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| **The Housing Board****Cambridgeshire | Peterborough | West Suffolk** Friday 5 November 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** |
| * Dan Horn (DH), Fenland C*hair*
* Sue Beecroft (SB), Housing Board *notes*
* Ali Manji (AM), Cross Keys Homes
* Azma Ahmad-Pearce (AAP), CPCA
* David Greening (DG), Cambridge City
* Heather Wood (HW), South Cambs DC
* Jon Collen (JC), Huntingdonshire DC
* Lee Price (LP), West Suffolk
 | * Lisa Sparks (LS), Cambs County
* Karen Mayhew (KM), Homes for Cambridgeshire & Peterborough (H4C&P)
* Matthew Ryder (MR), Probation Services
* Nigel Howlett (NH), CHS
* Pamela Scott (PS), Huntingdonshire
* Sarah Gove (SG), FDC Housing & Communities manager
 | * Damian Roche, Accent Group
* Elaine Field, South Cambs DC
* Joe Keegan, Public Health
* Julie Fletcher, South Cambs DC
* Sean Evans, Peterborough
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| **Previous Notes** |
| Previous meeting notes are available at <https://cambridgeshireinsight.org.uk/housingboard/> **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 December 2021: 10.00 am to 12.00 noon |

| Action  | Agenda item | Lead  | To do | Doing | Done |
| --- | --- | --- | --- | --- | --- |
|  | **5 November 2021** |  |  |  |  |
|  | Item 1: Homelessness and plans to end rough sleeping |  |  |  |  |
|  | * Presentation by JC and HW, slides and reports available on our Cambs Insight page. Unfortunately, no Peterborough data currently, so reports just cover Cambridgeshire and West Suffolk. Talked through trends over the last year compared to 2020/21, and reasons. Detail provided in both reports. “End Rough Sleeping” plans included in HW’s report, slides summarise.
* DG – Worth investigating the numbers and % of private rented and social housing evictions – suspect the proportion of social renters may be high compared to end of shorthold tenancies (ASTs) (as %).
* LP – Surprised by number of evictions from supported housing – causes? People thought to get more support than others..?
* NH – Some people in supported are realistically beyond the scope of the support but providers try to accommodate, may mean eviction in some cases, where it does not work out.
* SG - Discussion around the “one year funding” – Rough Sleeper Initiative (RSI) funding may be allocated on a 3-year basis – much better for recruitment and stability of services. Also, in Fenland DC some partners are not registered providers which affects housing benefit bill for the district- maybe better to work with RPs to avoid this.
* Disappointment of not getting Changing Futures funding – SB and team re-assessing our bid and whether a smaller scale project might be able to help with some of these people with multiple or more complex issues, will update.
* JC - Risk of homelessness - Some areas hold a panel; others have specific Officers who help look at early prevention for people more at risk. No one approved method but early multi agency work makes a crucial difference.
* MR - Can criminal justice agencies do more? Realise some very high risk people coming through this route – actively looking for solutions but offer to do more if needed.
* KM – are RPs contributing enough to the eviction / homelessness prevention agenda? (see action 11)
 |  |  |  |  |
|  | Peterborough numbers to be contributed and added in, JC to recirculate report once complete | SE/JC/HW | ✓ |  |  |
|  | H’less strategy group will collect data and review 6-monthly, at detailed level. Will continue to share differences, trends, good practice etc., and bring to Housing Board each November for annual homelessness update. | JC/HW | ✓ |  |  |
|  | To do this will need districts to share their homelessness data ahead of the MHCLG deadlines, so no 6-month data lag. | All LAs | ✓ |  |  |
| 1.
 | Other actions to come back to Housing Board as needed between the annual updates. EF add to Nov 2022 agenda plan | EF  | ✓ |  |  |
|  | Want to investigate social housing evictions further, including reasons. | JC/HW | ✓ |  |  |
| 1.
 | Bring update on “cut down” Changing Futures proposal, possibly to January 2022 meeting  | SB  | ✓ |  |  |
|  | Sub-reg h’less group to: * look at different methods of early prevention. Can we increase prevention? Appeal to all partners to get involved.
