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| **The Housing Board****Cambridgeshire | Peterborough | West Suffolk** 4 November 2022: 10.00 am to 12.00 noonHeld 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 DC *chair*
* Sue Beecroft (SB), Housing Coordinator, Board
* Julie Fletcher (JF), South Cambs DC
* Iain Green (IG), Cambs County, Public Health
* Chris Hill (CH), Cambs and Peterborough Integrated Care System, NHS
* Emily Howard (EH), East Cambs DC
* Ali Manji (AM), Cross Keys Homes
* Portia Marapara (PM), HRS, Cambs County
 | * Karen Mayhew (KM), Homes for Cambridgeshire & Peterborough (H4C&P)
* Anna Palutek (AP), Cambs and Peterborough Integrated Care System, NHS
* Lee Price (LP), West Suffolk
* Matthew Ryder (MR), National Probation Service
* Lisa Sparks (LS), Adult Social Care, Cambs County
* Helen Tonks (HT), CHS Group
* Heather Wood (HW), South Cambs DC
 | * Azma Ahmad-Pearce, CPCA
* Jon Collen, Huntingdonshire DC
* Elaine Field, South Cambs DC
* Alex Francis, Accent Group
* David Greening, Cambridge City
* Nigel Howlett, CHS Group
* Helen Reed, Cambridge City
* Pamela Scott, Huntingdonshire DC
* Cristina Turner, OPCC
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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 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. Once all the actions on a topic are completed, they are all marked “done” for the following meeting notes, are removed after that. So, each set of action notes circulated should cover the Board’s actions, categorized as “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@scambs.gov.uk
* White 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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| Agenda- item | Lead  | To do | Doing | Done |
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| 4 November 2022 |  |  |  |  |
| Item 1: Update on CAS3 accommodation |  |  |  |  |
| MR presented slides on the HMPPS community accommodation service (CAS) for Cambridgeshire and Peterborough (supporting prison leavers who are homeless), although useful to West Suffolk too as scheme up and running there.* 3 tiers in terms of providing accommodation support to people on probation who are either at risk of being homeless when released from prison, or become homeless while being supervised in the community.
* Tier 1: Probation Service has approved premises across the UK, some in Peterborough, Bedfordshire and Suffolk, reserved for people assessed as high risk of harm to others and need intensive support. Highest level with restrictions.
* Tier 2: Bail Accommodation Support Services (BASS). People remanded into custody by courts and awaiting sentence, if safe option found, will be given bale but living in specific accommodation. Weekly support sessions on resettlement and developing independent living skills.
* Tier 3: Temporary accommodation for people leaving prison (for max. 84 nights) but who are not appropriate for approved premises, are at risk of homeless and low or medium risk of harm. Support provided. MR is looking to work with Housing Board, Local Authorities and other housing providers to ensure all appropriate paperwork is processed properly. 17 CAS3 bedspaces in Cambs City area available, 3 in Fenland, 29 in Peterborough City. Some people are rejected for CAS3.
* MR discussed data on where people go after release from the accommodation, measured again at 3 and 6 months, looking at ensuring people are supported into more settled accommodation. Key area is how to improve on outcomes re move on accommodation. Ensure good communication with staff in the prison and housing providers before releases, flagging cases early.
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| MR to share the CAS3 accommodation slides with Housing Board (fine to share with HA providers, but not in public domain). | MR | ✓ |  |  |
| Look at reasons for rejection from CAS3, and what happened to people thereafter, could we have done more, other support? Partner agencies look at this but worth investigating, there is a Criminal Justice Board group who look at this already, housing reps attend. | ? | ✓ |  |  |
| MR to share a greater breakdown of the 3 tiers and what they entail with Housing Board, to help with understanding and to ascertain the support funded, and any gaps which Housing Board could help with and support moving forward. Also, some analysis of the 165 cases and transient cases, what happens, then could look at lessons learned, linkage and continuity of care. | MR | ✓ |  |  |
| Item 2: ICS accommodation project |  |  |  |  |
| Chris Hill of Cambridgeshire and Peterborough ICS presented, and thanked SB for previous discussions on how Housing Board and ICS (Integrated Care System) connect on care and health, and thanked IG for providing an understanding of this forum.* Like other ICS’s, we are very reliant on an international pipeline of medical and non-medical staff coming in to provide care for the local population, however, slowing that down is accommodation.

