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| **The Housing Board****Cambridgeshire | Peterborough | West Suffolk** Friday 6 August 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*** David Greening (DG), Cambridge City C*hair*
* Azma Ahmad-Pearce (AAP), CPCA
* Sue Beecroft (SB), Housing Board
* Jon Collen (JC), Huntingdonshire DC
* Sean Evans (SE), Peterborough City
* Elaine Field (EF), South Cambs DC *Notes*
* Julie Fletcher (JF), South Cambs DC
 | * Sarah Gove (SG),
* Rob Hill (RH), Peterborough
* Nigel Howlett (NH), CHS
* Ali Manji (AM), Cross Keys Homes
* Lee Price (LP), West Suffolk
* Helen Reed (HR), Cambridge City
* Pamela Scott (PS), Huntingdonshire
 | **Apologies*** Peter Campbell, South Cambs DC
* Dan Horn, Fenland
* Karen Mayhew, Homes for Cambridgeshire & Peterborough (H4C&P)
* Damian Roche, Accent Group
* 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:**  3 September 2021: 10.00 am to 12.00 noon |

| # | Agenda item | Lead  | To do | Doing | Done |
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|  | **6 August 2021** |  |  |  |  |
|  | **Facilitating improved broadband infrastructure for tenants - DG** |  |  |  |  |
|  | Anti Poverty Strategy and digital inclusion work at Cambridge City Council. Working with City fibre broadband infrastructure provider, to provide upgraded fibre to City stock, to be completed by end December 2022. CPCA trying to facilitate upgrades across Cambridgeshire, however blockage with registered providers, DG has discussed with them, document shared shows blockages and challenges for housing associations. Loan agreements/consent was discussed and problems with that. Several HA’s have their own agreements with specific internet providers. Limited resources was discussed, and how CPCA/County want to respond on this.  |  |  |  |  |
|  | NH will talk to other Housing Associations in Cambridgeshire.  | NH | ✓ |  |  |
|  | DG will continue Cambridge City fibre upgrade work and can share if interested. | DG | ✓ |  |  |
|  | **Review of what we all know about:** |  |  |  |  |
|  | * Modern approaches to housing management (requested at Feb “year planning session” – gather ideas for future agenda item)
* Conditions in existing homes
* Empty homes
* Under occupation & overcrowding

SCDC reviewing Empty Homes Strategy, due to be approved October 2021. Had surveyed owners of empty properties to understand reasons and if can bring back into use, only a couple of properties causing issue in South Cambs. Will publish an annual report on empty homes to show numbers. There is a new group, Cambs City, SCDC and Hunts, called Challenging Buildings Group regards enforcement side and looking at properties that are causing an issue, make them less hazardous, mostly Planning and Environmental Health enforcement. Could check updated property condition surveys /empty homes enforcement policies with that group.City Council also reviewing Empty Homes Policy and have an Empty Homes Officer. Some new build properties are empty, but people aren’t informing the Council properly (more invisible when flats). Lack of legislation on this. Fenland have a dedicated post for empty homes, had success, and have a Problem Property Group. Had discussed with a loan organisation called Lendology, who can offer loans to carry out improvements (especially in cases of inheritance). |  |  |  |  |
|  | JF to provide SB with contact names for the Challenging Buildings Group. | JF | ✓ |  |  |
|  | SB will ascertain what the LGA are doing regards lobbying government on empty homes. | SB | ✓ |  |  |
|  | SG will share Lendology details. | SG | ✓ |  |  |
|  | Plan for an agenda item on modern approaches to housing management. NH will ask RPs if they have approaches to share.  | NH | ✓ |  |  |
|  | **Feedback on Changing Futures - SB** |  |  |  |  |
|  | SB shared a note on feedback meeting with MHCLG regards Changing Futures bid. Did not secure funding, but still positive, and will carry on with that area of work. MEAM have placed a lot of support to deliver this programme across Cambridgeshire, they were also not successful. Partners can still improve the system. It is worth us getting research done before another opportunity arises, to enable going forward. MEAM have supported doing that. |  |  |  |  |
|  | **Discussion around sub-regional budget for 2021/22** |  |  |  |  |
|  | SB had shared a budget note, particularly regards contributions from Districts. Homes for Cambridgeshire and Peterborough, SB to discuss VAT contribution with Karen Mayhew. Remaining amount split between Districts, Peterborough slightly lower contribution. DG suggested all District Housing Authorities should pay the same contribution towards SB’s role of Housing Coordinator, LP and JF agreed. JF added that, especially over the past year, the work that has been carried out by the Housing Coordinator has been invaluable. NH advised the HCP figure looks ok, would be good to try to avoid VAT. |  |  |  |  |
|  | SB to make all District budget contributions equal for Hometrack and Housing Coordinator, and circulate to all. | SB |  |  | ✓ |
|  | KM / NH to raise at Homes for Cambs and Peterborough’s September meeting to agree their contribution  | KM/NH | ✓ |  |  |
|  | **Updates** |  |  |  |  |
|  | **MAIC stats and Covid issues** |  |  |  |  |
|  | Homelessness Strategy Group discussed this, numbers reduced of those housed under ‘Everyone In’, should we keep collecting those statistics? Most Authorities reporting zero, Hunts was 4. Powers exercised under Covid are coming to an end. Peterborough *Everyone In* is over but have amended approach and still accommodating people under power to accommodate and will continue to do so, but not for non-eligible individuals. Counting figures once per fortnight (26 this morning, of which 20 were not eligible). Cambridge City counting every couple of months. Sub Regional Homelessness Group is interested in the figures. Would be useful to see how authorities are aiming to end rough sleeping in this parliament, under Action Plans to be completed by 17 August.  |  |  |  |  |
