

Strategic Housing Forum/ Housing Market Partnership

Note of Meeting

held on Wednesday 18th October 2017 at 1.00pm in the Bruce Room, Old Viewforth, Stirling

In Attendance:

John MacMillan (Stirling Council – IFM Manager) (Chair)
 Gavin Kennedy (Stirling Council – Housing Strategy & Development)
 Gavin Ansari (Stirling Council – Housing Strategy & Development)
 Rebekah Caunt (Stirling Council – Housing Strategy & Development)
 Michael Mulgrew (Stirling Council - Planning)
 Maureen McMaster (Stirling Council – Social Services)
 John Cameron (Forth HA)
 Neil Martin (Homes for Scotland)
 Tony Teasdale (Rural Stirling HA)
 Charlene Syme (Paragon HA)
 Sophie Day (Scottish Water)
 Jon Gray (Clacks Council)

Apologies:

Emma Fyvie (Stirling Council – Planning)
 Bob Gil (Raploch URC)
 Keith Fernie (Scottish Government)
 Susan Brooks (Loch Lomond & The Trossachs National Park)
 Stuart Mearns (Loch Lomond & The Trossachs National Park)
 Kirsty Sweeney (Loch Lomond & The Trossachs National Park)
 Margaret Torrance (Paragon HA)

1.	Welcome, Apologies & Introductions	Action
	John M welcomed everyone to the meeting and apologies were noted.	
2.	Note of Meeting held in October 2016 & Matters Arising	
	The note was accepted as a true record.	
3.	New Administration	
	John M advised that there slight change in the administration Cllr Alasdair Macpherson is no longer Depute housing portfolio holder, Cllr Graham Lambie has taken over this role.	
4.	Raploch Regeneration Initiative	
	John M explained that the Raploch project is progressing, the next stage is to agree head of terms over the next few weeks. The time frame for Raploch planning applications is towards the end of this year.	
5.	Specialist Housing Provision	
	Jon Gray explained that the service has a number of service users who are placed out with Stirling who have complex needs, as well as those who are in residential care that could move on.	

	<p>John M asked about the provision of Beech Gardens which has recently become vacant. Maureen explained that they are willing to take this forward. They have selected an option appraisal which provided single bed units, having done a site visit with an OT however it has been identified that this would not be the most suitable for users. Maureen has a meeting with the architect to look at the possibilities of adjusting this design slightly.</p> <p>There was a discussion about social work sourcing external provision of accommodation. The HMO overprovision policy has an impact on the feasibility of providers setting up in Stirling, the group were not sure whether accommodation for this type would be excluded from the policy.</p> <p>John C suggested that there needs to be joined up service provision between Housing, Social Work and Children services rather than the current ad hoc requests. There seems to be a lack of clarity about what provision is needed, for example Craighall Court was designed not to be shared but now it seems the preferred model is for shared accommodation.</p> <p>Maureen said that the accommodation needs change as service users are unique and have changing needs through time. John C said that there needs to be a strategic approach to provision of accommodation, rather than planning accommodation for a specific person whose needs then change so that the accommodation then lies vacant. A strategic approach would also help to plan for the extra costs involved in developing specialist accommodation as bench mark levels are not enough for this.</p> <p>John M suggested that self-provision by social work could be a more cost effective option using existing social work buildings.</p> <p>John C explained that it is now clear what will be provided at the Raploch project in terms of the number and type of units so a smaller meeting to see if accommodation is suitable for their needs could be a next step.</p>	<p>JC/GK/MM</p>
<p>6.</p>	<p>Housing Need & Demand Assessment</p>	
	<p>Gavin A explained that the first two chapters; Chp1 Introduction and Chp 2 Key housing market drivers had been circulated to the group with a deadline for comments given. There had been a few responses in terms of Chp 2 to reflect the potential impact of the City deal and Infrastructure fund, these changes have now been made.</p> <p>Gavin asked if the forum in its capacity as Housing Market Partnership would therefore be happy to sign off these chapters. This was agreed by the group.</p> <p>Gavin explained that Chp 3 Stock profile had been sent to the CHMA for informal comments, this has been sent back and will be issued to the forum in the next few weeks once the changes have been completed.</p> <p>Work on Chp 5 Specialist provision has begun.</p>	

