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| **The Housing Board****Cambridgeshire | Peterborough | West Suffolk** Friday 9 October 2020, 10.30 to 12.00Held online via Microsoft TeamsMeetings will be recorded. These recordings will be kept, in the event 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*** Suzanne Hemingway (SH), Cambridge City ***Chair***
* Sue Beecroft (SB), Housing Board
* Elaine Field (EF), South Cambs DC *Notes*
* Dan Horn (DH), Fenland DC
* Nigel Howlett (NH), CHS
* Mohammed Hussein (MH), Peterborough
* Joe Keegan (JK), Cambs County
* Ali Manji (AM), Cross Keys Homes
 | * Carol Pilson (CP), Fenland DC
* Lee Price (LP), West Suffolk
* Damian Roche (DR), Accent Group
* Matthew Ryder (MR), National Probation Service
* Lisa Sparks (LS), Cambs County
* Cristina Strood (CS), Cambs Police
* Val Thomas (VT), Public Health, Cambs County/Peterborough City
* Heather Wood (HW), South Cambs DC
 | **Apologies*** Azma Ahmad-Pearce, CPCA
* Peter Campbell, South Cambs DC
* Belinda Child, ASC rep for Cambs County & Peterborough City
* Jon Collen, Huntingdonshire DC
* Vicki Crompton, Cambs & P’borough Domestic Abuse and Sexual Violence Partnership
* Julie Fletcher, South Cambs DC
* Iain Green, Cambs County/Peterborough City
* David Greening, Cambridge City
* Rob Hill, Peterborough City
* Helen Reed, Cambridge City
* Angie Skipper, Huntingdonshire DC
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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/>  |
| **Next meeting**  |
| * 23 October: 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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| 9 October 2020 |
|  | Covid Planning and Recovery Groups | Val updated that Covid rates are increasing across Cambs and Peterborough. Increase in hospital admissions. Trying to understand modes of transmission, also Cambridge City student population. Testing access has stabilised, key message to abide by social distancing, the rule of 6 people only inside or out, office space and hygiene rules. At Health Protection Board yesterday a group was set up for communications, what data is telling us and how we can target groups at risk.  |  |  |  |  |
|  |  | Need to send right message to homeless providers in hostels, etc. Make sure that risk assessments, and advice are undertaken. Started a Depart of Health and Social Care pilot, some hostels, G&T, refuges will get a supply of swabs, for people who cannot present at testing sites easily. |  |  |  |  |
|  |  | Nigel raised problems with testing, and impact on services. Get testing into supported housing, of various types esp. for domiciliary care workers even if asymptomatic. Need to publish to Housing Associations etc on how to get domiciliary staff tested, particularly in Extra Care.  |  |  |  |  |
|  |  | Matthew asked is public health advice changing on Covid 19? Deals with offender contact centres and have face to face meetings with high risk offenders. Val advised, the guidance evolves, however nothing new come out regards offices, still core basics of social distancing etc. |  |  |  |  |
|  |  | Escalate question on testing staff in hostels and other high risk supported housing contexts. | VT | ✔ |  |  |
|  |  | Lisa mentioned that Housing Related Support advise those in supported accommodation that it is a legal duty to self-isolate when required, police involved in the conversation. County Council have good message publicity aimed at younger people, celebrities on videos, etc, see County YouTube page. Share with younger staff and younger service users to get message out. |  |  |  |  |
|  |  | Arrange for Public Health publicity posters to be sent to Cristina and Lisa. | VT | ✔ |  |  |
|  |  | Covid recovery groups looking at next stage, still supporting people in hotels and into housing, as cases continue to rise continue taking people in. Need to think about other aspects of recovery, development, etc. |  |  |  |  |
|  |  | Feedback to Sue any further details to add on recovery and housing.  | All |  |  | ✔ |
|  | Progress on Ark4 Report | We have agreed to take ARC4 proposals forward. First step: present report to wider agencies, and how to get buy in to work together on key issues, session to be arranged. Need to resolve barriers to engagement and identify key people around children and young people’s services, identified some already, and create a team going forward. Separate session for Lead Members across system. |  |  |  |  |
|  |  | Suzanne will ask her PA to organise separate session for Lead Members when Dan is free. | SH/DH | ✔ |  |  |
|  |  | Key question is who from mental health, and clinical commissioning side, would we need to get buy in. Heather advised that Sub-Regional Homeless group are looking at recommendations. Heather to report back every quarter on where they are. Come back to Housing Board if any barriers. Cristina mentioned Marek Zamborsky, NHS might be a good contact. Get meetings arranged, Autumn take discussions forward and do practical work over winter period, let Suzanne know of any ideas on this.  |  |  |  |  |
|  | Update: MAIC Stats | Sue will produce graph and email around after meeting. | SB |  |  | ✔ |
|  | Update: Next Steps Bids | City still has c.60 people in hotels and still taking in people off the streets. Concern going into winter. Still have rough sleepers on streets not able to accommodate as evicted them on more than 3 occasions, needs multi agency working. Successful bid to support people to rehouse into private rented sector. Capital projects were not as successful. |  |  |  |  |
