



# Cambridge sub-Regional Housing Board (CRHB)

## Planning for 2018

Meeting at:

Swansley Room, SCDC offices, Cambourne  
9.30am – 12.30pm, Friday 3<sup>rd</sup> March 2018

### 1. Present and apologies

#### *Present*

- Stephen Hills (SH), South Cambs (chair)
- Julie Baird (JB), West Suffolk
- Sue Beecroft (SB), CRHB
- Sarah Ferguson (SF), assistant director; housing , communities & youth, Cambs County / Peterborough
- Caroline Hannon (CH), Peterborough & Huntingdonshire
- Dan Horn (DH), Fenland
- Nigel Howlett (NH), CHS, RP rep
- Lynne O'Brien (LO), Cambs County
- Helen Reed (HR), Cambridge City
- Heather Wood (HW), Head of Housing Advice and Options, South Cambs
- Elaine Field (EF), South Cambs (notes)

#### *Apologies*

- Alex Francis, GCGP-LEP
- Mary Gibbons, Hundred Houses, C/NHF RP rep (communities)
- Iain Green, Cambs & Peterborough public health
- Paul Kitson, General Manager – South East Homes England
- Alan Lewin, Chair, Homes for Cambridgeshire & Peterborough
- Sara Lomax, Service Manager (Housing Options and Homelessness), Forest Heath District and St. Edmundsbury Borough Councils
- Suzanne Hemingway, Cambridge City
- Pearl Roberts, Programme Manager, Cambridgeshire and Peterborough Combined Authority
- Simon Phelan, West Suffolk

The CRHB meeting for February was cancelled.

David Keeling had resigned from his post at the Combined Authority. Pearl Roberts, Project Manager, will be key contact until they recruit a new director of housing.

Ian Jackson from Longhurst Group is leading Homes for Cambridgeshire & Peterborough investment group.  
**NH will get in touch with Ian.**

The board agreed that SH would be chair of CRHB for the coming year. A Vice Chair is needed and Sarah Ferguson has been welcomed to this role.

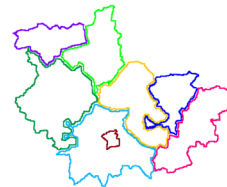
Draft notes of January were approved and are available at: [www.cambridgeshireinsight.org.uk/housing/crhb](http://www.cambridgeshireinsight.org.uk/housing/crhb)  
Review of previous meeting actions can be found at the end of these minutes

*The notes below are “regular” meeting notes, and include various updates and information which came out at the March meeting. These notes will be used to feed into our separate 2018 work plan for CRHB (to follow).*

### 2. Introduction and ‘innovations’

The group looked at the following sketch note and discussed the four skills that great innovators share:

- Applied Curiosity
- Effective Networking
- Comfort with Confusion
- Rigor



The group agreed this is how we want to operate. We believe we already use the principles outlined, and want to make sure we continue to do so in the coming year. This gives CRHB its unique and positive approach.



### 3. Look back: Past year's achievements, agenda review, outcomes

SH went over the highlights of the past year, and work carried out by CRHB members. Most items have been completed or are in progress. Any amends to the existing action plan document, send to SB. The work plan was circulated by email. We reviewed the past year's agendas:

May 2017	Housing White Paper: 4 headline themes and discussion of whether to respond as a group / with CPOs.
	Devolution update and discussion (Stephen Hills): Business Plan and Devo 2, which will include health and social care elements.
	Supported housing consultation: CRHB's submission to the consultation and round-table updates on other responses submitted, page of useful links provided.
	Finishing up CRHB's 2016/17 action plan.