	<p>Gavin K advised that the CHMA are currently in the process of updating the HNDA tool and associated guidance. This will involve an update of all the data inputs to the tool. Provisionally this will be made available in winter 2017. With Tony departing before the updated HNDA tool becomes available John C agreed to become the RSL representative in the short- life working group which will be convened to agree the inputs to the HNDA tool.</p> <p>John M asked whether the delay in the CHMA updating the HNDA tool would impact on the timeline of the HNDA. It was explained that the other chapters can be completed independently of the tool so this should not impact this.</p>	
7.	Strategic Prioritisation of Affordable Housing	
	<p>Gavin K gave an update on the Strategic Housing Investment Plan</p> <p>A working draft version of the SHIP was issued to RSL's in early September for comment and has been amended to reflect some minor comments received. The final draft version of the SHIP will go to the Council's Environment & Housing Committee on 16th November, the final draft will also be sent to the Scottish Government Area team by the end October.</p> <p>The main difference from previous SHIPs is that there are significantly more projects over the next 5 years due to increased RPA's and a request from Scottish Government to over programme by 25% (733 new social rented homes).</p> <p>In the later years of the programme there is a reliance on private developer phases rather than Council owned sites which could make programme management trickier so it's important to be able to react quickly and maintain regular dialogue with delivery partners. It is felt however that the programme is robust and capable of delivery</p> <p>Strategic Housing Account Gavin K talked the forum through the figures detailed.</p> <p>Tony noted that it was agreed previously that the £5,000 from the Former youth hostel in Killin would be allocated for the development at John Macpherson Court in Killin.</p> <p>John C mentioned that it may be a possibility to use income from S.75 to cover increased costs of developing specialist accommodation. Neil cautioned that this income is for affordable housing not specialist housing so care needs to be taken with this.</p>	
8.	Updates	
	<p>Council</p> <ul style="list-style-type: none"> - Riverside Pool is due for completion in December - Raploch 4B is due for completion between March & June 2018 - Former Callander Fire Station obtained planning permission on 2nd August and is due to go on site before the end of the year. 	

	<ul style="list-style-type: none"> - Laurelfeld, Drymen obtained planning permission on 25th September and is due to go on site early in the New Year. - Council owned sites at Catherine Street, Bannockburn and St. Margaret's Primary school are currently the subject of detailed site investigations and the intention is to take forward one of these projects in the next financial year. - The former Fallin Local office is being converted into 4 x 1 bed flats and will be completed in spring 2018. 	
	<p>Forth HA</p> <ul style="list-style-type: none"> - Raploch 4B is due for completion between March & June 2018 - Johnston Ave Phase 1 is due for completion between April & June 2018 - Howlands Road is with planning at the moment, building warrants will be put in soon. - Johnston Ave Phase 2, the design team are currently working on this. 	
	<p>Rural Stirling HA</p> <ul style="list-style-type: none"> - Balmaha: currently in discussions with SEPA as they have objections regarding the waste water treatment. There is no Scottish Water investment planned at present. Part of the development includes properties for key workers, East Loch Lomond trust have agreed to take on ownership of the flats, Rural's subsidiary would then manage these. - Blairesen: planning permission was granted in September, due to go on site in December 17. - Springbank Road Doune: a planning application was submitted this month - Claish Farm: Lovell Homes have been chosen as the preferred developer, a planning application is expected to be submitted in March 2018. - Croftamie – This project may need to be brought forward to cover slippage at Balmaha. 	
	<p>Local Development Plan</p> <p>The LDP is still under examination but this is due to be concluded by 17th November.</p> <p>There is still no determination on Airthrey Kerse.</p> <p>Park of Keir - Scottish Ministers have issued a Notice of Intention stating that they are minded to grant planning permission in principle for the development, subject to conditions and the conclusion of a planning obligation or other suitable legal agreement</p>	
9.	Any other business/items for future meetings	
	The forum noted their appreciation of Tony's contribution as after 15years he is leaving his post as Chief Executive of Rural Stirling HA. He will be replaced by Sandra Mcleod who is currently Executive Director of Customer Services with River Clyde Homes.	
10.	Date of next meeting	
	Date/venue to be confirmed.	

