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| **The Housing Board**  **Cambridgeshire | Peterborough | West Suffolk**  Friday 23 October 2020, 10.30 to 12.00  Held online via Microsoft Teams  Meetings 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**   * Dan Horn (DH), Fenland DC ***Chair*** * Azma Ahmad-Pearce (AAP), CPCA * Sue Beecroft (SB), Housing Board * Charles Clay (CC), Housing Options and Allocations Manager, South Cambs DC * Vicki Crompton (VC), Cambs & P’borough Domestic Abuse and Sexual Violence Partnership * Sean Evans (SE), Peterborough City * Elaine Field (EF), South Cambs DC *Notes* * Julie Fletcher (JF), South Cambs DC * David Greening (DG), Cambridge City * Nigel Howlett (NH), CHS * Ali Manji (AM), Cross Keys Homes | * Karen Mayhew (KM), Homes for Cambridgeshire & Peterborough (H4C&P) * Helen Reed (HR), Cambridge City * Damian Roche (DR), Accent Group * Matthew Ryder (MR), National Probation Service * Cristina Strood (CS), Cambs Police * Heather Wood (HW), South Cambs DC | **Apologies**   * Sally Bonnett, East Cambs DC * Peter Campbell, South Cambs DC * Belinda Child, ASC rep for Cambs County & Peterborough City * Jon Collen, Huntingdonshire DC * Julie Fletcher, South Cambs DC * Iain Green, Cambs County/Peterborough City * Suzanne Hemingway, Cambridge City * Rob Hill, Peterborough City * Mohammed Hussein, Peterborough City * Lee Price, West Suffolk * Damian Roche, Accent Group * Lisa Sparks, Cambs County |
| **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** | | |
| * 6 November: 10.30am to 12.00 noon | | |
| Key to action table:   * Grey shading = a brief note for context. Not full minutes. If more detail is needed, please contact Elaine. * White numbered lines = actions. When action is complete and reported back to the following meeting, it and the notes are removed from the table. | | |

| # | Agenda item |  | Lead | To do | Doing | Done |
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| 23 October 2020 | | | | | | |
|  | Lettings Policy review | HW updated on Allocations Policy review. Slides, accompanying notes, and banding reason information can be found here: <https://cambridgeshireinsight.org.uk/housingboard/>  Covid and Brexit may affect allocations - evictions, moving on, different pressures, so all need to keep policies under review over next 1-2 years to ensure remains fit for purpose, HW will bring back updates to Housing Board. Consultation available to whole of public and on South Cambs DC via the website, at <https://www.scambs.gov.uk/cambridgeshire-and-west-suffolk-home-link-partnership-lettings-policy-consultation/> Consultation runs 23 October to 18 December 2020. |  |  |  |  |
|  |  | NH raised supply problems, numbers of voids, people’s moving habits. CHS happy with the review and have been fully involved.  CS mentioned offenders, pathways work came up as a barrier, therefore best to understand where we are now. Intentionality and unacceptable behaviour, understanding balance and vulnerabilities, clarity. Agreed if prisoners are involved earlier maybe via video more appropriate banding could be agreed. |  |  |  |  |
|  |  | HW and CS to discuss offenders ad allocations policy.  HW to share consultation link with partners at Offender Group. | HW/CS | ✔ |  |  |
|  |  | DG asked that homelessness prevention is a key theme and objective of any lettings policy and is part of task and finish groups. There is not enough affordable intermediate housing for people – this needs to feed into our strategy. Need to help partners to help us to use the policy. Under occupation banding also discussed, and pressure on 1 beds in South Cambs and City. |  |  |  |  |
|  |  | HW to add an objective about homelessness prevention, which all partners are part of and agreed with the need to help partners work with us. | HW | ✔ |  |  |
|  |  | JF mentioned local lettings plans and large strategic sites. How we can work through those, can we give different bandings under LLPs? SE - Peterborough does this for new schemes and creates a mix across bands. Work with Housing Associations on type of household allocated. Other sub-regional schemes work this way.  Sue asked regards direct lets, are let outside the system, landlords reconcile that.  HR asked can we demonstrate why some lower band people are housed? Heather can drill down to more details; CC advised it’s mainly less popular sheltered going to low bands. |  |  |  |  |
