

## Appendix 2

### EMPTY PROPERTY ACTION PLAN 2006 – 2010

Theme	Key Task	By When	Milestone 2006/07	Milestone 2007/08	Milestone 2008/09	By Whom	Progress to date
Corporate and Departmental support for the strategy	Departmental representatives to seek commitment to the Empty Property Strategy in their Departmental Service Plans, including acknowledgement of potential resources implications.	September 2006				Inter-Departmental representatives	Leeds West Homes ALMO have produced an Empty Homes Strategy Corporate Empty Property Strategy currently under review
Intelligence through data exchange and reporting arrangements	Maintain the current arrangements for data to be provided to Environmental Health Services.	Ongoing				Financial Services	Revenues Div providing monthly extract from Academy database
	Continue to undertake the proactive identification and reporting of empty properties, especially in priority areas.	Ongoing				EHS Financial Services Neighbourhood Wardens Planning/Building Control City Services ALMOs	Ongoing
Evaluate performance against the agreed targets for reducing empty property	To achieve the BVPI 64 target, i.e. to return not less than 1000 long-term empty private residential properties back into habitable use by the direct intervention of the Local Authority.	Ongoing	Not less than 1000	Not less than 3000 since April 2007	Not less than 5000 since April 2007	Inter-Departmental representatives (monitoring and reports undertaken by J Hough)	Performance monitored at Empty Property Forum working group meetings
	To reduce the void rate across all tenures to not more than 3% of the total housing stock by 2010. (Housing Strategy Target)	2010	Reduce the number of empty properties (all tenures) to not more than 4.5% of the total stock	Reduce the number of empty properties (all tenures) to not more than 4% of the total stock	Reduce the number of empty properties (all tenures) to not more than 3.5% of the total stock	Ditto	currently at 5.47% as of 15/06/2006
	To ensure that no ward has a void rate of more than 2% above the city wide void rate by 2010.	2010	4.5%	3.5%	2.5%	Ditto	Performance monitored at Empty Property Forum working group meetings

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	To ensure the percentage of private sector homes that are vacant for more than 6 months is no more than 2.69% of the total private sector housing stock. This figure will then be adjusted to reflect the index of multiple deprivation within Leeds.  (CPA target)	Ongoing	2.69%	2.69%	2.69%	Inter-Departmental representatives (monitoring and reports undertaken by J Hough)	Performance monitored at Empty Property Forum working group meetings
	To monitor the performance and contributions made to returning long term void properties throughout the city which are within the remit of the ALMO's (within the targeted areas of low demand).	Ongoing				ALMO's	Ditto
	Monitor the number of lettings made by the Council's Private Sector Lettings Scheme of long term void properties.	Ongoing				Bridget Emery	Ditto
Identify & develop opportunities for further joint initiatives	To identify the issues which adversely impact upon the Leeds housing market and have a joined-up approach to devising strategies which will address these issues.	Ongoing				Inter-Departmental representatives	Review progress at Empty Property Forum steering group meetings
	To have a corporate approach to enforcement action upon empty property and to ensure 'best fit' in pursuing enforcement in order to deal with the specific issues around each individual case.	Ongoing				Inter-Departmental representatives	Ditto
	To review the corporate approach to advertising the availability of empty property throughout the city, i.e. utilisation of the Choice Based Letting vehicle. Monitor the take up of the service by members of the Leeds Landlords Accreditation Scheme.	March 2007				Linda Sherwood	Ditto

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	Improve the promotion and dissemination of information regarding the issues surrounding empty properties and low demand / decline.	Ongoing				Inter-Departmental representatives	Review progress at Empty Property Forum steering group meetings
	Adopt local empty property action plans for agreed priority areas and review progress against specific local performance measures	December 2006	As specified in individual plans  Review targets and update plans not less than annually	ditto	ditto	Inter-Departmental representatives	Review progress at Empty Property Forum steering group meetings
	Group members to agree to adopt and follow an enforcement concordat within the agreed target areas.	September 2006				Inter-Departmental representatives	Review progress at Empty Property Forum steering group meetings