

The Housing Board

Cambridgeshire | Peterborough | West Suffolk

Friday 6th December 2019

Swansley Room, South Cambridgeshire Hall, Cambourne

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)
- Julie Baird (JB), West Suffolk
- 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
- Stephen Hills (SH), CHS
- Dan Horn (DH), Fenland DC
- Anne Keogh (AK), Peterborough
- Karen Mayhew (KM), Homes for Cambridgeshire & Peterborough (H4C&P)
- ~~Lisa Sparks (LS), Cambs County~~
- ~~Nigel Howlett, CHS~~
- Elaine Field (EF), South Cambs DC **Notes**

Apologies

- ~~Sally Bonnett, East Cambs~~
- ~~Nigel Howlett, CHS (Nigel arrived late I believe)~~
- ~~Sean Evans, Peterborough~~
- ~~Carol Pilsøen, Fenland DC~~
- ~~David Greening, Cambridge City~~
- ~~Heather Wood, South Cambs DC~~

Previous Notes

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

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

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

2. Homelessness Transformation, SHMA and GTANA brief updates

GTANA

JF updated that South Cambs DC are leading on the Gypsy and Traveller Accommodation Needs Assessment (GTANA) and are preparing a brief to go out to tender for the work (with face to face surveys); to include gypsy and travellers, travelling show people, houseboat dwellers, and anyone else who lives in a caravan. Preliminary findings expected around the beginning of April and publish towards end of May.

Previously discounted those were no longer travelling, however this is now a big focus, not classed as Gypsy and Traveller in the Planning definition but are G&T and we will look at how we meet that need. A small assessment on mobile home parks (not face to face survey on these). Will look at affordability issues. A working group and will try to include the G&T community, also Planning agents to come along to discussions in terms of methodology. Traveller health team (NHS) will be contacted too.

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Results might identify a higher number of plots, could discuss with Members at first stage to advise this need may occur. The Board discussed previous G&T needs assessments and what we need to reflect on. DH mentioned 'tolerating' sites, and different issues in different areas. Working group will bring back draft communications strategy to Housing Board for discussion. Local community opposition needs to be considered. JB can pick up and see if West Suffolk Communications Team can help put together a strategy.

SHMA

SB updated that County Council is ~~are~~ going out to tender to produce an updated Strategic Housing Market Assessment (SHMA), which is now called Housing Requirements for Specialist Housing. Three bids received from Ark4, GL Hearn and ORS. Outcomes by end of March and then new government statistics in April. Becca Roebuck is managing the work. Excludes Peterborough but includes East Cambs and West Suffolk. JB mentioned joining up with Local Plan Issues and Options more. Planners are involved in the tender and bid work and are aware of what is involved. Could links with Sheffield Hallam work on older popels housing needs.

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System Transformation

LS updated on Homelessness transformation. Ark4 have been recruited on Board. Meeting on Monday with consultants. Will send something out to Districts soon.

SB mentioned documents which consultants have asked for, SB will refer to page of list of docs at xxx.

Action: Would help if dDistricts could send Affordable Housing SPDs to SB.

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HRS commissioning element, to line this up we need to bring forward needs assessment work. HRS Commissioning Strategy (led by LS) by end of February. Input from this Board into the development of that strategy. **Add update to January agenda.** And bring consultants to the meeting. **Circulate outline to Board for comments and feedback asap.** Wider piece of work by end of April. Recommendations, options, etc., will be reported to CPSB. Separate session for timeline of reporting. We will brief partners in advance. Scope of Commissioning Strategy needs to include whole budget, and some current services have been recommissioned. Link to that is the allocations of resources at County, some changes across County will have an impact.

Cambridge City rough sleepers numbers are up again, SH can look at what analysis we have as to where they are coming from. The Board discussed support networks in Cambridge City and Fenland.

3. Postcode Project

SB has emailed a report on the Postc-Code project to the Board. Arose form feedback that nNew housing developments were not having their post codes recognized early enough by emergency services, delivery companies, etc. Google maps and sat nav are commercial enterprises which are not connected to the process; Local Authorities use Ordnance Survey.

A contact in Wigan is a leading expert and has helped with how the process should work. Council have produced a survey of Local partners ran a survey of local housing providers and provided issues in a report. SB has put together a flow chart of the process of street naming etc. SB has will shared the report with the housing board and if happy, will spread wider when complete.

A promotional flyer has been developed for new properties etc, which could also be added to welcome packs, and RPs could put forward.

Action: SB to investigate whether tThis information could be a requirement at Planning consent stage.

