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

Swansley Room, SCDC offices, Cambourne
9.30am – 11.30am, Friday 8 September 2017

**DRAFT NOTES**

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| **1. Present ad apologies**  |
| **Present*** Stephen Hills, South Cambs - chair
* Helen Reed, Cambridge City
* Iain Green, Cambs & Peterborough public health
* Julie Fletcher, South Cambs
* Caroline Hannon, Peterborough & Huntingdonshire
* Dan Horn, Fenland
* Adam Broadway, Flagship, CA/NHF RP rep (investment)
* Heath Wood, South Cambs
* Carol Cairns, HCA (presentation)
* Alex Francis, GCGP LEP
* Nigel Howlett, CHS, RP rep
* Emma Davies, Cambridge (presentation)
* Sue Beecroft, CRHB (notes)
 | **Apologies*** Richard O'driscoll
* Lynne O’Brien, Cambs County
* Simon Phelan, West Suffolk
* Julie Baird, West Suffolk
* Alan Lewin, CA/NHF RP rep (chair of forum)
* Mary Gibbons, Hundred Houses, CA/NHF RP rep (communities)
* Sarah Ireland, Cross Keys, RP rep
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| **2. Review of actions from previous meetings**  |

| **Past actions** | Action noted… | Lead | Progress | Done  |
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| Older meetings |  |  |  |  |
| Pooled viability teams –Dan Horn is pursuing progress on this project. | June | DH | Ask Dan for an update at October CRHB |  |
| Yaxley had a cost neutral system for DFGs on a new development site. Sarah Ireland to ask Azhar at Cross Keys for any info can be shared on this  | June | SI/SB | SB drafting a bit for Cambs Insight on accessibility standards with help! |  |
| 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). How is it being ported across?  | June | DH | Dan is investigating and will feed back to CRHB his findings, in October |  |
| Agreed would be good to look at the position of the affordable rent product across the CA / sub-region. Also who moves in to new growth sites?  | June | HR  | Work up 2 proposals with CSHG and County, invite Anita Howard |  |
| GCGP LEP Economic Plan: invite Adrian Cannard to talk us through SEP  | July | Alex to invite | LEP will attend in Nov 17 | ✓ |
| **August** |  |  |  |  |
| SB to look at the implementation plan which went to government in Feb 2017, is it public, can it be shared? | Aug | SB | Requested from Dan Thorp at CA |  |
| Housing Task Force due 29 August. SB to put papers on Insight if its public | Aug | SB |  |  |
| Anita Howard at county drawing up a proposal for new new development surveys. HR to invite Anita to CRHB meeting at a good time and ask about it being done for Peterborough too, not sure if Cambs only. | Aug | HR |  |  |
| Supported hosing post – any news or progress? Lynne to find out | Aug | LO’B |  |  |
| SB to circulate the draft blueprint outline | Aug | SB | Done  | ✓ |
| Adam did a report for CA back in June 2017 on MMC, pdf of pages of report to email round  | Aug | AB/SB | Done | ✓ |
| Circulate link to existing new development survey page to CRHB  | Aug | SB | Done | ✓ |
| Send link to CI trailblazer page | Aug | SB | Done | ✓ |