Strategic Housing Forum/ Housing Market Partnership

Note of Meeting

Held on Tuesday 16th January 2018 at 1.00pm in the Wallace Room, Old Viewforth, Stirling

In Attendance:

John Cameron (Forth HA) (Chair)
 Gavin Kennedy (Stirling Council – Housing Strategy & Development)
 Gavin Ansari (Stirling Council – Housing Strategy & Development)
 Emma Fyvie (Stirling Council – Planning)
 Maureen McMaster (Stirling Council – Social Services)
 Neil Martin (Homes for Scotland)
 Donna Birrel (Rural Stirling HA)
 Jon Gray (Clacks Council/Stirling Council - Team Manager Adult Social Care)
 Jim Robb (Adult Services and Partnership Service Manager)
 Rebekah Caunt (Stirling Council – Housing Strategy & Development) (Minutes)

Apologies:

John MacMillan (Stirling Council – IFM Manager)
 Keith Fernie (Scottish Government)
 Kirsty Sweeney (Loch Lomond & the Trossachs National Park)
 Margaret Torrance (Paragon HA)
 Michael Mulgrew (Stirling Council - Planning)
 Sophie Day (Scottish Water)
 David Perkins (Scottish Government)

1.	Welcome, Apologies & Introductions	Action
	<p>John C welcomed everyone to the meeting including Donna Birrel who has just joined Rural Stirling HA as Chief Executive. John C explained that he would be chairing the meeting in the absence of John M who had been unable to attend at short notice due to other meetings.</p> <p>John explained that Jim Robb had been delayed in getting to the meeting and therefore there would be a reshuffle of the agenda.</p>	
2.	Note of Meeting held in October 2017 & Matters Arising	
	Jon Gray noted that he works across both Clackmannanshire Council and Stirling Council.	
3.	New Administration	
	Gavin K advised that Councillors Danny Gibson and Graham Lambie have been appointed as joint Depute Portfolio Holders for Housing following the resignation of Cllr Alasdair Macpherson. Cllr Tweed remains as the main portfolio holder.	
4.	Raploch Regeneration Initiative	
	Gavin K advised that there have been some late changes to the housing mix and site layout for Sites 6 & 8 with all of the social rented housing previously planned for Stirling Council and Forth HA on Site 6 now being delivered on Site 8. This has the benefit of facilitating the delivery of all of the affordable housing within a shorter timescale and will ensure that the spend set out in the SHIP is achieved, however it will result in a short delay in the submission of the AMSC planning application which is now timetabled for mid to end February.	

5.	Housing Need & Demand Assessment	
	<p>Gavin A advised that chapter 3 of the HNDA, which looked at stock profile, had been sent out to the group for comments and amendments have now been made following feedback from the group. Gavin asked the group if they were happy to sign off the chapter, the group agreed.</p> <p>Chapter 5 looking at specialist provision is nearly complete. There is more consultation required on this chapter which is broken into six templates: Adapted/Accessible housing; Wheelchair housing; Non-permanent provision; Supported provision; Independent living; and Site provision. Drafts of the templates are being sent out to relevant stakeholders to gather feedback.</p> <p>There is a still a delay in completing chapter 4 of the HNDA due to the Tool still not being updated. The CHMA have advised that the refreshed guidance and updated Tool is due to be published in Spring 2018. This is a year later than previously indicated on the CHMA website and is likely to have a knock on effect in terms of finalising the HNDA, which is disappointing.</p>	
6.	Specialist Housing Provision	
	<p>Jim explained that the IJB would be publishing a commissioning plan in March which details the strategic direction of social work and looks at amongst other things, ways of reducing high cost placements.</p> <p>There was a discussion about the challenges Social Work are facing with the changing demographics of their clients resulting in greater demand for support services and the limitations on housing to develop specialist accommodation due to the shortfalls between development costs and the amount of funding provided. It was agreed that any approach to specialist provision needs to look at Social Work clients as a whole not just those with mental health issues and learning difficulties. In addition, there needs to be a clear understanding of the housing requirements of these clients.</p> <p>Jim advised that in March they should be in a position to provide clear information about property specifications, and that ideally they would look to start with a generic model based around space and design which could then be adapted to meet clients with a variety of needs.</p> <p>Jim said that he would give a presentation on the report in March, detailing the issues and direction of travel for Social Work. It was agreed that the best way forward would be to arrange a smaller meeting with housing providers and Social Work once the strategic report is completed and to forego the other meeting regarding provision at the Raploch site for the time being.</p>	JR
7.	Strategic Prioritisation of Affordable Housing	
	<p>Development Programme</p> <p>The development programme for 2017/18 remains largely on track with the exception of Rural Stirling HA's project at Balmaha Plantation, which is still awaiting planning permission.</p> <p>Forth HA's project at Howlands Road in Culterhove has therefore been accelerated in order to take up some of the slippage, along with a small conversion project at the former council local office in Fallin.</p>	

