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| **The Housing Board**  **Cambridgeshire | Peterborough | West Suffolk**  Friday 6 November 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**   * Suzanne Hemingway (SH), Cambridge City ***Chair*** * Azma Ahmad-Pearce (AAP), CPCA * Sue Beecroft (SB), Housing Board * Jon Collen (JC), Huntingdonshire DC * Elaine Field (EF), South Cambs DC *Notes* * Julie Fletcher (JF), South Cambs DC * David Greening (DG), Cambridge City * Dan Horn (DH), Fenland DC * Nigel Howlett (NH), CHS * Ali Manji (AM), Cross Keys Homes | * Karen Mayhew (KM), Homes for Cambridgeshire & Peterborough (H4C&P) * Damian Roche (DR), Accent Group * Lisa Sparks (LS), Cambridgeshire County * Cristina Strood (CS), Cambridgeshire Police | **Apologies**   * Peter Campbell, South Cambs DC * Belinda Child, ASC rep for Cambs County & Peterborough City * Rob Hill, Peterborough City * Joe Keegan, Cambridgeshire County * Clara Kerr, Huntingdonshire DC * Helen Reed, Cambridge City * Matthew Ryder, National Probation Service * Heather Wood, South Cambs DC * Marek Zamborsky, Cambridgeshire and Peterborough CCG |
| **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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| 6 November 2020 | | | | | | |
|  | Lockdown 2.0  5 Nov – 2 Dec | Discussed issues for the new lockdown including rough sleeper concerns and what to feed into County wide groups.  Issues in Fenland on how to accommodate rough sleepers banned from usual facilities, discussing with Public Health option of putting 6 people into one bubble.  The options at Hunts is hotel and B&B, but concern regards ASB.  Cambridge City usually use churches over winter, but not this year. Have rough sleepers in hotels being transferred into student accommodation at “Masters House”, 80 beds in total 24/7 security and scheme manager. DG happy to discuss spot purchase options for partners.  Discussed possibility of using capacity there if all district need flats for clinically vulnerable people who need to isolate. Peterborough have rest centres In use for emergency provision. |  |  |  |  |
|  |  | DH can find out what Peterborough are doing | DH | ✔ |  |  |
|  |  | All to investigate if there is scope to share capacity. | All | ✔ |  |  |
|  | Support providers | Wearing a face mask is now a legal requirement in communal areas of hostels / hotels. Providers concerned how to enforce, Police can issue fines, for providers eviction is the only real tool, 1 person already evicted and gone into Camb City Covid accommodation.  Public Health (Cabs & Peterborough) are looking into enforcement, police enforcement is monetary fines unless there is a risk to others, but custody to be avoided if at all possible due to the risks that would bring.  More reports of symptomatic people in the projects this time. |  |  |  |  |
|  |  | CS offered to help revisit themessages form Police regards guidance & enforcement if that helps etc, with LS. | CS/LS | ✔ |  |  |
|  | Hardship metrics | Circulated rent arrears email form Oliver Morley at HDC who is doing work on economic hardship and recovery across Cambs and Peterborough.  Trying to understand what is going on, to target and help, and to link in with landlords at early stages.  Pressures also showing through other problems e.g. ASB, tenants using savings to pay rent, cohort unwilling to claim benefits etc.  DR, NH and Julia Hovells (Camb City Housing Finance) will be invited to agree KPI’s, definitions, what questions to ask partners and timescales for data collection, to enable data gathering to feed into Oliver’s preventative plan making.  City Council use a low income family tracker (LIFT) which uses various data in one system. Link here <https://policyinpractice.co.uk/policy-dashboard/> - should help show what people are claiming, when going onto benefits, payment patterns. City are running an 18 month pilot on this; DG can report back how it goes. |  |  |  |  |
|  |  | DH is due to meet with Clarion soon and will raise this project with them. Will feed back. | DH | ✔ |  |  |
