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| **The Housing Board****Cambridgeshire | Peterborough | West Suffolk** Friday 17 July 2020, 10.30 to 12.00Held online via Microsoft TeamsMeetings will be recorded. These recordings will be kept in case any point of detail needs re-visiting whilst we are not producing full minutes. Please let us know at the beginning of the meeting of any objections to recording. |
| **Meeting notes** |
| **Present & Apologies**  |
| **Present*** Heather Wood (HW), South Cambs DC ***Chair***
* Azma Ahmad-Pearce (AAP), CPCA
* Sue Beecroft (SB), Housing Board
* Jon Collen (JC), Huntingdonshire DC
* Safia Cragg (SC), Homeless Link
* Elaine Field (EF), South Cambs CDC ***Notes***
* Sarah Gove (SG), Fenland DC
* David Greening (DG), Cambridge City
* Emma Grima (EG), East Cambs DC
 | * Stephen Hills (SH), CHS
* Mohammed Hussein (MH), Peterborough
* Joe Keegan (JK), Cambs County
* Ali Manji (AM), Cross Keys Homes
* Frank Mastrandrea (FM), Huntingdonshire DC
* Emily Mulvaney (EM), CPCA
* Lee Price (LP), West Suffolk
* Lisa Sparks (LS), Cambs County
* Tom Tallon (TT), Cambs County
 | **Apologies*** Peter Campbell, South Cambs DC
* Julie Fletcher, South Cambs DC
* Iain Green, Cambs County/Peterborough
* Suzanne Hemingway, Cambridge City
* Rob Hill, Peterborough
* Dan Horn, Fenland DC
* Nigel Howlett, CHS
* Karen Mayhew, H4C&P
* Carol Pilson, Fenland DC
* Helen Reed, Cambridge City
* Val Thomas, Cambs County/Peterborough
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| **Previous Notes** |
| Previous meeting notes are available at <https://cambridgeshireinsight.org.uk/housingboard/> Some covid-19 resources have been added to a new page here <https://cambridgeshireinsight.org.uk/housing/covid-19-and-housing/> New Integrated Commissioning Board page here: <https://cambridgeshireinsight.org.uk/integrated-commissioning-board/>  |
| **Next meeting**  |
| * 14 August: 10.30am to 12.00 noon
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| Key to action table:* Grey shading = a brief note for context. Not full minutes, if more detail is needed we record meetings this can be referred to. Please contact Elaine.
* White numbered lines = actions. Once an action is completed and has been reported back to the following meeting, it is removed from the table.
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| # | Agenda item |  | Lead  | To do | Doing | Done |
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| 17 July 2020 |
|  | Arc4 recommendations | Voting spreadsheet has been sent round and many filled it in. Some overlap between categories, some still being completed and returned. Joe added that in the case of move on from supported housing local connection criteria would be better if aligned county-wide. Jon added that joint commissioning and move on would be separate issues with different commissioning across services and various ways to overcome barriers.  |  |  |  |  |
|  |  | Sue to add further comments from Ali, Joe and Sean. HDC and SCDC to add further info to clarify their scores.  | SB |  | ✔ |  |
|  |  | Suzanne Hemingway aiming to get on CPSB agenda for August. Will take a sounding from CPSB on how do we share the information with Members.  | SH | ✔ |  |  |
|  | Integrated Commissioning Body | Integrated Commissioning Body covers health and social care, voluntary and community sector and housing via Sue B. Public Health reps are Val Thomas or Iain Green.  |  |  |  |  |
|  |  | Sue will talk at ICB July meeting about rough sleepers during Covid, and recovery plans, also the arc4 report ad MEAM approach. Sue and Lisa to check ICB membership to ascertain if anyone from adult commissioning is on the group. | SB / LS |  |  | ✔ |
|  | District next steps plans | Sue had shared a report, with updated statistics, of next steps coming out of Covid. To find answers trying to resolve those issues and think about resources to fund level of support needed. High figures of people with no recourse to public funds.  |  |  |  |  |
|  |  | Sue to amend so figures exclude people in assessment centre at Jimmy’s | SB | ✔ |  |  |
|  | Next Steps following covid | Safia Cragg, Partnerships Manager for London and the South East at Homeless Link shared the MEAM Transition framework document. MEAM approach covers Cambridgeshire and Peterborough now. Thinking about how to work with system transformation and asking if Housing Board want to tap into anything and be involved in MEAM work at a strategic level. A MEAM framework approach has been used in Hampshire to think about how their recovery plans are framed. Recovery plans need to be coordinated and take a partnership approach, across sector. Criminal justice representatives need to be involved too, Matthew Ryder from the Probation Service and Cristina Strood from the Police and Crime Commissioner have offered to be part of this Housing Board to strengthen links. Also Rob Hill who leads at County on community safety has joined the Board. Stephen discussed how housing providers could be involved for both supported and general needs housing aspects / supply / modification to fit post-covid needs. Tom confirmed that in Peterborough, RP’s are involved while in Cambridgeshire it’s been more homelessness providers. Operational aspects need to feed into strategic level to make sure the work is embedded. The Board discussed the obstacle of requiring people to be in employment before getting into RP accommodation. In some MEAM areas, understanding of those issues was being addressed and resolved in partnership e.g. using ‘clean slate’ agreements. Mo asked if Safia could share how to include RPs in the suggestions. Cross Keys are involved in Peterborough. CHS also have been flexible and approachable in looking at issues.  |  |  |  |  |
