

**Minutes of the
Cambridge sub-Regional Housing Board (CRHB)
held on Friday 1 August 2008**

1. Introduction and Apologies

Present

Liz Bisset (LB)	Cambridge City Council (Chair)
Stephen Hills (SH)	South Cambs District Council (Vice Chair)
Sara Gove (SG)	Fenland District Council
Helen Reed (HR)	Cambridge City Council
Steve Plant (SP)	Huntingdonshire District Council (arrived during item 3)
Frank Mastrandrea (FM)	Huntingdonshire District Council
Jane Hollingworth (JH)	East Cambridgeshire District Council
Simon Phelan (SPh)	Forest Heath District Council
Nigel Howlett (NH)	RSL representative
Katrina Laud (KL)	RSL representative
Sue Beecroft (SB)	Cambridgeshire Horizons
Trevor Baker (TB)	Cambridgeshire County Council
Jo Webb (JW)	EERA
Kathy Brown (KJB)	Cambridge City Council (taking minutes)

Apologies

John O'Mahony (JOM)	Housing Corporation
Colin Wiles (CW)	RSL representative
Dan Horn (DH)	Fenland District Council
Carol Herries (CH)	St Edmundsbury Borough Council
David Keeling (DK)	RSL representative
Solma Ahmed (SA)	Go-East
John Onslow (JO)	Cambridgeshire Horizons
Alan Carter (AC)	Cambridge City Council
Alan Gillham (AG)	Fenland District Council

Action

2. Minutes of Last Meeting/Matters Arising

- CYPP Indicators – LB is meeting Mike Davey to discuss this on 8 September. TB to prepare a brief for LB prior to this meeting. **TB**
- Outstanding actions from JO'M – review of rent system implications for RSLs. **JOM**
- SHMA - correspondence has taken place between TB and the Planners about their concerns.
- Essex and North Pilots – it was agreed to delete this from the work plan.
- Disability Housing Strategy – meeting will be held on 21 August with members of County Strategic Housing Group to discuss the work plan. JH will be attending and be able to feed back. **JH**

3. Sub-Regional Action Plan – feedback from workshop and strategic priorities

- A paper on the feedback from the workshop was circulated for discussion.
- The Board were happy with the current structure of the strategy.
- SB to complete the first draft for circulation prior to the next meeting. Bring to September Board for sign off before it goes to members in the Autumn. **SB**

4. Housing Corporation Protocol / Action Plan (FM)

- Final draft of the newly named “Housing Corporation / Local Authority Action Plan” was circulated prior to the meeting and the action plan discussed for clarity and agreement, and amended accordingly.
- The Board agreed the Action Plan, subject to minor amendments. FM to make any amendments and notify the HC.

FM

5. RSL Stock Mapping

- Initial scoping exercise will be carried out to identify what we want to achieve.
- Need to establish whether the reason for doing this is about the location or ensuring that a good housing management service is being provided to the tenants.

SH/AC

6. County Council Land Policy

- County Cabinet report circulated. The County will provide CRHB with a schedule twice a year, of prospective surplus sites likely to be suitable for significant residential development. FM to clarify what “significant” means.
- The Head of Strategy and Estates has joined the Enabling Group and the process has already started with sites being considered.

FM

7. Work Plan

- The Board on 5 September will have an older people’s focus and officers were asked to extend the invite to colleagues involved in this area of work.
- It was agreed to start the meeting at 9.30am with a possible late finish of 1pm. A timed agenda was requested, with the Older People's items taking up the 1 – 1.5 hours.
- 1 - Joint Strategic Needs Assessment – Dr Lincoln Sargeant (Cambs PCT lead on land use) to attend.
- 2 - Invite Pat Harding, the County’s lead on the Older People’s Strategy; if she is unable to attend, the Strategy would be circulated for discussion. (SP mentioned that the Strategy was going for approval on 25 September. It is currently out for consultation and SP encouraged officers to read and respond as appropriate, as he had a slight concern that it had bypassed local authority approval).
- 3 - Extra Care – invite Kate Taylor, Housing and Health Strategy Manager, Cambs Community Services and SCDC to bring a paper summarising what has been happening in Bristol. CRHB to support her in engaging the PCT.
- 4 – Sub-Regional Housing Strategy
- The work plan was reviewed and amended.
- Alex Stewart, is working with EERA on how Housing can and should be engaging with LSPs. He is carrying out a series of briefings with members across the region in October. Invite him to attend the Board in November or December.

All

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JH

8. Consultation Register

Nothing to report.

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12.1 Cambridgeshire Horizons

Nothing to report.

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12.2 Housing Corporation

No representative present.

12.3 Go-East

- No representative present, however note circulated via e-mail, prior to the meeting.
- SA will be leaving Go-East at the end of August.
- Need to review how Go-East will continue to engage with the Board.

LB

12.4 Regional Housing Advisory Group

No meeting held since the Board last met.

12.5 Sub-Regional Housing Association Meeting

- No meeting held since the Board last met.
- Still finalising arrangements between development and management side.
- NH is looking for a single HA representative to sit on the South Cambs LSP.
- Link needs to be made to the LAA board, which are not currently strong enough.

12.6 Cambridge Sub-Region Strategic Housing Group

No meeting held since the Board last met.

12.7 CLIP Sub-Group

No meeting held since the Board last met.

13 Any Other Business

SHMA Work Plan – there may be some money to pay for external primary research, TB will take this to the project team.

13 Next meeting

The next meeting will be held at 10am, on Friday 5 September, ECDC, Ely.
Future dates:

3 October – Hereward Housing
7 November - ECDC

5 December – Hereward Housing

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