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| **The Housing Board****Cambridgeshire | Peterborough | West Suffolk** Friday 2 July 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*** Dan Horn (DH), Fenland C*hair*
* Azma Ahmad-Pearce (AAP), CPCA
* Sue Beecroft (SB), Housing Board
* Stuart Brown (SBr), Cambs County
* Jon Collen (JC), Huntingdonshire DC
* Sean Evans (SE), Peterborough City
* Elaine Field (EF), South Cambs DC *Notes*
* David Greening (DG), Cambridge City
* Dan Horn (DH), Fenland DC
 | * Ali Manji (AM), Cross Keys Homes
* Lee Price (LP), West Suffolk
* Helen Reed (HR), Cambridge City
* Damian Roche (DR), Accent Group
* Pamela Scott (PS), Huntingdonshire
* Lisa Sparks (LS), Cambs County
* Heather Wood (HW), South Cambs DC
 | **Apologies*** Peter Campbell, South Cambs DC
* Julie Fletcher, South Cambs DC
* Iain Green, Health, Cambs County and Peterborough City
* Suzanne Hemingway, Cambridge City
* Rob Hill, Peterborough
* Nigel Howlett, CHS
* Karen Mayhew, Homes for Cambridgeshire & Peterborough (H4C&P)
* Matthew Ryder, National Probation Service
* Cristina Strood, Cambs Police
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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 are shortened or removed, to save paper. 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 Field.
* 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:**  6 August 2021: 10.00 am to 12.00 noon |

| # | Agenda item | Lead  | To do | Doing | Done |
| --- | --- | --- | --- | --- | --- |
|  | **2 July 2021** |  |  |  |  |
|  | **How *Caring Together* supports Carers, Karen Leete** |  |  |  |  |
|  | Karen (Awareness and Voice Co-ordinator from the Caring Together Charity) presented slides which can be found here:<https://cambridgeshireinsight.org.uk/housingboard/>**DH asked Karen to report back on the following, for Housing Board to consider further & act upon:**Are the volunteers/carers aware of the housing services available to them?Any pinch points, barriers or concerns related to housing?Housing Board could help with marketing to carers. Are there marketing materials we could use in communications, newsletters to tenants, to the wider community, press releases?Karen advised of lunch and learn sessions, for staff and volunteers, invited reps form Housing Board to attend to talk about housing. |  |  |  |  |
|  | Await feedback from Karen Leete regards questions from Housing Board which we will act upon | KL | ✓ |  |  |
|  | Contact Karen directly if wish to speak at a lunch and learn session | All | ✓ |  |  |
|  | **Hoarding Protocol** update, Stuart Brown |  |  |  |  |
|  | Stuart (Adult Early Help Manager, Cambs County) presented on the Hoarding Protocol and P3’s Specialist Hoarding Support Service.P3 one year pilot Specialist Hoarding Support Service (started in Nov 2020) have a small case load currently (10 hoarders), operates in Huntingdon.Proposals are to:1. Produce a good practice resource guide.