|  |  | All to look at MEAM approach document (Sue has sent one with some comments to start thoughts off). May be issues the Housing Board needs to ask new representatives on. The Hosing Board and Integrated Commissioning Boards should both be involved.  | All | ✔ |  |  |
|  |  | Sue to share Sofia’s document and a list of those on the Integrated Commissioning Board. | SB |  |  | ✔ |
|  | The Combined Authority’s £100K homes and criteria for accessing | Emma Grima from ECDC is assisting CPCA (Cambridgeshire and Peterborough Combined Authority) in developing the £100k project. Emma brought the Allocations Policy tot eh Board and work will then begin on a guidance document. Emily Mulvaney of the CPCA highlighted the broad principles regards allocations: * Intention is to prioritise people with strong local connections of work and residency/ family. Enabling people to work locally rather than for economic development. Local people in local jobs.
* 2 stages:

 **One**, eligibility. Over 2,000 expressions of interest so far. Criteria of inability to afford open market ownership (max income limit tbd), local connection to city, town or parish in Cambs or Peterborough area and does not currently own a home. Once met this and accepted, put onto expression of interest waiting list, until properties become available.  **Two**, allocation of a points score and prioritising people according to that, more points if a member of the armed forces or a key worker.* Affordability to be set at a level; however it would be a living document which will be reviewed in time. The review process to be outlined in the guidance document.

Suggested look at Sue’s ladders of affordability in the regular Hosing Market Bulletins (includes shared ownership market).Help to buy register and RP input is separate to the CPCA register, would not be RP delivered, it will be 100% freehold ownership – and delivery process is entirely separate.Emma will take Allocations Policy and working guidance to CPCA Housing and Communities Committee on 14 September, and will circulate via email a draft document for comments.  |  |  |  |  |
|  |  | Emma will attend the next Housing Board on 31 July for further discussion.  | EG |  | ✔ |  |
|  | Updates | MAIC stats. Decreasing numbers, as people are coming out of hotels. |  |  |  |  |
|  |  | RP Partners: CHS have found people already on benefits are less impacted by Covid and haven’t seen as big an increase in arrears as feared, and some people who are in arrears were so before Covid. Have seen an increase in people claiming Universal Credit. |  |  |  |  |
|  | AOB | Sarah Gove of Fenland chaired a meeting recently about moving forward with mental health issues, with Amanda Roach and Sarah Bye. Looked at issues locally with a view to rolling out services more broadly across Cambs and Peterborough, case studies were provided and also some information from James McWilliams regards a programme in the City about dual diagnosis, link in with MIND Good Life service, and how mental health services could work with us to provide housing lead contacts, form an outreach service, and where to go for specific concerns. Will monitor how it works short term and look at something longer term, meeting in a couple of weeks. Joe advised that The Peterborough Exemplar are looking to replicate a dual diagnosis team. Anything being set up on a County wide basis will be shared. It does fit in with integrated commissioning discussions.  |  |  |  |  |
|  |  | Joe will ensure Sean at Peterborough is linked in to the MH task and finish group’s work  | JK |  | ✔ |  |
|  |  | Sarah Gove will update Board on T&F group progress | SG |  | ✔ |  |
|  |  | Lisa will email the Housing Related Support Commissioning Strategy for Cambridgeshire and Peterborough draft document, for consultation next week. Not for sharing more widely as yet. | LS |  |  | ✔ |
| 26 June 2020 |
|  | Mental Health and Commissioning issues: update | 📋 Following up on previous meeting, Dan Horn and Marek Zamborsky met with operational leads. Marek is setting up a task & finish group to work with colleague Amanda Roach to look at operational issues in the short term to help the 300-ish 350 rough sleepers and help them move on from hotels etc. First meeting next week. Need to focus on Covid but agreed to look at medium term change needed. Housing providers to be included. Will connect with Arc4 recommendations.  |  |  |  |  |
