

The Housing Board

Cambridgeshire | Peterborough | West Suffolk

Friday 2nd November 2018

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)
- Sue Beecroft (SB), Housing Board
- Jon Collen (JC), HDC
- Sarah Ferguson (SF), Cambs County / Peterborough
- Julie Fletcher (JF), SCDC
- Alex Francis (AF), CPCA
- David Greening (DG), Cambridge City
- Caroline Hannon (CH), Peterborough and HDC
- Dan Horn (DH), Fenland
- Nigel Howlett (NH), CHS - RP rep
- Mike Hill (MH), SCDC
- Anne Keogh (AK), Peterborough
- Karen Mayhew (KM), Homes for Cambridgeshire & Peterborough (H4C&P)
- Simon Phelan (SP), West Suffolk
- Helen Reed (HR), Cambridge City
- Heather Wood (HW), South Cambs
- Iain Green (IG), Cambs County / Peterborough
- Elaine Field (EF), South Cambs (notes)

Apologies

- Julie Baird, West Suffolk
- Sean Evans, Peterborough
- Roger Thompson, CPCA

Previous notes (October):

Page 4, item 4 – amendment to text at bullet point 6:

“Board suggestion is, if the MHCLG can put in writing £100m.....” **Should read:**

“Board suggestion is, if the MHCLG can put in writing £100k.....”

Page 3, item 3:

SF – Think family - how referrals are made, Jenny Goods, Head of Service confirmed ‘referrals will always come through one point of service from 17 Dec’. **Action: SF asked Jenny to do a briefing note to partners.**

Page 5, item 5:

Definition of Affordable Rent issue. **Action: AF will circulate a letter sent to providers.** Potential to put in more grants. We may lose some schemes from this, affordable rent is the tenure affected. The Board discussed.

Draft notes of October were then approved and are available at

<https://cambridgeshireinsight.org.uk/housingboard/>

A review of the previous actions are at the end of these notes.

2. Housing Board Annual Review of Homelessness

Working together on homelessness across the Housing Board area

Heather Wood discussed the national, local and key work being carried out within District Teams.

- Loss of private rented accommodation continues to be the biggest cause of homelessness, however there is a renewed commitment to end rough sleeping (Rough Sleeping Strategy, August 2018) with a

government pledge to end rough sleeping by 2027.

- Cambridge and Peterborough have more of an issue with rough sleeping (most go to the City). Cambridge has established early prevention. Also, increasingly seeing complex cases. Main problem often not homelessness but mental health issues, causing problems for neighbours, but not hitting thresholds.
- The Homeless Reduction Act has increased workload, one LA team had 34 cases initially, and six months later the figure was 171.
- Younger single people have problems; therefore shared accommodation may be the future.
- Suffolk has bigger demands on temporary accommodation. Flexible support grant available. Cost with prevention, doesn't work in South Cambs District and too expensive, use subsidised rents.
- DH mentioned an increase in rough sleeping at Fenland. Last year 9, this year 35, due to changes in EU nationals not fulfilling rights. JC added that EU nationals are not automatically eligible for Housing; however there are two pots of money a) Peterborough is the top spot for rough sleeping. Funding for this and b) Pathways – Rapid pathway movement. Housing first model. Expression of interest. Controlling migration fund – Fenland.
- HW mentioned access to the private rented sector and SF talked about systemic process.
- DG added - 48% preventions. Private rented sector still difficult to sell.
- DG also highlighted that Section 21 notices in the City have found many to be invalid, and have therefore been an opportunity to talk to land lords. JC advised Hunts are looking at this too.
- DG continued that rough sleeping, age 20's – 30's on average, many have drug or alcohol issues. Some are resistant to going into accommodation.
- Slides will be put on the web page with the other meeting papers.

Criminal Justice / Prisons Update

- JC discussed offenders. Leaving prison, then presenting as homelessness. All Local Authorities are on a task and finish group as part of the Trailblazer, and with other partners have put together a shared protocol to tackle this, with a series of pathways to follow. Protocol to be finalised Trailblazer next week. Aiming for a reduction in people going onto the street from prison. Note: Peterborough will change to a remand prison from next year, possibly, which may affect the protocol in future.
- 'Duty to refer' is launched on 1st October. SF mentioned should we officially launch this. Important Police and Crime Commissioner is central to this, and County wide services. LA will record successes of this.
- Are developing a system to monitor and track success of outcomes and early intervention. IT systems across authorities can record data across geographical area. Discuss big launch at Trailblazer next week.

