

Minutes of the Cambridge sub-Regional Housing Board (CRHB) held on Friday 2 October 2009

1. Introduction and Apologies

Present

Stephen Hills (SH)	South Cambridgeshire District Council (Vice Chair)
Alan Carter (AC)	Cambridge City Council
Jane Hollingworth (JH)	East Cambridgeshire District Council
Dan Horn (DH)	Fenland District Council
Steve Plant (SP)	Huntingdonshire District Council
Frank Mastrandrea (FM)	Huntingdonshire District Council
Steve Clark (SC)	Forest Heath District Council
Trevor Baker (TB)	Cambridgeshire County Council
Sue Beecroft (SB)	Cambridgeshire Horizons
Nigel Howlett (NH)	RSL representative
David Keeling (DK)	RSL representative
John O'Mahony (JOM)	Homes & Communities Agency (attendance from item 3)
Martin Garratt (MG)	Greater Cambridge Partnership
Kathy Brown (KJB)	Cambridge City Council (taking minutes)

Apologies

Liz Bisset (LB)	Cambridge City Council (Chair)
Colin Wiles (CW)	RSL representative
Carole Herries (CH)	St Edmundsbury Borough Council
Tom Purser (TP)	Go-East
John Onslow (JO)	Cambridgeshire Horizons

Action

2. Economic Prosperity - Martin Garratt - Greater Cambridge Partnership

Presentation attached

- The Greater Cambridge Partnership is a limited, not for profit making company which includes St Edmundsbury, Forest Heath, North Herts and Uttlesford. The nine districts and the County have positions on the Board.
- Kickstart Two – a new criteria is that public funds for housing under KS2 must tie in with training and construction skills. Construction companies will have to provide employment skills (training/apprenticeships) etc. RSLs highlighted this is not a new thing - keen to work together to make it happen. Need to link the Skills sub-group of the Economic Prosperity (LAA) Theme with the right people in housing to ensure this happens.
- Listed in the presentation is a list of sectors which Peter Mandleson feels will get us out of the recession. These areas are all strong in Cambridgeshire.
- Employers forum prioritised other areas of work including construction and food processing.
- Future of investing in communities - revenue funding has been allocated for the next year, however, it is a smaller than the present amount.
- The GCP website provides quarterly analysis of the economy, the latest one March 2009, can be accessed via the following link
<http://www.gcp.uk.net>.

3. Minutes of last meeting and matters arising

- Sub-regional network diagram – SB has this in hand – to bring to November meeting.

SB

- TB has circulated the JSNA on homelessness and will circulate the one on migrant workers. **TB**
 - JOM – priority areas – to review what this referred to and circulate if appropriate. **JOM**
 - HCA/Enablers - FM circulated a note stating that there were no substantive issues as suggested in the minutes of the last meeting. JOM felt that the HCA and the Enablers worked well together and the rotating chair does not present a communication problem for the HCA. Communication happens well with both individual LAs as well as sub-regionally.
 - HCA is looking to engage more with the private sector housing group which will pursue the Rugg review.
 - Sub-regional housing review – send gaps/progress to SB asap, but by 6 November latest, when it is being brought back to CRHB. **All**
 - Rod Craig, Director of Adult Services at the County, to be invited to the December CRHB. **LB/KJB**
 - Jo Keegan had made a few small changes to Item 1. These have been incorporated in the final version will be circulated following this meeting.
- 4. Looking at 2010/11 targets**
- Go-East have agreed to renegotiate the NI154 and NI155 targets for 2010/11. Defer to November CRHB as guidance note only recently received. **SB**
- 5. Integrated Development Plan**
Paper circulated
- Any thoughts should be fed back to Anna Keyes at Horizons.
 - Lessons for the future – would have liked more housing involvement at an earlier stage as the group is very planning-orientated.
- 6. Revised ToR for the Sub-Regional RSL Forum**
Paper circulated
- It was recommended that the Forum Chair, Housing Management Forum Chair and senior RSL development professional would be representatives at CRHB to ensure a range of expertise.
 - Gypsy and Traveller sites – RSLs are discussing who is able to develop new G&T sites. Need a discussion on this at the next CRHB. It is rumoured that the County is thinking about disposing of its sites - SP to get on touch and invite someone (possibly Frederick Gentile) from the County or ask them for a paper for the next meeting. **SP**
 - RHAG discussed the HCA allocation for Gypsy and Traveller sites and the lack of bids across the region. Scott Bailey is the lead at HCA and will be consulting on changing the bidding process.
 - Viability – Clay Farm appeal update at next CRHB. **DK**
 - Making Cambridge Count – RSLs do not appear to be invited, although it was generally felt that that RSLs should be involved. SH will be attending a two-day enquiry event at the end of October.
- 7. Update on Enhanced Housing Options**
- Quarterly appointments with CLG to report progress. Andy Glaves will prepare and circulate a report.
 - £80k has been secured over 2 years to develop and enhance housing options with the focus to move Home-link forward. Spending is on-track.
 - Support for Andy Glaves was recruited at the beginning of September.