|  |  | **Commitment:** MHCLG have announced funding, commit to do a piece of work around tackling mental health root causes, if fits with criteria when they are available. Will discuss at housing board. |  |  |  |  |
|  |  | Dan will keep Housing Board updated on progress of T&F group. | DH | ✔ |  |  |
|  |  | Moh Hussein had meetings with the Ministry and Homes England, and they are positive in supporting us in developing new accommodation schemes, happy to discuss most vulnerable clients. Moh to talk to David / James at Cambridge City; will set up meeting. | MH/DH/JMc | ✔ |  |  |
|  | £25K for homelessness CCG navigator | CCG bid has been successful getting £25k (Nicola Harris did bid), one year post rough sleeper champion, to help register with GPs.  |  |  |  |  |
|  | ICB item | Sue sits on the Integrated Commissioning Body and is to present to them about rough sleepers and homelessness, Sue has asked all on housing board (plus Homelessness managers) for ideas of what we need funding for form health and social care shared budget, if any.  | SB / all | ✔ |  |  |
|  | MEAM approach | Housing Board will use the MEAM approach as a framework for developing transition out of the Covid situation, 4 areas of questions around plans going forward. |  |  |  |  |
|  | Covid next steps | Sue also collated details from each District on recovering from the crisis/next step. Will summarise key points drawing out how Districts impact each other, risks, where there are similar issues.  | SB | ✔ |  |  |
|  |  | Peterborough has moved many on already from hotels; all will be out by end of July. Concern about those with no recourse to public funds (NRPF). Cambridge is asking MHCLG to support people with NRTPF. |  |  |  |  |
|  |  | Cambridge still working to find appropriate housing for those in hotels (around 100, coming down). Suzanne and Moh to discuss how private sector has helped in Peterborough – share ideas. Mentioned Cozy Lets. | MH / SH | ✔ |  |  |
|  | Announced funds for CLAS  | Might be new government funding for CLAS. No detail yet but announced in press. County has allocated CHS 50% more funding into CLAS. Have spent about 40%. Local Resilience Forum (LRF) have a vulnerable people’s recovery group, chaired by Wendi Ogle-Welbourn, Debbie Kay attends for Cambridge. Suzanne has shared some key issues with Wendi around housing including priorities, support, families, mental health and CLAS, economic hardship. Massive increase in tenants going onto UC in last 8 weeks.  |  |  |  |  |
|  |  | Nigel can share data report on what CLAS money is going on.  | NH | ✔ |  |  |
|  | Update on MAIC stats | Sue emailed information on 24 June, homelessness stats for each District on rough sleeper homeless in hotel accommodation now showing a small decline.  |  |  |  |  |
|  | HRS update | Noted the summary sent by Lisa. |  |  |  |  |
|  | Housing Provider feedback | Karen added that providers are all in the same position, knowing the challenge is important. Asked about approach to LHAs and rent setting via email. MEAM approach should help inform. |  |  |  |  |
|  | AOB£100k homes | Suzanne updated that the housing board of the Combined Authority had rejected the proposals for allocations of £100k houses, and asked Officers to come back to this Housing Board to help develop plans. Dan and Suzanne will now get papers in advance of their meetings.  |  |  |  |  |
|  |  | Sue has invited Roger Thompson to attend a future meeting on this.  | SB |  | ✔ |  |
|  | AOBLHA rates | New LHA rates may prove an issue. SB and Anne Keogh discussed and suggesting a “winners and losers” note. Interested in whether providers are taking a consistent view and how they are likely to respond in terms of rents for new homes. The Board discussed further, alongside CPCA and Homes England approach.  |  |  |  |  |
|  |  | Sue to put together data on rent / LHA gap at ward level with pros & cons.  | SB | ✔ |  |  |
|  |  | Karen is contacting all members of H4C&P and will find out how RPs will apply the new rates. Update 17 July: In process. Oliver Morley and Wendi Ogle-Welbourn followed up with Suzanne Hemingway, Oliver and Wendi are looking at financial impact of vulnerable groups (recovery from Covid) and now want to drill down to more detail, economic impact, etc. Sue getting emails from RPs about rent arrears position and will discuss with Karen.  | KM |  | ✔ |  |
|  |  | Suzanne will write to CPCA and Homes England to ask how they are going to deal with this, especially around grant levels and how changes in LHA affect grants awarded prior to the uplift. | SH | ✔ |  |  |
