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| **The Housing Board****Cambridgeshire | Peterborough | West Suffolk** Friday 9 April 2021, 10.00 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
* Jon Collen (JC), Huntingdonshire DC
* Vickie Crompton (VC), Cambs and Peterborough Domestic Abuse and Sexual Violence Partnership
* Sharon Crosby (SC), DAHA Development Manager, Standing Together
* Sean Evans (SE), Peterborough City
* Elaine Field (EF), South Cambs DC *Notes*
* Julie Fletcher (JF), South Cambs DC
 | * Iain Green (IG), Health, Cambs County and Peterborough City
* 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
* Lee Price (LP), West Suffolk
* Lisa Sparks (LS), Cambs County
 | **Apologies*** Azma Ahmad-Pearce, CPCA
* Peter Campbell, South Cambs DC
* Belinda Child, Peterborough City
* Rob Hill, Peterborough City
* Helen Reed, Cambridge City
* Matthew Ryder, National Probation Service
* Cristina Strood, Cambs Police
* Heather Wood, South Cambs 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/> **Please note:** On the date an item is first presented, there will be a note of the discussion (shaded grey). Relevant actions followed, are numbered and shaded white. In later sets of action notes, discussion notes may be shortened to just remind us of the topic, to save paper. The action notes are updated and progressed at each meeting. Once all the actions on a topic are completed, they are all marked “done” and in the following set of action notes, are removed along with any remaining discussion note. So, each set of action notes circulated should cover all the Board’s actions, whether “still to do”, “doing” or “done”. Key to the 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.
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| **Next meeting:**  30 April 2021: 10.00 am to 12.00 noon |

| # | Agenda item | Lead  | To do | Doing | Done |
| --- | --- | --- | --- | --- | --- |
|  | **7 April 2021** |  |  |  |  |
|  | Domestic Abuse Bill (Sharon Crosby and Vickie Crompton) |  |  |  |  |
|  | SC shared slides and talked through the Aims of the Domestic Abuse Bill. It has been through the House of Commons and going to House of Lords. Considering amendments until royal assent hopefully by end April. The Bill introduces a new civil Domestic Abuse Protection Notice (DAPN) to provide immediate protection following a domestic abuse incident, and a new civil Domestic Abuse Protection Order (DAPO) to provide flexible, longer-term protection for victims. Statutory definition of domestic abuse introduced in the Domestic Abuse Act 2020. Statutory duty on Local Authorities. MHCLG have announced a £6m capacity building fund and given LA’s a £50k grant to help them plan prepare for implementation, SC mentioned some examples of how this has been used so far. Slides here: <https://cambridgeshireinsight.org.uk/housingboard/>Discussed tabled amendments, things missing from the Bill: people with no recourse to public funds currently are unable to access DDVC and DVR; reversing presumption of contact in family courts; banning local connection restrictions for survivors. Reform of joint tenancy law tried to bring in - might re-emerge in the renters’ reform bill. Criminalising coercive control post separation, domestic abuse and stalker awareness register. DR mentioned that Accent are working towards the DAHA accreditation, to help improve services. NH, DR and KM to discuss issues around joint tenancies and DA with Operational Directors - what is the experience is across the sub region? Can we work together on it?VC mentioned we have been given £1.6m to look at safe accommodation across Cambridgeshire and Peterborough. Already used some initial money (£100k) for preparation on front line support and how do we represent victims and children. Initially looked at dispersed refuge accommodation, where we need safe accommodation for survivors who can no longer stay in their homes (Housing Board could help with locating properties) we would pay rent upfront for a year and ensure properties are safe with security measures. Looking at 12 units of accommodation for victims (2 in each district roughly), mixture of flats, houses, and can house male victims. Project manager overseeing that on that and have 6 housing IDVA’s supporting. Housing providers can put a referral into an IDVA. Looking at funding refuges and more IDVA’s within health settings. Extending SC’S post for another year, can help Housing Board members with DAHA accreditation. District authorities have a duty to cooperate with Tier 1 (county). Will have to report back to MHCLG on what the money has