**Cambridge sub-Regional Housing Board (CRHB)**

Meeting at:

Swansley Room, SCDC offices, Cambourne  
9.30am – 12.30pm, Friday 7 July 2017

**D R A F T N O T E S**

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| Title |
| 1. Welcome |
| * Alex Frances, GCGP LEP Chair * Alan Lewin RP rep for CA * Dan Horn, FDC Strategic housing, FDC * Caroline Hannon, PB and HDC Strategic housing, PB and HDC * Sue Beecroft CRHB coordinator * Sarah Ireland, Cross Keys RP rep * Helen Reed, Cambridge City Strategic housing, Cambridge * David Greening, Cambridge City For DAHA item * Nigel Howlett, CHS RP rep * Vickie Crompton, CCC For DAHA item * Aisha Shah, DAHA * Alison Smith, CCC For Integrated Front Door item * Lynn O’Brien, Service Devt Mgr (Older People) Cambs County |
| Apologies |
| * Richard O’Driscoll Cambs County * Mary Gibbons, Hundred Houses RP rep for CA * Adam Broadway, Flagship RP rep for CA * Julie Baird, West Suffolk WSuffolk * Simon Phelan, West Suffolk Strategic housing, WSuffolk * Alan Carter, GCHDA * Paul Kitson, HCA * Stephen Hills, SCDC |
| Draft minutes and actions from last meeting |
| Notes agreed.  Actions below: bold = still to do   * **SB to check register of vacant public land and supported housing mapping for Ely** * SME developers form Fenland to add to Summit invite list – DONE * Housing 100 days ‘programme on a page’ to be circulated - DONE * **SH to circulate MMC report** * Pooled viability teams – **SH to update group** * Housing Task force is meeting again – **SB to find minutes and share with CRHB** * Add NHF housing group chairs to CRHB invite list (Alan, Adam and Mary) – DONE * Sarah Ireland continuing to chair existing RP & enablers forum, so remains on CRHB invite list - DONE   Minutes and papers are available at [www.cambridgeshireinsight.org.uk/housing/crhb](file:///\\MH_SHARED_SERVER\SHARED\MH\DATA\Strategic%20Housing%20Team%20Plans%20and%20info\Sue%20Beecroft\Housing\CRHB%20papers\2014\Nov%202014\www.cambridgeshireinsight.org.uk\housing\crhb)  *Please note the format of the meeting notes has been changed to make production easier – actions are now listed within each item, highlighted in bold with initials of the person taking the action, instead of initials in a separate column which often gets “misaligned” with the action noted.* |
| 1. HCA update (all) |
| Discussion between attendees as Paul could not join us.  Alex: HCA has launched new housing infrastructure fund at [https://www.gov.uk/government/publications/housing-infrastructure-fund](https://protect-eu.mimecast.com/s/dG0iB80rZIK?domain=gov.uk)  2 levels of bid are invited - a viability pot and a very large scale pot up to £25m.  There are reasonable timescales, Sept for Expressions of Interest for the larger pot. Suspect will favour combined / group bids.  Might be able to discuss at housing summit.  Capital funding only, loans probably, infrastructure and employment with emphasis on housing. Post meeting note: it’s actually grant funding.  Delivery by 2021 so need to be well into the planning system by now.  Sarah I: met Paul Kitson at CIH conference, HCA had a staff conference and a large number of attendees.  Chair spoke, pushing HCA’s land assembly role, they have recruited a director from Barratts to head up the function.  Charles Amies is heading up land assembly in this area.  The HCA is now re-branded "Homes England".  The affordable housing programme is progressing, alongside CME (continuous market engagement).  Grenfell - RPs will have to tighten up all H&S, fire safety and other aspects of regulation.  Building Regs - Barratts have produced a new suite of house types, much smaller.  Peterborough is refreshing local plan and formulating policies including home sizes. Want 100% of housing to be to M4(2) (similar to Lifetime Homes). Surveying RPs to see if all housing should meet national space standards. Anne Keogh is working on this. She can be contacted at [anne.keogh1@peterborough.gov.uk](mailto:anne.keogh1@peterborough.gov.uk)  National standards available to use, would have to be across all AR housing.  Timescale for survey = next 2-3 weeks.  Contacted locally active and developing RP - but the more feedback the better.  Worth touching base with the CA.  If CA strategy differs from what an LA can insist on in its local plan, can’t create a different standard using the planning system. But CA could produce guidance where it is funding schemes, maybe?  Within a funded programme we could ask for something different, but would not apply to s106 sites.  **SB to look at for CA strategy** |
| 1. Domestic Abuse Housing Accreditation (David Greening, Vickie Crompton, Aisha Sharif) |
| David introduced the item:  Cambridgeshire Domestic Abuse and Sexual Violence Partnership made a successful bid to the DCLG and working with Standing Together to establish *Domestic Abuse Housing Accreditation* (DAHA) Cambridgeshire. |
| Vickie outlined the successful CLG bid:  Includes £50K for work to help housing providers to improve response to DA. DAHA have moved from operating just in London to other areas of the country. Key partner in London is *Standing Together*, they host a post based in county offices in Cambs. |
