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| **The Housing Board****Cambridgeshire | Peterborough | West Suffolk** 7 July 2023: 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 Board Coordinator
* Jon Collen (JC), Huntingdonshire DC
* Julie Fletcher (JF), South Cambs DC
* Iain Green (IG), Peterborough City and Cambs County, Public Health
* Sarah Hebblethwaite (SH), Peterborough City Council
* Ali Manji (AM), Cross Keys Homes
* Karen Mayhew (KM), Homes for Cambridgeshire & Peterborough (H4C&P)
* Charlotte McCallister (CM), West Suffolk
* Jess Pickman (JP), Cambs and Peterborough ICS
* Pamela Scott (PS), Huntingdonshire DC
* Helen Tonks (HT), CHS
 |  | * Azma Ahmad-Pearce, CPCA
* Steve Cox, CPCA
* Elaine Field, South Cambs DC
* Alex Francis, Accent Group
* David Greening, Cambridge City
* Chris Hill, Cambs and Peterborough ICS, NHS
* Stephen Hills, CHS
* Sara Lomax, West Suffolk
* Helen Reed, Cambridge City
* Matthew Ryder, National Probation Service
* Lisa Sparks, Adult Social Care, Cambs County
* Christina Turner, OPCC and Heather Wood, South Cambs DC
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| **Previous Notes** |
| Previous meeting notes are available at <https://cambridgeshireinsight.org.uk/housingboard/> **Please note:** This documents includes brief notes of the latest meeting, and action points.Earlier meeting notes are found in previous action notes, but in the latest version only action notes of previous meetings are included. It may be helpful to refer to an older set of notes to see the context for the actions, but this approach helps us minimize the papers needed and keep an eye on previous actions and progress.So only on the meeting notes when an item is presented, are brief notes (not full minutes) of the discussion. Actions for each item follow which are numbered. These are then updated and progressed at the following meetings. Once actions are “done” they are removed. Key to the table:* Bulleted points, brief notes, not full minutes. If more detail is needed, please contact elaine.field@scambs.gov.uk
* Numbered items = actions. When action is complete and reported back to the following meeting, it is removed from the table.
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|  | Items | Lead | To do | Doing | Done |
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|  | 7 July 2023 |  |  |  |  |
|  | Item 1: **Rent Arrears Survey and Homes for Cambridgeshire & Peterborough update** |  |  |  |  |
|  | KM discussed:* Simplified the Rent Arrears Survey work carried out previously by Damian Roche, down to a couple of key factors to show direction of travel across Local Authorities and Housing Associations. Will now carry out the survey once per year.
* Message is that most organisations are managing to keep good control of their rent arrears position, due to techniques and ways of tackling issues. Packages of support have grown more sophisticated in past 18 months. JC commented that some large organisations have not responded to the survey, Housing Board/Home-Link partnership could encourage the bigger players to respond. KM mentioned, could be a conversation on KPI’s, also some developers are not allowing conversion in S106 agreements (i.e. to affordable rent) this could be a cause for concern. Could highlight which organisations are responding when received results. SB added that it was a first pilot survey, not publicised too widely. Not had the crisis in collection of income that we thought. Will continue to watch that.
* Below inflation rent increase, which has affected all landlords. When talking to HA colleagues it will not impact on immediate development plans, although a moderation of ambition around development may happen, as business plans need to work. In addition to accessing they have a bond rating to maintain. Will watch the next increase.
* Homes for Cambridgeshire and Peterborough have been listening to the CPCA’s possible new devolution offer. Paul Staines attended the last H4C&P meeting, and advised of working up a new offer on the way they work with H4C&P, however that may change depending on housing fund route outcome. Consultation period during the summer.
* Work of the NHF and probably CIH around the quality of the offer being made by all social landlords, and ensuring high levels of customer engagement.
* Section 106 is sometimes an issue, looking at medium to long term, but short term worth checking with Planners and Enablers that they have a s106 agreement that works for all parties. KM mentioned agreements at Hunts which works well, DH advised happy to compare and contrast with that. It is the nuts and bolts elements, and talking to enablers, transactional and ‘smoothness’ of processes to avoid delays.