been spent on. VC requests that districts work with them so nothing is duplicated, or double funded.JC advised that MHCLG have been in touch with housing leads, and the money is coming in as a housing grant. VC asked all to talk to Community Safety Officers and go back to VC to discuss spend. All refuges will continue, looking at how we can support housing associations and what additional accommodation can we can get in which will be suitable to help needs. JC asked for transparency on how the money is going to be used. VC advised there has been indication the money will continue for another 2 years, won’t know how much until November.DC advised Fenland will collate everything into their Community Action Plan. DC asked how the work will be coordinated across Cambridgeshire and Peterborough? Through the Domestic Abuse Board and districts talking to each other in terms of Community Safety Officers group. SB mentioned link to *Changing Futures* and people with multiple disadvantage.VC advised Project Manager post being advertised, more detail will become available and can discuss any assurances needed. New affordable homes were discussed for use in DA situations; JF mentioned s106 for new affordable homes, using as DA refuge / accom might be change of use, to bear that in mind, so might need to vary the s106.  |  |  |  |  |
|  | Contact SC or VC if interested or have properties which could be used. | All | ✓ |  |  |
|  | DG will share a, recently developed, Cambridge City Council management of domestic abuse perpetrators procedure. | DG | ✓ |  |  |
|  | JC will take back to Sub Regional Homelessness Board and invite VC to a future meeting.  | JC | ✓ |  |  |
|  | VC to report back when more detail happened on how it is going. | VC | ✓ |  |  |
|  | SC will send details of awareness, skills, risk assessment courses (levels 1, 2 and 3). Let SC know who needs to attend which. | SC/All | ✓ |  |  |
|  | Discuss issues around joint tenancies and DA with Operational Directors - what is the experience is across the sub region? Can RPs / housing providers work together on it? | NH, DR, KM  | ✓ |  |  |
|  | Changing Futures (Sue Beecroft) |  |  |  |  |
|  | Got through stage 1 to a list of 21 areas to submit a more detailed bid.Engaged consultants (Social Finance) to support putting the bid together. Workshops this week and next to engage a range of partners in identifying people who are in multiple disadvantage, who have fallen through the cracks and aren’t accessing services, est 800 – 1,000 across Cambridgeshire and Peterborough. Will take outline paper to CPSB next week, 6 May is the bid deadline. £2-3m if you get the funding. Range of partners getting involved. Please get in touch with SB or Tom Tallon if any ideas or suggestions. Need to strengthen engagement with health. SH added, can share the bid once it has been written. Main brief to Chief Execs/Leads is to remind them that they supported the intention to bid, make aware of timescales and will require commitment, working differently together. SB thanked everyone for their support please keep it up! |  |  |  |  |
|  | All to help and continue to input to the workshops and bid process, please | All |  | ✓ |  |
|  | **Updates** |  |  |  |  |
|  | Agreeing our agenda plan for 2021/22 |  |  |  |  |
|  | SB talked through the agenda plan. NH mentioned discussion about take up of debt advice in June. JF requested to move wheelchair accessible housing from June to October (put on hold due to Covid). Move Gypsy and Traveller needs from May to September/October. GL Hearn we can bring in May update. Can review agenda plan ongoing SH advised. |  |  |  |  |
|  | Send details of guests to come to Housing Board to talk about ideas to SB. | All | ✓ |  |  |
|  | Provide Hardship Metrics information to DR by the end of April (collects information on a quarterly basis). Come back June. | All |  | ✓ |  |
|  | Please send another other comments to SB. | All | ✓ |  |  |
|  | MAIC stats & Covid issues (Sue Beecroft) |  |  |  |  |
|  | MAIC stats numbers have come down for all districts, only 38 in Covid emergency accommodation. Peterborough at 140. SE advised, adopting a model at Peterborough where we have accommodation offer for all eligible rough sleepers, can amend to indicate some we are accommodating due to Covid. SB added, should we be looking at people in all forms of accommodation, can talk at next Homelessness Strategy meeting. Still have enduring transmission of Covid in Fenland and Peterborough. Housing Board needs to be aware of emerging position as we move out of lockdown. Some no recourse to public funds people being accommodated, what will happen?SB advised that County Council and Peterborough are producing a leaflet regards no recourse to public funds to encourage people to seek help with immigration worries, page on Cambridge Insight about no recourse with useful resources. Also, a Sway training presentation is being produced, delivering good value training to people, which goes through what no recourse is and what it affects, and what it doesn’t affect, with links to helpful agencies, will be open for people to use. SB will promote that and send link around once issued.  |  |  |  |  |
