



# Cambridge sub-Regional Housing Board (CRHB)

Meeting at:

Swansley Room, SCDC offices, Cambourne

9.30am – 12.30pm, Friday 4<sup>th</sup> May 2018

## 1. Present, apologies and previous notes

### *Present*

- Stephen Hills (SH), South Cambs (chair)
- Sue Beecroft (SB), CRHB
- Sarah Ferguson (SF), assistant director; housing, communities & youth, Cambs County / Peterborough
- Julie Fletcher (JF), South Cambs
- David Greening (DG), Cambridge City
- Suzanne Hemingway (SH), Cambridge City
- 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
- Elaine Field (EF), South Cambs (notes)
- Caroline Mackechnie-Jarvis and Sharon Crosby, DAHA, Standing Together

### *Apologies*

- Julie Baird, West Suffolk
- Alex Francis, GCGP-LEP
- Mary Gibbons, Hundred Houses, C/NHF RP rep (communities)
- Iain Green, Cambs & Peterborough public health
- Heather Wood, South Cambs

The CRHB meeting for April was cancelled.

SH thanked Richard O'Driscoll (who retires today) for his contribution to the board. Richard is Head Of Commissioning (Adults) at Cambridgeshire County Council.

SH mentioned the funeral of Alan Carter which was held this week. Alan chaired CRHB for many years. SH sends condolences to Alan's family and mentioned thanks for his work with this board.

### **Previous notes:**

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Amend the text regards Huntingdonshire's delivery vehicle.

Draft notes of March 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.

## 2. DAHA update

Caroline Mackechnie-Jarvis and Sharon Crosby provided a Domestic Abuse Housing Alliance update, they have been delivering workshops with mainly front line staff attending. Workshops in June are focussing on the accreditation (cost £3k). Various organisations are on board such as CHS, South Cambs, Cambridge City, Accent Nene, Luminous, Cross Keys and Orbit.

Clarion has a new Chief Executive whom DH is meeting soon, Caroline will provide DH with information to take



to the meeting. Clarion wish to cover only the eastern region. Sanctuary had a couple of staff attend workshops, however there are no further enquiries from them. DH could re-engage with Axiom Longhurst. There are other partners who could be involved, the board discussed those groups who had not attended workshops and what the reasons and obstacles might be.

The board discussed the restriction on large organisations covering a part of the region only, Sharon will feedback the comments. Caroline and Sharon could come back to CRHB in a few months with a report as to progress so far, and to bring recommendations to CRHB regards what they could do as a board. DAHA can attend meetings and offer support over the coming months.

**NH and LO'B will follow up with housing organisations.**

### 3. DFG policy review – progress of document

Helen Reed updated regards the DFG policy. There are four interventions being aimed for, and we need consistency across five districts.

- How we deal with top ups for children needs to be means tested.
- Working on policy and practice assessments, and key groups.
- Aiming to get adopted in July across the district. Although there may be a delay. CRHB will be sent the consultation document.
- South Cambs have taken the document through portfolio holder who was keen.
- Huntingdonshire need to slow things down.
- CambsHIA has much improved.
- Better Care Fund – could look to see if this could be increased.

We need to evidence savings being made in care costs, nationally. Poor housing costs the NHS £2.5b per year. Need to ascertain which specific interventions do actually reduce care costs. The board discussed the pathway and that we need to focus on the initial stages rather than the HIA stage. How can we better help people and identify needs earlier? There does not seem to be a process of having purpose built homes built in Cambridgeshire.

**We could invite Helen Rhodes, Housing Pathway Manager at Cambridgeshire County Council to a future CRHB meeting, and also pick this item up in the action plan.**

**We will also need to talk to the Planners regards their Local Plan requirements, to inform the Local Plan. Could also get some evidence which would support individual planning application requirements.**

JF mentioned that we are currently looking at adaptations to four beds at Northstowe.

The board thanked Helen Reed for her hard work regards this.

### 4. Annual Review feedback

#### Communications Plan:

The board discussed the name of CRHB, what it stands for, and which elements the board will incorporate moving forward. The name Cambridgeshire and Peterborough Housing Board (CPHB) was suggested subject to input from West Suffolk. The board agreed to change its logo.



Terms of Reference:

The board discussed the ToR document and any text changes. **SB to produce an amended version and circulate before the next meeting** (distribution contact lists also need to be updated). The board particularly discussed Membership.

**SH to send a letter to East Cambs asking them formally to attend meetings, after terms of reference finalised.**

This is in order that we ensure correct representation across the county.

The board discussed the housing network and who the board connects to, health, community safety, etc. We would like to have clear mandates particularly from the more 'senior' groups as to what they want us to do.

Action Plan:

The board discussed that we should have around five groups to focus on and make progress with, and make it clear in the action plan. Vulnerable groups we want especially to consider are Offenders, mental health, domestic abuse, learning disabilities, substance abuse.