June 2017	Cambridgeshire & Peterborough STP (Aidan Fallon, CPFT). The role of housing and how can CRHB help?
	Care Homes plan from Cambs County Council (Richard O'Driscoll). Update on the plan for new care homes across the county.
	Devolution update & discussion, Stephen Hills, including... <ul style="list-style-type: none"> <li>• Forming a strategy - headlines</li> <li>• Mayor's first 100 day commitments</li> <li>• Update on the housing commitments, including Summit on 24 July</li> <li>• Housing and devolution page on Cambs Insights.</li> </ul>
July 2017	Joint DFG policy, Helen Reed
	Devolution update: Progress on Mayor's first 100 day commitments and summit on 24 July
	Domestic Abuse Housing Accreditation, David Greening, Vickie Crompton, Aisha Sharif. Cambridgeshire Domestic Abuse and Sexual Violence Partnership made a successful bid to the DCLG and are working with Standing Together to establish a Domestic Abuse Housing Accreditation (DAHA) project in Cambridgeshire.
	Cambridgeshire's integrated front door, Alison Smith, Cambs County, to share progress update on the Integrated Front Door.
	Non Gypsies and Travellers, and houseboats, Helen Reed & Sue Beecroft: Government requirement, Data and Actions being taken by CSHG and any decision needed from CRHB
August 2017	Devolution update : <ul style="list-style-type: none"> <li>• Feedback on Summit on 24 July.</li> <li>• Progress on Mayor's first 100 day commitments; "quick wins" and "housing blueprint"</li> </ul>
	Draft diamond-o-grams, Sue Beecroft
September 2017	Cambridge Sustainable Housing Design Guide, Emma Davies, Cambridge City.
	HCA update by Carol Cairns, Head of Home Ownership and Supply - South East, HCA.
	New Cambs county council review of the supported housing needs of adults with learning disabilities.
October 2017	Homelessness commissioning review, Trish Reed. County Council's current review of homelessness support including update on children's service review.
	Housing and offenders, Heather Wood / Stephen Hills.
	£3m for learning disabilities in Cambridgeshire and Peterborough (to be tabled).
	Devolution update, Stephen Hills
	Cambridgeshire's new housing and communities focus and links with CRHB & sub-groups, Sarah Ferguson, CCC.
November 2017	Homelessness update, including homelessness reduction act and progress on Trailblazer, Heather Wood (SCDC).
	Northstowe healthy town research, Tom Archer / Steve Green / Iain Wilson (Sheffield-Hallam University).
	Domestic Abuse Housing Alliance (DAHA) update, Vickie Crompton / Caroline Mackechnie-Jarvis / Sharon Crosby (DAHA / Standing Together)
	Response to CLG consultation on new housing need formula, with Planners.



December 2017	New Development Surveys, Anita Howard, Cambs County. Plans for a new set of surveys of new housing developments.
	Discussion of housing and the budget (note to be tabled).
January 2018	Prisons and housing – making the links: Chris Evans & Laura Barnett, HMP Peterborough to introduce us to some of the issues.
	DCLG Planning Delivery Fund, David Keeling, CPCA.
	Report on DFG policy, Helen Reed (links to Trish Reed’s county-wide HIA group).
	CLG consultation about supported housing funding, Lynn O’B .
March 2018	Planning for the year ahead.

Some of the work had been responding to government initiatives, other work on local needs and throughout the year there had been much effort into the preparation, engagement and discussion to help implement Devolution and the £100m funding.

Seems the CPCA will perhaps focus on large infrastructure and delivering schemes coming forward. We need to work in parallel with the CPCA. We also want to work with Homes England.

The Trailblazer group had been picked up as one of best responses to the challenge of homelessness and working in partnership across the public sector, and supporting our preparations for the Homelessness Reduction Act.

**As part of communications / marketing plan (see below), SB to gather examples of “good things” to show how CRHB can help others. Would also like to use this to encourage PSB to recognise and commission us to do tasks.**

#### 4. PEST analysis

The board discussed what CRHB needed to do to take account of wider PEST analysis.

The CPCA is part of this and individual councils play a part, however we need to be aware of pressures on respective budgets and how we can work together. Enhancing what we have, to be more effective.

The Diamond Affordability Analysis outlines some key issues in the housing market, in relation to pay and supply and costs. Need a wider understanding of these problems and what we can do.