2. Develop the ‘go to’ hoarding leads/champions list within organisations, who can also support each other.
3. Look at specialist services we are currently running and make it bigger.

If we were to fund a service to support people who hoard, best approach is to aim for a fully funded project with support and input from as many partner organisations as possible.Housing Board comments:Could overlap with Changing Futures programme. Could have clutter index and links to MIND leaflets on insight pages.SCDC are to recruit a Mental Health worker, expect role to help with hoarding amongst others. Not advertised yet, could shape that job description further to allow scope to help with options 1 and 2.Could get findings from P3 at end of work on 10 cases they are doing, bring back to Housing Board evidence base and how we can therefore look at funding. Stuart will send the report (quarterly). |  |  |  |  |
|  | Send any good hints and tips to Stuart.Brown@cambridgeshire.gov.uk for a new hoarding good practice resource guide. | All | ✓ |  |  |
|  | Send expressions of interest to LS, for funding to support people who hoard. | All | ✓ |  |  |
|  | All providers to look at a hoarding lead/champion network, ask if organisations are interested in attending that network. | All | ✓ |  |  |
|  | Stuart will provide draft email, which we can send to our organisations to market the clutter index across teams. | All | ✓ |  |  |
|  | Get Hoarding on the Registered Provider Forum agenda to improve awareness. | DR? | ✓ |  |  |
|  | Add a page on Cambs Insight to summarise the hearing protocol and provide links to it, to help with promotion | SB |  | ✓ |  |
|  | **Home-Link outcome stats for 2020/21** (Heather Wood) |  |  |  |  |
|  | Heather shared the Home-Link Allocations Update July 2021 slides, which can be found here:<https://cambridgeshireinsight.org.uk/housingboard/>The Board discussed emerging issues and risks that Home-Link Management Board are concerned about:* Affordability of the new housing development, rent levels and significant rent in advance being required (could be a full month in advance)
* Charing a fee to view
* Unfair balance of risk on stock holding councils and other RPs

How can Housing Board assist, is there more concrete information needed, do we need a proper Housing Board agenda item? Looking at varying policies from each providers would be helpful. |  |  |  |  |
|  | DR requested HW provide follow up on any themes to the 24% increase in the number of Home-Link applicants, and a year on year comparison on number of lets. All board members interested so request sharing stats widely | HW | ✓ |  |  |
|  | Need to clarify, what are the expectations (particularly of new providers and profit making RPs) and issues. At next Home-Link Management Board meeting, HW to pull together what a good approach is, what a good service would look like, then from that Housing Board can outline where we have concerns. | HW | ✓ |  |  |
|  | Tried to address issues in Peterborough by having information in the Strategic Development Policy for new developments, what we term as affordable, have an agreement with developers we are working with that we will not advertise anything through the CBL scheme if it’s in excess of LHA rate plus 10%. SE happy to be part of discussions and can share what he has already. | SE | ✓ |  |  |
|  | The Board agreed to look at this at next Sub Regional Homeless Leads meeting and bring back ideas on good practice and policies as well as more stats and examples Could RP forum could ask for the info from its members and share? Could extend the homelessness meeting so that people from Housing Board can join part of that agenda and to make sure we link with West Suffolk (Sarah, invited).  | HWAsk KMHW | ✓✓✓ |  |  |
|  | HR and JF are doing work around setting affordable rent levels and looking at local housing allowances. HR advised City about to publish affordable rents policy due out next week, can share. | HR | ✓ |  |  |
|  | **Criminal Justice update** |  |  |  |  |
|  | Cristina Strood, Head of Policy, OPCC for Cambridgeshire and Peterborough had sent an email update.Outlined new strategy being led buy new PCC< and invited input form all on the broad direction.On Integrated Offender Management (IOM), there was an update on this at the recent Offender Group which some housing colleagues attended. The refreshed IOM Strategy was published by the Government in November. Updates will continue through the Offender Group, and a more detailed discussion with the Housing Board as those needs become clearer may be helpful. Chief Inspector Nick Church who is the IOM Implementation Lead. |  |  |  |  |
