



COMMUNITY-LED HOUSING GRANT APPLICATION FORM

The Community-led Housing grant is available to communities and groups in South Cambridgeshire and Cambridge City who have an interest in developing affordable housing for their local community. The grant, of up to £4500, will help groups to explore their ideas for community-led housing with a specialist adviser and to develop initial ideas into investment-ready business plans.

Completing the Form

Please ensure that you have read the terms and conditions prior to completing this form.

When completing the form please give us as much information as possible. We understand that ideas may still be developing and may change but it is important that we understand the ambitions of the group, any work you have already undertaken and any opportunities that may be available to you. Don't worry if you cannot answer everything at this point but do give as much detail as possible.

Please return your completed application to emily@clteast.org or South Cambridgeshire District Council, Cambourne Business Park, Cambourne, Cambridge, CB23 6RA – mark for the attention of: Julie Fletcher, Head of Housing Strategy.

The Application Process

In order to apply for a grant, groups must have completed a scoping exercise with technical advisers from CLT East. Prior to a scoping exercise there is also the possibility to arrange an introductory meeting with CLT East. An introductory meeting will help to explain what community-led housing is and how the grant fund can assist groups to get started. The scoping exercise will help groups to define their objectives, explore their opportunities and decide on whether a community-led housing project is right for them.

Applications will be considered by a panel made up of representatives from South Cambs District Council and Cambridge City Council. A grant payment of up to £4500 is available upon completion of the scoping exercise to cover the group's set up costs, including legal fees, and help them to develop an investment-ready business plan.



About your organisation:			
Organisation name (if known):	Cottenham CLT		
Name of contact:	Frank Morris	Title:	Mr
Position held:	Acting Chair		
Organisation address:		Correspondence address (if different):	
c/o Cottenham Parish Council			
Community Centre, 250a High Street.			
Cottenham,			
Postcode:	CB24 8RZ	Postcode:	
Telephone:	XXXXXXXXXX	Contact telephone:	
Email address:	Clr.Morris@cottenhampc.org.uk		
Does your organisation already have a bank account (delete as applicable)?			No
<i>Note: if there is a bank account, please supply a copy of the latest statement</i>			
If no bank account, is there another local organisation, such as a Parish or Town Council that could hold and administer the grants funds on your behalf? If so, please give details below:			
Cottenham Parish Council			
XXXXXXXXXX XXXXXXXXXX XXXXXXXXXX XXXXXXXXXX			



What is your vision for your organisation?

The vision will explain the long-term changes that you expect to achieve through the work of your organisation.

Our vision is to maintain the vibrancy and sustainability of Cottenham as a large, but predominantly rural, Fen Edge village. The long-term changes that we would like to achieve are to secure the future of low-income families with strong local connections to the village by providing them with affordable housing, particularly due to the ongoing pressure on housing costs which radiates from Cambridge. We want to do this by ensuring that there are genuinely affordable homes which are reserved for local people; and by acting as custodians for any such homes on behalf of the community in perpetuity. We want to establish a delivery vehicle to realise the aims and objectives of the Neighbourhood Plan (currently in draft) and give local people a real opportunity to help shape the future of the village.

Our vision can be summarised by four core aims:

- To provide a long-term solution to the lack of affordable housing in Cottenham which is available to low-income households with strong local connections to the area
- To ensure that affordable housing is built in such a way to ensure the sustainability and vibrancy of Cottenham by being within walking distance of the village centre, encouraging sustainable travel, and be being secured as affordable housing for local people in perpetuity
- To facilitate the construction and operation of various community facilities for the benefit of the community of Cottenham
- To empower local people to be involved in the provision of affordable housing and other assets that the community want or need

What type of organisation do you want to set-up (e.g. Community Land Trust, Co-operative)?

Community Land Trust (CLT)

Why do you think this is the most appropriate legal model for what you want to do?