SH attended a Cambridge Ahead presentation which showed analysis of the Cambridge and South Cambs area - economic growth is significant, and growing, in the area based on an audit of 65% of businesses.

Jobs growth will continue, a report will be published in the next few weeks, and they will be carrying out more analysis. Housing affordability brings a huge challenge; as is catering for older people and other groups. The board discussed tenures and how they are helping the market and if they are affordable.

Some key highlights from the PEST discussion

- CRHB is particularly concerned about and focusses on vulnerable people, including older people.
- We feel we work together to help reduce budgetary pressures, getting “upstream” of a problem – jointly commissioning to get a value for money solution – helping bring data in to ensure projects are well focussed (though always more to do).
- Particular challenges coming forward around economic growth and housing affordability & availability.
- CRHB feels it is well placed to be a strategic housing lead for the Combined Authority. Includes community-led and self build housing.



- Want to emphasise the importance of place-making as well as delivery of new homes.
- Also want to follow up on actions from each meeting, and get back to presenters to make sure we are doing what we said and making a difference.
- Must be able to respond to “outside influences” and be open to areas we know less about.
- Need to identify the most pressing issues we can help with.

## 5. Links and connections

### Sub-groups

CRHB has sub-groups and some Task and Finish groups already in existence.

**CRHB needs a review of sub groups, what they are doing and their terms of reference, bring to May agenda.**

**SB emailed “general” diagram and page on Cambs Insight {of groups} 5/3/18 for info / comment.**

### Vulnerability and prison issues

Trailblazer update. Helen Brown has met Prison staff and HW is accessing funds for a workshop in partnership with the Police and Crime Commissioner; to cover those in and out of prisons repeatedly, the chronically excluded and long term prisoners. CRHB discussed the inclusion of prisoners’ needs and the impact we could make on this over the coming year.

DH mentioned a meeting in Peterborough last November regards vulnerable groups and housing, and suggested, at that meeting, we should link all these activities with the terms of reference for CRHB. The board agreed. SH suggested adding rough sleeping to that. There is a Community and Vulnerable Persons group.

**DH to send a list of the groups identified by this work.**

### Homelessness strategy

We need to share information regards Homelessness Reduction Act (final guidance due in April). Plan a focus on homelessness at June CRHB. To include:

- Trailblazer update
- Protocols
- Strategy
- Prisons
- Police and Crime Commissioner event, community safety and prisons.

**SB to put on agenda in June and liaise with HW/SG**

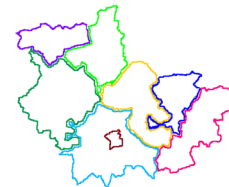
### Communities focus

We need to move towards people rather than ‘building’ focus and how much ‘place’ influences people and communities.

Partnership working and what we can do.

Better awareness of community investment streams and how housing could impact that, including:

- building better opportunities, some RPs are connected
- Community local led development



- County Council community work and how housing can impact this
- Health & social care academy work in the Combined Authority
- DH also mentioned the CSE (Child Sexual Exploitation).

Possibility we could map these resources? Check if anyone else is doing this!

**SB to contact partners e.g. BBO, CCVS and ACRE, consult partners to find out if this would be useful / unique.**

#### New joint ventures / partnerships / delivery vehicles

Could also identify the new delivery vehicles “out there” across our area, can we work together to share info on them? Peterborough delivery vehicle up and running. SCDC has various agencies. West Suffolk also, but the political environment and risks involved can put partners off. If we can share some of the work around risk identification and mitigation, it might help everyone work out if a new vehicle of some kind might be appropriate & needed (or not).

Peterborough housing delivery vehicle had launched its first site of additional affordable housing. Also looking at a Housing Delivery Vehicle at Huntingdonshire (they have received funding).

SCDC is negotiating to buy land for 70 flats for key workers via a new development vehicle (other than Ermine Street Housing and Shire Homes). And another mixed use site with commercial units. It may be beneficial to have a future discussion regards the new housing companies.

