

The Housing Board

Cambridgeshire | Peterborough | West Suffolk

Friday 1st November 2019

Swansley Room, South Cambridgeshire Hall, Cambourne



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Meeting Notes

1. Present, apologies and previous notes

Present

- Suzanne Hemingway (SH), Cambridge City **Chair**
- Azma Ahmad-Pearce (AAP), Cambridge and Peterborough Combined Authority (CPCA)
- Sue Beecroft (SB), Housing Board
- Jon Collen (JC), Hunts DC
- Sarah Ferguson (SF), Cambs County/Peterborough
- Julie Fletcher (JF), South Cambs DC
- Iain Green (IG), Cambs County/Peterborough
- David Greening (DG), Cambridge City
- Dan Horn (DH), Fenland DC
- Nigel Howlett (NH), CHS – RP rep
- Karen Mayhew (KM), Homes for Cambridgeshire & Peterborough (H4C&P)
- Elaine Field (EF), South Cambs DC **Notes**
- Lisa Sparks
Cambridgeshire County Council
- Chris Jenkin
It Takes a City

Apologies

Julie Baird, West Suffolk	Anne Keogh, Peterborough
Sally Bonnett, East Cambs	Carol Pilsen, Fenland DC
Sean Evans, Peterborough	Helen Reed, Cambridge City

Previous Notes

Draft notes of September 2019 were approved and are available at:

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

A review of previous actions is at the end of this document.

HOMELESSNESS FOCUS

2. Summary of trailblazer project achievements, progress to date and update on future funding

DH updated that a letter has been sent to Cambridge Public Service Board, partners and RPs to ask for funding to continue the Trailblazer project going into 2020/2021, tying into work beginning on the homelessness transformation project. Helen Brown is leaving Cambridgeshire and the Trailblazer project. This leaves 4 staff (after Helen leaves).

Had some responses to the funding request letter, DH discussed potential amounts, and we need to clarify the remainder. SH asked, what can we deliver with the committed funding?

KM advised that there are 13 developing RPs in the Homes for Cambridgeshire and Peterborough group, and asked if we had only contacted these partners, which SB confirmed. **KM is taking the decision to the 5 December meeting** and has circulated some information previously to encourage support from RPs.

JC discussed Trailblazer work and capacity in the team at present, **Helen Brown is tasked to bring this back to Trailblazer Board, in order that we can ascertain how we can collectively deliver the priorities.**

As time proceeds there is a risk that staff will depart early. Balance between determining needs and forthcoming funds. **DH to investigate how much time we could employ the full (remaining) team for, with the funds committed to date.**

SH mentioned that CPSB are sure this is work they wish to continue. JC added that this would allow time for budget, timetables setting and other work with RPs, and Trailblazer work.

Basic stats showing 330 referrals taken by the team April to September 2019.

Keep on agenda for DH to report back.

3. Update on the commissioning a county wide System Transformation project around Homelessness

Circulated specification around procurement of a Consultant, received 11 submissions. Have invited partners to be part of the commissioning process. Includes the Housing Related Support (HRS) review. Still in discussion with Members regards timescales, as to when we are implementing this, and have a meeting with them. The Consultant's work is to be completed by March. A Homelessness Needs Assessment is part of it and will be completed by January 2019, HRS commissioning strategy by mid-March and proposed strategy, and system transformation towards end of Consultancy (subject to Members confirming revised timescales next week).

SH mentioned that we could invite the HRS consultant to Housing Board in December or January.

SF advised that, this group (Housing Board), will shape what we do.

4. It Takes a City

Chris Jenkin from It takes a City discussed the progress from that programme of work, including the StreetSupport App:

