

The Housing Board

Cambridgeshire | Peterborough | West Suffolk

Friday 7th September 2018

At Monkfield Room, South Cambridgeshire Hall, Cambourne

Meeting Notes



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1. Present, apologies and previous notes

Present

- Suzanne Hemingway (SH), Cambridge City (chair)
- Julie Baird (JB), West Suffolk
- Sue Beecroft (SB), Housing Co-ordinator
- Richard Cassidy (RC), Fenland
- Jon Collen (JC), Hunts
- Sean Evans (SE), Peterborough City
- Sarah Ferguson (SF), housing , communities & youth - Cambs County / Peterborough
- Julie Fletcher (JF), South Cambs
- Iain Green (IG), Cambs County / Peterborough
- David Greening (DG), Cambridge City
- Caroline Hannon (CH), Peterborough and Hunts
- Dan Horn (DH), Fenland
- Nigel Howlett (NH), CHS - RP rep
- Helen Reed (HR), Cambridge City
- Sue Carter (SC) SCDC ?
- Elaine Field (EF), South Cambs (notes)
- Cath Mitchell, Cambs and Peterborough CCG
- Roger Thompson, CPCA
- Alex Francis, CPCA
- Lisa Sparks, Cambs County

Apologies

- Lynne O'Brien, Cambs County
- Simon Phelan, West Suffolk

Previous notes:

Draft notes of July were approved and are available at:

www.cambridgeshireinsight.org.uk/housing/housingboard

Review of previous meeting actions are at the end of these notes.

2. Dementia Friendly Housing Charter

Cath Mitchell, Director of Community Services and Integration on behalf of PCC/CCC Local Authorities /CCG discussed the Dementia Friendly Housing Charter: A guidance toolkit for a dementia friendly approach to housing found here <https://www.housinglin.org.uk/Topics/type/Dementia-Friendly-Housing-Charter-A-guidance-toolkit-for-a-dementia-friendly-approach-to-housing/>

As chair of the Housing Learning and Improvement Network (LIN) Cath would like to encourage individual housing partners to sign up to the charter. Cath mentioned the BRE and Loughborough University Dementia friendly site and what could be replicated, especially at Northstowe: Discussion included:

- The Board was asked to take the principles on board.
- The document mentions staff training, being better equipped with broader knowledge.
- Environment - signage, safety, ability to work within communities, design and refurbishment all could be considered.
- Care within schemes - care contacts in the building adopting a dementia friendly approach.
- DH mentioned that discussions have taken place at Fenland and currently onsite at Whittlesey, with some highlighted for those with dementia (focus on switches and control design).

- People developing dementia whilst living in schemes already, GP's could carry out an assessment.
- NH mentioned implications in signing up. CHS have champions at their organisation. Roger Thompson asked how big a problem was there in signing up - the Board discussed.
- Strategy data for the area showed dementia to be associated with people living longer. There is also research around contributing factors such as weight, lack of exercise, possibly smoking, all maybe a link to the number of people with dementia. Also, there is early onset dementia in 40's (minority). Dementia is associated with early death.
- JB added that West Suffolk are trying to include this in their Design Guide.
- **NH will talk to other housing organisations to discuss options for joint training.**
- ECDC are carrying out work regards dementia friendly communities via local shop keepers in Ely, to allow the wider environment to be more friendly.
- SF asked if Cath is confident we are incorporating these principles – yes in Northstowe. Not so sure elsewhere.
- Iain Green added that there are talks in place regards larger sites in general health care, need to include in Design Guides and SPD's.
- **Cath to circulate what is happening at Northstowe.**
- **SF to discuss with Lynn O'Brien and Peterborough housing needs staff, and involve in joint training.**
- **Cambridgeshire and Peterborough Health and Wellbeing Boards (? have adopted a charter which Cath will circulate.**

3. CPCA housing strategy and delivery

Roger Thompson, Director of Housing and development at Cambridgeshire and Peterborough Combined Authority advised that the CPCA Housing Strategy would go to the Combined Authority Board this month.

Roger then introduced Alex Francis, Programme Manager Affordable Housing, who talked through slides outlining the CPCA Housing Strategy, tool kit, key objectives, key components, affordable housing programme, scheme criteria and the affordable housing programme.

