**Cambridge sub-Regional Housing Board (CRHB)**

Meeting at: Swansley Room, SCDC offices, Cambourne  
9.30 am – 12.30 pm, Friday 1 December 2017

**DRAFT NOTES**

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| **1. Present and apologies** | |
| *Present*   * Sarah Ferguson (SF), assistant director; housing , communities & youth, Cambs County / Peterborough * Alex Francis (AF), GCGP LEP * Stephen Hills (SH), South Cambs (chair) * Dan Horn (DH), Fenland * Nigel Howlett (NH), CHS, RP rep * David Keeling (DK), CA interim director of housing * Lynne O’Brien (LO), Cambs County * Simon Phelan (SP), West Suffolk * Helen Reed (HR), Cambridge City * Heather Wood (HW), South Cambs | * Sue Beecroft (SB), CRHB * Elaine Field (EF), South Cambs (notes) * For item 2, Anita Howard, Cambs County Council  *Apologies* * Mary Gibbons, Hundred Houses, CA/NHF RP rep (communities) * Iain Green, Cambs & Peterborough public health * Caroline Hannon, Peterborough & Huntingdonshire * Alan Lewin, CA/NHF RP rep (chair of “Homes for Cambridgeshire and Peterborough” forum) * Chris Evans HMP Peterborough * Richard O'Driscoll (Lynne O in his place) * Suzanne Hemmingway, Cambridge City |
| Draft minutes of November were approved and are available at: [www.cambridgeshireinsight.org.uk/housing/crhb](file:///\\MH_SHARED_SERVER\SHARED\MH\DATA\Strategic%20Housing%20Team%20Plans%20and%20info\Sue%20Beecroft\Housing\CRHB%20papers\2014\Nov%202014\www.cambridgeshireinsight.org.uk\housing\crhb) Review of previous meeting actions can be found at the end of these minutes | |
| **2. New Development surveys** | |
| Anita Howard (AH) discussed the New Development Survey (first attempt) and results. Not all sites are included yet (waiting for information from Forest Heath and Edmundsbury) and response rates were low when in early stages of development. Hamptons will begin first quarter of 2018. The survey is split into short, medium and longer term (2023 onwards) and covers a five year period. Sites based on March 2017 completion data. Tried to provide coverage of the entire district, large and small sites. Infill, growth sites and new town concepts. Cambourne does not feature heavily on this programme. Orchard Park has not been scheduled for a recheck as it was surveyed late in its development. Questions 27 to 29 are around lifestyle and satisfaction, however the questions need to be changed.  The Healthy New Town initiative is bringing though new research and the Institute of public health is doing more complex surveys, also CEEDA are looking at public health.  Alconbury has a zero figure and late end date, can we bring that forward? AH advised that there are at least 100 dwellings at Alconbury, one to look at but not too early (still at Phase I as part of a four phase build out).  The board discussed that Planning Officers use this data (on numbers of homes planned in each site) and quality assurance has been agreed with DCLG. SF mentioned that it could be used more in social policy terms.  AH will change the last section to be about the people, rather than the infrastructure, the Joint Strategic Needs Assessment has been based on this data and it does inform service planning. AF mentioned that her skills teams should pay attention to this regards large employees coming in (AstraZeneca etc.). **AF will flag this survey up looking at the LEP at occupational data.**  LO talked about the experience that Local Authorities have had previously with new communities in relation to mental health etc. HR mentioned major developments on fringes, we want to get out what the impact is on people, are there issues on design of sites which cause people problems? Is there an opportunity to work in partnership to ascertain the impact on people? Perhaps there could be a focus/scoping group, and community groups working with the elderly.  The survey has been completed for Loves Farm at St Neots, 1,450 dwellings - response rate of 25% (lower than previously), two thirds received by post, the remainder online. SH mentioned that upper Cambourne is worth looking at. **SH will share with Julie Fletcher at SCDC and HR will share with colleagues at Cambridge City Council.**  Young people and teenagers were mentioned, what were their views? NH added that previous problems have been highlighted in Cambourne. Working closely with Bicester and Darlington who have developed a health and wellbeing survey. Developers may be interested in this survey for future developments.  The New Communities Strategy was adopted by Cambridgeshire County Council in 2017, which is about trying to encourage the community to support itself; **SB will locate and send a link around**. AH is keen to run in parallel i.e. focus groups etc. AF mentioned linking with employers whom the GCP has connections with.  **Give any feedback to AH** at [Anita.Howard@cambridgeshire.gov.uk](mailto:Anita.Howard@cambridgeshire.gov.uk) or 01223 715588 / 07795 307587. Specifically:   * which sites are a priority * appropriate timescales * are we collecting the right kind of data? * how involved do individual organisations want to be?   **SB will send the programming list to the Housing Enablers group.** | |