	<p>Development Post Gavin K explained that at the last SHIP group there was a discussion about recruiting for a Development post which would work across all three developing landlords. Amongst other things, it was envisaged that the post would seek to identify land for development as it is acknowledged that in the later years of SHIP there is a great dependence on sites brought forward by private developers.</p> <p>It was agreed that the three developing landlords would have a discussion about the scope and role of the post now that Donna was in post.</p>	GK/JC/DB
8.	Updates	
	<p>Council</p> <ul style="list-style-type: none"> - Riverside Pool official opening on 20th February. - Raploch 4B – anticipate all 20 council units to be completed by the end of March. - Former Callander Fire Station – site start made at the beginning of January. - Laurelfield, Drymen – a site start is anticipated in February or March, the developer is just waiting on the building warrant. - Catherine Street, Bannockburn – planning application for a development of 11 houses was submitted at the beginning of December. - Former Fallin Local office conversion into 4 x 1 bed flats, work is due to begin next month. 	
	<p>Forth HA</p> <ul style="list-style-type: none"> - Raploch 4B – due for completion between May-June. - Johnston Ave Phase 1 – due for completion in June, there has been a slight delay due to supply problems experienced by the contractor. - Howland's Road – planning permission obtained before Christmas, tenders are currently being priced. Hope to make a site start in March and spend £300k in current financial year. 	
	<p>Rural Stirling HA</p> <ul style="list-style-type: none"> - See additional note attached. 	
	<p>Local Development Plan</p> <ul style="list-style-type: none"> - The LDP examination report was returned at the end of November however a number of errors have subsequently been identified in the report which means there is now a shortfall of 169 units. There is a meeting with Scottish Government planners next week regarding this. - There is still no determination on Airthrey Kerse. - A detailed planning application has been received for Durieshill for 3,000 units. 	
9.	Any other business/items for future meetings	
	None	
10.	Date of next meeting	
	Tuesday 17 th April 2018 – Wallace Room, OVF (1pm)	

Strategic Housing Forum/ Housing Market Partnership

Note of Meeting of HNDA sub group

Held on Tuesday 12th February 2019 at 10.00am in Conference Rm2, Allan Water House, Kerse Road, Stirling

In Attendance:

Michael Mulgrew (Stirling Council - Planning)
Niall Patterson (Stirling Council – Housing Strategy & Development)
Rebekah Caunt (Stirling Council – Housing Strategy & Development) (Minutes)
Joe Larner (Homes for Scotland)
Kirsty Sweeney (Loch Lomond & the Trossachs National Park)

Apologies:

Anne Matthew (Forth HA)
Donna Birrell (Rural Stirling HA)

