

# Cheltenham, Tewkesbury & Gloucester Affordable Housing Partnership

## Terms of Reference

### The Partnership Vision

To work in collaborative partnership to deliver Affordable Housing and agree cross-boundary lettings arrangements for the provision of the new affordable homes across Strategic Allocations<sup>1</sup> in the JCS area (Cheltenham, Tewkesbury & Gloucester districts).

To work with partners, stakeholders and local communities to create genuinely inclusive mixed communities to provide a choice of affordable housing options within the JCS area.

### Outcomes

- To maximise the delivery of new affordable housing and to ensure the unmet Affordable Housing needs of Cheltenham and Gloucester are met within the Strategic Allocations.
- To create a framework that enables new communities to become and remain cohesive and sustainable.

### Membership

During the early stages of developing The Partnership we will be comprised of representatives from the Cheltenham, Tewkesbury and Gloucester's Local Housing Authorities. During this time we will actively engage with members of the JCS area's Registered Provider Forum and the Homes and Communities Agency for consultative purposes.

Once the Preferred Affordable Housing Partners are in place The Partnership will then be comprised of representatives from the following organisations:

- Cheltenham Borough Council
- Tewkesbury Borough Council
- Gloucester City Council
- Preferred Affordable Housing Partners
- The Homes & Communities Agency

The Partnership may, at its discretion, co-opt other key stakeholders from time to time to sit on The Partnership and advise it accordingly.

### Partnership Development Activities

During the development of The Partnership there are initially 2 key activities which we will focus on:

1. To develop and establish Preferred Affordable Housing Partners for the delivery of affordable housing across the Strategic Allocations within the JCS area.
2. To agree cross-boundary lettings arrangements for affordable housing provision across the Strategic Allocations within the JCS area.

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<sup>1</sup> These Strategic Allocations are detailed in Part 3 of the Joint Core Strategy Pre-Submission Document June 2014<sup>1</sup> (or any other successive document) <http://www.gct-ics.org/Documents/PublicConsultation/Pre-Submission/JCS-Pre-Sub-FINAL-180614-v2.pdf>

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### **Our Priorities**

Once the Preferred Affordable Housing Partners are agreed, The Partnership will aim to achieve 10 key priorities:

1. To any identify and maximise funding opportunities to aid the delivery of new Affordable Housing where appropriate.
2. To deliver new Affordable Housing according to assessed needs to include agreement of tenure split, dwelling types and size.
3. To ensure as far as possible the standardisation of Affordable Housing clauses within Section 106 Agreements.
4. To deliver new Affordable Housing in a timely and coordinated manner across the development period of each strategic allocation.
5. To ensure new Affordable Housing is allocated, reviewed and monitored in accordance with agreed cross-boundary lettings arrangements.
6. To ensure a framework is in place which enables future community needs, including the housing needs of specific groups, to be identified and addressed.
7. To ensure the arrangements of the Preferred Affordable Housing Partners is regularly monitored and reviewed.
8. To promote housing from an equalities perspective, seeking social inclusion and routes away from welfare dependency.
9. The Partnership will be a consultative body for the future development of local Housing Strategies and Local Plans and Supplementary Planning Documents with regards to affordable housing.
10. The Partnership will be a sounding board for the sharing of good practice in respect of housing management and development practices.

### **Operational Matters**

The Partnership will meet monthly (unless otherwise agreed) and frequency of these meetings will be reviewed once Preferred Affordable Housing Partners are in place.

The Partnership will agree a Chair and Secretariat from Membership on an annual basis.

It is expected that appropriately authorised officers will attend meetings of the Partnership. Decisions which cannot be made by the representative present at the meeting must be made clear at the time and the Partnership will agree a timescale for when the decision will be made.

Decisions made by the Local Housing Authorities will be by consensus. Where this cannot be achieved the matter will be referred to senior management of each organisation who will confer to reach an agreement on the course of action to be taken.

The Partnership does not constitute a legal body in its own right and all decisions made must be fully delegated from the represented organisation, voted for or deferred back accordingly. The members attend as representatives of their own organisation to agree a consensus, working on behalf of their own organisation to achieve the strategic outcomes and priorities identified for the Partnership.

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### **Review**

Terms of Reference of The Partnership will be reviewed annually.

There will be a formal outcomes review every 12 months to show how the Partnership is meeting the outcomes and amend them when required by consensus to continue to achieve the Vision.

The Preferred Affordable Housing Partners arrangements will be reviewed every 5 years or sooner for example every 3 years, as agreed by The Partnership (subject to relevant constitutional approvals by the respective district authorities).

FINAL DRAFT