- The Cambridgeshire and Peterborough Mayor's 2030 vision will be launched in November 2018.
- CPCA will be supporting infrastructure delivery through a co-ordinated approach, alongside traditional grant per unit or other means. Whichever improves viability.
- Ambition is 100,000 new homes; £40,000 will be Affordable Homes.
- Public land, one public estate funded land also. With many more suggested proposals from Government, e.g. land value structure. Beyond S106 year AH delivery programme.
- Will be introducing Housing Strategy - Investment strategy – with a more commercial approach. Independent Economic Review has been published now.
- Local Investment Strategy and Local Transport Plan coming out over next few months.
- Roger advised this is a key link between CA Investment strategy and the Housing strategy. There are other tools available not just the £100m. funds which they are calling the "toolkit".
- May be subsidiary companies (development agency for an example) or focus groups, wish to manage risk with a dynamic set up. No plans to set up a community land trust. Want to work with CLTs.
- Open to discussions regards way of working, developing an action plan on how to move forward. Roger added that collaboration is essential, CPCA welcome this to help find ways to deliver affordable housing.
- The initial message is that the CPCA are there to deliver through traditional funding routes, however wish to be more entrepreneurial and to lead on certain situations in future.
- Dan Horn mentioned working differently moving forward. SF added that there is much innovation and many opportunities to think radically at the Housing Board – who want to develop housing for

vulnerable clients as well as general needs homes. Need to work together – e.g. on housing first model, dementia charter etc.

- Alex advised that health and social care needs are to be incorporated into the CPCA (possibly a Round 2 bid?).
- Q: NH asked what definition CPCA are using for affordable housing.
- A: Alex responded 2,000 homes have been identified through the development deal, accepted language of affordable as per MHCLG & Homes England definition, but still work to do on this. Also new definition under recent planning guidance to be considered. In addition, there is new work on local residents' income carried out by SB, which is useful ([link to diamond affordability analysis here https://cambridgeshireinsight.org.uk/housing/local-housing-knowledge/our-housing-market/affordability-analysis/](https://cambridgeshireinsight.org.uk/housing/local-housing-knowledge/our-housing-market/affordability-analysis/)).
- Q: JF mentioned focus on funding i.e. key worker or just AH?
- A: Alex replied all housing, and need to do more work on definitions of AH. SF added that there is a wider impact of key worker issues on economy in the District (economic impact). The Mayor wants to source to market a group of homes which will be cost of £100k. Shared ownership etc., for teachers etc., which market would this help in each district? Again, collaboration is important.
- Q: SH stated that the CPCA may not have always been consistent with others, and in the information prepared. **Action: All to go back to Leaders and look at the language etc. Feel CPCA may have prioritised wealth creation over supporting people in need. Input is needed from the Housing Board.**
- The toolkit is going through CPCA's committee in the next couple of weeks. Roger added that the intention at present is that the CPCA need to 'get things going' and will welcome engagement, but the document will be approved by the time the Housing Board has seen it. It will be an evolving document/ plan.
- SH mentioned data on 'need' – Roger would welcome looking at this data from the Housing Board. Key links are diamond analysis (above), bulletins here <https://cambridgeshireinsight.org.uk/housing/local-housing-knowledge/our-housing-market/housing-market-bulletins/> and SHMA here <https://cambridgeshireinsight.org.uk/housing/local-housing-knowledge/our-housing-market/shma/> .
- CPCA are open to talking to providers regards figures on scheme criteria (current figures are an aim but not set in stone).
- NH mentioned problems with agreement and rent levels, which NH and Alex discussed briefly. The agreement is carried out via the CPCA solicitors. NH added that key points would be useful now, then individual Housing Association comments to follow.
- SH stated that working together is crucial to deliver the housing and make the plans attractive.
- The Government has asked the CPCA to review LEP boundaries.
- **An updated version of the AH programme pipeline will be sent to the Board and discussed as an agenda item for the next meeting in October.**
- JF suggested a task and finish group of the Housing Board and CPCA, to which the Board agreed. A half hour meeting after the main Board meeting each month, also workshop events to discuss specifics of the affordable housing programme. **Alex will refresh the statistics and update the schemes and slides, for circulation.**

4. Update on Cambridgeshire wide review of housing related support

SF introduced Lisa Sparks, Commissioner, People & Communities, Cambridgeshire County Council who presented regards services which are not currently meeting needs.

- Looking at data, there is a mix of needs which are complex, particularly sheltered housing. A full report will be sent to providers (meeting 1st October).
- There is an issue of people being referred from service to service.
- SF thanked the Board for their response to the report sent around, appreciate effort and time people put in – 51 of 64 providers provided input.