**SB and SH to capture thoughts and share with the board.**

**All to look at the Action Plan and come up with top 5 priorities for next meeting.**

**5. AOB**

SH advised that he will leave CRHB in July to join CHS and that we need to think about who will be chair in future.

**Next Meeting**

8<sup>th</sup> June 2018, 9.30am in the **Monkfield Room, 1<sup>st</sup> Floor**, SCDC, Cambourne.

**Future meeting dates**

6 July, SCDC

3 August (?), SCDC

7 September, SCDC

5 Oct, SCDC

2 Nov, SCDC

7 Dec, SCDC

Action	Lead	Date added	Doing	Done
DAHA: NH and LO'B will follow up with housing organisations.	NH LO'B	May 18		
DAHA: schedule a return visit to CRHB	SB	May 18		
DFGs: invite Helen Rhodes, Housing Pathway Manager at Cambridgeshire County Council to a future CRHB meeting, and also pick this item up in the action plan.	SF?	May 18		
DFGs: put DFGs in the CRHB action plan.	SB	May 18		✓
Disability housing: need to talk to the Planners regards Local Plan requirements, to inform the Local Plan. Could also get some evidence which would support individual planning application requirements.	?	May 18		
ToRs: amend and circulate before the next meeting including distribution contact list	SB	May 18	✓	
ToRs: SH to send a letter to East Cambs asking them formally to attend meetings, after terms of reference finalised.	SH	May 18		
ToRs: Once agreed, send out revised CRHB ToRs to partner and sub groups.	SB	May 18		
Action plan: All to look at the Action Plan and come up with top 5 priorities for next meeting.	All	May 18	✓	
Chair: need to consider who will take over as chair following Stephen's departure in July	All	May 18		
SH to invite CPCA's new director of housing, once in post.	SH	May 18		



Action	Lead	Date added	Doing	Done
NH will get in touch with Ian Jackson from Longhurst Group about chairing the Investment Forum and possibly the RP development & enabling forum.	NH	Mar 18	✓	
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.	SB	Mar 18		
New joint ventures / partnerships / delivery vehicles: Want to learn from West Suffolk work around risk identification and mitigation.	JB share Savills advice	Mar 18		
Identify new delivery vehicles across our area, <i>page added on Cambs Insight</i>	SB gather info on vehicles	Mar 18		✓
Marketing: SB to gather examples of "good things" to show how CRHB can help others.	SB, SH	Mar 18		
CRHB requested a review of sub groups, what they are doing and their terms of reference. <i>Diagram coming to June meeting</i>	SB	Mar 18	✓	
Link Community and Vulnerable Persons group links to CRHB network / ToRs plus rough sleeping. <i>(Emailed Dan 31/5/18 as down to send a list of the groups covered)</i>	DH	Mar 18		
SH will ask Pearl Roberts to share the pipeline via Sarah Ireland.	SH/PR	Mar 18		
Northstowe Healthy Town Research: Need to use report and tool to re-visit Older People's Housing Strategy.	SH & OPAS group?	Mar 18		
<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. Dan Horrex emailed a response which was forwarded to NH 6/3/18.</i>	SB	Mar 18		✓
Police and Crime Commissioner event, put on CRHB agenda in June	SB/HW/SG	Mar 18		✓
Refine communications plan for CRHB for the coming year (bring back to CRHB in June) and implement.	SB	Mar 18		
SB to consult with Cambs Insight partners on the 'hack' idea. <i>Cambs Insight keen on the idea, and SB has discovered organisation called Cambridge Hack – need to find out more about them. (twitter lead)</i>	SB	Mar 18	✓	
JB offered to talk to Jane at Cambridge Ahead – SH and SB to frame a question to base the conversation on. <i>SB sent outline question 6/3/18.</i>	JB	Mar 18	✓	
Priorities, ToRs etc Suggestion to make priorities 2 and 3 more people-centric, less building focussed. Need to adjust wording and pull together actions	SB/SH	Mar 18	✓	
Can Peterborough Prison find the same figures which cover West Suffolk as well?	JB to pursue	Mar 18	✓	
PCC event going ahead in March 2018. Ask for feedback to CRHB.	HW/SG	Mar 18		✓
Peterborough Prison presentation 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? Add to CRHB 2018/19 work plan	Chris and Laura	Jan 18		✓
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 about children in temp, issues with schools linked into UC. Sarah Fergusson to invite Sean Evans (Peterborough) to CRHB to share experiences of UC, date to be confirmed.	SF / SE	Nov 17		
Learning disabilities funding: £3m for learning disabilities in Cambs and Peterborough. Sarah F will go back to Will Patton to link with partners at CRHB.	SF & Will Patton	Oct 17		