
- Unconfirmed

Inverclyde Council
 Environmental & Public Protection
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Shore Street

Chalmers Street

Houston Street

Tweed Street

West Stewart St / Argyle St

Mount Pleasant Street

Bow Farm

Drumfrochar Rd

James Watt Dock
Phase 1 and 2

Ravenscraig

Peat Road

Killochend

Strone Farm

King's Glen

Broadstone Avenue

St Stephen's /
Southfield Avenue

Lilybank

Dubbs Road

Slaemuir Phase 3