

# The Housing Board

Cambridgeshire | Peterborough | West Suffolk

Friday 6<sup>th</sup> March 2020

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), CPCA
- Sue Beecroft (SB), Housing Board
- Elaine Field (EF), South Cambs DC **Notes**
- Julie Fletcher (JF), South Cambs DC
- Iain Green (IG), Cambs County/Peterborough
- Dan Horn (DH), Fenland DC
- Nigel Howlett (NH), CHS
- Karen Mayhew (KM), H4C&P
- Lee Price (LP), West Suffolk
- Helen Reed (HR), Cambridge City
- Lisa Sparks (LS), Cambs County
- Heather Wood (HW), South Cambs DC
- Emma Grima (EG), East Cambs DC
- Roger Thompson (RT), CPCA
- Paul Hardman (PH), arc<sup>4</sup>
- Laura Paterson (LPA), arc<sup>4</sup>

#### *Apologies*

- Julie Baird, Sally Bonnett, Jon Collen, Sean Evans, Julie Fletcher, David Greening, Anne Keogh, Carol Pilson and Helen Reed.

#### *Previous Notes*

Draft notes of February 2020 were approved and are available at:

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

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

### 2. Planning for 2020+

Planning for 2020+ item re-scheduled to April meeting. Some ideas for discussion:

Build to rent at City, South Cambs and West Suffolk. GL Hearn SHMA update. Gypsy and Traveller study.

Update on choice based lettings. Health and Wellbeing Strategy. Needs assessment work, and what County are doing on older people's housing, disability work, etc. Housing Board membership, Vice Chair, general attendance, etc.

### 3. Homelessness System Transformation and Housing Related Support review

Paul Hardman (PH) and Laura Paterson (LPA) from arc4 talked through presentation slides on their findings (on work to date) entitled 'System transformation in order to reduce homelessness across Cambridgeshire and Peterborough.' Involving data analysis, and customer consultation via focus groups and questionnaires.

LPA discussed the slides:

1. *Housing Options Approaches*. Different approaches, therefore, not comparing like with like.
2. *Homelessness Assessments*. Consistent picture.
3. *Prevention and Relief*. Need people to come in earlier. Publicity, making partners aware, right processes.
4. *Household Profile*. Single households largest group, some with complex support needs, usually come in earlier than families. Might be worth LA's tracking single people mapping and identifying how many are

moving from prevention into release, as arc<sup>4</sup> can't map that (SH agreed and mentioned the Board could think about how we can look at this, to understand reasons for the figures). Reflective in what LA's are asking developers to build, single people in new build communities, mixing in with families. Smaller, and sharing, helps with carbon footprint. Would want to prevent putting those with high needs in, especially at the beginning of build and would need to have support services in place. Identifying high levels of need in Fenland currently, perhaps this is due to recording data issues as well as deprivation. Mental health is the most prevalent support need across all LA's.

5. *Main Causes of Homelessness.* s106 communities are more complex, sometimes with owner occupiers complaining about anti-social behaviour, the Board discussed possible reasons for issues with social housing plots, and marketing of those plots. SH would like to know what LA's eviction rate is, to compare reasons for that and to get social landlords to look at issues.
6. *Prevention Outcomes.* Trailblazer work not recorded on this. Data recorded through H-CLIC. Half year data needs to be supplied to be included in the final report, arc<sup>4</sup> will let us know what is missing. **Action for LA's to provide data.** Need to get the report done to send to PCSB.
7. *Relief Out Comes.* Are there ways we can house people through private rented market? Could look at that. Need more information.
8. *Main Duty Acceptances.* Could we look at data to pull this together? Last column on slide, need a better understanding of the variation there.
9. *Temporary Accommodation.* Snapshot figure taken via H-CLIC, usually from the last day. arc<sup>4</sup> are trying to look at the total annual figure but LA's are recording this data differently.
10. *Trailblazer Referrals.* Referral figures have gone down. Improvement on pre 56 days.
11. *Trailblazer Outcomes.* Increasing complexities coming through.
12. *Future of Trailblazer.* Opportunity to identify and pick up good working practices.
13. *Rough Sleeping.* LA's have good information regards their rough sleeping population. Emergency accommodation is a problem in the City.
14. *Identified Issues.* Need to look at the definition of complex needs moving forward.
15. *Identified Good Practice.*
16. *Consultation Findings.* Couple more partner data to be added. arc<sup>4</sup> will do more work on surveys and look at the data further. The Board discussed if any are missing from LA's or RP's. Level of social housing evictions data is missing. **KM will raise awareness with RP's to contact arc<sup>4</sup>.**

PH discussed partners and gave examples of good outcomes. PH has visited providers. DH mentioned drug and alcohol services.

