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| **The Housing Board****Cambridgeshire | Peterborough | West Suffolk** Friday 4 June 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
* Andrew Church (AC), CHS
* Elaine Field (EF), South Cambs DC *Notes*
* Julie Fletcher (JF), South Cambs DC
* Iain Green (IG), Health, Cambs County and Peterborough 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
* Lee Price (LP), West Suffolk
* Lisa Sparks (LS), Cambs County
* Rob Pearce (RP), Future Parks, Cambs & P’borough
* Linda Thomas (LT), Futurebright Solutions
 | **Apologies*** Azma Ahmad-Pearce, CPCA
* Peter Campbell, South Cambs DC
* Jon Collen, Huntingdonshire DC
* Sean Evans, Peterborough City
* David Greening (DG), Cambridge City
* Dan Horn, Fenland DC
* Joe Keegan, Cambs County
* 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 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:**  2 July 2021: 10.00 am to 12.00 noon |

| # | Agenda item | Lead  | To do | Doing | Done |
| --- | --- | --- | --- | --- | --- |
|  | **4 June 2021** |  |  |  |  |
|  | **Cambridgeshire and Peterborough Future Parks Introduction** |  |  |  |  |
|  | Rob Pearce, Programme Director of Future Parks, Cambridgeshire and Peterborough, and Linda Thomas of Futurebright Solutions presented on 1. Why parks matter 2. The Future Parks Accelerator Programme 3. Stakeholder Engagement work stream. The slides can be found here:<https://cambridgeshireinsight.org.uk/housingboard/>Linda Thomas from Futurebright Solutions is working on the stakeholder engagement work streams, supporting the future parks team, priorities are:**Volunteering:** supporting groups to build capacity and capability. Consultations and workshops happened, task is to develop a package of support. Volunteer network established and had one meeting.**Health and Wellbeing:** looking at parks and open spaces and response to Covid 19. Working with public health social prescribing teams, sports and leisure, community and voluntary sector, housing. Consultation = bespoke workshop with 60 organisations, task is to connect that supply and demand. Looking at developing a portal/website and developing a strategic working group to take this work forward and looking at test sites. **New communities:** looking at them to understand how residents use and value local green spaces. Looking at Hampton Vale, Northstowe and Trumpington Meadows and consultation is currently live, having focus groups towards end of June.IG declared an interest - sits on Future Parks Executive Board. Need to ensure right quality and quantum of green space in new developments, green space next to social housing tends not to be used by people who live there, how can we address that health inequality and get them to value green space on their doorstep? Future Parks started off with the ambition to have a single set of standards to be bought into by Planning Authorities, currently filling gaps where there is no plan e.g. in Fenland. Hope strategic mapping will identify population growth hotspots.SB – important for older people and people who use wheelchairs, ensure green space accessible and people know safe green spaces are on offer. Need information (websites?) and to be able to make feedback, people feel involved. Behavioural insights might help ascertain why local people don't use the spaces provided.JF suggested attracting more investment into open spaces, how to understand the value in public health and divert funding more into this.LP advised that West Suffolk are speaking to Planners on how open spaces are allocated in new developments. SH added, can find out how people use parks, explore through tenants’ groups.KM - is safety a concern? what is the remedy for social behaviour, how to respond, should be part of the planning of a green space. Stewardship, funding, sustainability, businesses can sponsor and be part of. Invest in, and up to elected Members to allocate resources properly, models of delivery and maximise how we can get money in. Could do work with Local Authority around non-use issue and explore further, to enable key priorities. LT added in meeting chat: “We are working with some areas of social housing in Fenland to look at developing local partnerships around local parks to bring all parts of the community together, to develop the park and also tackle ASB and perceived/real safety issues.”NH added that some Local Authorities have maintained level of spending on parks, but there are financial pressures, consequence is decline of adoption of open space. Service charges and management companies may be a problem, insurance costs around open space where there is play equipment could make space less accessible to younger people. Need good stewardship.  |  |  |  |  |
|  | 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 | EF/SB | ✓ |  |  |
|  | **Outcome of Hardship Metrics data collection** |  |  |  |  |
|  | DR has carried out benchmarking around rent arrears at Local Authority level, and qualitative survey looking at best practice around supporting customers. The report, already shared, presents first tranche of responses. DR thanked those who worked with him on that including NH, and around 9 other organisations. Some findings:**Customers in arrears:**- Peterborough lowest number of accounts in arrears, Fenland highest.- Average arrears balance varied from £400 to £500.- Providers are generally not keeping records of how many households are refereed to organisations for money advice.- Average arrears balances significant variation within Local Authority areas. - Average arrears balance higher amongst UC recipients, rather than those in receipt of housing benefit, and self-payers fall between the two, theme rather than clear pattern.**Qualitative survey:**- Clear that Registered Providers (RPs) had seen a change in demographic, new customers often self-employed had difficulty in paying rent, many had utilised financial advice support. Key outcomes of the pandemic was flexed processes and flexed roles, and RP providing support funds for people in difficulties. - Data provided at the end of the financial year, if providers could add data from a year previously we could see change over pandemic. DR waiting for feedback on that; and asking to provide data on a quarterly basis.- Money advice is an issue. Accent Group has recently made better connections with financial advice agencies.- Intention is to incorporate Housing Board’s views on the findings so far, then take to the next meeting of HCP, and the Financial Vulnerability Recovery Group. DR will work with Oliver Morley who has supported this research; see how we can overlay this data with other non-housing data. SH thanked DR for all the work put into that, much appreciated.NH commented that there was a definitions problem, not straightforward, to bear in mind interpretation of data. CHS noticed that over the last 6-9 months their overall level of arrears has come down, but number of people who owe significant arrears, and scale of that, has gone up. Those who CHS gave support to are managing. CHS will have to do something about those in substantial debt and not able to manage it. DR commented, that could be the question if we repeat the qualitative survey. With ending of furlough and the evictions ban been being lifted, alongside the commitment RPs are being asked to make around ‘no evictions’ where households engage with us. Could reprise question of how many households RPs were previously thinking of taking action against. SH advised to come back to arrears after seeing what happens in coming months.  |  |  |  |  |