Chris shared slides on Cambridgeshire and Peterborough accommodation project:* Chris is ICS Senior Programme Lead, and Anna Palutek and Jess McGuire are leading on the accommodation piece. Attained funding earlier this year to look at in more detail, and what is it that health requires to provide and support the pipeline of international recruited workers into Cambridgeshire and Peterborough, if we can provide support for those there is an opportunity to provide accommodation for lower paid workers, more secure.
* Discussed living costs in Cambridgeshire, unaffordable for many working in care and health. Initially trying to look at what staff housing needs are, the NHS are looking at accommodation, but this needs more coordination as an integrated care system, Jess and Ana trying to map that. Chris provided examples of how much accommodation is needed and to map that with what is available, also to look at options going forward. Looking at short term accommodation currently.
* Recruitment and retention are key areas. Keen to understand equality and diversity around international staff coming in, had some feedback on that. Transportation is another challenge. Linking with NHS organisations, and others, hence coming to Housing Board to understand where we may go shaping some of this thinking. Talking to social care and linked into ADAS forum, adult social care. Trying to develop an accommodation strategy.
* Proposal to Housing Board, to write a piece for the NHS chapter and if it could be put into a housing strategy, i.e., surveys, information and data ICS are getting from health, and trying to paint a picture of what health requires. To develop a workshop, with colleagues from Housing Board, and other partners, who could attend (Housing Board could suggest).
* Looking to possibly regenerate empty buildings to secure for future housing and trying to link more with Citizens Advice. Want to develop a memorandum of understanding to ensure providers are working together.
* Integrated Care Board met in September to start to thrash out what the system priorities are for Cambridgeshire and Peterborough to prevent health inequalities to give people the best start in life. Cost of living and accommodation (affordable, safe, secure housing) came out as a priority, to provide that for our workforce.
* Comments from the Board:
* LP advised, should also fit into the remit of discharge, understanding housing needs for people going into supported housing and existing staff looking for affordable housing. JF agreed, welcome this, and had been trying to understand challenges in recruitment and retention, interested in data. Opportunity, as just about to refresh our housing strategy (Camb City and South Cambs) one focus is on key worker housing in greater Cambridge and what that definition is for. Addenbrooke’s hospital carried out a good piece of work pre Covid in terms of accommodation need for their workers, would like to extend that to the wider care system to understand that need. Chris added that there are a number of short term interventions looking at, happy to connect.
* IG advised, nomination rights through District Councils in terms of new build or existing stock, getting the right housing in the right place. Properties set aside for key worker housing needed. Housing strategies, need to offer to try to help write a health chapter to go into each district Council’s housing strategy. Health and Wellbeing Board, some solutions to provide options to tie wider housing and health agenda together.
* SB read a note from David Greening, Cambridge City Council, ICS accommodation care discussion, they are looking to develop 60/80 schemes where at least 40% of housing is 60% of the market rent, and the remainder would be at 80%, discussed letting the 80% units to key workers. Helen Reed at Cambridge City is working up a definition in consultation with South Cambs, and both sets of elected Members, hope to be in place later this year.
* DH suggested to map barriers against what is already out there. Bring issues to light, then to help drill down suggestions for improvement. Recognising each areas’ needs and attain evidence linked to those as have different needs.
* Chris is carrying out surveys with staff and providers, and an equality impact assessment as part of this project. Also, domestic supply workforce too.
* IG continued, primary care, harder to quantify, need housing for trainee practices, struggling to get GPs in due to housing costs, this is supported by Chris. Jess and Anna will be starting an accommodation strategy soon. Chris discussed Homeshare (elderly person provides a room, payoff is companionship rather than care, European model) and Homestay (air B&B for immediate accommodation release, someone in NHS to provide a room, can rent through a website). However, only for short term solutions, need to think longer term. Chris can come back when strategy is ready. Anything specific on Fenland send to DH.
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| Chris Hill can come back to Housing Board when Integrated Care Strategy housing strategy is ready.  | Chris Hill | ✓ |  |  |
| IG will send around a draft health and wellbeing housing strategy document, for comment, before next meeting or Januarys depending on progress | IG | ✓ |  |  |
| Item 3: Additional Funding Contribution to Disabled Facilities Grants |  |  |  |  |
| Data for P3, floating support service has been circulated* LS updated, will bring to December meeting around DFG, still working on it but need to get something though internal governance around funding. LS has pulled together data for 2021/22 and 2022/23. Not seen any reduction in numbers of referrals going down to pre pandemic level, referral numbers stayed high, had that jump just after about 6 months into lock down when we saw a lot more people coming through, stayed stable. Also still have high numbers of people being supported with mental health problems, big issue, many with children. Included some basic outcomes, see where got to in terms of interventions to prevent evictions, re-possession and Cambs and Peterborough data and Peterborough.