- Voluntary led movement, to bring all stakeholders together to make a difference to homelessness in Cambridge.
- Summit held last year in November. 120 from across the community attended. About 100 delegates from that event formed about 8 action groups, from various key organisations.
- Recently launched StreetSupport website.
- Action group meetings are held once per month (and minuted). Asked groups to conform to a set of values, which lead to change.
- Thanks to organisations in this room, working with many, and excellent collaboration.
- Found there is a significant interest and support across the community who want to help.
- **Information.** Working around City Council's informed database. Creating a dashboard and visual representation of what we are doing, how many people etc. Cambridge University researchers helped form model. Led by Harriet at Cambridge City Council and Jamie Irons at the County Council. Can be rolled out across County.
- **Youth project.** Embraces all agencies on youth homelessness. Developing a schools awareness project – take information to schools. Led by the Howard group – creating apprenticeships for young people, and accommodation once completed apprenticeships.
- **Women's group.** Outline action plan around off street respite. Long term accommodation project. Would like a development worker post and peer mentor. Have developed an information card for services. Support group also. HRS review is linked, engaging with Lisa Sparks at County. Looking at what we all know, to do. How do we contribute to that? Want to establish a larger support.
- **Employment group.** Established interim scheme with winter comfort routes to work. Looking at a programme which employees can sign up to. Process of getting back to work. Looking at how to co-ordinate employees etc.
- **Housing action group.** How we can address the housing situation and those who are low priority, band C etc. Now setting up a community land trust, around a proposal called Somewhere to Call Home. Rough sleepers, hostel people. Looking at Developers and modular build. Talking to CPCA, Hill, local businesses, and other collaborations with organisations. Looking at different sites and options to purchase. Linking with Jimmy's on some sites. Chris discussed current homes available, with Eco properties etc, offering something better. Would wish to talk to Local Authorities and others, about accommodations and other key organisations. Would like to build 20 to 50 homes over the next 10 years, to take pressure off the hostel population and get more people off the street.

- Setting up a charitable company to help with fundraising.
- **Digital action group.** Purchased, and now implementing, the StreetSupport app for homeless people in Cambridge and for people who want to help, offering time / items / money. Raising awareness of the services and accommodation available in the City, to try to counteract “nothing is being done”.
- **Other Districts keen to consider being included, Chris to set up a meeting with HDC, FDC and SCDC.**

Questions:

DH – Interested in the App at Fenland – would like to have a conversation in relation to that. Chris advised that Cambridge is the focus, as it holds the funds for the region. But do see the potential in extending to anyone across Districts. Can extent to other parts of the County.

The StreetSupport Cambridge website has been implemented in conjunction with Cambridge City. SF encouraged all to make sure all pieces move forward together; includes regular meetings. Chris added that there is a matrix we are working on, on how it all fits together. SF advised that we need to make sure we have regular meetings with City, County and It Takes a City representatives.

SF mentioned the report, and amendments to the document, especially the part regards closing Whitworth House. Chris agreed to amend this text. We need to ensure language supports us working in partnership.

JC – Sub regional homelessness meeting next week, the website StreetSupport Cambridge will work well. Many opportunities at present, discussion with ministry etc, pots of money, etc. Chris advised that Winter Comfort are contributing something into the homeless link pot.

NH mentioned risks, but the rewards are considerable. Chris’ team has time to tap into support networks. Discussed various businesses and organisations who are doing different things, and this group can bring this together, stronger connections, and to build this work up is considerable, via It Takes a City.

SH – This app may also help communities engage.

David Greening (DG) – Good way to show people how we can give help, the messages are important.

JF – South Cambs don’t have issues like the City but can play a role in promoting volunteering via residents in our Districts.

5. News on the MHCLG funded outreach programme of work

Bid rounds through Ministry earlier this year. Hunts, ECDC and SCDC, under strand of street outreach (they call it navigators) successful with bid. P3 will work with us on a 12 month pilot. Bid provides for workers. Looking at numbers, Hunts have higher numbers on the street at night, therefore most work in that area. Will start end of November or early December. Meeting with District next week. Bid round also included bid of money for workers to have flexibility to be creative to find solutions. Doesn’t provide accommodation spaces, only hand holding and support, and working with people to get off the streets into accommodation which we can source. Numbers: Less than 10 people sleeping rough of a night across 3 Districts, but we are sure there is more than that, hidden.

Next bid round has been announced by the Ministry this week. Asking for bids for 2020/21 therefore we need to think about criteria for pots, as Authorities.

The Board discussed funding pots. SF mentioned that Peterborough gained funding for 3 posts, one working with Cross Keys, also an e-navigator post, and for a mental health navigator employed through GP practices.

6. Update on Cambridge's 5 year homelessness review and new strategy

DG discussed the Rough Sleeping Strategy. Hunts working on homelessness strategy, SCDC had theirs approved in March 2019, Peterborough's is done too. City having homelessness review first, collating evidence and data to be completed by end of December, will have first draft of homelessness review by mid November, consultation event on 29 November (second draft by then) split consultation event. We will also ask homelessness impact to help us with consultation work.