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4. CPCA Combined Authority update

AAP updated that 178 units were [given approval](#) [presented](#) on 9th November.

Habinteg Housing Association wish to come to Housing Board and want to work with various organisations and Councils.

1,129 units at this point, target is 1,232 by March 2020. 100 care homes for the discounted market, key worker, hospitals, Council etc. Mayor ~~push~~ ~~W~~ wants to deliver across Combined area. Leaders briefing coming out in January. SH to write to Roger Thompson at CPCA to ask about viability of [the £100K house programme](#).

CPCA need to discuss with Local Authorities as to what is needed in their areas first, if they are looking at a particular scheme to talk to the Local Authority first. [546 on City pipeline](#).

5. AOB

LS updated on the [Rough Sleepers Initiative \(RSI\)](#) bid for Cambridge City, Cambridgeshire County, Fenland and Peterborough. HF3 units, and funding on the posts (may include housing first). SF had a conversation with Jason Marriott from the Ministry who is interested in County playing a role. He is involved in Peterborough and is making other connections. Enhanced navigators, four and a half, with two aligned with the City and half post floating. To provide overarching support for people in properties. Would follow MEEM approach, sit under Counting Every Adult team. How are we evaluating, common evaluations methodology? Need assessment that stands up to scrutiny.

SH attended event with Hyde Housing Group recently, resource into developing a methodology of calculating social value for housing. Many people from the Ministry there, who are seriously looking at this as an important piece of work. Hyde social value.

Bids put in for:

JC – Launched street outreach areas, low numbers, 4 Hunts, 2 South, 1 East.

Pot of money from South and Hunts for cold weather fund. Through Voluntary agencies, homeless link £1m given (classed as RSI funding but a different pot). Criteria more around charities, smaller scale.

Fenland got £50k of cold weather fund. Continuation of day hub, open since June, funded through RSI.

Provision of 2.5 support workers to night shelter. Rough sleeper co-ordinator, 3 migrant outreach workers.

JC provided an update on the Lettings Policy Review on behalf of Heather Wood. Two meetings so far. Task and finish group started to review the Policy and highlight issues over the last two years. Issues, impact and some suggestions. Subgroup set up to involve RP partners, one subgroup for differences in assessments that RPs are doing when shortlisting candidates. Another meeting next week bringing in experts on advice and options. Process will be concluded after City local elections in May. Proposals ready towards end of the financial year. Will bring a paper back to Housing Board with ideas and will hold some events across the Districts (they can also do their own events). Adoption of revised Policies around June 2020.

6. Future Meeting Dates:

All at Swansley Room, South Cambridgeshire Hall, Cambourne:

10 Jan, 7 Feb, 6 March, 3 April

#	Agenda item	Action & when added	Lead	To do	Doing	Done
December 2019						
1.	System Transformation	All districts to help by sending Affordable Housing SPDs or link to them, to SB.	SB	✓		
2.	System Transformation	Add update to January agenda and invite Arc4. Circulate outline to Board for comments and feedback asap.	LS			✓
3.	Postcode project	Investigate whether information about activating postcodes could be a requirement at Planning consent stage.	SB	✓		
4.	Postcode project	In the New Year, publicise the report and share widely	SB	✓		
November 2019						
5.	Trailblazer	Investigate how much time we could extend the remaining team for. Keep on agenda: DH to report back.	DH		✓	
6.	Trailblazer	Karen M is taking the funding decision to the 5 December H4C&P meeting.	KM		✓	
7.	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		✓	
8.	System transformation	Invite the HRS consultant to Housing Board in December or January. They prefer Jan / Feb.	SB		✓	
9.	Street Support	Other Districts keen to consider being included, Chris to set up meeting with HDC, FDC and SCDC.	Chis Jenkin		✓	
10.	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	✓		
11.	Homelessness reviews / strategies	Housing First representative to be invited to Housing Board SB to identify what, who and when.	SB to explore	✓		
12.	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	✓		
13.	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	✓		
14.	TB JSNA	Put Tuberculosis clinics and screening on StreetSupport app. SB investigating with support from Public Health.	SB		✓	

#	Agenda item	Action & when added	Lead	To do	Doing	Done
15.	AOB	Contribute to LGA to look at Housing allowance rates.	DG/SB			✓
September 2019						
16.	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	✓		
17.	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		✓	
August 2019						
18.	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	✓		
19.	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						
20.	Allocations policy review	Invite Home-Link Board to do an update to Housing Board on the review.	HW / Sharon	✓		
21.	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						
22.	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			✓