* Shared ownership sales holding up well. Concern about deterioration in construction quality and number of defects, a continued increase in labour and material costs, some also reporting fewer people on site. Home ownership is still a big push. The group discussed shared ownership and rent to buy product.
* H4C&P now have individual websites, the main website will wind down in the autumn. There are pages on Cambridgeshire Insight where SB could post links to help find details of RP’s, or to a general page.
* DH discussed pressure regards repairs demands, particularly on damp and mould, and how voids might be impacted. KM commented, widespread audits of stock had generated more repairs.
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|  | KM can share Huntingdonshire’s Section 106 template to compare and contrast with. | KM | ✓ |  |  |
|  | SB to suggest s106 discussion at Housing Enablers meeting 15th August | SB |  |  | ✓ |
|  | Item 2: **Housing and Health actions as part of the Health and Wellbeing Strategy** |  |  |  |  |
|  | IG updated on the Housing Action Plan, within the Health and Wellbeing Strategy, which came out of the Health Summit held in February:* Focus on actions and any gaps. Hope that Housing Board take some of the actions forward, the SRO’s Liz Watts (South Cambs) and Oliver Morley (Hunts) encourage that. Some delivery mechanisms still to be decided. Planning a review summit this year, to look at progress and with a view to planning years three and four. The Health and Wellbeing Strategy is an 8 year strategy, this action plan is for the first two years.
* Long term assessment of health service infrastructure, making sure have the right NHS estate and in the right place, particularly on growth sites where the housing element comes in, work ongoing within the ICS (hoping they will lead).
* Planning Policy Framework consultation, we will put a response in in terms of what that new NPPF will look like, how the s106 works, how much money we can get, and how the process will work.
* Pulling together the different housing needs assessments across our patch, to ascertain any overlap or where facilities are, to make better use of the data. SB added, looking at older people’s profiles and mental health needs assessment, different pieces of work.
* Mobile connectivity, regards service delivery across our patch, to make sure that ICS services (particularly social care) and housing providers have enough digital access to support clients.
* Checklist and training package for front line workers, agreed will pilot check list in Cambridge City. Will trial around housing staff initially, for anyone who enters a home to think in a broader way and complete the check list, signs of damp and mould, hoarding, etc (could possibly add domestic abuse). To provide a wider view of housing issues and link to appropriate referral mechanisms. Also link to GP’s. KM advised that IG could join the next H4C&P meeting to discuss the checklist with HA’s. Holding a pilot, then will roll out. The Board discussed good practice in Peterborough and DFG.
* SB mentioned the Homelessness Strategy Group, collating a list to help provide the hospitals with contacts in districts, if they need to refer someone to a district not the same as the hospital, and the Better Care Fund. The Board discussed different elements, social care delays, homelessness, which approach to take, etc. JF discussed Home Improvement Agency revenue and mentioned Francis Swann their lead. Discharge pathways from hospital, grant availability, etc., and linking into OT network. Looking for lead to take that DG work forward (SB is initiating it).
* EPC certificates, in Public Health employing a GIS specialist to map this. DH mentioned powers from Trading Standards on EPC enforcement. HA’s also mapping this, and worth talking to those with stock/transfers who may know where problems are.
* Quality of HMO’s. Good practice guide for Fenland compiled, went to County wide private sector housing group. SB looking at that, and is also leading on Homelessness prevention and duty to refer, with JC’s input. Peterborough delivered training with partners on duty to refer (particularly hospital) and working with Probation to ensure their Officers are trained. JC mentioned Hunts have many pathways in place, and will use data, to look at if they are working.
* Access to primary/secondary care for those of no fixed abode. Some research already carried out. Could invite person at Cambridge University who led on one report. SB had invited to Housing Board, John Bartram of ICS, who is looking at the different offers in health services, to help with broader health links. Peterborough developing a health and housing hub around being more inclusive.
* Looking at DFG good practices, gaps, funding allocations and anything can learn from, consistency of the offer and if items are left in properties when becoming void.
* Housing needs of older residents, some questions on that in the County wide QoL survey.
* Issue of hoarding, linking in with Mental Health Care Trust, could have that as a topic at Housing Board in the future.
* Through this action plan a Housing Board member could attend the Health and Wellbeing board meeting on 20 October - possibly DH?