* Investigate voluntary *duty to refer* mentioned (Exeter) – could we set this up?
* Review if there is an overall lack of housing or is a specific type of housing lacking?
* Consider action needed to take short notice bidding opportunities. Have “off the shelf” data / principles ready?
* Consider setting up a local toolkit or checklist on eviction prevention –LAs may have things to offer RPs to help.
* Talk with criminal justice agencies (MR) about where ‘their’ customers become homeless / risk of eviction etc – could we work better together with criminal justice partners?
* Sub-reg h’less group to add any / all / relevant from this discussion to their action plan
 | JC/HW (as h’less grp links) | ✓ |  |  |
|  | Each district to review whether RPs are getting involved in e.g. ASB problem solving groups, community safety teams / panels, tenants at risk panel – RPs should be included / attending. | All LAs | ✓ |  |  |
| 1.
 | Clarion is doing an eviction related pilot project, see if can bring info to housing board – possibly invite to Dec meeting? | EF/SB | ✓ |  |  |
|  | Item 2: Quick hoarding update |  |  |  |  |
|  | * Circulated report on the first 6 months of the P3 hoarding support pilot (runs for 12 months in total).
* LS and SB supporting Stuart Brown in discussions over what is needed to address what seems to be a growing issue.
* Perfect example of where RPs can help flag an issue early, before it becomes a big problem, linked to previous agenda item. Multi agency partnership can really help and avoid it getting too far progressed. Need all involved early to tackle.
* Tend to be fairly low number of people but takes a lot of time, more than most Officers can fit into their working day especially where long term intervention / counselling etc is needed, strong link to homelessness prevention.
* LS – Multi agency approach is great but there is no specific expertise at CPFT (mental health service) for hoarding, so it’s hard to secure the psychiatric / psychological interventions which might be needed.
* HW mentioned an article on this, see <https://www.apdo.co.uk/>
 |  |  |  |  |
|  | SB to request information needed, to Board members, to pass to colleagues. Use to gather numbers and insights. Invite RPs to trawl through and identify where there are low level cases - is there any way to get an idea for housing “patch” Officers? (Plus, City and SCDC housing). Also ask Fire Service for overall numbers they may be aware of, say for past 12 months. | SB | ✓ |  |  |
|  | Invite Stuart B to bring his insights to December Board, so if we feel as a group we can agree whether there is a lack / what we ought to do about it. |  |  |  |  |
|  | Once we have some evidence, if agreed at HB, approach CPFT about it. Suspect Fire Service would be supportive. |  |  |  |  |
|  | Investigate if specialist training is available for staff, to help start the conversations correctly aiming to help and stop hoarding from escalating. Could we buy some in? |  |  |  |  |
|  | Item 3: Covid and vaccination programme |  |  |  |  |
|  | * Monitoring update in supported housing settings. It’s a moving picture as people come and go esp in temp.
* CCG is looking at targeting sessions to locations, talking to people and offering vaccines as part of the conversation.
* We are now an Enhanced Response Area – this [link](https://protect-eu.mimecast.com/s/_0MECZ8qSQOAgAizi7yY?domain=cambridgeshire.gov.uk) takes you to press release for more info.
 |  |  |  |  |
|  | For housing providers / partners, action is to keep communicating, keep tackling the myths and encouraging take-up. | All | ✓ |  |  |
|  | Item 4: Housing related support procurement & monitoring data (LS) |  |  |  |  |
|  | * Mobilising the young person’s support in 4 lots: successful bidders are:
	+ Lot 1 Cambridge and SCDC – Cambridge Youth Partnership led by Riverside
	+ Lots 2 & 3 FDC and HDC, Longhurst leading a group of local providers
	+ Lot 4 CHS leading in East Cambridgeshire
* Adult procurement is ongoing.