|  | Police and Crime Plan consultation:[https://forms.office.com/Pages/ResponsePage.aspx?id=G53Fo\_G4mUKdajmtj1cEIt6y\_\_5pp7xNhN6oDK3kqfdUMVdCMkJQMk9CQVlXMk5CVkJENTVHWE80UC4u](https://protect-eu.mimecast.com/s/3SAZCXQmuMY4VxC7bpqZ?domain=gbr01.safelinks.protection.outlook.com)Survey for stakeholders, please share the survey within our networks. Opportunity for housing colleagues to input into discussions on this also at the Offender Group on 20 July. | All | ✓ |  |  |
|  | **Changing Futures** |  |  |  |  |
|  | No announcement yet. Starting to do partner mapping. |  |  |  |  |
|  | **UPDATES** |  |  |  |  |
|  | MAIC stats and Covid issues |  |  |  |  |
|  | SB had shared the MAIC stats chart, numbers have come down. As we go past 19 July when lockdown measures are lifted, most Authorities will not accommodate new rough sleepers in ‘everybody in.’  |  |  |  |  |
|  | HRS re-commissioning and partner update |  |  |  |  |
|  | Young persons’ procurement, received strong bids, stage one moderation taking place next week.Homeless adults’ procurement, approval to go ahead with proposed budget obtained from the Committee, due to launch a tender on 5 July.P3 floating support, service continuing to see an increase in referrals, had to temporary close the portal for Huntingdonshire referrals, but still trying to support urgent referrals.  |  |  |  |  |
|  | AOB |  |  |  |  |
|  | Many thanks to outgoing chair Suzanne Hemingway, for help and support over the years. Good luck to Suzanne in her new job. Dan Horn was then elected as the new Chair, with Heather Wood and Damian Roche as Vice-Chair. Congratulations to Dan, Heather and Damian. |  |  |  |  |
|  | Next meeting: EF to email Housing Board regards their availability for 6 August meeting. | EF |  |  | ✓ |
|  | **4 June 2021** |  |  |  |  |
|  | **Cambridgeshire and Peterborough Future Parks Introduction** |  |  |  |  |
| 1.
 | Share Future Parks’ presentation slides with Housing Board. Deadline for comments is 18 June (*post meeting note:* see email from Elaine Field on 04 June 2021) | EF |  |  | ✓ |
|  | All to promote the surveys especially in the specific districts named | All |  |  | ✓ |
|  | Invite return visit or report on outcomes of the consultation to Housing Board so we can see if actions to be taken. When? | EF/SB | ✓ |  |  |
|  | **Outcome of Hardship Metrics data collection** |  |  |  |  |
|  | Housing Board to support request for quarterly updates (provided RPs in favour when DR asks) | All |  |  | ✓ |
|  | Update report in 6 months – Elaine please schedule in to meeting planner / future agenda | DR |  |  | ✓ |
|  | **Discussion on low uptake of Debt Advice** |  |  |  |  |
|  | Andrew Church, Head of Community Investment and Community Support at CHS discussed low uptake of debt advice.CHS have been running CLAS (Cambridgeshire Local Assistance Scheme) for the past 4 years; a scheme that supports people in financial hardship. Distributes £125-130k per year. Work closely with a range of partners.Have 20 CLAS champions, they are hosted by a variety of organisations – they have delegated authority to make awards of up to £250 per person. Also have access to networks in each district, who come together once per quarter, as a mix of community, voluntary, faith organisations, supporting people in financial hardship. The model gives data on the obstacles and issues. Had 50-60 CLAS awards per month pre Covid, but reached 50 per day in December 2020.Looking forward, have 30% of the budget had last year. Concerned resources will get stretched, as demand for CLAS services may double. There is a link between people on UC, accessing things like local assistance scheme. No additional funding after 25 June, therefore how can we align resources and respond to increase in demand? Expecting a surge in demand for debt advice services in coming months. CAB do not have capacity to meet demand and takes 6 months to train a qualified debt advice worker. Feedback is that there is a new type of client, more private sector clients than previously, now 10 referrals per month, and more private landlords are asking for 6 months’ rent in advance. SH : Cambridge City does help people with deposits and try to persuade landlords to work with us. Challenge is, more people could come to us looking for assistance for affordable housing. DH: a number of RPs have instigated support funds for Accent customers, but need to better connect with customers, and ensure awareness. Also, private rented sector, use as opportunity to promote social housing. Customers are a changing demographic as result of the pandemic, maybe private renters have not thought about social housing. May be an opportunity to promote affordable housing tenancies, starting to develop within Accent, don’t have to look at private rented if can’t afford to buy message. HR: in Cambridge’s