- The money to be used to enable private sector landlords to advertise their properties on Home-link; and also develop the homelessness module on Home-link.
- Question about standards required in private rented – the HCA's new Private Rented Sector Initiative (PRSI) may set standards we could share or piggy-back onto.

8. Single Conversation

- Draft ToR were circulated to those directly involved and comments have been received and incorporated into the final version. Membership has been agreed with the addition of the Private Sector Housing Group.
- LB to seek a representative from the Planners.
- LB and Alex Plant to seek a first meeting with the HCA, which might be with Steve Collins and/or JOM, and should seek a date for the first draft.
- It was agreed to wait until LB and AP have met on 6 October before work continues on this.
- The Task Group is aware of the key documents listed in the Single Conversation guidance to start the process.
- It was the intention to handle this on a virtual basis as opposed to arrange a meeting.
- Need Local Investment Plans (LIPs) by March.
- Further guidance promised by the HCA out soon.

9. Work Plan

- November meeting - 3 guests confirmed – Lincoln Sargeant, Adrian Tofts, Clare Smith.
- To keep the agenda size manageable, defer the HIA Review and Disability Housing Strategy to December.
- Safer Communities LAA theme lead (Dec)– SB to confirm/send invitation.
- New Regional Structures – defer to January and invite Adrian Moran
- Quarterly Growth Update – defer to January.
- The February Board meeting will be followed by the annual away-afternoon.

**SB
KJB**

10. Consultation / Publications

Paper circulated

SB highlighted the following:

- Invitation to submit priorities for regional housing statement 2010-2014 – the decision was to respond individually but to copy them to SB to draw out common threads for a sub-regional response. Statement needs to reflect on all aspects of housing.
- Community Infrastructure Levy – SB prepared a paper by pulling out the main housing sections. Send comments on the paper to SB by 9 October.
- Cambs Community Engagement Strategy – still time to respond.
- Draft Housing Market Bulletin – second Bulletin is on Horizons website at http://www.cambridgeshirehorizons.co.uk/documents/crhb/publications/su mmer_edition.pdf.
- Consultation on Development of SP Floating Support Services
- Homelessness JSNA – recently completed, executive summary available.

AII/SB

AII/SB

10.1 Cambridgeshire Horizons

- Nothing additional to report.

10.2 Homes and Communities Agency

- Kickstart – Round One projects have been shortlisted and are going through the due diligence. Decision to be announced around 21 October 2009. Second round is now open with the deadline for expressions of interest, 19 October.
- Local Authority Access to Grant – Cambridge City was the only successful bid in the East of England.
- NAHP update – performance against targets was looking healthy. RME round - programme position looking better than last year, just short of £400m bids across region.
- Gypsy and Travellers – disappointing number of bids received. JOM would urge take-up of money which is available now as there is uncertainty of this in the future. Event at Go-East on 28 October
- HCA Structure – Steve Collins, Head of Area West (responsible for Cambridgeshire, Bedfordshire, Hertfordshire) will attend the next CRHB.
- Currently recruiting for team leaders – expect to recruit within a few months.

10.3 Go-East

- JOM stated that projects have been “short-listed” for Kickstart funding (correction to the paper which says “received” funding).
- CRHB wished it to be noted that the briefing papers circulated by GO-East are found to be very useful.

11 Any Other Business

- Regional Housing Advisory Group – AC circulated a briefing paper from the meeting on 28 September. Main change is loss of fund to retro-fit energy measures in existing homes.
- Market conditions survey by EERA – encouraged districts to respond, SQW drawing together a report for the region. Report circulated separately.
- Sue to circulate New Communities JSNA in draft form, for comment to CRHB and Joe Keegan (Supporting People)
- Consultation on Growth Funding launched today.
- *Post meeting note:* EERA’s study into future housing needs is available at <http://www.eera.gov.uk/GetAsset.aspx?id=fAAzADAANgA4AHwAfABGAGFAbABzAGUAfAB8ADAAfAA1> (launched June 2009)

12 Future meetings

The next meeting will be held at 10am, on Friday 6 November 2009 at Sanctuary Hereward, Ely.

- 2010 meetings were discussed and agreed to continue as at present.
- 5 February would be a whole day appointment with the meeting in the morning followed by the Away-Afternoon. **All**
- 2 July – meeting to be held at the Boathouse, Wisbech. **DH**
- Ely was generally seen as a central location for all to attend, however, different venues can be suggested at any time.
- KJB to confirm venues and then send appointments. **KJB**

2009 Meeting Dates:

First Friday of the month, starting at 10am – to finish with lunch by 1.00pm.

4 December – East Cambs

2010 dates agreed

8 January (2nd Friday) - ECDC

5 February – meeting/strategic away afternoon – Sanctuary Hereward

4 June - ECDC

2 July – Boathouse Wisbech

6 August – Sanctuary Hereward

3 September - ECDC

5 March – Sanctuary Hereward
9 April (2nd Friday) - ECDC
7 May – Sanctuary Hereward

1 October – Sanctuary Hereward
5 November - ECDC
3 December – Sanctuary Hereward