| Aisha works for DAHA   * Partnerships in London and with Gentoo based in Sunderland and Peabody, with Standing together against DV - came together in 2014 * Wanted to improve responses across the country to domestic abuse. * Peabody over 8 yrs have increased reporting significantly. Trained front line staff, caretakers, housing officers etc. Improved their satisfaction rating to 90% on DA. * Gentoo run a project looking also at perpetrators - DAHA is looking at all aspects not just supporting victims. Also helping other housing providers work out how to take action. * Sides on our meeting papers page give more info   Process of accreditation   * Developed an online tool, will be avail to look at, end July. * Website where you can assess your services * See how services would cope or respond to DA, both for residents and for staff. * Will be a dedicated person in Cambs to support housing providers through the accreditation toolkit, look at policies, training, local services, networks, etc. * Aiming to recruit form the area or has a good knowledge of the area.   Interviewing on 17 July, closing date 14 July  **SB to send around link to job advert as soon as possible** (also sent separately) [http://www.standingtogether.org.uk/news/daha-development-manager-cambridgeshire-county](https://protect-eu.mimecast.com/s/EW8tB5D5rIZ?domain=standingtogether.org.uk)  Safe Lives is a DA charity and done some work with Gentoo on the costs of CA to the housing sector - coming out soon (end Aug.) Website is <https://www.dahalliance.org.uk/>  About 6 providers have gone through accreditation. Website has online examples of best practice.  Only charge for the overall accreditation, everything else (training etc.) is paid for within the project. SO just the “last stage” has a charge.  What can CRHB do to help?   * Would like CRHB to be aware / give blessing / help open doors to other providers * Can DAHA come back on the agenda in Sept/ Oct to update on progress? * Alan L agreed Mary G can contact all RPs via the new forum * Have we information on presence of facilities such as refuges? Resource mapping in the county? Referral systems? **Vickie coordinates the DA stuff, can provide that info.** (SB sent email 7/8) * CRHB would like it to link across to the homelessness trailblazer work. * FDC community safety partnership - not sure what health professionals are doing when they home visit etc. Maybe could health people get involved in DAHA? * Could market the approach via CSPs, environmental health teams, etc., if spaces are available on the training * *Standing Together* also has a health strand. * 12 moths funding so need to crack on even if it’s not 100% perfect. Speed is of the essence. * LO’B: County has contracts with visiting support officers - they may come across DA. * Some providers are specialist, some not - might be part of the training. * Important to be aware it can be all ages, genders, generations * Links with the trailblazer training, especially about dealing with difficult situations * From start of person in post, funding runs for 12 months. |
| 1. Cambridgeshire’s integrated front door (Alison Smith, Cambs County) |
| Alison Smith, Partnerships and Developing Practice Officer in the Partnerships and Quality Assurance team, shared progress update on the Integrated Front Door. Working on *Together for Families*, looking at how best to get agencies working together in the Integrated front door.  Paper of slides handed out.  **Alison to send slides to SB, to circulate**  Aim = to think about the housing sector and how best to share messages with them  How to encourage people to identify families and households needing support, earlier.  ‘Early help’ is an umbrella term covering a lot of services and support.  Process for the integrated front door, which focusses on children and families.   * The Early Help Hub is a single point of entry; make it easier for people to flag up concerns. * Uses Early Help Assessment to refer into the hub. * Team receives the assessments and works out the best team or service to respond. * Identify the lead professional for that family or case, so they get coordinated support. * Important to keep a record of which families have a lead professional so others know if there is a process in place. * If child protection or safeguarding issue, will pass it across to the MASH.   Homelessness prevention workers will act as housing navigators within the MASH / EHH.  Helps draw in the information housing providers know, can be a real wealth of info. Will be very valuable to the decision making and helps draw housing providers into the joint response.  MASH = Cambs and Peterborough  EHH is Cambs, but plan is to roll out to Peterborough in time.  Not sure how well know this is amongst housing providers.  Want to encourage more early help referrals, so not at the crisis point, want to get further upstream.  NH - can broadcast more widely  Can share with RPs via Mary G  But how many referrals can you manage? Often systems are over-stretched, will there be the capacity?  Sure there will be more people needing the support on offer.  AS – It’s not a limitless resource, already have a full caseload, but want to get people in need to the early help team at an earlier stage. Will also be working with other providers to give the support so not all about the county team providing everything.  DH - CPFT mental health is recruiting a team also - one for each district.  Website available at "keep your head" .com for mental health services  Helps explain lots, all contacts etc.  