We believe a CLT is the best legal model for what we want to do because it allows us to achieve our core aims: provide affordable housing for people with strong local connections via a purpose-built allocations policy, secure affordable housing in perpetuity (including protecting it from the Right to Buy) and giving the community a say over location, design and mix of affordable housing and other community assets.

The CLT model has a track record in delivering affordable, community-led housing and obtaining finance, it ensures strong governance and is well supported by a national body (National CLT Network).



Are there any other community assets or amenities (eg. open space, workspaces, community facilities) that you are looking to deliver? If so, please give details.

Potential involvement in several community facilities e.g. new Medical Centre, Nursery and Village Hall.

Have you carried out any local needs surveys, such as a housing need survey? What were the results? If you have not carried out any surveys how do you know there is a need for your project?

Yes. A need for affordable housing, including types of housing, has been identified by the Neighbourhood Plan based on a Housing Needs Assessment, conducted by ACRE in 2012, and the Neighbourhood Plan Survey carried out by Enventure. An up-to-date Housing Needs Assessment has also been recently commissioned from AECOM, although this will focus on "unconstrained demand" which cannot properly take into account the Local Plan's sequential allocation of housing to city centre and strategic sites, such as Northstowe, ahead of Rural Centres like Cottenham.

Other than the surveys have you directly engaged or informed your local community about your plans? If yes, how did you do this?

In terms of the provision of affordable housing – we have undertaken extensive engagement with the community regarding the need for greater provision of affordable housing and potential for this to be delivered via a CLT. The issue has been a key part of development of the emerging Neighbourhood Plan. Cottenham residents are wary of increased development, mostly due to concerns over increased traffic and pressure on already stretched community facilities and public services. However they are content with modest developments of truly affordable homes if these can be truly affordable and retained for local people

We have also directly engaged with the community as a CLT steering group via a presence on the Parish Council stand at the Fen Edge Festival and will have a separate stand at the village Feast on 15/10/17, where we will begin to build membership by taking names and contact details of people that are interested in the project. Once the steering group know whether or not their grant application has been successful they will organise a public meeting, which will be advertised to the whole village, to explain the concept of a CLT in more detail, outline the potential opportunities and continue to build membership.

We are very keen to be truly representative of the community and to operate in an open, clear and transparent manner. Therefore, community engagement will be a key part of our strategy going forward.



Undertake a call for land and subsequently identify (and potentially secure) possible land.

Develop the key principles of a sustainable business plan to be the base of any project.

What are your plans for the medium-term (i.e. 6 months to 3 years)?

Secure land and enter into relevant partnerships in order to deliver affordable housing required by the village.

Maintain a strong membership base and successful community engagement and involvement.

Maintain and build a strong Trustee board, with the relevant skills, motivation and experience.

Begin at least one scheme, whether in partnership with a Housing Association, developer or stand alone, to address local housing needs.

To retain ownership of affordable properties and allocate to people in housing need who have strong local connections to Cottenham.

To participate in the planning, finance, construction and/or operation of at least one key community asset.

What are your plans for the long-term (i.e. once the first project has been completed)?

Establish good long-term management of affordable homes.

Maintain good governance of CLT with a strong Trustee board and meetings as relevant.

Continue to operate an allocations policy and process to ensure that affordable homes continue to help people with strong local connections who are in housing need.

Reinvest money into the village (e.g. providing community amenities).

CLT to remain as a delivery vehicle to provide affordable housing and community assets for the village if and when required.

About you:

Why are you the right people to lead this project?

We are the right people to lead this project as we have a strong set of relevant skills and experience, including Parish Council, Neighbourhood Planning and business management experience. We are local people who are committed and passionate about the future of the village and we have a strong understanding of the community in Cottenham and their needs.

If other members of the community come forward and wish to join the CLT board as a Trustee we will be open to this, as we are keen to make sure that the CLT is open and accessible to all, and will assess applications based on the skills and knowledge people can bring to the board. Once homes are completed there will also be space