17. *Customers and Staff.* Need consistency in data.
18. *Transforming Homelessness Services - opportunities.* The Board discussed looking at Trailblazer successes, pulling services together, joint working, shared resource, mini teams. A hub. Developing ways of communicating. Persistent operational practices, flexible approaches to local connection. The Board discussed examples and the Counting Every Adult team. South Cambs have a Complex Case Officer, who already has a full case load. Need consistency of delivery, transparency, and look at financial savings which could be reinvested. South Cambs did carry out some of this work a few years ago and noted that there would be minimal savings. Audited, with the suggestion that close working is beneficial. HW advised there has been much work done already on policies. SH added that we can look at how that sits alongside the arc<sup>4</sup> piece of work.
19. *Other Identified Opportunities.* The Board discussed, including private sector leasing South Cambs already operates Shire Homes Lettings. LPA felt Districts worked very positively but missed opportunities of working together, one example is documentation i.e. letters, could have new templates (for new legislation) with text that customers understand.
20. *Housing Related Support.*

PH mentioned the culture of Housing Board, the need to use this information and can only drive it forward with starting to think about change. Collaboration. As a Board which drives much strategic thinking, it also

needs to drive strategic behaviour and approach, or opportunities will be missed. SH added that this is really helpful and will help us drive change. If we need to do more, and take to CPSB, we need to be clear that there is change required. IG mentioned, after Housing Board, it would need to go to Health and Wellbeing Board, as there are key people around that table. **SH agreed, and added that we need to understand next steps and take to teams. Then collaborate work around teams.** LPA then tabled a customer journey flow chart.

PH continued that the draft report will be presented to the County project board on 2<sup>nd</sup> April. SH added we could think about who attends that presentation meeting. Housing Board needs to receive the draft report and then take to Health and Wellbeing Board and others. HW commented that strategic leads across the District on homelessness need to see the report, as they will be driving that change, to feel inclusive and reflecting their experience.

SH concluded that we need to work out engagement with other Officers then get Districts on board, work out other meetings, and on agenda for CPSB, ready with a clear representation of what we are doing. **Will plan dates outside this meeting.**

#### 4. Cambridgeshire & Peterborough Combined Authority and the £100k house

Roger Thompson (RT) and Emma Grima (EG) discussed the £100k house project, see website here: [www.100khomes.co.uk](http://www.100khomes.co.uk)

Meets the affordable housing definition. 1 bed property available on 100% freehold or leasehold for 125 years, in every area in Cambridgeshire and Peterborough. Discount is important to ensure it remains an affordable housing dwelling. If sold again after purchase, must be sold at reduced percentage of market value (as originally purchased) and must inform the Local Authority of intention to sell, they will then nominate the next buyer.

Working with lenders and have overcome the issues we have seen with mortgages like shared ownership. Any issues will revert to the CPCA. Counts towards AH mix. CPCA are maintaining a list from expressions of interest and will provide cheap loan financing. Don't anticipate any grant funding.

Site launched in Fordham which will deliver the first eight £100k homes. Another site later this year in Ely, also in discussion regards a site in South Cambs and focusing on coming to Fenland and Peterborough. Drafted s106 model clauses. Development industry receptive of this product.

Launching in Westminster on 17<sup>th</sup> March. Supported by all CPCA Board members. Allocations policy will go to housing community in April, each of the Council's representatives will have insight of it.

Answers to Questions from the Board:

- New builds only. Fits developer model.
- Housing Board can give a steer on the allocations policy. Local jobs, local people.
- CPCA do not get any receipts, are not sales agents, not traditional shared ownership, no staircasing.
- Opportunity to live in the property for life and it can be inherited.
- Not expecting cash purchases. Will be mortgages, and mortgage company will step in to get money back if repossessed, residue will come back to CPCA to reinvest. No pre-emption rights are being secured as part of it. If there is a loss, technically it is at lenders risk.
- Market rate discount is important rather than the house price. Discount has the longevity which will set the percentage of the open market. Capital uplift in proportion to how the market has moved.
- Delivered as part of the AH mix, no need of intervention from LA.
- Emphasis on direct development involvement to get £100k homes in their schemes.
- SH asked, how are initial schemes stacking up financially, how much loan finance is going in per unit on the schemes that CPCA are working on? Would need this information, leaders would need to understand that.

How much priority they would give in their areas, targeting a different market with a different set of benefits, each Authority will need to look at this in their own strategic approach. RT replied that leaders will have seen confidential papers on the pilot scheme in East Cambs, how that is working. SH continued, we would need to know cost per home and understanding if this is something that can be delivered at an affordable level. How many homes overall, District, on site? RT replied that it depends on who is willing to work with us, a pipeline will be produced around June and can share these potential figures, short and medium term.