| **3. Discussion of housing and the budget** | |
| The budget was followed by a letter from Sajid Javed. There are issues around increasing the supply of homes – the lifting of the HRA cap is relevant.  SH discussed the document entitled ‘RTPI response to Autumn Budget 2017, 22 November 2017’ and the £5m budget. The Homes and Communities Agency will become Homes for England (focusing on delivery) and will have extensive CPO powers. Clear support for the Oxford, Cambridge, Milton Keynes corridor, building an extra million homes by 2015 along that route.  HW: additional targeted funding for the private rented sector housing.  NH: LHA cap; general public spending cuts are still in place, there will at some point have to be more, possibly another cut to balance the books on welfare spending. Some housing associations may charge more than LHA rents which could cause problems. NH is concerned about lack of discussion regards these points. The board discussed that social rents should be lower than LHA rents.  AF commented that the Industrial Strategy came out on Monday which may affect construction sector skills. AF will look at the internal briefing note, how it will link across for employment and skills mobility. There is a synopsis on the impact on Cambridge and Peterborough. **AF will chase this up.**  The board discussed temporary accommodation being covered by Universal Credit and not housing benefit.  NH mentioned the cut in stamp duty, in relation to shared ownership (there are expensive shared ownerships in the southern fringe). Also Oxford, Cambridge, Milton Keynes arc and a garden city in South Cambridgeshire. Will it be partly determined by road routes? Link with non statutory spatial plan, or may require the spatial plan to be statutory. Yet to be confirmed, West of England is the first statutory Local Plan. SP advised they are working on one for Suffolk. Cross border issues may arise from this. | |
| **4. Devolution update** | |
| David keeling (DK) provided a devolution update. Intensive rounds of engagement in recent months, meeting Authorities at Director level to attain a sense of priorities and opportunities, followed up by meetings with Cllr Peter Topping and Leaders. Approval in March. Engagement with the provider and private sector has strengthened, latest meetings with Chief Executives with ideas coming from them. There has now been over 300 units worth of new potential schemes submitted for initial assessment, some will filter through for CA funding etc.  The CA investment prospectus is with the Portfolio Holder for review - issued by the end of December, mostly on ground interaction with the Local Authority. A number of meetings with key land owner developers happening. Coming to the end of the engagement before issuing the strategy to the board. Next will be engagement with key employers. **We need to bring up with the LEP on the agenda** (once the LEP is a little more settled following recent changes). Also seeking to identify higher impact projects where we can make a difference, funding affordable housing, and infrastructure to unlock sites. Potential for CA to take a land interest to unblock sites, at present we have four sites like this. DK has met with the Chief Planning Officers group, which welcomes the CA to invest in S106 where it would help with policy compliance. There have been two outline appeals received in the last couple of weeks regards strategic sites, which we can trial on (meetings going on with Planning Officers etc.).  AF asked about progress with feasibility work, DK replied that this is fed into the papers for January (as DCLG are asking). Housing Association and Enablers Forum comment, and modular housing and getting people out of temporary accommodation, little box company? Off shoot from modern methods, SH mentioned that we have a pilot at South Cambs looking at this. Flagship Housing Group (on behalf of RP’s in Suffolk/Norfolk) has commissioned a report into the suitability of modular housing as an option for RP’s. A link to the document will be sent around to the board. **Action.** *Post meeting note*: the document can be found here: [https://www.flagship-group.co.uk/media/1920/exec-summary-digital-version-final.pdf](https://protect-eu.mimecast.com/s/lFwMCDqpH5nRN8fxQlY_?domain=flagship-group.co.uk)  AF advised the DCLG have set up a dedicated team regards interest in support to small and medium sized builders. Team looking at this next week to build into the strategy, looking at supply chain and encouraging smaller builders, **AF will look into this.** | |