1.	Welcome, Apologies & Introductions
	Rebekah welcomed everyone to the meeting and advised that the structure of the meeting would be to work through the scenario inputs as detailed in Tool scenario paper which had been distributed earlier.
2.	Household projections
	<p>Guidance from the CHMA for producing the HNDA strongly advises using the NRS household projections. It was proposed therefore to use the Principle, Low migrant variant and High migrant variant projections for the baseline, high and low scenarios.</p> <p>Joe explained that HFS believed that the principle projection for Stirling was pessimistic and that an annual population growth rate of 0.56% should be used on the basis that this has been the trend for the last 20 years. Joe explained that in their view, growth had been suppressed by an under supply of housing and so using projections based on existing trends would just further perpetuate this.</p> <p>It was discussed that Joe had been making reference to population projections rather than household projections which is what the tool input relates to. The NRS principle household projection estimates an 18% increase from 2016-2041 which is an average yearly increase of 0.72%. Ultimately, guidance for the tool explains that NRS projections are an official data source and are considered robust, therefore the majority of the group agreed to retain the proposed tool inputs.</p>
3.	Existing need
	<p>The tool contains the option to use a simplified methodology (HoToc) based on national data on the count of homeless households in temporary accommodation plus households who are both concealed and overcrowded. The group felt that this measure did not appropriately reflect the level of existing need in Stirling. The majority of the group agreed that the number of homeless applications would provide a more appropriate measure. The number of homeless applications assessed as homeless or threatened with homeless in Stirling has averaged 376 between 2011/12 – 2017/18. Taken together with the concealed and overcrowded figure gave the result of 472 units.</p> <p>Joe advised that HFS disagreed with this methodology on the basis that the definition was too narrow and only took account of the most acute housing need. They felt that the number of concealed households and the number of overcrowded households should be</p>

	<p>used. They noted that the current definition of a concealed household would not include for example a 25yr old currently living with their parents, who may wish to secure a home of their own. Whilst the working group had sympathy with this view, it was felt that there were too many assumptions to be made using this measure for this to be considered robust. For example, just because a 25yr old was living with their parents, does not necessarily mean they are unhappy with their current housing situation and would require an additional unit. Likewise many young couples live apart with their respective parents in order to save up a deposit for a home, which would be just one unit. Using HFS methodology, this would assume a requirement for two units.</p> <p>Ultimately the majority of the group felt that the variation of the HoToc methodology to include the number of homeless applications would provide a more robust figure. The aim was to ensure that the HNDA was passed as robust and credible by the CHMA following the guidance that had been produced by them. As such, the HNDA could be passed as robust and credible solely on the basis of the HoToc method, which the group had taken account of and expanded upon.</p>
4.	Years to clear existing need
	The group agreed that 5yrs was a realistic timescale to apply in light of the planning period for Rapid Rehousing.
5.	Use of affordability model to assign existing need
	<p>The group agreed that as a large element of the existing need figure was based on the number of homelessness presentations, the majority of whom would be rehoused in the social rented sector – the affordability filter should be unticked. Apportioning all need to social rent would also align with the rapid rehousing approach.</p> <p>*Amendment to minute as requested by HFS on 22.03.19*</p> <p>Clarification that HFS considered that an affordability filter should be applied if the wider definition of existing need and demand as proposed by them was used. HFS did not object per se to assigning the Council’s narrower definition of existing need to affordable housing but do object to the scope of the Councils definition of existing need and demand in the draft HNDA.</p>
6.	Changes in income
	<p>It was initially proposed to choose the no real terms growth (nominal 2%) option for the baseline scenario, below real terms growth (0.5% increase) for the low scenario and modest real terms growth (1.5%) for the high scenario. On the basis that nearly a third of all local employment in Stirling is with public sector services which has been subject to a longstanding pay cap. In addition, the Scottish Governments 2018/19 Public Sector pay policy proposed an increase of 3% for those earning up to £80,000.</p> <p>Joe advised that HFS considered that the income scenarios were unduly pessimistic and that looking at CPI which increased by 6.77% between 2012 and 2017 and applying this to 9% median weekly pay increase and 13% median full time pay, would give a real terms 0.44% and 1.22% average annual increase respectively.</p> <p>As such it was agreed to amend the inputs to modest growth (1.5% real terms increase) for the baseline scenario, below real terms growth (0.5% increase) for the low scenario and a real terms increase of 2.5% for the high scenario.</p>