- Discussion around reasons for monitoring scheme within schemes, and the gap for people with complex needs. Could look at opportunities to be innovative to meet needs better (short term first), collaborate. Link too with treatment services.
- (Nigel H left the room at 11.45am.)
- JC questioned services put forward for review. Need transparency of what happened around housing related support review. Cut of services' funding. Where is funds being shared.
Lisa will check this.
- Achieved savings: mentioned possibility of setting up Housing First model locally, but major re-shaping plan needed for longer term.
- Single Contract approach, could look at buildings etc which are being provided. Need to ensure solving the problem with the correct solution.
- No definitive timescales as yet. Will talk to providers, as we go, to identify opportunities. SF added, transformation fund money £25k put towards for this by CCC. Need to discuss how to spend this. And where other funds might come from. Impact assessments will be carried out.
- Q: DG - should we do more work with Housing Benefits departments? Wider piece of work. SH provided input
- A: We need to model this. The Board discussed cost sources / shifting.
- Q: RC asked if more cuts would be required.
- A: SF advised in discussion now. Lisa added although we have identified what we can offer in the short term. Still in process of identifying where savings will come from. SH added – we welcome the county's openness.
- Q: SF - do we need to have bilateral conversations with Districts to talk about detail / specifics, more appropriate to your area? Therefore, carry out impact assessments and share at an early stage. **SF / Lisa will go away and look at dates / timescales.**
- Q: SH - In terms of re-shaping, when are we starting this?
- A: SF – will add into PSB papers for next month. Need research work etc.
- **Action: SH and SF could scope and bring back to another meeting.**
- **SF will bring further updates to the board.**

5. AOB

Jon Collen

- SC and JC attended MAPPA (multi agency public protection agreement). Landlords' duty to co-operate regards risk. Requested, can we reinvigorate RP and HA representation at the MAPPA meetings? Historically mainly stock transfer landlords. Purpose: As duty to co-operate kicks in, whole programme needs to be managed regarding offenders.
- **Will share who is coming and information links to NH, to send onto Housing Association colleagues. SF added additional representation to previous rotation of local authorities system. See Housing paper.**

Helen Reed, Cambridge City

- Offered to circulate Cambridge City response to the gov't's housing green paper for Housing Board members to be aware of.
- The Cambridge City Local Plan is sound (to be adopted on 18th October). Joint Housing Strategy with City and SCDC – SCDC not ready yet and will explore priorities.
- Adaptations review – consultation closed. Now to talk through responses in October. PSB interested in exploring funding barriers to expand delivery.

- NPPF implications discussion is needed by the housing board, need to put on future agenda (Oct?/Nov?).

Nigel Howlett, CHS; RP representative

- At the last RP development and enablers forum it was discussed that HA are not being asked to provide adapted homes on many new developments and strongly suspect more are needed.
- Needs more discussion and if RP's / HA's are to provide adapted homes.
- Want to identify needs, and build a project to identify national best practice and opportunities for partners locally.

Sue Beecroft, the Housing Board

- Meet with Chris Jenkins of Cambridge Churches. Looking at a Homelessness Summit in the Autumn. **SB to send more details.** Focussing on rough sleeping aspects of homelessness. Harriet from Cambridge City is doing research. SB to encourage good representation especially working with Peterborough.
- Invite from Domestic Abuse Alliance project sent around, for an operational group to try to get work going. First meeting 12th September – every one please think about attending or sending a colleague. Bid has been submitted – c. £750k, will hear in October. **SF will bring news back to the Housing Board.** Note: DAHA accreditation originally designed for Registered Providers, not District Councils. DG advised that Cambridge City are going through the stages to become accredited but the difference between an LA and an RP affecting progress.

Dan Horn, FDC

- PSB report going in October on homelessness trailblazer future funding. **DH to share the paper he is writing on the Trailblazer project with the Housing Board before goes to PSB.** SF added that we need to position this Board to be looking at long term issue and innovation.

Julie Fletcher, SCDC

- SCDC Local Plan has been judged sound (September).
- Housing Revenue Account (HRA) bid going in, to fund building new council houses.