|  |  | Fenland, still significant number in hotels, also 8 people on the street. Funding good news, £198k for supporting clients (14) who have no recourse to public funds, till next March. Also funds for deposits into the private rented sector (8). Waiting for confirmation on capital funding allocation. Working with County Council funding for housing first (6 clients). Working with variety of partners around this table some of. Still waiting for one aspect regards next steps bid. |  |  |  |  |
|  |  | South Cambs, not many rough sleepers. Worked with Hunts and East Cambs in terms of funding. More people in temp accommodation. Successful in next steps bid. |  |  |  |  |
|  |  | Peterborough, will end use of hotels in November, taking control of new lease of 52 units in Orton, to be used for general needs in future (after March), up to then for temporary accommodation. Been asked to resubmit capital bid. |  |  |  |  |
|  |  | National Probation point of view. Good relations with housing partners. Critical is move on arrangements, some success. Could get more critical during autumn and winter. NPS homeless prevention team can expect extra funding from treasury for winter period. Had funding in summer due to Covid, will have for supporting accommodation and rent deposits where appropriate. Move on arrangements, want to keep conversation with housing partners (Matthew). |  |  |  |  |
|  |  | Did submit bids to Homes England for substance misuse issues, hear back early October and November. Issues in Wisbech raised directly with PHE. Will update (JK). |  |  |  |  |
|  |  | Great to get some funding and how Matthews funding can be used and put to weekly multi agency meetings, good to know when got that. Matthew added that it will relate to people coming out of prison main target group. Where they do not have any fixed accommodation to go to. Mathew will share when received.  |  |  |  |  |
|  | New Domestic Abuse Bill | Domestic abuse bill passed at House of Commons, expecting to become law in April 2021, placing statutory duty on tier 1 Local Authorities regarding providing accommodation for domestic abuse victims, multi-agency partnership board. Publishing strategies and making decisions. MHCLG starting to produce some of this guidance now. Requirement for Tier 2 Local Authorities and Boroughs to co-operate with Tier 1. Will be requirement to carry out a needs assessment, template being prepared, might be additional funding. |  |  |  |  |
|  |  | South Cambs DC is working towards Domestic Abuse Housing Alliance Accreditation, Cambridge City already achieved that. |  |  |  |  |
|  | AOB | Sue has been invited to another multi agency group, Personalised Care Working Group at the Clinical Commissioning Group, attending meeting on 22 October to find out more. | SB | ✔ |  |  |
|  | Lettings Policy | Heather discussed the Lettings Policy consultation (23 October to 18 December) and areas of policy being reviewed by partnership reps and some RSL partners. Few changes, mostly to wording, more clarity, fundamentals unchanged. Taken legal advice, solicitor helped advise. Housing Associations in agreement with changes going forward after a series of meetings with partners over the past year.  |  |  |  |  |
|  |  | Suzanne suggested a meeting to discuss allocations, all Board members to think about allocations Policy and Practice, add to agenda for next Housing Board meeting. | All | ✔ |  |  |
|  |  | Lisa: update from Housing Related Support provider meeting held this week, main items discussed was around testing for staff and residents, and understanding enforcement, which might sit under environmental health. Could be picked up with EH colleagues. |  |  |  |  |
|  |  | Sue: World Homelessness Day on 10th October. It Takes a City and Street Support will do some promotional work. It is Street Aid week the following week. Street Aid had won an innovation award at the recent MJ Awards.  |  |  |  |  |
|  |  | Peterborough has started a project looking at reviewing its Allocation and Lettings arrangements? Policy produced by February / March 2021 and will include partners.  |  |  |  |  |
| 11 September 2020 |
| 1. .
 | Outline of planned drugs / alcohol bid for Cambridgeshire and Peterborough | Joe will clarify with PHE if services could be made available for Fenland. | JK | ✔ |  |  |
|  | Progress on ARC4 Report, and incorporating East Cambs | Action from last meeting re Board coming up with ideas of who the partners (cross agency) would be (send to Sue), invite those, then determine who would be on the task and finish group. Also, to set up a presentation to a wider audience from other agencies to hear about the report. Suzanne will invite senior level people who can look at their representatives.  | All | ✔ |  |  |
| 1. .
 |  | Police happy to engage, Cristina will pass Superintendent Laura Hunt’s details to Sue. | CS |  |  | ✔ |
|  |  | Bring back ‘what are the elements’ to next Board. |  |  |  | ✔ |
|  | Updates | On next agenda to discuss the various new groups set up for Covid wide recovery and where key housing aspects are, all be ready to look at recovery themes and where we need most support or help.  | All | ✔ |  |  |
| 14 August 2020 |
| 1.