|  | Financial hardship during Covid | Welfare response is being carried out during Covid, also want to also find out who are suffering financial hardship, not being able to afford rent, redundancies, who are applying for UC, unemployment. What data do we hold in terms of targeting those who may have those problems (poss. Evictions), is there work going on with stock holders? Also need to cover dual diagnosis drugs and alcohol. Peterborough to focus on prevention. County Council is looking to monitor the impact and understand this systemically down the line. Under vulnerable people groups, economic hardship more broadly, Suzanne to discuss with County preventative work and re-educating staff about homelessness in a broader perspective. Arrears have not increased as expected. All stockholders should be discussing with housing options teams. More concern about what happens at end of the summer.  |  |  |  |  |
|  |  | Stockholders could share what they are doing, their arrears figures at end of quarter one, how things are going with landlords. Karen to ask the housing operations group. Karen to explore arrears position with providers.  | KM |  | ✔ |  |
|  |  | Julie and Suzanne to share information with Sue as they are LA stockholders.  | SB | ✔ |  |  |
| 12 June 2020 |
|  |  | When the communication messages come out from County, will share via housing networks | SB, all |  | ✔ |  |
|  | Making Every Adult Matter – transition planning | MEAM work can sit alongside the Ark4 report which maybe lacks some interagency aspects / co-production. And can both feed off and add to individual district plans already being prepared, to bring the cross-area and shared partnership approach. Will bring an agenda item on 17 July. | SB |  | ✔ |  |
| 29 May 2020 |
|  | Test & Trace | SB to attend TT meetings. MEAM team also to be involved.  | SB |  | ✔ |  |
|  | Can “Ask Dr Liz” if you are a District hub. Dan H can pass questions from HB to Dr Liz. | DH | ✔ |  |  |
|  | Recovery | Val can take questions to the Test and Trace health protection board, all to send questions to Sue B to forward – *all partners, RPs, local authorities, everyone!*  | VT SB | ✔✔ |  |  |
|  | Update on allocation processes | Heather will share further responses once collated. | HW |  | ✔ |  |
|  | Update from RP’s | Housing Associations want to be part of the move-on process, therefore plea for full disclosure for people in the temp accom, if to create meaningful and sustainable plans. | All | ✔ |  |  |
| 15 May 2020  |
|  | Changes to LHAs | Karen will ask developers/RP’s on H4C&P and the risk in the social sector in terms of what is possible to deliver. Adds uncertainty. Increases competition esp with profit making providers. | KM |  | ✔ |  |
|  |  | Would help to see what is being advertised on Home-Link in terms of rents.  | H-L? | ✔ |  |  |
|  |  | Might want to look at S106 agreements, adding a cost restriction, esp where high price pressure. SB doing a note on current stance for enablers. | Enablers |  | ✔ |  |
|  | DFGs | SH to ask Frances to ascertain OT work going into homes for Cambs HIA. Will share any info and issues offline. Compare whether all HIAs are reading the guidance the same way. | SH | ✔ |  |  |
|  |  | JK and SB to work with partners to get more people in the hotels registered with a GP.  | JK / SB |  | ✔ |  |

**Pre Covid**

| # | Agenda item | Note 📋 | Numbered action s 🗱 | Commitment 🞋 | decision 🗹 | Lead  | To do | Doing | Done | On hold |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | 1 May 2020 |  |  |  |  |  |  |
|  | RPs on Board | NH and KM to discuss whether 2 additional RPs would like to attend Housing Board as there are 2 places for RPs to fill if desired. | NH / KM |  |  | ✔ |  |
|  | Feb 2020 |  |  |  |  |  |  |
|  | 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 |  |  |  | ✔ |
|  |  | 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 & David Greening about this & CCG lead | SF lead |  |  |  | ✔ |
|  |  | Had RSI funding agreed - could reflect TB issues. Actions for City & Peterborough to action  | SF |  |  |  | ✔ |
|  |  | Housing Board to help with recommendations / actions in the JSNA | All |  |  |  | ✔ |
|  | 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 |  |  |  | ✔ |
|  | AOB | Update on allocation policy review for April agenda. | HW |  |  | ✔ |  |
|  | Nov 2019 |  |  |  |  |  |  |
|  | Homelessness review | Housing First rep to be invited to Housing Board. SB to identify what, who and when. | LS and SB |  |  |  | ✔ |
|  |  | 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 |  |  |  | ✔ |
|  | 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. | JC, SF |  |  |  | ✔ |
|  | September 2019 |  |  |  |  |  |  |
|  | TB JSNA | Put TB on StreetSupport app. SB investigating with support from Public Health. | SB |  |  |  | ✔ |
|  | Victims of sexual exploitation | IG mentioned the ‘Improving Pathways’ trailblazer work issues may be the same. Could take to Health and Wellbeing Board, ensuring Cambs Constabulary invited. Action for DH.  | DH |  |  |  | ✔ |
|  |  | Alice and Kate of Cambs Constabulary offered to come back to update on progress. | All |  |  |  | ✔ |
|  | August 2019 |  |  |  |  |  |  |
|  | JSNA rough sleeping | Vicki Peacey (CCG) to circulate a draft of the JSNA when ready to Housing Board. | VP |  |  |  | ✔ |
|  | July 2019 |  |  |  |  |  |  |
|  | Military covenant | Vikki to contact us when we can help with the app, incl housing info & training.  | VB |  |  |  | ✔ |