The plan is to finalise the review by 31 December, then will go into informal Member review in 2020. Cambridge City elections in May 2020. Finalised strategy around end of June 2020. District partners welcome to come along to the consultation, SCDC already attending. NHS engagement - IG asked that James who is coordinating the consultation, to contact him to involve the NHS. Chris Jenkins asked if everyone has been invited, organisations. DG will check. SH advised that we need a broad representation.

SF – Peterborough wish to have their Strategy in before March 2020. Have held a front-line workers workshop, and a workshop with a homelessness forum in Peterborough, also carried out some work with people with different experiences about the homelessness journey, rough sleepers, families, etc. With a Member workshop in a couple of weeks' time. Clarify priorities, and then the process of consultation with Members in January. We looked at the Manchester strategy, very brief.

SH – With work we are trying to do together, it would be nice to link together some of what we are saying - our strategies, recognising areas' particular needs. Will have to get to a point where we have a common voice.

SF – If we could construct a section of the Strategy, that talks about systems and strategies across County. Heather Wood (HW) advised that we always do that, we have a Sub-Regional Homelessness Group, and always make reference to key happenings across the County. A strong reference to Trailblazer and regional activity.

DG – The Cambridge City letting policy, homelessness was a big part of that. JC – This policy is being reviewed starting next week. Fenland are on a similar timescale to Peterborough.

HW – Happy to share what we have said. Also, there is a brief diagram on how all groups fed together in the document. JC – Challenge is, we haven't got the conclusions. The document could change quickly.

DG – Housing first, working with County on Housing First programme 3 parts:

HF1 – Standard self-contained unit building, on training flats work. Get to 10 units by March 2020. Had offers from various RP's and City. Discussions ongoing. In place by March.

HF2 – Different model, caretaker on site, in close proximity to 2 other flats, may put people at risk in there. Not a support role caretaker. Support role provided separately. 12 – 14 units identified across new build programme.

HF3 – Shared scheme. One completed so far, with 4 people in. 2 managed to get employment. Public funds group. Looking at more shared units for a 6 month period, to try more. Funded by bid from Govt.

Counting Every Adult and Transformation team at County working on evaluations. Doing work on stock flow and return. Need to understand how many units of these needed going forward.

JC – A specialist from the Housing Ministry is pushing Housing First, JC has made Ministry aware that we are sharing in County. SF – is there an opportunity to share information as things grow? Should we have a Housing First representative to come back to Housing Board? JC replied that it might be a good idea.

Future agenda item.

JC – Housing Benefit Plus model is the finance to secure the types of tenure etc, need to share evaluation coming out of that. DG has asked James to be included in our review (45 households over last 2 years).

7. New funding for winter pressures

To do with funding. Key collaborations, challenge how we co-ordinate.

SF mentioned Stephen Tingey, a specialist advisor from the Ministry – JC will contact him about this. A role for Iain Green (IG) here as public health is involved. Chris Jenkins advised that they have done work on this. Discussed with Addenbrooke's Hospital and they don't see there is enough NFA discharge to support this at Addenbrooke's, need someone to co-ordinate it (discharge planning). There is still a view at Addenbrooke's that Jimmy's will take them in, however sometimes that is not appropriate. SB has been putting Trailblazers in touch with hospitals.

SF – Do we need to identify a lead for the Districts? IG for health. **JC will find out who can make the bids. Then approach those who can make them, SF to find out who can lead on social care.**

8. AOB

IG – The Health and Wellbeing Board across Cambridgeshire and Peterborough approved the draft strategy for consultation. The consultation will be launched in the next couple of weeks, for 3 months. Members have not changed too much, also taken to Planning Policy Forum and got push back regards healthy new town principles, working with them to help them see the benefit. Consultation strategy to be approved this afternoon, will send links when available. Goes to Health and Wellbeing Board for formal adoption in February (*Post meeting note: consultation has been delayed due to Purdah*).

IG – JSNA about Tuberculosis to come back to a future Board meeting, maybe February or March, to go through results. Emerging finding is regarding how we can carry out active Tuberculosis case finding, people only get diagnosed if they turn up to clinic. Can put information on StreetSupport Cambridge app, **SB to investigate.**

NH - Had trouble with Fire Officers not distinguishing between residential care, extra care, sheltered and retirement housing in terms of staffing and responsibilities. Discussion with senior Fire Officer have clarified this very helpfully - CHS happy to pass on contact details of the problems appear elsewhere.