|  |  | KM will take back to RP group, meets December 2020 , what works for them and their view on future action. | KM | ✔ |  |  |
|  |  | SH will discuss with Oliver Morley, what data to collect and frequency. What to do with the data, and how to communicate with households to support early intervention. | SH | ✔ |  |  |
|  | Update: MAIC | SB is waiting for Peterborough’s MAIC figures. In total between 158 and 185 (tbc) people across Cambridgeshire and Peterborough in covid emergency accommodation. Data figures and types of accommodation was discussed, key question is how many people have we got in accommodation under the category of Covid response? Also, how many are still rough sleeping? |  |  |  |  |
|  |  | SB to investigate further use of the MIAC stats to inform hosing board more fully, not just use the district totals | SB | ✔ |  |  |
|  | Update: Next Steps Bids | Capital has been announced |  |  |  |  |
|  |  | SB to produce a table of what the allocations were for both capital and revenue | SB | ✔ |  |  |
|  | AOB | We need to prepare for sub regional funding, invoices for 2021/22. SB will do a paper for next Housing Board before sending out invoices. Some credit left in SHMA account to be spent in 2020/21. |  |  |  |  |
|  |  | SB to discuss 2021/22 with CPCA (Azma) before preparing the figures | AA/SB | ✔ |  |  |
|  |  | Clarified that Jon C attends Drug and Alcohol Drug and Alcohol Misuse Delivery Board on behalf of Housing Board, reports back to the Sub-Regional Homeless Group. |  |  |  |  |
|  |  | Cambridge City is consulting on its Homelessness and Rough Sleeping Strategy, find the link here: <https://www.cambridge.gov.uk/consultations/homelessness-and-rough-sleeping-strategy-consultation> |  |  |  |  |
|  |  | SB discussed the frequency of Housing Board meetings , received c.10 responses to email asking preference, 5 people preferred monthly. There was also a suggestion of going back to monthly meetings (from fortnightly during Covid), but in between have a separate one hour Covid catch up. |  |  |  |  |
|  |  | SB will canvass this suggestion. | SB | ✔ |  |  |
|  |  | Damian Roche advised that Accent Housing have signed up for the DAHA accreditation. |  |  |  |  |
| 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.  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. |  |  |  |  |
|  |  | Vickie to provide the link for online toolkit.  **Post meeting note**: it is accessible at [Whole Housing Approach Toolkit](https://protect-eu.mimecast.com/s/FP1kClRjiz2k8MSGoQOJ?domain=post.spmailtechnol.com) | VC |  |  | ✔ |
|  | MAIC stats | Homelessness returns, 183 (excluding Jimmy’s) people in homeless emergency accom, figure has increased. Sue will send graphs around. | SB |  |  | ✔ |
|  | Public Health & Prevention paper | **6 November update**: the group is being largely wound up, one eeting planned in December then will pick up again later in 2021. Report has been agreed as per version Sue emailed, although was intended to be interim the LRF group was satisfied that at this stage there was no need for further detail, given imminent 2nd lockdown etc. So please all use the report as it stands, if that is helpful. | All | ✔ |  |  |
|  | PCWG | 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 | 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 |  | ✔ |  |
|  | Progress on Ark4 Report | 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 | ✔ |  |  |
|  |  | Submitted bids to Homes England for substance misuse issues, hear back early October and November. Issues in Wisbech raised directly with PHE. Will update.  **Update 6 Nov**: decisions on funding have been delayed | 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 | ✔ |  |  |
| 14 August 2020 | | | | | | |
|  | HRS 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 | ✔ |  |  |
|  | “ | Lisa has asked Board members to highlight anything in there that is incorrect or doesn’t sound right in the draft strategy? | All | ✔ |  |  |
|  | “ | 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 | ✔ |  |  |
|  |  | Sue to keep Housing Board updated on NRPF. | SB |  | ✔ |  |