Next steps following Trailblazer report to CPSB

- DH discussed the Trailblazer report which has been well received, bringing more consistency on homelessness prevention across the patch. Costs are an issue. CPSB asked to consider the impact of Trailblazer to date, then tasked DH to seek ministry support, etc. Shape proposals to bring in expertise and make best use of Trailblazer underspend.
- JC – use of £100k to use for continuation of Trailblazer. DH advised will make best pitch to ministry (MHCLG). 22nd or 27th November meeting to confirm. There was discussion around what is going on with Trailblazer from March 2019. Don't want to lose staff, need to confirm funding to move forward, and to confirm with Ministry if ok to spend £100k. Highlight areas of work which are key issue. SH asked, should we invite the Ministry to our meeting and discussed posts and supporting salaries if Ministry funding is not secured (In order to support staff until March 2010).
- SH – Possibly write to Ministry to advise going forward, asking to confirm £100k for now? Gives us time to shape what we are doing next stage.

The Board discussed funding salaries for staff from each authority to bridge any gap. **DH action** (working with Fenland finance team).

SF discussed the Substance Misuse Delivery Board and to look at the pathway around housing. Experts wish to contribute to discussions with partners, and then we can do something around substance misuse. Say if you want to be involved. DG extends invitation to others.

County Homelessness Strategy

SF discussed the County Homelessness Strategy, what is it that we know about the needs of our client group? The paper is asking for permission to do different work around our wider area, drawing together the threads for the County Council initially and their various agendas:

- a) Internal – Housing and homelessness related work.
- b) System wide approach to homelessness.

SF asked for comments on the paper.

- DG added that we need a longer term partnership approach, and this document is a good starting place. It is the dual diagnosis strategy group who progresses this, work to be done in order that these are linked together. SF mentioned there may be some resource from transformation teams, and 'Counting Every Adult' work. DG – County have been helpful to City around Domestic Abuse Alliance. JC advised we could put a full package of proposals back to CPSB, put together as a broader picture.
- SH discussed what kind of communities will we create in our New Build Programme? Need to provide solutions for long term needs for people.
- Housing Board will lead the action for PSB. Moving forward, a meeting to arrange and shape a work plan to involve everyone. Need to ensure right people at right time, voice in engagement.
- IG mentioned how Public Health can support Housing Board. Longer term will produce papers on how public health affects housing. Also what is the role of the Health sector in this? May be roles for other players in the Health Sector. SH added that this is very important, need to engage with Health via IG and link with groups.
- AF mentioned that housing needs analysis work is available as follow on work from the Economic Review, could feed this in via Adrian Cannard.
- JF added that SCDC and Cambridge City are looking at the next Local Plan from next year, and will need to include new categories; older people, specialist needs, etc. In line with new NPPF. **Action: AF will contact Adrian Cannard to invite to December meeting.** CH added let's do housing needs work together rather than 2 separate streams of work on the same topic. KM added it should be a single consistent message from the RP review.
- SF mentioned a bid which Vicky Crompton has submitted to continue the Domestic Abuse work. Developing a whole housing abuse support (Cambs/Peterborough/West London). Bid in place. Not confirmed yet. If attained, could retain Bobby scheme, mobile outreach work, and DAHA work. **Action: SF will update board once outcome known.**
- SB mentioned the rough sleepers' initiative and a related health survey. SB clarifying which Districts are covered. think it's Cambridge, Peterborough and St Edmundsbury. Discussed ways of answering questions. IG, need a wider perspective. **Action: SB will send out the survey.**

3. Annual Update on Housing Delivery based on tabled planning data

SB discussed AMR's etc., data from 2003, how many homes built, and affordable. SP will give SB their figures from West Suffolk. AK can provide previous Peterborough data to 2003.

JC asked regards tenure. Can LA's break down tenure, SB advised enablers usually provide these figures; SB to add in West Suffolk, Peterborough and detail form enablers for a future meeting.. **Action: SB will resend once**

report is more complete. KM offered to do a sense check on the delivery figures with RP partners, once its more complete.

The Board discussed how this can work in to the Housing Development work, planning of homes for the future. AF mentioned CPCA, targeting of information and what we want to deliver. Large strategic sites do not deliver quickly.

4. AOB

Funding Discussion

Will add formally to the agenda for December. Some costs have increased ie Hometrack subscription. AF will advise who to talk to regards CPCA contribution.

Sarah Ferguson

Housing Related Support partner workshop: Hoping to organise a workshop at beginning of December. Having 1-2-1 conversations with District Councils at the beginning of December.

