**HSEG Meeting Action Decision Log – 21 March 2017**

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| Present: Andrew Paterson, Chair, Canterbury CC; Jennifer Shaw, Ashford BC & Co; Liz Crockford, Sevenoaks DC & Co Chair; Emma Bartlett, Canterbury City Council; Aaron Nichols & Helen Miller, Medway Council; Tessa O’Sullivan, ACRK;; Jill Pells, KHGApologies: Sandra Sainsbury, Shepway; David Jeffrey, Ashford; Sarah Lewis, TWBC; Tony Stewart, Maidstone; Ashley Stacey, Thanet; Rebecca Walker, Swale; Jo Allchurch, LGA; Jane Griffiths, BPHA; Rebecca Smith, KHGVisitors:  |
| **Meeting Date** | **Reference** | **Notes** | **Action/Decision** | **Lead Person** | **Timescale** |
| 21.03.17 | Minutes & Matters Arising | Action Log agreed as accurate. There were no matters arising. | **N/A** | **N/A** |  |
| 21.03.17 | Agree Reviewed ToR | Agreed with some minor changes – highlighted on document.Mentor for Group – is SK still this link? Also some discussion regarding title of “mentor” should this be “Link”? | **Check on current mentor for Group, also “mentor” or “link”?** | **RS** |  |
| 21.03.17 | Homes England | No representative – so no update. | **Contact to try to get a written update** | **RS** | **By next meeting** |
| 21.03.17 | Help to Buy Agent Update | Jane Griffiths BPHA was not able to attend this meeting but wants to remind everyone of a forthcoming event at the Hop Farm <https://www.helptobuyese.org.uk/news-events/events/2017/05/13/default-calendar/help-to-buy-home-show---the-hop-farm> | **Members to note event** | **ALL** |  |
| 21.03.17 | HSEG Table of Products | No amendments to Table of Products.AP met with some bankers regarding gifting land and long term lease. Unlikely to work in E Kent but may be something viable for W Kent.  | **AP to send out details** | **AP** |  |
| 21.03.17 | HSEG Action Plan | 4a Rural Housing Protocol – TO’S booked Lenham Community Hall initially for launch on 12 May but arrangements not finalised. May rearrange for end of May/early June.Remove 4 b, c and d.Amend 5a Take out “April 17” under timescales.Take out 5b. | **To be updated** | **RS** |  |
| 21.03.17 | Update on Community Led Funding | AP reported that CCC responded to Survey Monkey with Thanet and Shepway as three authorities who will look to set up an umbrella authority – would employ an officer between the three. Balance of money to go into a fund and some earmarked for enabling. Head of Service at CCC was not keen on a Kent wide proposal because of differences in funding.Sevenoaks, T & M and T Wells – looking at a W Kent umbrella organisation. Own projects including using capital grant and RHE money.Mid Kent did not get funding.Discussion regarding funding for self-build/custom build and the possibility of using this money across Kent to promote or encourage. Some areas may have had this funding allocated to their Planning Depts. LC attended an event regarding this late last year.ABC has a self-build section in Local Plan.AP raised issue of double counting with registers as likely that some are registering in more than one district. LC mentioned that some areas have two tier registers. Possibility of comparing registers, although could be date protection issues. Could possibly do this by post code. | **Keep this as a Standing Item to include Self build and Custom Build****All who have received funding to advise TO’S****LC to share information.****AN to share what Medway is doing** | **RS****ALL****LC****AN** | **For future meetings****By 31.03.2017****By next meeting****By next meeting** |
| 21.03.17 | Housing White Paper | Criticism of the Affordable housing definition.ABC making response through Planning.No Kent wide response to consultation planned.Issues around proposed space standards and sustainability. | **Once consultation responses are published – all members to share with group.** | **ALL** | **May 2017** |
| 21.03.17 | Discussion – KHG Tenancy Strategy Document | Change in law will impact on the Strategy.Previously a requirement to deliver a Tenancy Strategy. Need to establish how this should be progressed – if LAs are not looking at the document, what is the worth?Is this still relevant or can we go forward with a KHG statement within each LA strategy. | **Email members to establish if any LA is actually using the Strategy and if not; establish if KHG actually want a Kent wide strategy.** | **RS** | **By next meeting** |
| 21.03.17 | AOB | LC – Looking at setting up a non commercial Local Housing Company to deliver affordable housing – are any others doing this? If so she would like to speak to them. LC – Concerns about the attendance at this Group. Those attending find the meetings valuable but need to establish what others want to get from them.Suggestions about having shorter meetings, HA representation? JS suggested that the Group needs a piece of work to concentrate on.HM asked about changes to UC for 18/19 year olds and what plans are in place to address this situation. Suggested she contact Marie Gerald at Dartford.AN – Commuted sums. Has negotiated some commuted sums and asked if others have used this in the same way as he proposes, which they have and also if there are any alternative ways. Constant issue regarding how the funding is used. Suggested that if funding is going to HA (HRA is maxed out) then must have 100% nomination rights in perpetuity. Also need to have something to guard against tenant exercising right to buy and how money should be used if it comes back in the future. | **Please contact LC if your organisation has a non commercial Local Housing Company.****RS to email members to fine out reasons for not attending.****Agenda item for next meeting on what would encourage members to attend (long item).** | **All****RS****RS** | **ASAP****By next meeting****For next meeting** |

Thanks noted to Ashford BC for hosting