|  |  | Invite SE to share more info on how the LLP works out, in Peterborough | SE | ✔ |  |  |
|  |  | SB and HW to work with Sharon on a quarterly update in the housing market bulletin, about Home-Link /allocations policy outcomes, incl direct let numbers if possible (low numbers), and type of allocations made to low needs bands | HW/SB | ✔ |  |  |
|  |  | All to share the consultation link with wider system partners to feed in | All | ✔ |  |  |
|  | The new Domestic Abuse Bill | VC: Domestic Abuse Bill is now in the House of Lords, requirements on local authorities. County and Unitary have requirement to do a needs assessment for accommodation-based support and publish strategies, monitor and evaluate delivery and annually report to government. Discussed additional funding availability but spending review delayed.  District have duty to co-operate with County. Cambs and Peterborough work together and would like a Housing Board rep on the Domestic Abuse and Sexual Violence (DASV) Board: next meeting 17 November.  Updates and issues to come back to Board via David / Heather. Will feed back to RPs via reps on housing board.  Launch on 5 November of online toolkit, Vickie will provide link.  Sharon is still in post and can help Authorities improve their response to domestic abuse or gaining DAHA accreditation, etc.  South Cambs has just signed up for DAHA accreditation  Peterborough looking at it too  Cambridge City already accredited. |  |  |  |  |
|  |  | DG volunteered to represent Housing Board at DASV and HW as deputy. | DG/HW | ✔ |  |  |
|  |  | Vickie to provide the link for online toolkit. | VC | ✔ |  |  |
|  | MAIC stats | Homelessness returns, 183 (excluding Jimmy’s) people in homeless emergency accom, figure has increased. Sue will send graphs around. | SB | ✔ |  |  |
|  | Next steps capital | **FDC**: All bids in and looking at delivery plans now. Particularly purchasing of 10 flats. |  |  |  |  |
|  |  | **Cambridge**: Did not get funding to purchase 10 properties on the open market or the pods but can rebid for those post March allocation. Did get funding for 20 private rented sector placements and underwriting of rent, and void loss, on those. Got funding for existing expenditure on hotels etc during this period. |  |  |  |  |
|  |  | **PCC**: Revenue bids for this year all agreed, continued funding up to end of financial year. Bid for Capital programme, 61 one bed and 2 five bed hostels, moderated down, funding for 22 properties in this bid round and invited to go back in following bid rounds, will be concentrating on RSL funding after. |  |  |  |  |
|  | County Health Committee | SB attended the County Council’s Health Committee, talked about housing particularly related to health, part of paper touched on this funding bid of next steps accommodation and other bids. Councillors were very positive about efforts partners had made. |  |  |  |  |
|  | Update:  HRS | SB talked to LS about processes providers can go through if they have cases. particularly homelessness unit managers. Please send any queries on this and HRA update note to Lisa. |  |  |  |  |
|  | AOB  Public Health & Prevention | SB circulated a paper which was part of a report to local resilience forum (LRF), under a group called Public Health & Prevention, about Covid recovery process. 5 themes: Housing and homelessness; inequalities, screening, health behaviours and mental health. Suzanne H attended over past few months and talked about housing and homelessness. Board agreed very informative paper. Joe added could mention Mental Health exemplar in Peterborough, emphasise that gap in health for homeless in Peterborough relative to Cambridge. PHE funding for substance misuse which we will hear about next week, could we add that to priorities section? |  |  |  |  |
|  | Swabs | JK advised that the Covid swabs pilot is nearly ready, started in refuges, should go live across all vulnerable client groups, week after next. |  |  |  |  |
|  | PCWG | SB attended the Personalised Care Working Group meeting; main idea is to set up a network to support social prescribers - new flush of staffing going into health service, to get other solutions to enhance health and wellbeing. SB will pass on messages and aspects of work to Housing Board. Four topics – social care and benefits, drugs and alcohol, hoarding and the older generation.  Dan advised Cambs County are recruiting people across Cambridgeshire for Think Communities – how does that link?  NH asked for some outline of what is meant by social prescribing |  |  |  |  |