| **5. Diamond Analysis Update** | |
| SH advised that the plan is to have an event in the New Year (now looking at late Feb / early March 2018) (the board discussed this, who to invite, SH open to suggestions).  SB updated on the diamonds.  The board discussed what to add and what is important to show/highlight. Policy and Planning and subsidy implications apply. DK commented that it was a brilliant and timely piece of work, to which the board agreed. There will be an outline report around the chart in time for the Greater Cambridge Housing Strategy. The board discussed the Savills report regards who is buying in Cambridge, we could share the picture.  The event would be a technical workshop to inform those who would use this for their work. CRHB, Planners, other housing bodies. The board agreed that Officers and technical people should attend.  HW asked about the model being used nationally, is there any recognition on how it has been developed. SH replied we have had this thought, we will trade mark it. To include recognition for the Local Area. There is a lack of this analysis nationally. | |
| **6. Round table catch up and AOB** | |
| Nigel Howlett / CHSCHS are running a pilot project with the HCA; post graduate students are volunteering to work in sheltered housing. A year long pilot is underway (going very well). SH advised that this is being carried out in Holland and Ireland.  There is a problem with the government’s issue of free childcare hours; one nursery in Cambridgeshire has had to close as a result. CHS run nurseries. Will be a problem if nurseries close is this area.  Hoarding is becoming more of a problem; CHS have been served a statutory notice (1936 Public Health Act) for CHS to sort out problem with a hoarder. Can serve on landlord and tenant. Costly to carry out; CHS have had two in the last four months. Hoarding is now covered under the Mental Health Act under safe guarding.  Simon Phelan, West Suffolk  Noted Section 42 of the Care Act. There is a duty on Adult Safe Guard teams to have a policy regards hoarding. There is a meeting next week to talk about how they move forward (a similar forum to this in Suffolk).  Lynne O’Brien, Cambs County  Older people visiting support services are supporting a number of people with hoarding issues.  Dan Horn, Fenland  Fenland have received funding from the Dutch government of £50k (they want to promote Dutch specialists for their economy) regards a new town in water areas, the funding is for coming up with high tech solutions, learning about developing in areas of risk. Drains are good, but East Anglia is a risk area.  Heather Wood, SCDC  Home-Link Management Board, which reports into CRHB, are having concerns with their software provider. We are looking at how we can solve this and it will be discussed at the next Home-Link board meeting.  **Will provide an update to CRHB in January.**  Sarah Ferguson, Cambs County  Going to Suffolk in January as trail blazer regards the HRA, to find out if they have done the homelessness reduction bill. Already running it there.  Alex Francis, GCGP LEP  The reason for continued postponement on the item regards the Strategic Economic Plan, is a problem with governance. We have voted in Martin Whitely as Chief Executive, now shared with the Combined Authority. Chair is resigning at next board meeting on 19th December (Mark Reeve will no longer be chair). Unknown who will replace, need private sector chair. Papers will be going to the Combined Authority board. Should start in new financial year, in new the shape. AF will keep CRHB updated. There is a shared economic vision where there is a LEP and a Combined Authority. May start to see consultations in spring 2018 as to the Strategic Plan.  Helen Reed, Cambridge City  The City Local Plan up to 2031 is in sight (joint with South Cambs). Looking to adopt in March 2018 provided the Inspector is happy.  All  Consulted on Luminus being consumed by Places for People. | |
| **Next Meeting** | |
| 12th January 2018, 9.30 am - Swansley Room, SCDC, Cambourne. | |

| **Date action added** | **Review of actions from previous meetings** | **Lead** | **DONE** |