- NH stated that it affects liability of housing on new developments. EG replied it is important to focus that it is one bedroom. SH mentioned commercial viability, in each area, if isn't subsidy coming in from shared ownership. Need to look at how shared ownership/affordable rent fits in. Viability of overall programme and viability individually.
- Small number of developers but wide ranging and won't be targeted at a large volume of house builders.
- Balance, enabling, more appetite for discounted market – this model may help support that balance. Need to ensure the balance is right, meeting overall need.
- 1,800 have expressed an interest so far, demand will outstrip supply. SH stated that we would need to see the allocations policy and how CPCA will prioritise. How will the new first homes proposal fit, ensure market doesn't get too full of discounted homes.
- SB mentioned it might be a matter for LA's to include in their Local Plan.
- JF mentioned Community Land Trust. CPCA business plan being delayed to future Board meeting. **Have sight of that before goes to Members.**

## 5. AOB

DH - Trailblazer post, consulted all funders and agreed it's not practical to get another person in post, may have to move cases to core teams whilst working out the process and right workload moving forward. Take feedback and get clarity of workload from now until November, focus on what we can do on protocols, how best to target work force development. The Board discussed the approach, 56 days deadline, and the benefits of Trailblazer, particularly for CHS. **SB to look at where reports are coming from (i.e. which partners are referring, has that changed?).**

## 6. Future Meeting Dates

At Swansley Room (ground floor), South Cambridgeshire Hall, Cambourne 9:30am to 12:30pm

**Dates to remain in diary, confirmation of 'how' we communicate will be confirmed.**

3 April, 1 May, 5 June

#	Agenda item	Action & when added	Lead	To do	Doing	Done
<b>March 2020</b>						
1.	H'less Review	Las to provide half year data to Arc4 as they request	Arc4	✓		
2.	H'less Review	KM to encourage RPs to respond to Arc4 request for data, especially on evictions	KM			✓
3.	H'less Review	Need to share this with homelessness teams, reps not all at Board meeting so we need to understand next steps and take to teams. Then collaborate work around teams	SH / SB	✓		
4.	£100K homes	HB requested to see business plan going to CPCA board in March 2020 to help us brief others	EG (CPCA)	✓		
5.	Trailblazer team	SB to look at where reports are coming from (i.e which partners are referring, has that changed?).	SB	✓		
<b>Feb 2020</b>						
6.	T.B. and housing	Workforce development opportunity. TB and hospital discharge. Could use champions in Housing Options Teams to raise awareness, all Housing Authorities identify a person.	DH lead	✓		
7.	T.B. and housing	Pick up link with arc4 work	LS		✓	
8.	T.B. and housing	Specific work Cambridge city and Peterborough. Conversations with Housing leads and CCG to get details of issues regards what we may need to accelerate. To do this, VK to feed back to Laurence Gibson, contact Sean Evans and David Greening about this, and CCG lead.	SF lead	✓		
9.	T.B. and housing	Just had RSI funding agreed - could reflect TB issues. Actions for City & Peterborough to action asap, not forgetting others	SF	✓		
10.	T.B. and housing	Housing Board to help with recommendations / actions in the JSNA	All	✓		
11.	Homeless System Transformation	IG offered to bring a Think Communities presentation alongside primary care networks to the Housing Board	IG	✓		
12.	Homeless System Transformation	Need a discussion around think communities and homelessness. SF and SH facilitating a session, asking question of what think communities can contribute to this community. SF will ask Adrian Chapman in April or May.	SF		✓	
13.	Health and wellbeing strategy	All to check first section of HWBS (planners leading but we may want to contribute) and specifically look at second section we will be responsible to. Add to agenda item for April.	IG	✓		
14.	AOB	Update on allocation policy review for April agenda.	HW			✓
15.	AOB	LS mentioned work with Cambridge University science policy exchange project - is there a research question which might be useful for us to look at around homelessness. LS to circ.	LS			✓
<b>December 2019</b>						
16.	System	All Districts to help by sending Affordable Housing SPDs or link to them to SB.	All / SB		✓	

#	Agenda item	Action & when added	Lead	To do	Doing	Done
	Transformation					
17.	Postcode project	Investigate whether information about activating postcodes could be a requirement at Planning consent stage.	SB			✓
18.	Postcode project	In the New Year, publicise the report and share widely	SB			✓
<b>November 2019</b>						
19.	Trailblazer	Investigate how much time we could extend the remaining team for. Keep on agenda: DH to report back.	DH		✓	
20.	Trailblazer	Karen M is taking the funding decision to the 5 December H4C&P meeting.	KM			✓
21.	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			✓
22.	Street Support	Other Districts keen to consider being included, Chris to set up meeting with HDC, FDC and SCDC.	Chis Jenkin		✓	
23.	Homelessness review	SCDC happy to share their statement and brief diagram on how all groups fed together in the document. HW to circulate.	HW			✓
24.	Homelessness review	Housing First representative to be invited to Housing Board SB to identify what, who and when.	LS and SB		✓	
25.	Homelessness review	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	✓		
26.	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	✓		
27.	TB JSNA	Put Tuberculosis clinics and screening on StreetSupport app. SB investigating with support from Public Health.	SB		✓	
<b>September 2019</b>						
28.	Victims of sexual exploitation	IG mentioned the 'Improving Pathways' trailblazer work 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.	DH	✓		
29.	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		✓	
<b>August 2019</b>						
30.	Joint Health and Wellbeing	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			✓

#	Agenda item	Action & when added	Lead	To do	Doing	Done
	Strategy					
31.	JSNA rough sleeping	Vicki Peacey (CCG) to circulate a draft of the JSNA when ready, and bring back to Housing Board.	VP		✓	
<b>July 2019</b>						
32.	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		✓	