Think there is a strategy, possibly at draft stage - **Alison will check and let us know.**  Homelessness prevention officers will also want to give the same message re getting upstream. Fits well with EHH work. Also could fit in to the trailblazer comms strategy.  Lead professional database - want the trailblazer staff to know about this and be able to access it.  ***Alison is working as part of the trailblazer team to make this happen***  **All for action:**  If you would like Alison to present to any teams, please contact her at Alison Smith, Partnerships and Developing Practice Officer, Partnerships and Quality Assurance, Cambridgeshire County Council, 01223 703239 or 07919 213965. Email [AlisonE.Smith@cambridgeshire.gov.uk](mailto:AlisonE.Smith@cambridgeshire.gov.uk) |
| 1. Joint Disabled Facilities Grant (DFG) policy (Helen Reed) |
| Following the review of DFGs last year by Trish Reed (TR), wanted a joint agreement on use of DFG funding.  The pot is being increased; government is committed to an increase between 2016 and 2020.  Allocation now comes via county and channelled to districts as part of BCF.  Want to make best use of the funds, not just for statutory DFGs and also shared housing health and social care outcomes.  Agreed an adaptations policy, principles against each district might want to work.  Started to put project team in place.  Mike Hill at SCDC is the project sponsor.  Aim is to agree a set of interventions which could be funded  LAs will still have to meet statutory requirements; with ageing pop may still be pressure on the funding.  Pilot at SCDC on housing options for older people using the HOOP model with the EAC.  HOOP = Housing options for older people.  EAC = Elderly Accommodation Council  Alongside *Silverlinks* which enables older people to support each other through the process of appraising their individual options.  Aim: to do a more holistic assessment of needs of older people, to divert some demand away from DFGs if possible.  County is phasing withdrawal of rev funding to HIAs. Long term sustainability is therefore affected.  Need to keep in mind though it's a separate work stream.  Brought to CRHB to update.  **SB: Project docs to go on Cambs Insight so it’s all together.**  Not sure when RPs were last asked to build a property adapted to suit someone’s needs.  If on Homelink but no homes there to meet needs, also not clear if an advertised property would be adaptable, whether to bid etc.  Use to do this regularly, what has happened to this?  Seems a weakness as must sometime be cheaper to build something new.  Did 1 out of 1000 units on S fringe.  Orchard park had 12 bespoke units built.  County is looking to run a trial on children’s cases in HDC - one aspect = working to understand need of child and family, other part is once have the info, they can use the right signposting and identify early interventions so get the right homes provided not necessarily via DFGs.  This trial will happen when TR can get a member of staff to lead it, 1 day per week.  A while ago there was a list of bespoke needs, want to get this list to the housing enablers.  County stopping top-ups over £30K.  Not that many in numbers.  Yaxley had a cost neutral system on a new development site - Caroline H mentioned.  **Sarah I to ask Azhar at Cross Keys for any info can be shared on this**  Withdrawal of funding to HIAs  DH suggested revenue funding was to be reinvested in early help, not sure exactly how it has ended up.  Think it might be going into the HOOP model (£300K). How is it being ported across?  **Dan is investigating and will feed back to CRHB his findings.**  HIA board is trying to say to county, if you are moving the £ to upstream services, can HIA be part of that early help system?  If no HIA, customers would have to go through process without support?  (KLWN does it for FDC. Fees are higher (25% cf about 12%) but now added a timescale requirement so work at present seems to be done quicker. Still within the £30K. FDC is still keen on thinking about a county wide HIA. Might that bring the fee % down?)  If can get a joint policy might lead us down that route.  Would make it easier for the HIAs to operate across the area  Could include the bespoke housing offer (capital funding) to meet need.  Kickstart funding for county wide HIA? Could encourage tenders?  Helps connect to BCF, devo 2 would have the health link. Integrated commissioning board is the lead, includes a CCG rep.  Connection between DFG, grant going to a new housing scheme, and CA housing strategy  **SB to include in wellbeing section of draft CA housing strategy** |
| 1. Houseboats (Helen Reed) |
| * Government requirement (see paper) * CSHG is gathering data on council tax registers (subject to houseboat dwellers registering with council tax teams!), Census 2011 and search of local provision (marinas and berths). * Discussion about the difference between the ethnically specific requirements to gypsies and travellers, and the choice / lifestyle requirements of both caravan dwellers who are not gypsies and travellers, and houseboat dwellers. * Discussion about possibility of providing temporary style housing in the area to meet certain needs, and possibility of including Park Homes in this work. * May need a further specific piece of research in addition to the GTANA completed by ORS. * Discussion covered   + Recent change to Gypsy and Traveller definition is being legally challenged   + Link between market towns offer, and presence of moorings and marinas   + Recent *Inside Housing* article on the subject of houseboats   + Suggestion would be good to put the whole area on the combined authority’s radar a part of the housing strategy * **SB to suggest we add temporary structures and related issues to CA strategy and research** |