DG – Went to an event in London – Policy and Practice – doing work for LGA to look at Housing allowance rates with a view to lobbying Government, current freeze ends in April 2020. They are interested in data which SB has put together. Board agreed OK to share that data if it helps review LHAs and/or BRMAs.

SF asked about the rough sleepers JSNA – IG advised, no update as yet. We are advertising for a Veteran's Housing Outreach worker, will circulate advert to Board.

JF – Gone out to tender today for housing needs of specific client group, older people, family, etc, County led on behalf of Cambs and West Suffolk (*Post meeting note – putting the request for quotes out was in fact delayed slightly*).

JF - Looking at drafting a spec for another Gypsy and Traveller Needs Assessment, to go out within the next few weeks, will feed into Local Plans.

9. Future Meeting Dates:

All at Swansley Room, South Cambridgeshire Hall, Cambourne:

6 Dec 2019. Possible early 2020 dates: 10 Jan, 7 Feb, 6 March, 3 April

#	Agenda item	Action & when added	Lead	To do	Doing	Done
November 2019						
1.	Trailblazer	Investigate how much time we could extend the remaining team for. Keep on agenda: DH to report back.	DH		✓	
2.	Trailblazer	Karen M is taking the funding decision to the 5 December H4C&P meeting.	KM		✓	
3.	Trailblazer	JC discussed Trailblazer work and capacity in the team at present, Helen Brown will bring this to Trailblazer Board, to ascertain how we can deliver the priorities.	JC / HB		✓	
4.	System transformation	Invite the HRS consultant to Housing Board in December or January. They prefer Jan / Feb.	SB		✓	
5.	Street Support	Other Districts keen to consider being included, Chris to set up meeting with HDC, FDC and SCDC.	Chis Jenkin		✓	
6.	Homelessness reviews / strategies	SCDC happy to share their statement and brief diagram on how all groups fed together in the document. HW to circulate.	HW	✓		
7.	Homelessness reviews / strategies	Housing First representative to be invited to Housing Board SB to identify what, who and when.	SB to explore	✓		
8.	Homelessness reviews / strategies	Housing Benefit Plus model is the finance to secure the types of tenure etc; can we share evaluation coming out of that. SB to identify what, who and when.	SB to explore	✓		
9.	Winter pressures funding	Do we need to identify a lead for the Districts? IG for health. JC will find out who can make the bids. Then approach those who can make them, SF to find out who can lead on social care.	JC, SF	✓		
10.	TB JSNA	Put Tuberculosis clinics and screening on StreetSupport app. SB investigating with support from Public Health.	SB		✓	
11.	AOB	Contribute to LGA to look at Housing allowance rates.	DG/SB			✓
September 2019						
12.	Victims of sexual exploitation	IG mentioned the 'Improving Pathways' trailblazer work (Helen Brown involved, working with 3 hospitals) issues may be the same. Could take the issue to Health and Wellbeing Board, with Helen and ensuring Cambs Constabulary are invited. Action for DH (speak to HB).	DH/HB	✓		
13.	Victims of sexual exploitation	Bring progress on all back to Housing Board. Alice and Kate of Cambs Constabulary offered to come back if required.	All		✓	

#	Agenda item	Action & when added	Lead	To do	Doing	Done
August 2019						
14.	Joint Health and Wellbeing Strategy	NH to email LR on coroner's 999 requirements – JET service is meant to address people who have fallen within 2 hours. LR will investigate.	NH / LR	✓		
15.	JSNA rough sleeping	Vicki Peacey (CCG) to circulate a draft of the JSNA when ready, and bring back to Housing Board possibly in December.	VP		✓	
July 2019						
16.	Allocations policy review	Invite Home-Link Board to do an update to Housing Board on the review.	HW / Sharon	✓		
17.	Military covenant	Vikki to contact Board as and when we can help with the app including housing info, and refer people to the training.	VB		✓	
February 2019						
18.	New developments	Investigate the system of numbering and naming of streets, and postcodes – can we help get postcodes set up earlier in the process to facilitate life for new residents? SCDC to share findings from Northstowe with other district teams. Report completed.	NH to send info to Mike Hill and cc HW			✓