 | CPCA Allocations | These are noted in a separate document for Board members to review / be aware of, and which Heather will ask Charles Clay to liaise with Emily about, on behalf of the Housing Board. | HW/CC | ✔ |  |  |
|  | Housing Related Support Draft Strategy | Changing from housing benefit to universal credit for supported housing residents. Depending on if it meets the definition within the HB regulations. Lisa will look at that. | LS | ✔ |  |  |
|  | Housing Related Support Draft Strategy | Lisa has asked Board members to highlight anything in there that is incorrect or doesn’t sound right? | All | ✔ |  |  |
| 1.
 | Housing Related Support Draft Strategy | Lisa advised reinstating Member Reference group of ten volunteers from childrens and young people’s committee. This aims to make sure we are informing Members, and they get information earlier than at committee. Lisa will provide a list of who is on the member reference group.  | LS | ✔ |  |  |
|  | MAIC | Sue B will send graph of homelessness stats around after this meeting. | SB | ✔ |  |  |
|  | Updates from RPs  | Sue will circulate updated CLAS details. Sue has sent around to the Strategic Housing Group, a table for each District about how the local housing allowance differs from rent levels. Once had feedback, will send to Housing Board and others. | SB | ✔ |  |  |
|  | AOB: Ark4 paper to CPSB (Suzanne) | Please let Suzanne know who Housing Board want to be included in the Member briefing, then can present the report to them collectively.  | All |  | ✔ |  |
|  |  | Any suggestions of key players / teams who should be in the Arc4 “new teams” briefing please send to Suzanne. All of us have to think about which resource we can put into that, to do some of that complex case work.  | All |  | ✔ |  |
|  |  | On recording data, Sub Regional Homelessness Group offered to take ownership, also how consistent we are around recording complexity of need. Will work towards County wide consistent agreement on what we will all record. Sue to include this in the action plan. | Hless Grp |  | ✔ |  |
|  |  | Sue to continue categorizing the actions and helping turn Arc4 recommendations into an action plan, for all to agree on and take forward. | SB |  |  | ✔ |
|  |  | Sue to keep Houing Board updated on NRPF. | SB |  | ✔ |  |
| 31 July 2020 |
|  | District next steps plans | Karen mentioned that some RPs run homelessness services, therefore if it gets extended later, that RPs are considered too. Karen, Mo and Ali to discuss RP criteria for homeless/unemployed. | KM / MH / AM | ✔ |  |  |
|  |  | The Exemplar Project in Peterborough needs to be joined into this as they are doing similar projects, Joe to look into this, Sarah will raise in meeting today at 2pm and feed back. | JK / SG | ✔ |  |  |
|  | Housing and Covid Recovery | If people can review the draft circulated, Sue can then update and bring back to Board – so confirming what areas we want the “recovery groups” to look at. **Sue to circulate the report** | SB |  |  | ✔ |
|  | Public Health & Prevention Sub Group Test and Trace picture | Memo of understanding from Public Health England identifies excluded groups. Val to look through this for roles and responsibilities. Rob advised they are developing a package of support for individuals who might need to self isolate for two weeks, etc. But there are some risks. Might see more and more people who are affected from a housing point of view.  | VT |  | ✔ |  |
|  | AOBMilitary Covenant Group | All to feed issues to Charles Clay so housing issues are covered in the MC group. Charles or Heather can update at future meetings on work that is going on. Would like to add to Housing Board agenda once a good date arises. Any new information related to housing, coming out from military covenant, will be circulated. | CC/ HW | ✔ |  |  |
| 17 July 2020 |
|  | Next Steps following covid | 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 Housing Board and Integrated Commissioning Boards should both be involved. **Update 31 July:** Invite Saffia Cragg back to a future meeting to discuss. | AllEF | ✔ | ✔ |  |
| 26 June 2020 |
|  | Mental Health and Commissioning  | Dan will keep Housing Board updated on progress of T&F group. | DH |  | ✔ |  |
|  | AOB: LHA rates | Sue to put together data on rent / LHA gap at ward level with pros & cons of the higher rates.  | SB |  | ✔ |  |
|  |  | Karen is contacting all members of H4C&P and will find out how RPs will apply the new rates. Oliver Morley and Wendi Ogle-Welbourn followed up with Suzanne Hemingway, Oliver and Wendi are looking at financial impact of vulnerable groups and 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 |  | ✔ |  |
| 29 May 2020 |
|  | 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. **Full info to come our around September (after next H4C&P meeting)** | KM |  | ✔ |  |
|  |  | Would help to see what is being advertised on Home-Link in terms of rents.  | H-L? | ✔ |  |  |
|  | 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 | ✔ |  |  |