Homelessness and Rough Sleeping Strategy, trying to lower expectations of getting a tenancy in social housing due to lack of supply, trying to promote and make sure other private rented sectors opportunities are available. DR - Have set up a relationship with Cambridge Water, who offer 8 weeks free water to those on UC, uptake is low, can we increase that? Could others do something similar? Many charitable organisations around, but takes time to apply, and some run out of money, which can we go to where we have a reasonable chance of being awarded a grant? CLAS budget has been reduced so money advisors need to look around.JF mentioned that SCDC is looking to employ 2 money advisors for SCDC tenants. Could we do something better collectively? Understanding what LA and RPs are able to offer. NH added, Andrew Church’s charity networks are for people from all organisations to share what they are doing, share support, and what is going on, welcome to be part of that. AC advised that Cambridgeshire and Peterborough Financial Capability Forum meetings are held quarterly, next meeting on 11 June. AC can let people know about that. |  |  |  |  |
|  | Any organisations not part of the existing networks, get in touch with Andrew Church. | All | ✓ |  |  |
|  | Bring forward any ideas as to what Housing Board could do working together and collectively, in terms of funds or support. | All | ✓ |  |  |
|  | SB will collate a list of various schemes on Cambs Insight, a list of the RPs and links on how to find out if they provide financial support etc. | SB | ✓ |  |  |
|  | **UPDATES** |  |  |  |  |
|  | **MAIC stats and Covid issues** |  |  |  |  |
|  | Numbers are coming down. End of June is the end of the rules for people with no recourse to public funds, where we could assist them with accommodation, looking to see what will happen after end of June. SB will email graph.SH added that in Cambridge City, a report had been done on how many people have gone on to different outcomes. It is a mixed picture, some successfully moved on to a range of different things, but also people we accommodated on multiple occasions and not found sustainable solution, and some back on streets. Those that have been housed interesting to see how many are still in that accommodation in 18-24 months from now. Sustaining is sometimes a challenge.  |  |  |  |  |
|  | Ask Homelessness Strategy Group if they could do a collated picture of outcomes for people who were in covid accommodation, and to repeat the question in 18 or 24 months | JC  | ✓ |  |  |
|  | **AOB** |  |  |  |  |
|  | **First Homes**JF advised that a Ministerial statement had been issued on First Homes, takes effect from 28 June, therefore new Planning applications will need to meet that criteria. It also outlined changes to shared ownership.NH commented on revision of proportion of affordable housing asked for, and affordable rents. JH advised that SCDC will give thought to that, maybe in next Local Plan. Reference in guidance specifically identified social rent, then divide up other tenures, SCDC and Cambridge City interested in that, analysing and looking at different tenure mix going forward. HR mentioned additional responsibilities regards different local discounts and around allocation process for First Homes, taking on a new set of responsibilities and legal process to make happen. JF added Housing needs assessment for specific groups will help inform direction, hoping near completion, end June GL Hearn report. Housing Enablers talking about this. |  |  |  |  |
|  | HR and JF to bring to September Housing Board meeting. Elaine can you note this for Sept’s agenda please? | HR/JF | ✓ |  |  |
|  | **9 April 2021** |  |  |  |  |
|  | Domestic Abuse Bill (Sharon Crosby and Vickie Crompton) |  |  |  |  |
|  | 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 |  | ✓ |  |
|  | HW (Home-Link Management Board lead) to contact RPs asking if they were interested in terms of offering properties, but more recently appears more interest in private sector accommodation, rather than lease arrangements with RPs. Cambridge City may be able to help through town hall lettings.  | HW |  | ✓ |  |
|  | All Las to continue to help VC source accommodation. DH suggested we keep on action list so we get updates and ensure coverage over Cambs and Peterborough area. **Add as standing item on HB agenda.** | AllEF |  | ✓ |  |
|  | 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 |  | ✓ |  |
|  | Agreeing our agenda plan for 2021/22 |  |  |  |  |
|  | For agendas: DH mentioned could ask Clarion to come later in year regards learning from £9m decarbonisation project they have. AAP mentioned someone from the Climate Change Commission, will provide names to SB. | DH | ✓ |  |  |