

SOUTH EAST ENGLAND REGIONAL ASSEMBLY HOUSING ADVISORY GROUP

Minutes of the meeting held on Monday 18 July 2005

Present:	Leigh Herington	Chairman
	Graham Ashworth	New Forest DC
	Alison Bailey	South East England Regional Assembly
	Michael Crofton-Briggs	Oxford City Council
	Robin Edwards	Chairman, Demography Sub Group
	Dick Feasey	Kent CC
	Ian Haynes	Milton Keynes Council
	Brian Horsley	Civic Trust SE
	Chris Kenneford	Buckinghamshire CC
	Paul Fellows	GOSE
	Peter Shadbolt	Surrey CC
	Cath Stubbings	South East England Regional Assembly
	Dominick Veasey	South East England Regional Assembly
	Ian Walker	Oxfordshire CC
	Gerry Wyld	Slough BC

Item 1: Apologies for Absence

Sarah Boden, Town and Country Housing Group; Edward Dawson, SEFS/CPRE; Rob Haslam, Milton Keynes Council; Sharon Hedges, NHF; Eike Ndiweni-Muller, GOSE.

Item 2: Minutes of the Previous Meeting and Matters Arising

The Minutes of the previous meeting held on 10 May were agreed. There were two matters arising not otherwise on the agenda.

- (i) **Monitoring Housing Completions:** The first jointly badged ODPM/Regional Assembly return had been dispatched for completion by 30 September.
- (ii) **Membership:** Alison Bailey reported that following the previous meeting, Sharon Hedges had confirmed that the RSL sector wished to be represented on the Advisory Group. She would continue to be a member herself and had also arranged for Sarah Boden of Town and Country Housing Group to re-join the Advisory Group. She was also seeking a possible third RSL representative.

The Advisory Group welcomed the RSL interest in the Advisory Group, but expressed increased concern that no RSL representatives were in attendance at the meeting.

Action:

- ⇒ Sharon Hedges will be asked to look again at RSL representation on the Group.

Item 3: South East Plan Update

- (i) Alison Bailey outlined the main housing related points arising from the Assembly's Plenary meeting held on 13 July:
 - the agreed overall annual average level of housing provision over the period covered by the Plan is 28,900;

- the Assembly will monitor progress and development achieved annually against that required for the backlog of unmet housing need to be eliminated over the first ten years of the Plan;
 - the affordable housing target is 25 per cent social rented housing and 10 per cent other forms of affordable housing;
 - the housing policies had been agreed with a number of minor changes to remove references to 'sub-regional' in the context of housing market and need assessments.
- (ii) Part One of the Plan (Core Regional Policies) will be updated to reflect the changes agreed by the Plenary. It is scheduled to be submitted to GOSE by end of July and should be available on the Regional Assembly's web site shortly afterwards. Work continues on Part Two of the Plan (Sub-Regional Details). The Regional Assembly expect to present Part Two to the March 2006 Plenary and aim to deliver it to Government by 31 March 2006.
- (iii) In response to a question, GOSE confirmed that the expectation is that the version of the Plan that will be published after March 2006 will be as submitted by the Regional Assembly.

Item 4: Housing Distribution Task Group

- (i) Chris Kenneford reported that the Housing Distribution Task Group had met on 14 June and would be meeting again on 19 July. The June meeting had concentrated on pre-consultation stakeholder involvement and public consultation. As a result, there was now an agreed core list of stakeholders that should be involved at the pre-consultation stage of the district-level housing distribution process. The list is not exhaustive nor prescriptive, but is designed to ensure consistency of approach. Work had also been undertaken by the SE Counties on the public consultation stage of the process with a view to ensuring some degree of consistency across the region. Start dates for the consultation will vary, but all are around mid-September.
- (ii) The latest progress report prepared for the Regional Assembly by DTZ showed that progress around the region on the district-level housing distribution is good. The report had flagged up a number of issues that would be discussed at the meeting on 19 July.

Item 5: Regional Housing Strategy Update

- (i) Cath Stubbings (Regional Housing Advisor) gave a short presentation on the Regional Housing Strategy to be launched on 21 July and circulated a GOSE briefing note.
- (ii) The funding announcement is expected in October.

Item 6: Research Update:

- (i) **Urban Potential:** Alison Bailey confirmed that comments from the Advisory Group and from the Housing Distribution Task Group on the Stage Two report supported the view that any further work should focus on particular issues such as continuing use of employment and institutional land for housing. It is expected that this work will be taken forward in the Autumn.
- (ii) **Need for Intermediate Housing:** Alison Bailey explained that the final draft report by CCHPR had been delayed but was expected by 22 July. The report will be

circulated to the Advisory Group for any final comments before it is published by the Regional Assembly.

- (iii) **Existing Housing Stock:** Alison Bailey explained that the Regional Assembly planned to undertake research on the existing housing stock. This was likely to be a joint commission with GOSE. As a first step, the Regional Assembly had compiled a schedule of existing research. On the basis of this scoping exercise, current thinking was that the research should focus on the way that existing stock is occupied and the extent to which it will meet current and future needs over the Plan period. This would pick up issues relating to demographic change, but also wider issues relating to occupancy, aspirations, changing life-styles, flexibility within the existing stock etc. A brief would be drawn up by the Assembly for agreement with GOSE.

Actions:

- ⇒ The CCHPR final draft report on intermediate housing will be circulated to the Advisory Group with an invitation to comment.
- ⇒ Members of the Advisory will advise Assembly officers of any additional research or reports on the existing housing stock.

Item 7: Notice Board

- (i) **Berkshire Structure Plan:** The Berkshire Structure Plan has been adopted.
- (ii) **Kent & Medway Structure Plan:** Proposed Modifications are due to be published in August.
- (iii) **2003-based ODPM Household Projections:** Summary projections covering key household typologies at regional level are due to be published in September. More detailed projections for lower order geographical areas will be published in November.
- (iv) **ODPM Consultations:** Paul Fellows (GOSE) reported that ODPM would be publishing consultation papers on planning for housing provision and on a new Green Belt Direction.

Item 8: Any Other Business

There was one other matter.

- (i) **Ray Bowers:** The Chairman informed the Group that Ray Bowers, Head of Spatial Planning at the Regional Assembly, would be retiring at the beginning of August. On behalf of the Group he thanked Ray Bowers for his hard work since joining the Assembly - not just in respect of housing, but across the whole range of work – and passed on best wishes for a long and happy retirement.

Item 9: Date of Next Meeting

The next meeting will take place on Tuesday 6 September in Kent Thameside.

Action:

- ⇒ A further meeting will take place in November – date and venue to be confirmed.

The Chairman concluded by thanking Michael Crofton-Briggs and colleagues from Oxford City Council for hosting the meeting.