|  | Sue will send latest MAIC stats. | SB | ✓ |  |  |
|  | JC will ask the strategic group discussing this to pull together information. Asking them are there any things we need to be picking up collectively as issues. Also, how they would deal with another Covid variant of concern, as would have to think differently about the housing options.  | JC | ✓ |  |  |
|  | HRS partner update (Lisa Sparks) |  |  |  |  |
|  | Currently ensuring all front line services are managing to access second dose vaccinations for staff, CCG have a process in place that is working, managed by County’s vaccinations team. Where clients have been encouraged to access vaccinations, there has been mixed take up. In Cambridge have access surgery coming to projects. Regards HRS re procurement, Adults Committee agreed last month to extend contracts for adult homeless services to 31 March 2022, e.g. lined up with Cambridge City around things such as streets to homes, etc. Currently put draft specifications out for comment only. To also flag intentions to the market. Young person’s tender due to go live early May. |  |  |  |  |
|  | **5 March 2021** |  |  |  |  |
|  | Progress on Economic Hardship (Damian Roche) |  |  |  |  |
|  | DR discussed the hardship metrics proposal for benchmarking, and proposal for qualitative questionnaire to share positive practice documents, shared with Housing Board, both agreed by working party. DH advised that Clarion will provide their end of February data. JC recommended break down to using Housing Benefit and UC data. DR looking to speak to RP’s in LA areas, with advice from Housing Board. Feedback on how the data is working will help it being provided more moving forward. Can promote via Home-Link Sub-Regional Housing Board. JC added, work with LA’s and get involved early. |  |  |  |  |
|  | DR will ensure West Suffolk is included. | DR | ✓ |  |  |
|  | SB will put a Money Advice Pension Service link on Cambs Insight.  | SB | ✓ |  |  |
|  | DR to attend the next Home-Link Board Meeting.  | DR/HW | ✓ |  |  |
| 1.
 | Housing Operations Group e-mail list could be used too to contact other RPs. | DR/SB | ✓ |  |  |
|  | Allocations Update (Heather Wood) |  |  |  |  |
|  | HW presented slides on the regional Board allocations policy update (find slides on Cambs Insight). Feedback from Legal advice on this was positive. Register review is now done. Points raised, by topic:**Homelessness** Numbers of people homeless or at risk of homelessness discussed, need to understand numbers being housed. DR mentioned RPs need to help LAs with temporary accommodation / homelessness. **LLPs**Need to ensure Local Lettings Plans, and future lettings are still a key part of the process. Local Lettings policy: there may be additional criteria considered where LLP exist, these will be noted on property adverts when advertised. JC advised, need to be adopted as main appendix. **Domestic Abuse**Important all providers work with DAHA and should consider gaining that accreditation. Sharon Crosby from DAHA is coming to April Housing Board to talk about the domestic abuse bill. Before that we should set up a meeting on homelessness prevention discussion, tie up with Local Lettings Plans going forward. **Further info requested**HW has breakdown of allocations by Band to share, can bring more detailed breakdown to future meetings. How many refusals are we seeing now? Is this due to rent levels, home-link could provide a report. NH asked for an update on Home-Link stats every 4 or 6 months. HW advised could share at July and January Housing Board meetings, as needs to go to Home-Link Management Board first. **Post meeting HW provided an update:**Between 1.4.2020 and 5.3.2021, across the sub region we have housed:* Band A Homeless **=** 353 households
* Band B homeless prevention = 176 households
* A further 242 households have been housed who are in Band A Urgent Multiple Needs and who are also owed a homeless prevention or relief duty.
* Of the 2,666 households housed this year 1,202 were in Band A (that’s 45%).