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| June 2017 | **Nov update on HIA / DFG issues:** Some of the money is being re-invested; there is a trial of this at SCDC. There is a county-wide HIA group meeting ran by Trish Reed, each HIA is required to work with its Local Authority(s) as part of Better Care Fund (BCF). Covers Cambs; Peterborough invited, but not West Suffolk. Group is working on a draft DFG policy; integrated commissioning board wants a report on this and info on how HIAs are funded.  Follow-on action agreed in Nov: Bring report on DFG policy to possibly Jan 2018 CRHB, linking to Trish Reed’s county-wide HIA working group. | HR |  |
| June 2017 | Pooled viability teams – Dan Horn is pursuing progress on this project. Draft note to be shared once gone back to Housing Taskforce. Done draft, work in hand. CRHB to see at future meeting.  **Nov update:** Note is going to Housing Taskforce. Sets out various ways to go about viability assessment to bring more consistency and a similar level of scrutiny. Will then circulate more widely, including to CRHB. | DH & SH |  |
| Sept 2017 | Adam Broadway offered to make a link when talking about SLAs for utilities. Cambridge HDA looking at a MoC for strategic work in infrastructure provision. Might be more than HDA - County involved. Good to include Network Rail, David Keeling to take away and update later, might bring TA and Infrastructure Director to another meeting. LEP has local energy east project looking at energy infrastructure, will give thought to this. Infrastructure, utilities and transport may impact housing, could bring speakers to future meetings, March possibly**.** | Who to progress now Adam has moved on? |  |
| Oct 2017 | County’s homelessness review.  JV and TR to meet and talk about how the Suffolk approach works.  Sarah Gove is doing some work on what is happening and when – SB to ask if there is something she can share. | JV, TR  SG/SB |  |
| Oct 2017 | Housing and offenders – Bring back to January meeting.  Suffolk has “one gateway” - Julia to send info to Heather Wood. | Chris Evans  JV |  |
| Oct 2017 | £3m for learning disabilities in Cambridgeshire and Peterborough. Sarah F will go back to Will Patton to link with partners at CRHB. Progressed via LO who will check with Richard O’Driscoll. | SF /  Will Patton  LO |  |
| Oct 2017 | Diamond-o-gram progress: Want to do a masterclass, possibly a half day event, after Xmas. Can put to board before that. Will help see range of needs and products to fill gaps. | SH / SB |  |
| Nov 2017 | Need to look at possible new homelessness and SHMA data and related work, including offer of possible JSNA. | SB / IG |  |
| Nov 2017 | Northstowe Healthy Town Research (by Sheffield-Hallam University). Next stage for LO and SH to consider the numbers relating to older people’s housing. SH to check if can share the SH report. | LO SH |  |
| Nov 2017 | Concerns about impact that Universal Credit and RSL will have, bring back to CRHB. DH to look at DWP timetable for universal credit for all, and update CRHB. | DH |  |

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| **DONE** | | | |
| June 17 | Withdrawal of funding to HIAs: DH suggested revenue funding was to be reinvested in early help. Think it might be going into the HOOP model (£300K). Dan is investigating how it’s being ported across; will feed back. | DH | Done |
| June 17 | Drafting case study on Yaxley and DFG approach. **Dec update:** Converted this action to 2 new pages on Cambs Insightexplaining the current regulations. | SB | Done |
| June 17 | Agreed to look at the position of the affordable rent product across the CA / sub-region. Also who moves in to new growth sites? Work up 2 proposals with CSHG and County. Invite Anita Howard Nov / Dec. | Anita attended Dec | Done |
| Oct 17 | HCA follow up from Aug meeting: SB to try to get map showing HCA regions. | SB | Done |
| Oct 17 | Devolution update: S B to send David a link to the CSDG. Link sent. | SB | Sent |
| Oct 17 | Housing white paper: Stephen / David will draft some high level themes – suspect all will do individual as well. | DK | Done |
| Nov 17 | SF to send some of the lead professional role examples JDs and Ps. | SF | Done |
| Nov 17 | Page on CI re Homelessness Trailblazer Memo of Cooperation/protocol. | SB | Done |
| Nov 17 | Heather Wood to link to Financial Capability Forum. HW presenting at SF’s meeting with Senior and Key staff. Will start sharing work out in January. | DH | In hand |
| Nov 17 | Domestic Abuse and Housing Alliance update – schedule in quarterly update | CM-J, SC,VC | Done |
| Nov 17 | Send HW’s slides to DAHA project team. | SB | Done |