| 1. Devolution update (Alex and Alan) |
| First 100 days commitment has been circulated.  CA website growing and now has papers at <http://www.cambspboroca.org/>  Martin Whitely is now in post as CEx  There have been press releases in past week, on investment decisions (including studies) e.g.   * Wisbech Garden Town * Rail link to Wisbech * Dualling A47 * Extension of M11 * Light rail and Underground at Cambridge   Commended to look at the notes of 28 June, available here <http://cambridgeshirepeterborough-ca.gov.uk/meetings/cambridgeshire-and-peterborough-combined-authority-28th-june-2017/> |
| **Summit on 24 July**  50 people have registered  Good breadth of participants so far  BRE are holding an event a few days before which mayor will be speaking at  Anticipate further events if people could not make it etc. First Summit is start of the journey  CRHB happy to run a stand, share issues and ideas, **SB to staff**  Suggested Smartlife course and display at CRC. David Arkell was it, now moved on. **Will try to find alternative name to invite to run a stand** |
| 1. AOB |
| * **Joint commissioning young people’s services** (Caroline Hannon) * Laura Hutson from Cambs County council has been in touch about this. * There is a possibility County wants to jointly commission with the districts. * Wanted to share the thought with districts as its not yet clear whether this is a cost cutting exercise, simply a new approach to commissioning with districts more involved, or a possibility that county is looking to districts to provide some funding. * In the past, approx. £1.9m of govt funding came to county to support this kind of service, not sure how much of this is left. * Need to have a conversation with county to establish what is being suggested. * There is a cross-over with the district duty to house young people / those leaving care. * It is a very early stage and there is time and opportunity to have these conversations to clarify if it’s an approach thing, or a funding issue. * There is a different offer across the area for schemes for young people * **SB to investigate how much info there is in the specialist housing database** * County suggested Meredith Teesdale could come and talk it through with CRHB< but she is not available until November * **SB add to November’s agenda** |
| * Housing care and technology workshop (SB) –**all to find reps and suggest any good speakers / contributors** * Date is 14 September, venue Cambridge (Future Business Centre, Kings Hedges Road. * **Alex will get in touch with inCollusion** who are doing work around tec in many different ways locally. * **Please forward names or make contact with** [**clare.gibbons@scambs.gov.uk**](mailto:clare.gibbons@scambs.gov.uk) |
| * Draft diamond-o-grams: to be covered at August’s meeting |
| * **Review of the Affordable Rent product** (Helen R) * Some time ago we all worked on tenancy strategies, and set out where we thought affordable rent and other tenure issues would “fit” in our local markets * Suggestion we should revisit this area and look at the effect affordable rents have had. * Is affordable rent tenure being allocated to the same, or different Home-link bands? * Agreed round the table would be good to look at it. Good to reassess where the product is now and the prices being charged. Are they 80% of private rents? Are they taken up more by specific groups? * Sara I – Bedford has recently done a similar survey of all RPs, asking what their rent policy is and do they charge 80% of private median rent, or LHA levels? |
| * **Who moves onto growth sites** (Helen R) * Might be of interest to the combined authority to create a shared evidence based about who moves on to the growth sites – demographics, incomes, employment etc. * Alex suggested there will be a programme of research undertaken by the CA, would be good to get this on the programme. * Helen will work up into proposal, possibly with CSHG input? |
| * Review likely attendance for August meeting * Dan and Sarah will send apologies; others present can make it in August. * Looks good, all agreed to email Sue early as poss if find can’t make it, but for the moment the **meeting will go ahead.** |
| * **SB to invite Clare Gibbons to CRHB around October**, as report form Sheffield-Hallam is due by end Sept on older people’s needs at Northstowe and CRHB would like to find out more once that is out. |
| * Substance Misuse nomination – **CRHB would like to** **invite the Homelessness Trailblazers to put someone forward for this,** and a rep from TB team to feed back CRHB |
| * GCGP LEP Economic Plan – suggest we **invite Adrian Cannard along to talk us through Strategic Economic Plan** once it is ready – possibly in Sept or Oct |
| 1. Future meeting dates (all at SCDC offices, Cambourne) |
| 4 Aug, 8 Sept, 6 Oct, 3 Nov, 1 Dec 2017 |