

**HOUSING BOARD held at COMMITTEE ROOM - COUNCIL OFFICES,  
LONDON ROAD, SAFFRON WALDEN, ESSEX CB11 4ER, on THURSDAY, 5  
JULY 2018 at 10.00 am**

Present: Councillor M Felton (Chairman)  
Councillors T Farthing, P Lees, J Loughlin, V Ranger and  
J Redfern

Officers in attendance: A Bochel (Democratic Services Officer), R Millership (Assistant  
Director - Housing, Health and Communities), J Snares  
(Housing Strategy and Operations Manager) and M Watts  
(Environmental Health Manager - Protection)

Also present: E Botley and S Trimnell (Tenant's Forum Representatives), S  
Harris.

**HB1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillors Dean, Gerard and Mills  
and Carole Mandy of the Tenant's Forum.

**HB2 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 22 March 2018 were approved and signed  
by the Chairman as a correct record.

**HB3 PRESENTATION: DEMENTIA SPECIALIST HOUSING SCHEMES**

S Harris gave a presentation about a planned dementia specialist housing  
scheme in Felsted. The proposal was to use a model developed in Hogeweyk,  
Holland, with apartments for residents located in a secure but open area, and  
facilities including a shop, restaurants and activity clubs. Approximately 150 staff  
would be hired and be partners in the scheme.

A pre-application meeting with officers from the Planning Department had taken  
place and had raised a few issues which needed to be dealt with. Discussions  
for sale of the land were at an advanced stage. A formal planning application  
was close to being submitted.

Members expressed general support for the scheme.

**HB4 DEVELOPMENT UPDATE (VERBAL)**

The Housing Strategy and Operations Manager gave a verbal development  
update to the Board.

### Reynolds Court

Phase 2 of the development was due to be completed in October.

### Hatherley Court

The remodelling work at the site was progressing at a slower pace than expected. It was hoped that later this month the existing tenants would be able to move into their properties.

### Walden Place

The Housing Department was currently looking for a partner to develop the site with, expressions of interest have been received and these were now being assessed.

### Radwinter Road – L&Q scheme - Cornell Court Independent Living Scheme

This site would now likely not be ready until January due to various issues the developer had encountered.

### Everett Road – L&Q scheme - LD supported housing scheme

The site would be ready for residents to move into in August.

### Frambury Lane and Newton Grove

Work was about to commence on development at both of these sites in tandem.

### Little Dunmow bungalows

The planning application has not been submitted yet due to ecology concerns but would hopefully be submitted shortly.

### Sheds Lane

Work at this site now complete. The houses and one bungalow had been allocated and the new tenants have moved in.

## HB5 **AFFORDABLE HOUSING PROGRAMME - END OF YEAR REPORT**

The Housing Strategy Manager gave a summary of the report.

In response to a question from Councillor Ranger, the Housing Strategy Manager said the ‘% whole scheme totals’ box on page 12 of the agenda pack would be filled in.

## HB6 **SECTION 106 AFFORDABLE HOUSING CONTRIBUTIONS**

The Housing Strategy Manager gave a summary of the report.

Members discussed the problem of collecting Section 106 money from developers if they were working on sites of less than 14 dwellings. The Council was not collecting this money despite the funds being agreed in planning decisions.

AGREED that

- 1) The Housing Board recommend to Cabinet that the Section 106 affordable housing contributions are utilised within the Council's own HRA development programme.
- 2) Councillors Ranger and Redfern would take the issue of collecting Section 106 money forward to discuss with the Cabinet and Directors.

#### **HB7 HOMELESSNESS UPDATE**

The Housing Strategy Manager gave a summary of the report.

In response to a question from Councillor Redfern, officers said it was important to get the message out that the Council needed as much notice as possible in order to be able to assist people in danger of becoming homeless.

#### **HB8 PRIVATE SECTOR HOUSING UPDATE (VERBAL)**

The Environmental Health Manager (Protection) gave a verbal update on private sector housing.

Disabled facilities grants had been brought in-house about 12 months ago. This had made the process much easier to manage. While funding had been provided by Essex County Council and Uttlesford District Council, there had still been a significant overspend. Other councils had significantly underspent, and there had been plans for Harlow District Council to divert their unspent funds to Uttlesford. However this agreement had not been followed through by Harlow. Officers and members would continue to pursue the issue.

The service would be looking to amend its enforcement policy with a view to obtaining authority from Cabinet to enforce civil penalty notices of up to £30000 in the case of housing breaches by landlords.

Central government had now given district councils the responsibility to licence houses of multiple occupation. The Council would soon be beginning this work.

The meeting ended at 11.30am.