

## Housing and Development Group (HDG) (Working Group to SELEP)

### Terms of Reference

#### Aims and Objectives:

- **Bring together all parties (including HCA, councils, developers, housing associations) involved to drive development forward**  
Working collaboratively to promote housing and commercial development growth, assembling evidence, identifying obstacles and finding solutions
- **Support Growth Ambitions**  
SELEP provide support and advocacy to areas with ambitious growth plans including Ebbsfleet Garden City, North Essex Garden Settlement and Otterpool Park and East Sussex Growth Corridors
- **Encourage and support councils to bring forward their local plans**  
Build on the series of SELEP sponsored Housing Business Ready visits with housing and planning authorities to highlight the contribution that the local authorities can play in promoting accelerated housing delivery
- **Review the performance of utility companies**  
Working collaboratively with HFi, Kent Developers Group, Kent County Council, Developers East Sussex, Essex Developers Group and other interested parties to build on the SE Infrastructure Pilot
- **Promote best practice**  
Supporting events and meetings to share best practice and information to support all to the standard of the best, this has helped in widening opportunity for joint working with business through the Developers forums across the SELEP area
- **Look across LEP boundaries**  
Looking at the plans and proposals of neighbouring LEPs and their impact in preparing for accelerated growth
- **Promote the accelerated delivery Homes**  
SE LEP is working in partnership with the HCA, HFi and other partners to raise awareness of the opportunities to accelerate housing delivery.
- **Joint bidding & funding opportunities**  
Identify and access opportunities for collaborative funding and bidding

### **Operation:**

Members of the group will:

- Attend each meeting, or if unable to attend, endeavour to send a representative
- Inform the organisation they represent of progress made by the Working Group and consult them on key issues and recommendations
- Treat any information received and discussed with sensitivity and where appropriate in confidence

The group will meet quarterly (subject to change as deemed necessary or review). Meetings will be held in a central location.

Tasks from each meeting will be agreed by the HDG and will be reviewed at each meeting with the task list.

The group will act in accordance with the business practices of SELEP in aiming to be light touch and agile in its operation.

Members agreeing to undertake tasks will liaise with the group where necessary and feedback progress.

### **Membership:**

- HDG to be Business led with membership drawn from representative organisations in the SELEP area
- The Chair and Vice Chair will be drawn from Essex Developers Group (EDG), Developers East Sussex (DES) and Kent Developers Group (KDG), with a 3 year renewable term
- The Agenda will be circulated in advance of a meeting to ensure appropriate representation

### **Support:**

SELEP will offer support in terms of administrative duties, advice or endorsement of projects undertaken by the HDG.

SELEP will provide a Board Champion for the HDG.

### **Prospective Membership:**

Chair: Nick Fenton – (Chair KDG)  
Vice Chair: Mark Curle – (Chair EDG)

KDG – Kent Developers Group  
EDG – Essex Developers' Group  
DES – Developers East Sussex  
KHG – Kent Housing Group  
ESHOG – East Sussex Housing Officers Group  
EHOH – Essex Housing Officers Group  
OSE Housing Group – Opportunity South Essex Housing Group  
EPOA – Essex Planning Officers Association  
KPOG – Kent Planning Officers Group  
ESPOG – East Sussex Planning Officers' Group  
NHF – National Housing Federation  
HCA – Homes and Communities Agency  
SELEP Board Champion – Paul Thomas (Open Invite to SELEP Director, Chair and Vice Chairs)

**Secretariat:**

SELEP – Brian Horton  
SELEP – Lucy Spencer-Lawrence

**Note:**

These terms of reference were approved (subject to minor amendments which have been incorporated) on 1 September 2017 and will be reviewed on 1 September 2018