7.	<p>Changes in income distribution</p> <p>Gross weekly earnings by place of residence for the 90th percentile increased by 4% between 2012- 2016. In comparison earnings for the 10th percentile increased by 11% over the same period.</p> <p>The majority of the group agreed that the greater equality option should be selected for all scenarios, taking account also of political pledges that the National living wage would continue to be increased.</p>
8.	<p>Changes in house prices</p> <p>House price data for Stirling showed that average property prices had remained fairly flat increasing by only 2% between 2012/13 and 2016/17. As such the weak (no real terms growth) nominal 2% increase option was selected initially for the baseline scenario, modest growth (nominal 4% increase) for the high scenario and flat growth for the low scenario.</p> <p>Joe advised that HFS disagreed with this and felt that the scenario was unduly pessimistic, projecting recession trends forwards. Joe explained that it was their view that it would be better to look at longer term trends and advised that in the period 1997 – 2007 prices increased on average by 7.7% p/a. The group felt however that this time period was unrelated to the current market, and that in addition it would not make sense to look at different time periods for each of the tool input options. It was agreed however to look at a longer time period of house price data and apply this to the scenarios.</p> <p>*post meeting note*</p> <p>Joe subsequently provided additional evidence in relation to the house price data. ROS house price data between 2003/4 to 2017/18 showed that there was an annualised increase of 4%. On the basis of this evidence the baseline scenario was changed to Modest growth 4% and the high scenario to Strong growth 6%.</p>
9.	<p>Income percentile/ratio</p> <p>The tool default assumes that someone can afford to purchase a house priced at the lower quartile. The test for affordability in the tool is that the house price is no more than 3.6 times the household's income and this information is taken from the UK finance data on average mortgage lending to first time buyers in Scotland in 2017. It was proposed to retain the default inputs.</p> <p>Joe advised that HFS felt that the methodology suppressed the number of households who could afford property, for example it would not take account of households buying property using help to buy or those using a mortgage with a higher than average loan to value ratio.</p> <p>Following a discussion it was agreed to retain the default inputs as the methodology was built into the tool and was not something that could be changed by Officers. In respect of the selected inputs, there was nothing to suggest that the lending regime in Stirling was any different to what was suggested by UK finance data.</p> <p>*Amendment to minute as requested by HFS on 22.03.19*</p> <p>Clarification that HFS did not agree to using the 3.6 multiplier, but accepted that they were in the minority. HFS considers that consideration should be given to increasing LTV ratios and that upper quartile lending to income ratios should be used rather than just median figures.</p>

9.	Proportion of market who buy
	The tool default is set at 60%. The group agreed that there was no evidence to suggest that this should be altered.
10.	Upper and lower rent threshold
	<p>The tool defaults are set so that if people are spending less than 25% of their income on rent, then it is assumed they can afford PRS. If people are spending more than 35% of their income on rent than it assumes that they can afford social rent. If people are spending between 25- 35% of their income on rent then it assumes that they can afford below market rent.</p> <p>The group agreed that there was no evidence to suggest that this should be altered.</p>
11.	Rent growth scenario
	<p>It was explained that the tool is pre-programmed with the BRMA rental values for 2 and 3 bed properties as at 2016. The BRMA rents take in the Clackmannanshire and Falkirk council areas, where rents are generally much lower than Stirling. As such local landlords, tenants and letting agents were surveyed on rental prices, and data on rental properties advertised online, was collated over the course of a year to provide a more robust figure for Stirling rents. These figures were then also sense checked against data for Citylets, which is the only source of rental data in Stirling.</p> <p>This information was then translated into a 'Stirling Rent' scenario which increased the BRMA figure in 2018 by 39.9% to bring this in line with current Stirling rents. In order to determine which tool input to select, the BRMA trend data was then used, as this covered a longer time period than the Stirling data which had only recently been gathered. On that information, it was proposed to choose the modest growth option (nominal 4% increase) for the baseline scenario, weak growth (nominal 2% increase) for the low scenario and strong growth (nominal increase 6%) for the high scenario.</p> <p>The group agreed that this methodology provided a more robust picture of rents in Stirling but that the BRMA trend data may not accurately reflect rental growth for Stirling. It was agreed however that in the absence of any longer term data for Stirling, the BRMA trends would be the best source of data to use. On this basis, the proposed scenario inputs were agreed.</p>