* Discussed meetings within the floating support service, if any more messages coming out around changing profile of need. Noticed, as Covid pandemic evolved, getting more people coming through the door who would normally sort themselves out or get help from family, therefore concerning It has spread to those who had reached a limit. Cost of living impact, may see that expand further as progresses.
* DH interested in feedback from P3 on where they are struggling with support workers going in, the wider system to support the individuals and support plans, this would help inform where we can work together on. DH discussed the Fenland area.
* LS discussed people who are below thresholds for secondary care services, people who obviously need some support but there is not necessarily a service there to refer them into. Hoarding is an issue too, increased numbers, trying to collect that data. Could get into the health and well-being strategy and ICS plans. The Fire Service monitor this too, with a Drop In service for people who need a referral or a grant, etc., help people keep head above water for a while until support is available.
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| Item 4: Update on rent arrears / financial hardship reporting |  |  |  |  |
| KM updated that Damian Roche had been collecting data on a quarterly basis, but had now left Accent, and we had not succeeded in finding another person to take that on.* Do we want to continue doing this financial hardship reporting? We know that there is a cost of living increase. Is this data being used in any way to change actions? Also, the way we were carrying out the data collection was complicated, with some concern around comparability. Could we simplify it if continued?
* Discussed rent collection and the impact of the Covid pandemic, what we expected to happen and support services available. There is a housing regulators quarterly survey and one of the elements within that quarterly survey, which just samples larger housing associations, is looking at gross rent arrears, we could focus on that, look at that data across our region and compare it with a national picture, but only if it is felt it would make a difference to any actions and services delivered.
* DH added, Oliver Morley at Huntingdonshire DC ran the wider group around this, not sure that group now exists post Covid. Are all the frontline staff support inventories, customers across Cambridge and Peterborough and the RP's, aware of everything available to help the wider system?
* IG could provide KM with contact within the public health intelligence unit, who are currently putting together the cost of living crisis data for Cambridge and Peterborough. We are looking at where issues will appear, particularly knock on effects in terms of health and wellbeing.
* There might be a piece KM and SB could work on to ensure drawing people’s attention to useful sources of information and that they spell out very clearly where to go for help.
* DH happy for IG to follow up. KM and SB discussed renting in advance and some providers, particularly for profit providers, asking for higher levels of rent in advance than is strictly necessary, or rent/payment to view, etc.
* HW added, from a District Council point of view, it is less about arrears and more about how people are treated, and the interventions which are put in place, also about the practices regards some land lords wanting rent in advance. There is some work to do. Knowing how to target conversations, and different issues emerging. Bringing issues back to this Board may be the way to do it.
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| Carry out IG’s lines of enquiry, keep discussion on next agenda, and decide what we will do before collecting data, and determining methodology. | KM, SB, IG | ✓ |  |  |
| Item 5: Update on Health and Wellbeing Strategy work |  |  |  |  |
| IG had met with SRO’s for the health and wellbeing strategy, Jo Lancaster (Managing Director, HDC) and Liz Watts (CEO SCDC) who are SRO’s for the housing section - after their presentation at October Housing Board. IG presented slides * First thoughts. Trying to align around different themes of the Health and Wellbeing Board. Looking at how that Board and the ICS can add value to the work of the Housing Board and where those linkages appear. Cross cutting themes. Priorities for Housing Board, needs for people with learning difficulties and older people, a better role for the HIA, handy person schemes, improving low quality housing (HMO’s), frontline NHS workers living in poor housing. Link to mental health teams and CPFT and discharge, key worker housing and use of assets. New housing, influencing local plans, developers, healthy town principles, key worker housing. Strategy provides opportunity to share budgets. Access to appropriate housing, prison discharge, etc. Cross over of different sectors.
* Objectives of SRO’s Liz Watts and Jo Lancaster. Need a change in the system, single housing and health strategy across the ICS. A creation of a health and housing task force, possibly to sit under the Housing Board. Recommendation is to set up the health and housing task force, IG happy to set that up.