Helen Reed

Adaptations Policy went to CPSB. Pathways discussion with Helen Rhodes was very well received. Funds will be available now. Final tweeks to make on the Policy. Perhaps come back to Housing Board next year (Jan or Feb?).

Heather Wood

Should we have an update regards the Sub Regional Homelink Management Board, on future Housing Board agendas, or just every couple of months? **Action: Item for January agenda confirmed, then quarterly.**

Nigel Howlett

Discussed economic effects of a no-deal Brexit; forecasting figures predicted, etc. Sector risk profile also published. Pressure increased regards scale of housing market problems, we need to build into our planning.

Suzanne Hemingway

Discussed lifting the debt cap on HRA. SCDC have put in a bid for additional borrowing capacity.

5. Next Meeting

- 7th December 2018, 9.30am, Monkfield Room, South Cambridgeshire Hall, Cambourne.
- 11 January 2019, 1 February 2019, 1 March 2019

Action & when added	Lead	Still to do	Doing	Done
November 2018				
Think Family referrals: SF to ask Jenny Goods to do a briefing note for partners on how Think Family referrals work	SF			
Affordable Rent: AF to circulate CPCA letter sent to housing providers about affordable rents				
Trailblazer funding: DH to write to MHCLG asking if have use funds into 2019/20, with support for FDC finance team.	DH			✓
Trailblazer funding: All to consider funding to meet a gap for the coming year's salary bill for the Trailblazer team if there is a shortfall				
Invite Adrian Cannard to December's housing board meeting to talk about housing needs analysis work	AF			
Health / rough sleepers govt survey: SB will send out the survey.	SB			✓
Annual report on housing delivery: SB to add West Suffolk figures, Peterborough and also enablers detail on tenure and re-circulate via email once report is more complete. KM offered to check with H4C&P.	SB / KM	✓		
Housing Board funding: report to come to December housing board meeting	SB/SH	✓		
Adaptations Pathway to come back to housing board in Jan/Feb 2019	HR	✓		
Add Home-Link report to Housing Board agenda, trial as a quarterly update starting Jan 2019	HW	✓		
October 2018				
Adaptations pathway				
Housing Board to support work to make better sense of the nationally allocated DFG funding, and help each District benefit from the funds proportionately, achieving a more coordinated system. SB to help put together a report for Housing Board, with help. To include comparison of Registered Provider approaches to DFGs in their helps is needed	HR, HRh, SB		✓	
Messages getting back from professionals that referrals issues go along with protocols already in existence, need to ensure things have changed where needed. Training needs to be in place. Need one message and a review of the policies and timescales	HW, AS	✓		
NH to ask all frontline staff to look at these issues, and will take the points back to Housing Associations to discuss. Also could provide links to Alison.	NH	✓		
Alison Smith will find this out who is best to talk about integrated front door at The Housing Board meetings.	AS	✓		
Trailblazer Subject to amendmenets made as suggested at this meeting (and a short discussion after the meeting between officers involved) , the Housing Board is happy for DH to take the Trailblazer report and Year 1 review to PSB. Nigel to share final PSB rpeort and bring outcomes to November Board	DH	✓		
CPCA and affordable rents Caroline Hannon agreed to take forward work on legal advice about re-wording s106 agreements regarding Affordable Rent.	CH, AF		✓	

Action & when added	Lead	Still to do	Doing	Done
Alex Frances asks for text re clarification of the difference in intermediate and affordable. CH to define intermediate rent to Alex.				
Invite Homes England to future meetings, for specific agenda items	EF / SB	✓		
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 has now left. Turns out there is nothing concrete yet, Clare Gibbons had put an outline together for Cath but will let SB know when / if there is any further progress.	SB and CG			✓
Sarah to discuss the Charter with Lynn O'Brien and Peterborough housing needs staff, and involve in joint training.	SF	✓		
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. 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	✓		
Helen Reed to circulate Cambridge City response to the gov't's housing green paper for Housing Board members to be aware of.	HR			✓
NPPF implications discussion needed by the housing Board, SB to put on future agenda for Dec	HR / SB / BR			✓
Sarah F to update on outcome of bid for future Domestic Abuse project at December meeting	SF			✓
June 2018				
Staying Close: project asks that CRHB consider them and have them involved in conversations on this subject. 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 and 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		✓	
May 2018				
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 with RP forum. Also forms part of new approach to housing needs assessment under NPPF	SB / NH		✓	

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.