* Have circulated some HRS monitoring stats. Can provide on LA basis if needed but this paper is overall. Quarter 2 data (Q1 not very complete but was the first attempt at collection in this format). Some caveats and it will all develop.
 |  |  |  |  |
|  | LS and SB to work together on using the stats for regular reports / updates for groups to be identified. | LS/SB | ✓ |  |  |
|  | Item 5: Updates: DASV accommodation |  |  |  |  |
|  | * DASV came to homelessness group – they are recruiting more staff ad IDVAs, very positive. Many partners working on DAHA accreditation – Cambridge and CHS are accredited now.
* DA safe accommodation duties sit with the County Council. Will have IDVAs for each district, working on housing advice and solutions, will be (and are) key to homelessness prevention. Got funds to secure properties, looking at Private Rented but may need to ask for RP assistance depending how that goes.
 |  |  |  |  |
|  | DG will be presenting some DA and homelessness stats to DASV board, with help from homelessness leads. Asked all to feedback on his data – is it clear and consistent? Does it cover what we think DASV board needed? Please feedback to David. | H’less leads | ✓ |  |  |
|  | DG will feedback the upshot to Housing Board once completed, possible review every 6 months? (TBC). | DG | ✓ |  |  |
|  | **AOB**  |  |  |  |  |
|  | HomeLink delays? |  |  |  |  |
|  | * NH reported hearing about significant delays to Home-Link registration process.
 |  |  |  |  |
|  | Districts encourage NH (and others) to get in touch if this is the case – HW @ SCDC, DG @ Cambridge, JC @ HDC, DH @ FDC | All | ✓ |  |  |
|  | Rough sleeper and hospital funding announcement |  |  |  |  |
|  | * SB putting a note together on this, it’s funding allocated ages ago for 2 support workers and 4 units of accommodation, just in Cambridge and Peterborough, to help homeless people get somewhere to come out of hospital to, to give some time to adjust to life changing hospital treatment (amputations for example) and to secure settled accommodation.
 |  |  |  |  |
|  | Note to follow | SB | ✓ |  |  |
|  | Mental health forums – 2 opportunities to add housing reps |  |  |  |  |
|  | * Terms of Ref of 2 forums on our webpage, please review to see if wish to attend.
* DH very keen we ARE represented / involved, could rotate reps if that helps.
 |  |  |  |  |
|  | SB to clarify “level” of the 2 groups to make sure we give the right level of input and send a note to HB to clarify, will be attending a 2nd meeting of each with the MH SA H protocol, so can confirm understanding there. |  | ✓ |  |  |
|  | Broadband project |  |  |  |  |
|  | * Cambridge City and 4 large RPs in Cambridge working with Connecting Cambridgeshire to review barriers in the way of getting cheaper fibre broadband to social housing residents. Struggle to engage because of the time & resource needed
* Further meeting planned in November.
* SB mentioned possibility of Connecting Cambridgeshire subscribing to [Locarla](https://www.housingnet.co.uk/locarla/) to source data on RP housing stock.
 |  |  |  |  |
|  | Will update Housing Board on progress as the project grows and widens its coverage, learning from Cambridge. |  | ✓ |  |  |
|  | Housing delivery numbers |  |  |  |  |
|  | * SB waiting for county figures to put a report together, there is talk of trying to align county and district figures more, especially affordable which tends to be quite different if you talk to county monitoring team or housing enablers. More to come on that.
 |  |  |  |  |
|  | Keep working on county to get the final approved numbers, report back to housing board  | SB | ✓ |  |  |
|  | Hardship metrics |  |  |  |  |
|  | Update to come to December Housing Board | DR | ✓ |  |  |
|  | Other (from previous notes) |  |  |  |  |
| 1.