**JB to share advice gained from Savills on this. SB to gather info on other new vehicles.**

#### Strategic tools

The board discussed strategic tools - Can we use artificial intelligence to understand housing needs i.e. computer programmes that will analyse data and advise the best way forward. Could do a data hack, with local hi-tech businesses showing how technology can help us understand our housing market.

The NHF is running a course on how Housing Associations can make better use of technology and data, which SB may attend.

**SB to consult with Cambs Insight partners on the ‘hack’ idea.**

**JB offered to talk to Jane at Cambridge Ahead – SH and SB to frame a question to base the conversation on. SB send suggested outline question 6/3/18.**

#### Marketing plan

How we are using social media to our best advantage? Need to think about marketing of CRHB, on social media and otherwise.

The board discussed promoting CRHB more actively, raising its profile moving forward. Highlighting strategic priorities and where we are going in the next year, with a commitment to delivering opportunities, with milestones. The Public Service Board could highlight the group.

The board discussed the CRHB name and thoughts on changing it. **SB and SH to come up with some options and bring back to the group.**

**SB to devise a marketing / communications plan for CRHB for the coming year (bring back to CRHB) and implement.**



## 6. Review of 4 priorities

The four priorities are still: New homes and communities, homes for wellbeing, existing homes, housing need & homelessness.

**SH and SB will meet and pull together actions from this session.**

**SB to send out the CRHB Terms of Reference for board to review, and send to sub groups.**

Suggestion to make priorities 2 and 3 more people-centric, less building focussed. **SB to change focus within these 2 areas.**

## 7. AOB

- SF mentioned having a representative from the Combined Authority at CRHB, SH added that logically that makes sense and can be looked at. The board discussed the CPCA and affordable housing funding - work will be handed over to the Mayor in the next few weeks. South Cambs will not run this. The Mayor is now the portfolio holder for Housing. **SH will ask Pearl Roberts to share the pipeline via Sarah Ireland. Also will invite CPCA's new director of housing, once in post.**
- GDPR – partners may not have had information on changes to info-sharing protocols which are in place, suspect ought to have heard from County. **SB to help find a lead at County on this and investigate what is happening as may need to re-sign such agreements. Emailed Dan Horrex 6/3/18.**
- Peterborough Homelessness Strategy is currently going through scrutiny and cabinet. CRHB to find out if can help with other district's strategy development so we combine approaches / resources / data. **SB to assist.**
- HR is working on the Greater Cambridgeshire Housing Strategy which should be published after the May elections (at consultation stage).
- SH mentioned the workshop on 16<sup>th</sup> March on Diamond Affordability Analysis and CHS' living rent research. **CRHB members encouraged to respond to invite asap.**

## Next Meeting

6<sup>th</sup> April 2018, 9.30am in the Monkfield Room, SCDC, Cambourne.