|  | Housing Board to support request for quarterly updates (provided RPs in favour when DR asks) | All |  |  | ✓ |
|  | Update report in 6 months (?) | 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 | ✓ |  |  |
|  | **Joint Tenancies** |  |  |  |  |
|  | KM updated on feedback asked of Housing Associations around three months ago regards joint tenancies. BPHA had made a point where fixed term tenancies are offered, it is not possible for one party to end the tenancy. Some HAs have moved away from fixed term tenancies and gone back to assured. Worth bearing in mind if people are looking at their tenancy structures in future, in terms of flexibility to respond to this situation there are different approaches, but most organisations are aware of challenges faced by households and need practical help to find a solution. |  |  |  |  |
|  | **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.  |  |  |  |  |
|  | SB to update the graph and circulate | SB |  |  | ✓ |
|  | 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 | SB?  | ✓ |  |  |
|  | **Changing Futures bid outcome** |  |  |  |  |
|  | SB updated that we will hear outcome of the Changing Futures bid mid-June, waiting to hear if successful. The Transformation Team at the County Council are offering to help to do preparatory work, information sharing, etc. Cohort of partners might be involved, some will be signed up to an information sharing agreement that County Council drives.  |  |  |  |  |
|  | **HRS re-commissioning and partner update** |  |  |  |  |
|  | LS updated that the Young Persons tender is live, closing date for submissions 18 June. Will have dialogue sessions with top three scoring bidders for each of 4 lots, w/c 19 July. Final tender submission will go in in August, plan is to contract award to be in October. Short period between contract award and start of new contract. Therefore, when gone to Committee was clear that transition period will be during the start of the contract.Still working on Adult Service models, taking to Adults and Health Committee on 24 June to get approval to go to procurement. If approved tender will go live early July in 2 lots; one for Fenland working with Cambridge City on Streets to Homes model. Housing First - central Government funded up to April 2022, looking at funding after that. Use £225k of HRS budget, would not be like for like but guaranteed funding, should find no additional funds from that point. Allocated from young persons budget and existing current Adult Only budget. P3 have flagged they are running above capacity however have a new team member starting and open to any solutions suggested. Will try large drop in session in Fenland, are asking partners to only put urgent referrals through, and may close portal a week at a time to free up people. They have seen drastic increase in referrals from private renters, who don’t generally access their service. Concern if further spike won’t have capacity to provide support.  |  |  |  |  |
|  | Take any questions to LS. | All | ✓ |  |  |
|  | **AOB** |  |  |  |  |
|  | **SH leaving**SH will be leaving Cambridge City Council and a discussion will be held at the next Housing Board meeting, on 2 July, as to who will be the new chair person. |  |  |  |  |
|  | **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.  | HR/JF | ✓ |  |  |
|  | **30 April 2021** |  |  |  |  |
|  | **New Homes and Government Proposals**Social Housing White Paper, Planning reforms, Affordable Housing Programme and the right to shared ownership |  |  |  |  |
| 1.
 | JF will share First Homes slides. | JF | ✓ |  |  |
|  | **Changing Futures** |  |  |  |  |
| 1.
 | After bid gone in SB and Tom T to produce a summary description for Members etc. | SB | ✓ |  |  |
|  | **UPDATES** |  |  |  |  |
|  | **MAIC Stats and Covid Issues** |  |  |  |  |
|  | Fenland has MHCLG funding and community champions working out of Wisbech to understand any barriers to vaccine, will share with SH separately.  | DH/SH | ✓ |  |  |
| 1.
 | Need to understand how we can encourage people to get the Coronavirus vaccine and understand any barriers. | All | ✓ |  |  |
|  | Continue to share NRPF progress across the area | Hless grp |  | ✓ |  |
|  | **AOB** |  |  |  |  |
|  | RSI 4 bids: Provide DG with information of what each has bid for, and then will start to put together a joint letter. | SE/JC/DH | ✓ |  |  |
| 1.
 | **Health and Wellbeing Strategy:** IG to discuss with SB, when to add Health and Wellbeing Strategy to Housing Board agenda.  | IG | ✓ |  |  |
|  | **Mental Health Drugs and Alcohol Housing Protocol :** DH will send to SB, the presentation from Community Health Partnership meeting on 29 April. | DH | ✓ |  |  |
|  | **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 |  | ✓ |  |
|  | JC will raise at Sub Regional Homelessness group. Post meeting update**:** VC has attended homelessness meeting and discussed helping to source properties for the dispersed model.  | JC |  |  | ✓ |
|  | 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 |  | ✓ |  |
|  | 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? Add to June meeting agenda. | NH, DR, KM, EF  |  | ✓ |  |
|  | 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 | ✓ |  |  |
|  | MAIC stats & Covid issues (Sue Beecroft) |  |  |  |  |
|  | 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. The homelessness group is collating the information and keeping an eye on trends, who is accommodated under Covid response and otherwise. Need to keep track of stats and ensure we are consistent.  | JC/SB |  | ✓ |  |
|  | **5 March 2021** |  |  |  |  |
|  | Progress on Economic Hardship (Damian Roche) |  |  |  |  |
|  | DR to attend the next Home-Link Board Meeting.  | DR/HW | ✓ |  |  |