In the following notes, actions are highlighted in **BOLD**

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| **3. Cambridge Sustainable Housing Design Guide,** Emma Davies, Cambridge City |
| * Link at <https://www.cambridge.gov.uk/sites/default/files/cambridgeshire-sustainable-housing-design-guide.pdf> and slides can be found here <http://cambridgeshireinsight.org.uk/file/3459/download>
* Guide has built in principles of Cambs quality charter and council planning requirements (though the Guide has no formal planning status itself). Some aspects in the Guide may go into future supplementary planning guidance. Includes issues like healthy homes, carbon reduction, environmental and social sustainability. Takes a ‘fabric first’ approach, not just adding renewables as an afterthought.
* Modern Methods of Construction could help with the "performance gap" i.e. new built homes not performing as well as expectations.
* The development partner can bring to the HDA one area they want to innovate about, not looking for innovation in every aspect (see the “mixing desk” slide). Intention is that the guide will evolve, as time goes on; learn from post construction monitoring; as Building Regulations change, resident feedback and after events such as Grenfell.
* Q&A session:
	+ Q Dan H: lifetime homes - equalities and human rights commission reporting on national lifetime homes standards as these fall away so quickly. One to keep an eye on.
	+ A: Generally = Cat 3 wheelchair users, 5% of development. Think might be the same as part of local plan.
	+ Discussion: This impacts a lot on DFG demand; find is getting committed very early. If can tackle through building regs won’t get quashed so easily. HAPPI principles also very useful.
	+ Q Adam B: think it should be in planning policy? HA QS looked at it and showed the cost implication so there is a defence against the viability argument?
	+ A: A lot of it is equivalent to code level 4 and previous viability testing.
	+ Q Caroline H: How do you implement?
	+ A: Tricky, following housing standards review. Not allowed to set own standard, but are trying through local plan to have a carbon standard, (yet to be repealed) and they have tested it and found viable. Water and climate change policy, BREAM and space standards all in in emerging LP policy. Feel there is some pressure on govt to acknowledge role of planning system. Currently uses recap waste design guide.
	+ Discussion: Cost implications will different in Cambridge to rest of CA area. If CA might want to adopt, might be that in lower cost areas some of the ‘mixing desk’ stuff (see slides) would be lost unless there was a drop in number of units / AH to enable cost of other measures / standards.
	+ Q Carol C: On space standards - HCA uses NDSS or LA standards.
	+ A: Design guide uses optional standard LAs could use but hear rumours it might be reviewed. It’s endorsed by govt and is the standard LAs can use. 100% of housing uses the optional standards (within the HDA )
	+ Q Stephen H: Using BRE home quality mark?
	+ A: If developer comes in and wants to use, would be OK. Small scale developers may find it onerous (rumour heard of this). It can be expensive to go for assessment on the smaller schemes as well, though BRE might respond to that.
	+ Discussion: CA scrutiny committee will be asked by a city cllr next week whether they would use the BRE HQ Mark. There may be some areas where technical guidance might be needed - might not be right for everything. Minor / major = mainly post construction monitoring optional on smaller sites. Major is 10 or more, or over 0.5ha.
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| **4. HCA update,** Carol Cairns, Head of Home Ownership and Supply - South East, HCA |
| * Restructure last year, implemented form Xmas. Diagram at end of notes.
* 5 delivery areas nationally:
	+ North East Yorkshire and The Humber
	+ North West
	+ Midlands
	+ East and South East
	+ South and South West
* We are South East. Some parts of old East Midlands area moved over to the South East, which now covers 107 LA areas.
* Paul Kitson is general manager for SE area, with 3 heads below him. See last page of notes for organisation structure chart. Want to focus on where HCA can make most impact. Looking at where is affordable homes are being delivered, where is it not, and why.
* Different values of land and demand for housing.
* Homes England has not launched yet, should be soon but not sure exactly when. Working towards it with a new chief exec, Nick Walkley. He is not keen to re-restructure the teams. Preferring to look at what we are about, values, what can offer, prioritising where we can make a difference. Will have to square it with CLG of course! 4 strands at present:
	+ land (8000 ha of land across country) to be released at a sensible pace
	+ funding (20bn across the organisation to increase pace of housing delivery)
	+ expertise (lost staff but still got a lot of experts)
	+ powers e.g. compulsory purchase and planning powers. Not sure what is being planned but all being looked at.
* Will be workshops etc round time of launch to help set it all out.
* All programmes still continue. No specific bidding windows, just encourage to approach agency if needed with short online form. Aiming to be "more easily accessible." When the affordable homes programme was launched at end of last year, was all focussed on home ownership, not rented. Now being more flexible.
* Regarding CA, main aim is to make sure there is not confusion between HCA and CA programmes. Delivery partner panel for public land - HCA helps dispose of land for all govt agencies now - 39 orgs in the south east - mechanism to dispose of land - DPP3 - get in touch and sign up.
* Link: <https://www.gov.uk/guidance/delivery-partner-panel-3>
* Getting a feeling LAs are slow to bid for affordable rent - there was a release on this and not sure the info has filtered through. CRHB offered to help with communications.
* Q Caroline H: what is HCAs attitude to social rent - accepting for nil grant s106. And supported housing. Waiting for govt policy on it.
* A: Need to know why rents need to be set at LHA or social levels, AR does not have to be at 80% of private rent. Will look at each case.
* Adam - Cambridge urban developer forum - very keen on this issue (infra, utilities) on the wider lack of wider funded infrastructure.
* **Action: Adam 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**
* Nigel H: Network rail - can they be added to the list of people to sort out?
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| 5. **Devolution update**, Stephen Hills |
| * Housing infrastructure fund aiming at marginal viability schemes – have asked each LA work them up, SH will collate, CA will endorse but it’s up to districts to put them together. So far, 1 in SCDC, 2 in HDC, 4 in FDC we think.
* Forward funding schemes - Could have been used for infrastructure but no time to work up with the various partner agencies, so have asked for schemes to be brought forward, consultant helped collate and form Expressions of Interest – 28th of Sept will be submitted to CA members and the straight to CLG to meet their deadline.
* Wisbech development, HDC / river bridge and Cambridge / SCDC schemes to north of Cambridge (water treatment works moving), all evaluated and scored.
* Members have to select a top 1 but have to be ranked.
* Wider devolution work Various consultancy work on MMC, SME, engaging with HCA and providers; CLTs
* On CLTs, outside the CA city and SCDC got some cash and started to work with CLT east on it and will launch at the parish forum next week.
* 100 day commitments now over, main focus is getting the £100m and £70m frameworks in place so can get underway. ‘Quick wins’ are coming through. New Edge are doing the framework work on the quick wins.
* Emerging guidance and governance coming through, should be able to share soon, will go to CA by end of Oct.
* **Action: Please ask if anyone has questions or thinks SH needs to be sharing things - time is very pressurised!**
* CA staffing structure now out, team of 15, will be a director of housing, directly employed by the CA.
* SCDC will be commissioned to manage delivery of the £100m as a contractual arrangement.
* Looking at grant funding start-ups for community groups in Cambridge and SCDC. Learning will be used for the CA. Its community led housing, not just CLTs – co-housing.
* NH - When will details be announced on quick wins?
* SH: We know who they are, getting into individual contracts.
* **Action: Let Stephen know if not heard anything, should be in process.**
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| 6. **AOB**  |
| **Housing needs of adults with learning disabilities /autism** by county council, Stephen Hills* SH - county - supported housing options for adults with LD and autism
* £3m to invest in housing ideally capital, reducing revenue demands, aiming at autism - integrated commissioning board to be signed off by CCG
* **Action: No-one was aware, keen to discuss at next CRHB.**
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| **7. Future meeting dates** (all at SCDC offices, Cambourne) |
| * 3 Nov 2017: homelessness trailblazer update, Adrian Cannard with Strategic Economic Plan, Northstowe healthy town and older peoples research.
* 1 Dec 2017: possibly Anita Howard and new development surveys, and diamonds.
* Suggested meeting dates for 2018… first Friday of each month again?
* **Action: Sue to set up 2018 calendar**
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