### Future meeting dates

4 May, SCDC

8 June, SCDC

6 July, SCDC

3 August (?), SCDC

7 September, SCDC

5 Oct, SCDC

2 Nov, SCDC

7 Dec, SCDC



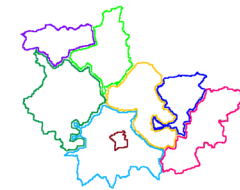
Actions from this meetings	Date	Lead
NH will get in touch with Ian Jackson from Longhurst Group.	March 2018	NH
<b>Police and Crime Commissioner event</b> , put on CRHB agenda in June	March 2018	SB/HW/SG
Possible we could map community investment streams / resources. SB to contact partners e.g. BBO, CCVS and ACRE, consult partners to find out if this would be useful / unique.	March 2018	SB
<p><b>New joint ventures / partnerships / delivery vehicles</b></p> <p>Want to identify new delivery vehicles across our area &amp; share info esp. work around risk identification and mitigation.</p>	March 2018	<p>JB share Savills advice</p> <p>SB gather info on vehicles.</p>
<p><b>Strategic intelligence tools</b></p> <p>SB to consult with Cambs Insight partners on the 'hack' idea.</p> <p>JB offered to talk to Jane at Cambridge Ahead – SH and SB to frame a question to base the conversation on. SB send suggested outline question 6/3/18.</p>	March 2018	SB / JB
<p><b>Marketing</b></p> <p>SB to gather examples of “good things” to show how CRHB can help others.</p> <p>SB and SH to come up with options and bring back to the group.</p> <p>SB to devise a marketing / communications plan for CRHB for the coming year (bring back to CRHB) and implement.</p>	March 2018	SB / SH
<p><b>Priorities, ToRs etc</b></p> <p>Suggestion to make priorities 2 and 3 more people-centric, less building focussed.</p>	March 2018	SB / SH to adjust wording and pull together actions
Send out the CRHB Terms of Reference for board to review, then send to sub groups.	March 2018	SB





Actions from this meetings	Date	Lead
CRHB requested a <b>review of sub groups</b> , what they are doing and their terms of reference, bring to May agenda.	March 2018	SB
“General” diagram and page on Cambs Insight {of groups) emailed 5/3/18 for info / comment. Added to May 2018 agenda.	March 2018	SB
Link <b>Community and Vulnerable Persons group</b> links to CRHB network / ToRs plus rough sleeping.	March 2018	DH to send a list of the groups.
<b>CA:</b> SH will ask Pearl Roberts to share the pipeline via Sarah Ireland. Also will invite CPCA’s new director of housing, once in post.	March 2018	SH / PR
<b>GDPR</b> – partners may not have had information on changes to info-sharing protocols which are in place, suspect ought to have heard from County. <i>SB to investigate what is happening as may need to re-sign such agreements. Emailed Dan Horrex 6/3/18.</i>	March 2018	SB to find out who is County lead

Unfinished actions from previous meetings	Date	Lead
<b>Learning disabilities funding</b> £3m for learning disabilities in Cambs and Peterborough. Sarah F will go back to Will Patton to link with partners at CRHB. Progressed via LO who will check with Richard O’Driscoll. LO to follow up.	October 2017	SF & Will Patton LO’B
<b>Northstowe Healthy Town Research</b> Need to use report and tool to re-visit Older People’s Housing Strategy. SB to circulate	November 2017 March 2018	SH & OPAS group? SB
<b>Universal Credit</b> Concerns about impact that Universal Credit and RSL will have, bring back to CRHB. Update in January 2018 Peterborough ‘live’. Want to share learning and understanding of roll out. Also to understand who will be affected and what tools can help. (Fenland delayed until September 2018). Concerns	November 2017	



Unfinished actions from previous meetings	Date	Lead
<p>about children in temp, issues with schools linked into UC.</p> <p>Sarah Fergusson to invite Sean Evans (Peterborough) to CRHB, date to be confirmed.</p>	Sometime in 2018	SF / SE
<p><b>Peterborough Prison presentation</b></p> <p>HW and Christina Strood will look at who needs to be at a kick-off event to discuss joint work between police and crime commissioner and Homelessness Reduction Act. Event wants to Include West Suffolk, link to DATs and to mental health groups. Would it help for CRHB to ensure there is a coordinating group bringing together the various streams of work, following the PCC event?</p> <p>Can Peterborough Prison find the same figures which cover West Suffolk as well?</p> <p>Event going ahead in March 2018.</p>	<p>January 2018</p> <p>January 2018</p> <p>March 2018</p>	<p>Add to CRHB work plan</p> <p>Chris and Laura</p> <p>HW</p>
<p><b>DFG review</b></p> <p>See Trish and Helen Reed's report, any further comments back to HR.</p> <p>Report back to CRHB in <u>May 2018</u> to see where we have got to with document before adopting in June 2018.</p>	<p>January 2018</p> <p>May 2018</p>	<p>All</p> <p>Put on CRHB work plan</p>