 | Add GTANA to December 2021 agenda. | EF |  |  | ✓ |
|  | **1 October 2021** |  |  |  |  |
|  | Item 2: P3 update and statistics |  |  |  |  |
|  | Individual districts speak to P3 about what local areas need. Drop ins, groups and sessions can be run by P3. | All |  |  | ✓ |
|  | LS to share one-off intervention information to partners, as in Tier 1 and Tier 2  | LS |  |  | ✓ |
|  | Please send feedback to LS, to help with commissioning process for next contract by 10 October. | All |  |  | ✓ |
|  | Item 3: Overview of Prof Dame Carol Black independent drugs review |  |  |  |  |
|  | JK to bring back to Housing Board draft Local Strategy Review, to see how we can support, add to agenda at a good moment. | JK/EF | ✓ |  |  |
|  | Item 4: Update on Mental Health, Substance Misuse and Housing Protocol |  |  |  |  |
|  | Any feedback or questions on draft Mental Health, Substance Misuse and Housing protocol, send to SB or Dan Pearce at FDC. | All |  |  | ✓ |
|  | Item 5: Developing older persons' housing |  |  |  |  |
|  | LO to share slides with Housing Board via SB, but not to be shared wider. However, LO sent to a couple of RSL’s for comment. | LO/ SB |  | ✓ |  |
|  | LO to bring back Extra Care information on Peterborough. | LO |  | ✓ |  |
|  | Item 7: Updates |  |  |  |  |
|  | 7c Update on accommodation for Domestic Abuse and coverage across our area Board asked DG to send back homelessness statistics on domestic abuse approaches, DG preparing spreadsheet for Districts to complete, will circulate that. JC’s HPA2 meeting could look at that, coordinate across Housing Authorities/consistency. | DG | ✓ |  |  |
|  | AOB |  |  |  |  |
|  | Cambridgeshire County talking to Districts about a Learning Disability Strategy, part of that looking at potential specialist accommodation needs for people with disabilities, Fiona Smitten at County leading. Good to understand what needs might be, particularly in terms of new development. Looking at publishing main strategy in September 2022. |  |  |  |  |
|  | Talk to Strategic Housing Group then come back to Housing Board when it’s a good moment. **To be scheduled** | HR | ✓ |  |  |
|  | **3 September 2021** |  |  |  |  |
|  | Item 1: Evidence base for Local Plans including update on GTANA |  |  |  |  |
| 1.
 | Could ask Housing Enablers Group and Strategic Housing Group to look at figures, ask them to look at what Local Plan has said.  | SB? |  |  | ✓ |
|  | DH will pick up with Jess and Anne in Fenland. | DH |  |  | ✓ |
|  | Item 2: First Homes update |  |  |  |  |
|  | Ask Housing enablers to compare different district and partners approaches on First Homes.  | Enab |  | ✓ |  |
|  | **6 August 2021** |  |  |  |  |
|  | Item 1: Facilitating improved broadband infrastructure for tenants - DG |  |  |  |  |
| 1.
 | NH will talk to other Housing Associations in Cambridgeshire. Update from DG, resolved to work on it during September. | NH |  |  | ✓ |
|  | Item 2: Review of what we all know about modern approaches to housing management, conditions in existing homes, empty homes and under-occupation / overcrowding |  |  |  |  |
|  | 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 |  | ✓ |  |
|  | Item 4: Discussion around sub-regional budget for 2021/22 |  |  |  |  |
|  | KM / NH to raise at H4C&P September meeting to agree their contribution to the sub-regional budget | KM |  | ✓ |  |
|  | **2 July 2021** |  |  |  |  |
|  | Item 1 How *Caring Together* supports Carers, Karen Leete |  |  |  |  |
|  | 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 | ✓ |  |  |
|  | Item 2 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 to help build a hoarding lead / champion network, names of experts to add to the network. SB to collate list of contacts | SB |  | ✓ |  |
|  | Stuart will provide draft email, which we can send to our organisations to market the clutter index across teams. | All |  | ✓ |  |
|  | **4 June 2021** |  |  |  |  |
|  | Item 1 Cambridgeshire and Peterborough Future Parks Introduction |  |  |  |  |
|  | Invite return visit or report on outcomes to Housing Board so we can see if actions to be taken. **To be scheduled.** | EF |  | ✓ |  |
|  | Item 2 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 collate list of schemes on Cambs Insight, of RPs and links on how to find out if they provide financial support etc. | SB |  | ✓ |  |