 |  |  |  |  |
|  | Slides to be added to Cambs Insight once Heather has checked and confirmed numbers to be shared. | HW/SB | ✓ |  |  |
|  | Before April Housing Board set up a meeting on homelessness prevention discussion, to tie up with Local Lettings Plans and domestic abuse issues.  | HW? | ✓ |  |  |
|  | HW to bring breakdown of allocations by Band to future meeting (date TBC). | HW | ✓ |  |  |
|  | How many refusals are we seeing now? Is this due to rent levels, asked if home-link could provide a report.  | HW | ✓ |  |  |
|  | NH asked for an update on Home-Link stats every 4 or 6 months. HW advised could share at July and January Housing Board meetings. Sue to ensure housing need theme for these 2 meetings on our plan.  | HW/SB | ✓ |  |  |
|  | Low uptake of Debt Advice (Nigel Howlett) |  |  |  |  |
|  | 50% fall in requests for Citizens Advice Bureau and similar advice. Big worry = People failing to engage. Expect a higher demand when out of Covid pandemic lockdown, all to feed that back to teams. Discussed at CLAS Project Board. Identify people who need help and have not used debt advice services before (some people won’t ask). Council Tax Debt might help identify some. JC added, County Council and Oliver Morley involved in that, via a group on economic impact of Covid. Also, LA’s have court information etc, but obviously only at crisis point. Need to pull together groups to identify need and how to meet demand, also earlier identification / encouraging people to keep coming for help which we are sure is still needed.South Cambs is prepared, with more staff to take the lead on this, currently asking for posts of trained Debt Advisors.  |  |  |  |  |
|  | Future agenda item on how this is joining up. NH can facilitate that discussion.  | NH/EF | ✓ |  |  |
|  | Feedback to teams that there will be higher demand for debt advice when out of lockdown. | All | ✓ |  |  |
|  | NH to ask Andrew Church to get in touch with HW. | NH | ✓ |  |  |
|  | **Updates** |  |  |  |  |
|  | **Criminal Justice update** |  |  |  |  |
|  | MR advised, from criminal justice point of view there has been work in recent weeks with partner organisations to do everything we can to manage safe release of people released from prison and prevent homelessness. Mentioned enhanced accommodation service which is being looked at being set up, task and finish group which Cristina Strood is co-ordinating is looking to pull some of this together. JC circulating information on the Vanguard, asked that we share that market testing information with RP’s, and that we push out to wider RP network. NH advised that Karen Mayhew has circulated the documents. |  |  |  |  |
|  | Bring Vanguard project back to this meeting if any RPs interested in getting involved.  | JC? NH? | ✓ |  |  |
|  | **5 February 2021** |  |  |  |  |
|  | Review our Terms of Reference (Dan Horn) |  |  |  |  |
|  | IOM group strategy (Integrated Offender Management) has been relaunched, would like Housing Board involvement. CS to speak to Force Lead and bring to a future agenda.  | CS |  | ✓ |  |
| 1.
 | All check contact telephone numbers and email addresses for EF/SB to update contact lists (or anyone to add or remove). | All |  | ✓ |  |
|  | Under “linked groups and agencies” agreed all to check that relevant groups are included, let EF/SB know if any can come off. | All |  | ✓ |  |
|  | SB to amend ToRs and recirculate. | SB |  | ✓ |  |
|  | Updates |  |  |  |  |
|  | **Vulnerable people and resettling.** JoC advised of an increasing number of service users who are carrying weapons and dealing drugs, linked to County Lines and gang activities, trying to change how we work with these people. Also, vulnerable people might be carrying weapons and causing a risk to others in their circles. Is there anyone working on helping these people resettle? HDC had some situations where people were assisted to move them away from properties. Should be covered through homelessness framework, case by case issue, links with Police (under duty to refer) communication important.  |  |  |  |  |
|  | All to advise JoC if helping people resettle in this cohort. | All | ✓ |  |  |
|  | **Greater Cambridge draft policies,** JF advised that South Cambs and City have been working on draft policies, build to rent (large scale), cluster in distribution of affordable housing, affordable rent setting (re issues with local housing allowance rates) trying to get a partnership approach on how we set rents going forward.  |  |  |  |  |
|  | Please all look out for the consultation next week, will be approaching LA’s and holding RP and developer forum.  | All / JF |  | ✓ |  |
|  | **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/>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. Some property costs would need to be covered from housing benefit teams, need to engage with them. SH advised happy to help and hope to hear from them soon. |  |  |  |  |
| 1.
 | 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 when the county figures emerge. | JC |  | ✔ |  |
| 1.
 | EB-I to discuss mapping of outcomes with PT and, discuss understanding of how Housing Board want to be involved with KM, JG and MR. | EB-I | ✔ |  |  |
|  | KM will talk to *Homes for Cambs and Peterborough*, who have used similar models. KM will meet H4C&P in December and provide EB-I with update and possibly contacts. KM has emailed to offer help / support / input. | KM |  | ✔ |  |