Julie Baird, West Suffolk

- The West Suffolk Housing Conference date is 16th October, encouraged everyone to attend.
- Working on Housing Strategy and commissioned Housing Delivery plan. Good to get input from the Housing Board.
- **Sue to send round eventbrite link for tickets once it is available**

Next Meeting

5 October 2018, 9.30am, Monkfield Room, South Cambridgeshire Hall, Cambourne.

Future meeting dates:

- 2 November 2018
- 7 December 2018

To pencil in (no outlook invites sent yet):

- 11 January 2019
- 1 February 2019
- 1 March 2019

Action & when added	Lead	Still to do	Doing	Done
September 2018				
Dementia Friendly Housing Charter				
Nigel to talk to other housing organisations to discuss options for joint training on the charter	NH	✓		
Cath to circulate what is happening at Northstowe about the Charter	Cath Mitchell	✓		
Sarah to discuss the Charter with Lynn O'Brien and Peterborough housing needs staff, and involve in joint training.	SF	✓		
Cath to circulate the Cambridgeshire and Peterborough charter which HWBBs have adopted.	Cath Mitchell			✓
CPCA strategy				
Alex to refresh CPCA Housing Strategy statistics and update the schemes and slides, for circulation.	Alex Francis	✓		
An updated version of the CPCA AH programme pipeline will be sent to the Board and discussed at Housing Board in October.	Alex Francis SB			✓
Separate meeting for 30mins to an hour to be set up for enablers after each housing board meeting (drawing from housing board members, to link back to individual district teams) on the AH programme	Alex Francis, JF			✓
Housing related support review				✓
Check services put forward for review. Need transparency of what happened around housing related support review. Cut of services' funding. Where is funds being shared. Lisa sent email confirming only LD outside scope of her review, to housing board members, outlining the resources LD has and cut needed	Lisa Sparks			✓
SF / Lisa will go away and look at dates / timescales regards discussion with Districts on housing related support.	SF	✓		
SH and SF could scope piece on re-shaping housing related support and bring back to future Housing Board meeting. Date to be set. SF will bring other updates to the board.	SH / SF	✓		
SC to share who goes to MAPPA meetings and information links to NH, to send onto HAS to encourage attendance.	SC & NH	✓		Check
Helen to circulate Cambridge City response to the gov't's housing green paper for Housing Board members to be aware of.	HR			✓
NPPF implications discussin needed by the housing board, Dec 2018	HR / SB / BR	✓		
Sue to send round details of homelessness summit planned, to housing board members	SB			✓
Sarah to update on outcome of bid for future Domestic Abuse project – November meeting	SF		✓	
DH to share the paper he is writing on the Trailblazer project with the Housing Board before goes to PSB	DH			✓
Sue to send round eventbrite link for tickets once it is available	SB			✓

Action & when added	Lead	Still to do	Doing	Done
July 2018				
Housing related support service review: meeting on 7th September to focus on discussing outcomes of review so far, after initial work has been carried out over July and August. Discussed September.	SF			✓
June 2018				
Staying Close: project asks that CRHB consider them and have them involved in conversations on this subject. Action: bring back to CRHB once the project is more advanced; SB to identify when to return to the Board.	SB / JV	✓		
ToRs: SH to ask Antoinette Jackson, Chief Exec at Cambridge City, to take a paper to PSB board.	SHm		✓	
Economic review: SH as role of chair to write letter to Kate Barker. Report has now been published.	SH			✓
May 2018				
DFGs: invite Helen Rhodes, Housing Pathway Manager at Cambridgeshire County Council to a future CRHB meeting, Scheduled for Oct 2018	SF			✓
Disability housing: need to talk to the Planners regards Local Plan requirements, to inform the Local Plan. Gather evidence to support individual planning application requirements. New project forming with RP forum.	SB		✓	
ToRs: Need to write to East Cambs asking them formally to attend meetings, after terms of reference finalised. If no longer wish to attend, move to CC list.	SHm	✓		
March 2018				
OPAS: Northstowe Healthy Town Research: Need to use report and tool to re-visit Older People's Housing Strategy. Need to launch a new collaborative project around this	SH	✓		
Hack: 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.</i> Discussing a hack day with 3C ICT with the Trailblazer project. Homelessness summit being planned in Nov 2018 by voluntary sector partners	SB			✓

Note: Actions completed are "ticked" and reported to the following housing board meeting. Once the "done" tick has been seen by housing board members, the action is then removed from the table but can be found in the previous meeting notes if members want to look back on the actions completed in the year. At the end of year review meeting all the actions will be brought together in one table to see what has been completed in the year.