|  | SE will report back to Housing Board how many people accommodating under a power and a duty, at regular intervals. | SE | ✓ |  |  |
|  | Invite LA’s to present at November meeting on how their End Rough Sleeping strategy is going. | JC | ✓ |  |  |
|  | **HRS re-commissioning and partner update** |  |  |  |  |
|  | Lisa Sparks had sent an email regards HRS re-commissioning. SB also attended a regional meeting about homelessness also looking at comparing how many had first and second vaccines, how many had both, and what percentage of residents in accommodation that represented. Still much resistance. NH added, pingdemic has caused problems particularly in care, threatening services. Some social care staff been sent wrong test results this week, some staff had to self-isolate. Exemption guidance released this week. |  |  |  |  |
|  | **Vaccination uptake - data gathered by Lisa from supported housing providers (note)** |  |  |  |  |
|  | Lisa Sparks has been helping collate figures about vaccination uptake by people within homelessness accommodation. Fenland are using a vaccine incentive process starting today, Asda vouchers, for rough sleepers. Also have someone who was previously a rough sleeper who has had the vaccine, helping with myth busing, and Hunts Forum / Ferry Project linked to encourage take up. |  |  |  |  |
|  | **AOB** |  |  |  |  |
|  | SE, JF, HR and SB met Wendy Ogle-Welbourn to discuss housing and employment, and shortages in certain groups, starting to put information together, initial step is items we can insert into recruitment packs. Wendi keen to work up a proper assessment of need. Cambridge City Council have broadened to wider County employees in terms of social care, out to people on lower grades. |  |  |  |  |
|  | SB and AAP to discuss CPCA work on work related housing | SB/AAP |  |  | ✓ |
|  | DG advised of a new Director called Jane Wilson who replaced Suzanne Hemingway, in terms of Housing she is in charge of DG’s service, also Estates and Facilities (assets and maintenance, etc), but not in charge of New Build programme that is Fiona Bryant the other Strategic Director. |  |  |  |  |
|  | **Syrian Project**RH picked up for Peterborough, responsibility for Syrian (and Afghan Project). Coming to end of 2016 scheme, have 5 people trying to move out, but have not been able to show sufficient support during that time to move them out of that scheme. Need to decide what to do with them as they haven’t moved on, is challenging and wanted to flag to Housing Board, as really need to be on it all the way through. Cambridge City have placed a few, who have come to the end of the 5 years, into the private rented sector, which has created some problems, alongside trying to get off the ground the new revamped vulnerable persons resettlement scheme, dealing with on a case by case basis. South Cambs (for next 3 years) and Cambridge City (4 households per year, 100 people as part of that) have made a commitment to continue with Syrian vulnerable person resettlement scheme.  |  |  |  |  |
|  | **Afghan LES Scheme**Adrian Chapman at Cambridgeshire County is trying to get in touch with Housing Leads to see if they would support work around the Afghan resettlement programme.JC confirmed that there has been many discussions in the last few weeks between Housing Authorities as to how they are working together; Cambs City and South Cambs working closely on offer; Hunts discussing with Peterborough City. Not to replicate support schemes but to join them up. Peterborough working with PARCA (Peterborough Asylum and Refugee Community Association) who supported families on the Syrian resettlement and happy to work on Afghan resettlement. JC meeting with their Lead next week to confirm approval, if so, will use them as the support element for families and we, as LA’s, will try to come up with accommodation offers with RP’s. Not PRS offers. Not made formal offer to Ministry yet.SG advised Dan Horn of Fenland working with Adrian Chapman. Fenland Members have committed to trying to source accommodation for 2 single males in the private sector.JC advised at Sub-Regional Homelessness Group, East Cambs DC confirmed they were not making any offer.RH for Peterborough involved with Adrian and is meeting with Cross Keys, soon as they will be able to provide accommodation. AM confirmed meeting today to try to flesh out what the needs are, then look at the demand, timescales and support. |  |  |  |  |
|  | Update at next housing board meeting on progress re Afghans | All |  | ✓ |  |
|  | **2 July 2021** |  |  |  |  |
|  | **How *Caring Together* supports Carers, Karen Leete** |  |  |  |  |
|  | Await feedback from Karen Leete regards questions from Housing Board which we will act upon. We are in pursuit! | KL | ✓ |  |  |
|  | Contact Karen directly if wish to speak at a lunch and learn session | All | ✓ |  |  |
|  | **Hoarding Protocol** update, Stuart Brown |  |  |  |  |
|  | 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/KM | ✓ |  |  |
|  | 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) |  |  |  |  |
|  | 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. | 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 | ✓ |  |  |
|  | **4 June 2021** |  |  |  |  |
|  | **Cambridgeshire and Peterborough Future Parks Introduction** |  |  |  |  |
|  | 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 | ✓ |  |  |
|  | **Discussion on low uptake of Debt Advice** |  |  |  |  |
|  | 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 to investigate collating 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** |  |  |  |  |
|  | 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 organising. | JC  | ✓ |  |  |
|  | **AOB** |  |  |  |  |
|  | HR and JF to bring to September Housing Board meeting. Add to Sept agenda  | 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 | ✓ |  |  |