* Chris mentioned accountable business units (ABU), one is mental health, much discussion around various themes there, autism may also need to be included. SB added learning needs, mental health and autism work is being carried out at the County Council. Good to map understand different timelines.
* DH mentioned resources, the right people around the table, new provision, enabling, enforcement of existing and private rented housing, operational from social housing, HIA and Better Care Fund.
* Housing Board webpages, could use those as referral routes and a better pathway.
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| Item 6: Update on Housing Board budget for 2023/24 |  |  |  |  |
| Deferred to December meeting |  |  |  |  |
| 7 October 2022 |  |  |  |  |
| Item 1 Presentation on 24/7 living and Macquarie Capital offer on local Passive Housing & Development funding solution: Christine Hynes, Chief Executive Officer 24/7 living and colleagues |  |  |  |  |
| * Slides shared on Board’s Cambs Insight page
* Alex F will take idea back to colleagues who are looking for MMC at Accent
* Karen M will pass the idea on to H4C&P
* All to share with relevant groups, all welcome to invite Christine and Richard to come and speak with them
 | EFAFKMAll |  | ✓✓✓ | ✓ |
| Item 2 Emerging public health strategy, leading on the housing theme, Involving the Housing Board: Liz Watts SCDC & Jo Lancaster HDC |  |  |  |  |
| * All to contact Liz and Jo with further ideas
* Heather to send Jo and Liz list of offers to support the work
* Jo / Liz to come to a sub-group or use CSHG meeting to structure our thoughts further and feed in. Will bring back to next Board to update
* Investigate the ICB and what comes next within ICS
 | AllHWCSHG & othersSB |  | ✓ | ✓✓✓ |
| Item 3 County additional funding contribution to Disabled Facilities Grant (DFG) works: Lisa Sparks, Cambs County  |  |  |  |  |
| * Add to Nov / Dec agenda
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| Item 4 Co Production Inquiry Update: “Ensure everyone has access to support when accommodated – not just in the first few weeks, not just at the outset”: Tom Tallon, Changing Futures Cambridgeshire & Peterborough / CEA team |  |  |  |  |
| * Agreed to take to homelessness leads meeting to agree how local authorities can best to contribute across the area and not overwhelm the inquiry. (post meeting Sarah Gove offered.)
* Jon Collen to provide Tom with private rented landlord link (Keith Taylor?). Cambridge City has a forum, link person is Claire Adelizzi (see meeting chat). Sarah Gove mentioned FDC landlord forum.
 |  |  | ✓ | ✓ |
| Item 6 AOB |  |  |  |  |
| * Changing Futures – link to [first newsletter](https://cambridgeshireinsight.org.uk/wp-content/uploads/2022/07/newsletter-1-july-2022.pdf) and [second newsletter](https://cambridgeshireinsight.org.uk/wp-content/uploads/2022/11/one-page-newsletter-oct2022-1.pdf) to give Housing Board an update on what’s happening.
 | SB |  |  | ✓ |
| 10 June 2022 |  |  |  |  |
| Item 4: AOB |  |  |  |  |
| Add to Rent in advance Home-Link Management Board agenda, issue of affordability of properties, and cost to live generally. | HW |  | ✓ |  |
| 6 May 2022 |  |  |  |  |
| Item 3: Initial findings of Accommodation Needs Assessment and Discussion |  |  |  |  |
| Look at general needs accommodation in Homelessness Strategy Group and Home-Link Board and how this might help meet needs in specials accommodation needs assessment / profiles | FS GF CSHG  | ✓ |  |  |
| 4 March 2022 |  |  |  |  |
| Item 1: Update on local and national strategic work around substance misuse |  |  |  |  |
| JK could come back to Housing Board later to update, but to advise of any barriers or issues in the meantime. | JK | ✓ |  |  |
| 4 February 2022 |  |  |  |  |
| Item 1: Homes for Wellbeing: T.B. needs assessment |  |  |  |  |
| NH and KM will ascertain any good practice in handling TB from RPs, KM will target larger RP’s.  | NH/KM | ✓ |  |  |
| Item 2: Suicide Prevention Strategy Joseph Davies, Suicide Prevention Manager for Cambridgeshire and Peterborough |  |  |  |  |
| Housing Board to put forward someone to sit on that Suicide Prevention Group | All | ✓ |  |  |
| Add suicide prevention info to the Housing, MH and SA toolkit once strategy developed further / agreed. | SB |  | ✓ |  |