|  |  | SB to look at the social prescribers – to understand their scope of work, and interface with Think Communities workers, link with primary care network priorities in different areas? | SB | ✔ |  |  |
| 9 October 2020 | | | | | | |
|  | Covid Planning and Recovery Groups | VT 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 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 risk assessments up to date and advice is taken. 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.  NH raised problems with testing, and impact on services. Get testing into supported housing, of various types esp. for domiciliary care workers even if asymptomatic. Domiciliary Care especially (i.e. providing support into peoples’ own homes) Need to publish to Housing Associations on how to get domiciliary staff tested, particularly for Extra Care.  MR asked is public health advice changing on Covid 19? Deals with offender contact centres and have face to face meetings with high risk offenders. VT advised, the guidance evolves, however nothing new come out regards offices, still basics of social distancing etc. |  |  |  |  |
|  |  | LS 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. |  |  |  |  |
|  |  | Escalate question on testing staff in hostels and other high risk supported housing contexts.  Also need to know about domiciliary carers i.e. people going out into private homes to deliver care – they don’t seem to be prioritised the same as staff in care homes, for PPE.  **Update 23 Oct**: in Fenland some residents displayed symptoms in a hotel, therefore tested those and staff this week, went well, awaiting results. Sue has sent an email to Homelessness Strategy Managers about getting PPE to rough sleepers/hostels which may include RSL accommodation, Sue to check. | VT |  | ✔ |  |
|  |  | Arrange for Public Health publicity posters to be sent to Cristina and Lisa.  SB added here <https://cambridgeshireinsight.org.uk/housingboard/> | VT |  |  | ✔ |
|  | 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.  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. |  |  |  |  |
|  |  | Suzanne will ask her PA to organise separate session for Lead Members when Dan is free.  **Update 23 Oct**: Dan to contact Suzanne | SH/DH | ✔ |  |  |
|  | 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, HDC and ECDC**, not many rough sleepers. Worked together on 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 Matthew’s 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. | MR | ✔ |  |  |
|  | 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. |  |  |  |  |
|  |  | Add to next meeting’s agenda, invite Vickie Crompton | ES |  |  | ✔ |
|  | AOB: 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. . | Planned drugs / alcohol bid for C & P | 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 |  |  | ✔ |
| 14 August 2020 | | | | | | |
|  | CPCA £100K house 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 in the draft strategy? | All | ✔ |  |  |
|  | 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 | ✔ |  |  |
|  | 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.  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 keep Housing 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.  **Update 23 Oct 2020**:  Karen contacted Cross Keys about looking at a local lettings policy for a particular scheme which had been agreed with a local authority, not a universal policy, aiming to create a small sustainable community. Sean confirmed that Peterborough have regular discussions with Cross Keys around new build schemes and often use local lettings plans on first lets. | KM / MH / AM |  |  | ✔ |
|  |  | The MH 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 and feed back. | JK / SG |  |  | ✔ |
|  | 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 |  |  | ✔ |
|  | AOB Military 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.  **Nov 2020 update**: incorporating into arc4 action plan and consultation | All |  |  | ✔ |
| 26 June 2020 | | | | | | |
|  |  | Karen is contacting all members of H4C&P and will find out how RPs will apply the new LHA 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 |  | ✔ |  |
| 15 May 2020 | | | | | | |
|  |  | Would help to see what is being advertised on Home-Link in terms of rents, in relation to new LHA rates. | H-L?  HW? | ✔ |  |  |