Strategic Housing forum / Housing Market Partnership

Note of Meeting

Held on Monday 29 April 2019 at 10am in Wallace Room

Old Viewforth, Stirling

Present:

Lorna Cameron, Chief Officer – Housing, Stirling Council [Chair]
Donna Birrell, Chief Executive, Rural Stirling Housing Association
Anne Matthew, Development Officer, Forth HA
Michael Mulgrew, Planning Officer, Stirling Council
Emma Fyvie, Planning Officer, Stirling Council
Niall Patterson, Development Officer, Stirling Council
Maureen Esplin, Scottish Government
Hamish Marshall, Scottish Government
John McRorie, Scottish Government
Rebekah Caunt, Information Officer, Stirling Council
Amanda Mullen, LLTNP
Steven Smith, Scottish Water
Joe Larner – Homes for Scotland

Apologies:

Maureen McMaster, Stirling Council
Kirsty Sweeney, LLTNP
Elaine Dawson, Scottish Government

1)	Welcome, apologies & introductions	Action
	LC welcomed everyone to the meeting and introduced herself as Chief Housing Officer for Stirling.	
2)	Minutes of Meeting on 20 February 2019	
	LC asked about any comments on the notes of the last meeting – none received.	
3)	Review of SHIP	
	<p>NP distributed Affordable Housing programme to the group. NP explained that the outturn for last year was disappointing with provisional figures showing delivery of £3.8m against £8.508. ME advised that Scottish Government (SG) have actual spend of £4.260 recorded.</p> <p>NP advised that the poor outturn was due to a delay with Raploch going on site and also slippage with Claish Farm in Callander. Raploch is a complicated project and delays have been caused due to legal issues and changes to housing mixes. There have been a number of meetings with various parties such as RSL boards. Was hoping for a March start, but now looking like a June start. A paper is going to Council to facilitate land transfers.</p>	

	<ul style="list-style-type: none"> • Planning application is in for Claiash Farm, expected site start October 2019. <p>*See attached Rural Stirling HA's Programme update.*</p> <ul style="list-style-type: none"> • Howlands Road, Culterhove (35 units) – on site, first units expected to be finished May – September 19. • Fallin Local Office (4 units) – still on site • Catherine Street, Bannockburn (11 units) • Pearl Street, Callander (4 units) – have been drainage/water issues, Fiona Hainey to speak to SS about resolving this. <p>LC added it would be good to some analysis of why there has been slippage in projects.</p> <p>LC advised that Council are keen to increase provision of second hand purchases. ME stated it would be good to develop a second hand purchases strategy looking at tenure/client needs/specialist needs.</p> <p>DB asked about Laurelfield site as shown as cancelled in SHIP but Rural HA are in discussions about the site. NP explained that originally, it had been the Council's intention to take units on this site but developer had been unable to make this work.</p> <p>ME gave thanks to everyone involved in to working to deliver 50,000 target. ME covers area from Aberdeenshire to Stirling and Falkirk, there has been a huge increase in progress of number of units.</p>	SS
4)	Update on Stirling LDP LLTNP – LDP & Housing Land audit	
	<p>EF 6 months on from adoption of Stirling's LDP, currently updating supplementary guidance, consultation on this closes in May. Awaiting new planning legislation before starting work on next LDP.</p> <p>MM – preparing for Housing Land Audit in June, will be sending out developer intention surveys on 1st July.</p> <p>AM – LLTNP published HLA for 2019, action programme is going to committee today and is available on their website. Committee meeting today also to decide LDP timetable as depends on Planning bill. Using this time to do more evidence gathering to produce evidence paper.</p>	
4)	Social Housing Enabler Post	
	LC advised that need extra capacity, looking at job descriptions currently to create a post to go to job evaluation board.	LC
5)	Raploch Regeneration Initiative	
	Discussed in item 3.	
6)	Update on SHIP Review Group / Specialist provision group	

