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| **The Housing Board**  **Cambridgeshire | Peterborough | West Suffolk**  Friday 20 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* * David Greening (DG), Cambridge City * Sarah Hebblethwaite (SHb), Peterborough City * Dan Horn (DH), Fenland DC * Joe Keegan (JK), Cambs County * Ali Manji (AM), Cross Keys Homes | * Karen Mayhew (KM), Homes for Cambridgeshire & Peterborough (H4C&P) * Damian Roche (DR), Accent Group * Matthew Ryder (MR), National Probation Service * Lisa Sparks (LS), Cambs County * Heather Wood (HW), South Cambs DC * Cambridgeshire County Council Transformation Team:  Esther Baffa-Isaacs (EB-I), Joe Gilbert (JG), Fiona Storey (FS) and Philip Turton (PT) | **Apologies**   * Sally Bonnett, East Cambs DC * Peter Campbell, South Cambs DC * Belinda Child, ASC rep for Cambs County & Peterborough City * Julie Fletcher, South Cambs DC * Iain Green, Cambs County/Peterborough City * Rob Hill, Peterborough City * Nigel Howlett, CHS * Mohammed Hussein, Peterborough City * Cristina Strood, Cambs Police |
| **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** | | |
| * 4 December: 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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|  | **20 November 2020** |  |  |  | |  | | |
|  | Short Term Accommodation for Care Leavers | | |  |  | |  |  |
|  | Presentation from Cambridgeshire County Council Transformation Team, Esther Baffa-Isaacs, Joe Gilbert, Fiona Storey and Philip Turton. Slides can be found here <https://cambridgeshireinsight.org.uk/housingboard/> Propose that surplus County Council properties be used as short term accommodation for care leavers. May need some housing related or onsite support. Surplus suitable properties could be used as short term accommodation. Bedford and Northamptonshire Councils are running similar schemes. Discussed benefits, conditions for viability, structure, costs and outcomes. Thinking about testing early ideas. Need to identify accommodation post aged 18, they require further stability and to avoid having to go out of County. Need temp accommodation quickly to allow time to bid on Home-Link, and prevent sofa surfing, hostels and other unsuitable options. Max 12 month stay. 3 or more bedrooms, tenants ned to afford the rent, considering benefits. Property maintenance to be funded by various options; County Council would need to go through third party for this. Need to determine if RP leased arrangement or sale option, to consider if capital receipts are best or whether wan tto retain the asset and get an income stream. Good idea to evidence both options to take to committee. Other options could be considered with partners too. | | |  |  | |  |  |
|  | Districts are finalising Care Leavers Protocol currently, soon to be signed off. Supply does not currently meet the need of those reaching 18. Evidence says there is a real need for care leavers, however no dedicated budget. How do we cover void costs etc, would we set up a contract with partners, to make things viable. Need to ensure model is sustainable to deliver for partners. Perhaps transformation funding. Perhaps 3 people rather than 6 in HMO’s (need to consider Covid and additional risks). Some property costs would need to be covered from housing benefit teams, need to engage with them. SH thanked the Transformation Team, advised happy to help and hope to hear from them soon. | | |  |  | |  |  |
|  | Dan will set up meeting in Fenland to discuss. | | | DH | ✔ | |  |  |
|  | District housing needs teams to look at level / quantum at young people’s needs coming out of care: homelessness strategy group to be asked to est. housing needs being presented to compare to county figures | | | **JC ?** | ✔ | |  |  |
|  | EB-I to discuss mapping of outcomes with PT and, discuss understanding of how Housing Board want to be involved going forward with KM, JG and MR. | | | EB-I | ✔ | |  |  |
|  | KM can talk to the RP group (Homes for Cambs and Peterborough), who have used similar models. KM will meet with them in December and will provide EB-I with update and possibly contacts. | | | KM | ✔ | |  |  |
|  | SB added that we subscribe to Home-Track which provides property prices in local area. Offered to run reports as needed. Also the arc4 homelessness review also concluded we should work with a wider range of partners in relation to young people. Would be good to wrap this thinking up into our action plan. | | | SB | ✔ | |  |  |
|  | Social Prescribing | | |  |  | |  |  |
|  | SB attended Personalised Care Working Group on behalf of housing board. Will offer to run training for social prescribers. Training that will have longevity. SB to make training video, might ask Housing Board members to help talking about their area of expertise. Social prescribing covers health related activities which are not medical, works with the GP system. | | |  |  | |  |  |
|  | Sue to help housing partners ascertain who their social prescribers are in their area. | | | SB | ✔ | |  |  |
|  | Updates | | |  |  | |  |  |
|  | **MAIC stats:** MAIC (Multi Agency Incidence Cell) is thinking about dropping collection of homelessness Covid emergency accommodation data collection. JC advised that the Sub-Regional Homelessness Group discuss this and have decided we need to have an overview of homelessness numbers and what accommodation we are assisting under Covid response, could collate at Sub-Regional Group, SH agreed this would be useful. Also, PHE bid round are keen to ensure we are supporting those in Covid in hotels, therefore continued reporting good. | | |  |  | |  |  |
|  | SB to set up collection method – just total number in covid emergency accommodation per district each fortnight | | | SB | ✔ | |  |  |
|  | **SHMA:** Draft SHMA report received from GL Hearn. Strategic Housing Group (CSHG) and Planning Policy Forum (PPF) are looking at this. PPF want to know if Housing Hoard will sign it off. County Council are commissioning it formally. KM would like to see it at final stage. | | |  |  | |  |  |
|  | **Sub-Regional Budget:** Peterborough and East Cambs still to respond to SH regards this budget request for 2020/21 | | |  |  | |  |  |
|  | **6 November 2020** | | |  |  | |  |  |
|  | Lockdown 2.0 | | |  |  | |  |  |
|  | 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 particularly regarding emergency covid accommodation | | | 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 the messages 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. **To go on 18 Dec agenda** | | | SH |  | | ✔ |  |
|  | Updates / AOB | | |  |  | |  |  |
|  | **MAIC:** SB to investigate further use of the MAIC stats to inform hosing board more fully, not just use district totals | | | SB |  | |  | ✔ |
|  | **Next Steps Bids:** Capital has been announced: SB to produce a table of what the allocations were for both capital and revenue | | | SB |  | |  | ✔ |
|  | **S-R budget:** 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 | ✔ | |  |  |
|  | **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. | | |  |  | |  |  |
|  | DG asked that homelessness prevention is a key theme and objective of 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 & 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 |  | |  | ✔ |
|  | DASV | | |  |  | |  |  |
|  | Cambs and Peterborough would like a Housing Board rep on the Domestic Abuse and Sexual Violence (DASV) Board: next meets 17 Nov. Updates & issues to come back to Board via David / Heather. Will feed back to RPs via reps on housing board. | | | DG / HW | ✔ | |  |  |
|  | Updates | | |  |  | |  |  |
|  | **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 emailed Homelessness Managers about PPE. | | | 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. **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** | | |  |  | |  |  |
|  | Sue to keep Housing Board updated on NRPF. | | | SB |  | | ✔ |  |