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|  | Any housing needs assessments surveys send to IG.  | All/SB | ✓ |  |  |
|  | Any volunteers to get involved in these actions please let IG know. | All | ✓ |  |  |
|  | Item 3: **Brief update on Keyworker Accommodation Needs Survey** |  |  |  |  |
|  | JP updated:* The survey came from the Health and Housing summit in February. Launched on 25 May, the initial closing date was 21 July however extended for a couple more weeks to 4 August.
* Received 648 responses so far. Low number of responses from Social Care, IG advised could not get agreement to take to Social Care within the County, but if agree methodology can roll out survey later amongst a bigger partnership/other sectors. Encouraging hospital trusts to keep up with their communications on this.
* When closed, JP will carry out an evaluation report on the survey, then using that information and evidence, along with SB’s diamond analysis, and pulling together other information following Cambridge Housing Strategy group meeting in June, will produce a draft Housing Strategy. Holding a strategy workshop, invited key people from JP’s Accommodation Forum. Anyone who wishes to attend let JP know.
* JP, IG and SB to meet with Richard Oakley who had worked with HA’s and developers, following Savills’ housing needs survey carried out for CUH late 2019, report released 2020. Joining up to be done there from a system point of view. Could take those ideas to Housing Enablers and RP’s (H4C&P) also.
* Accommodation Forums scheduled for September and October.
* IG discussed finance models for RP type developments, e.g. key worker housing, using NHS land as landlord or Homes England, worth exploring that. JP could discuss with colleague on bringing that presentation to Housing Board.
* JP will collate a progress review report before going on maternity leave mid-October.
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|  | Anyone who wishes to attend the Accommodation Forum, let JP know. | All | ✓ |  |  |
|  | Item 4: **Updates around the room** |  |  |  |  |
|  | SB updated, Diamond Affordability Analysis now completed and found on the Cambridgeshire Insight page, SB thanked all for their help and support. Every district has a report with highlights and a slide deck, with similarities and differences across Cambs, Peterborough and West Suffolk. An executive summary, a compendium of data and a methodology note. IG advised, sent a copy to the Public Health Intelligence Team to ascertain if they could link with the cost of living crisis. |  |  |  |  |
|  | 5 May 2023 |  |  |  |  |
|  | Item 2: **Cambridgeshire County demand profiles** |  |  |  |  |
|  | IG to present at a future Housing Board on mental health needs assessment for Cambridgeshire and Peterborough and what that means for services, also to take this to the Strategic Housing Group meeting. | IG |  | ✓ |  |
|  | Item 6: **AOB** |  |  |  |  |
|  | Any volunteers to attend the Housing and OT Network meetings, let IG know. | All |  | ✓ |  |
|  | 14 April 2023 |  |  |  |  |
|  | Item 3: **Health and wellbeing strategy** and action planning for housing theme |  |  |  |  |
|  | DH to send IG a document launched recently updating guidance around disabled facilities grants. | DH | ✓ |  |  |
|  | Item 4: **Migrant / refugee working group** - proposal to link this countywide group into the Housing Board network |  |  |  |  |
|  | MO to advise HW and JC the dates of the Migrant/Refugee Working Group meetings, and share the last minutes. | MO | ✓ |  |  |
|  | JE to ask County housing colleagues to contact, via their landlord forum, mentioning access for Ukrainian move ons. | JE | ✓ |  |  |
|  | 2 December 2022 |  |  |  |  |
|  | Item 3: Future accommodation needs for specialist housing (Lisa Sparks & Guy Fairburn) |  |  |  |  |
|  | Want to work with Guy on the Cambridgeshire figures once available, following the Peterborough model  | GF/CSHG | ✓ |  |  |
|  | 4 February 2022 |  |  |  |  |
|  | Item 2: Suicide Prevention Strategy Joe Davies (Suicide Prevention Manager for Cambridgeshire and Peterborough) |  |  |  |  |
|  | Housing Board to put forward someone to sit on that Suicide Prevention Group – Sue Beecroft for the time being | All |  |  | ✓ |
|  | Add suicide prevention info to the Housing, MH and SA toolkit once strategy developed further / agreed. | SB |  | ✓ |  |