	<p>SHIP review group – LC explained that it had been challenge to find time to set meetings up, will need to decide whether to meet quarterly/ 6 monthly with elected members.</p> <p>Specialist Provision group – LC advised that in discussions with Marie Valente about setting up group for young people leaving care. Will be looking at renovations/conversions/building to specific needs.</p>	<p>LC</p>
<p>7)</p>	<p>Update on:</p>	
	<ul style="list-style-type: none"> • Housing Need & Demand Assessment <p>RC had sent out a draft copy of the HNDA a month ago for comments by the group. Homes for Scotland (HfS) had been seeking more of a breakdown of household change and how needs had been calculated, RC had revised: tool inputs now applied to each of the individual housing market areas following guidance from CHMA. This had also been circulated.</p> <p>The result is an increase in affordable provision due to a reduction in the private rented sector (PRS) tenure. The top level of total units required is unchanged.</p> <p>RC asked whether the group was now happy for the HNDA to be submitted to the Centre for Housing Market Analysis (CHMA) for its “robust and credible” assessment.</p> <p>JL commented that the assessment of housing need was not extensive enough. HfS understood from its members and available evidence that there was high pressure on rents and prices in Stirling town. This needed more analysis. Members of HfS were willing to commission the necessary research.</p> <p>There followed some discussion as to whether this research should be local or national, in consultation with CHMA and over the need for it to be independent.</p> <p>RC commented on HfS other point in regard to concealed households - the available information had been reviewed and there was insufficient data to support any further change to the HNDA in that respect. The issue could be covered in the Local Housing Strategy and in setting Housing Supply Targets however more evidence would be needed.</p> <p>LC remarked that a survey, with a clear brief, could be useful for Stirling and other areas and agencies.</p> <p>EF noted that a national survey made sense if the issue was one on which CHMA needed to be convinced and it would also need to be seen to be an independent one.</p> <p>JL was happy to take this back to members and to engage in necessary discussions to address these points.</p> <p>The group confirmed it was content to submit the HNDA to the CHMA as recommended.</p>	

	<ul style="list-style-type: none"> • Local Housing Strategy <p>RC noted that chapters were being drafted with the PRS one now circulated for comment.</p> <p>There had been extensive consultation with those with an interest in the market: landlords, students, tenants and public etc and a very successful survey using survey monkey and telephone responses. An open day was being held with landlords on 15 May.</p> <p>The homelessness chapter was in preparation. It would link across to the finalised Rapid Rehousing Transition Plan (RRTP). Again, consultation had included visits to agencies.</p> <p>More generally, a postcard survey had been undertaken using centres across the breadth of Stirling council area seeking views on what were the key housing issues. Responses here had been more limited but useful, confirming, for example, a prevailing and common concern over housing for young people in rural areas. A local face-to-face discussion with a rural community in the Trossachs was taking place later in May.</p> <p>RC and John McCrorie (JMCC) from Scottish Government (SG) would follow up this meeting to ensure that Stirling was on the right track.</p> <p>JMCC remarked that consultation was a vital element in the forthcoming revised LHS guidance. He complimented Stirling on its approach.</p> <p>LC said that the Council had taken steps to ensure the importance of housing to localities, health and wellbeing etc. was also picked up and that there was synergy with partners' plans.</p> <p>RC considered that taking even a draft LHS to Committee in August would be very ambitious.</p>	
8)	Update on Progress of Rapid Rehousing Transition Plan	
	<p>LC had been hoping the RRTP could be submitted to SG a week past but it had been important to discuss it with partner colleagues.</p> <p>Resource assumptions had been submitted and aiming to get RRTP in in next few weeks, with support of Arneil Johnstone.</p> <p>The new RRTP steering group would meet in June, taking over from the former Homelessness Partnership.</p>	
9)	Any Other Business	
	No other business raised. LC thanked all for attending.	
10)	Date of next meeting	
	Monday 26 th August 2019, Conference Rm 2, Allan Water House	