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| **The Housing Board****Cambridgeshire | Peterborough | West Suffolk** 6 October 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*
* Azma Ahmad-Pearce (AAP), CPCA
* John Bartram (JB), Integrated Care Board, NHS
* Sue Beecroft (SB), Housing Board Coordinator
* Jon Collen (JC), Huntingdonshire DC
* Bobby Duke (BD), Peterborough City
* Iain Green (IG), Peterborough City and Cambs County, Public Health
* Chris Hill (CH), Cambs and Peterborough ICS
* Stephen Hills (SH), CHS
* Rob Kemp (RK), Cambridgeshire County Council
 | * Ali Manji (AM), Cross Keys Homes
* Karen Mayhew (KM), Homes for Cambridgeshire & Peterborough (H4C&P)
* Anna Palutek (AP), ICS, NHS
* Helen Reed (HR), Cambridge City
* Matthew Ryder (MR), National Probation Service
* Pamela Scott (PS), Huntingdonshire DC
* Lisa Sparks (LS), Adult Social Care, Cambs County
* Tom Tallon (TT), Counting Every Adult, Cambs County
* Heather Wood (HW), South Cambs DC
 | * Elaine Field, South Cambs DC
* Julie Fletcher, South Cambs DC
* Alex Francis, Accent Housing
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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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|  | 6 October 2023 |  |  |  |  |
|  | Item 1: **Changing Futures** |  |  |  |  |
|  | Tom Tallon (TT) described Changing Futures which started as a national programme to look at how system issues affect people who face multiple disadvantage, and how they may fall between gaps in the system. Changing Futures Programme nationally is investing in 15 areas, although Cambridgeshire and Peterborough were unsuccessful in their bid, but their Public Service Board are looking at a programme that might improve partnership working, and how to better involve people with lived experience, and funded locally. * Four activity areas: The trusted person approach; to create a learning eco system; explore how trauma informed practice affects people with multiple disadvantage across our system; embed co-production and co-design in all of our work and decision making.
* Recruited to head of post, 3 further posts to recruit.
* First trauma informed system workshop held in July, brought together different organisations across areas of multiple disadvantage. Looking at feedback, and will follow up with that on 15 November, with partners, and make suggests regards moving forward.
* Developed system enquiry model called BEAL (Build, Explore, Act, Learn) - at different stages of these currently. People can become involved in this area of work.
* Change forums happening across the County to explore particular topics.
* Learning from coproduction work, hope to have 5 hubs across Cambridgeshire and Peterborough. One established in Cambridge for some years, another in Peterborough for c.12 months. Started in Ely / East Cambs in September and hope to start up in Wisbech and Huntingdon.
* TT described a case study called Leon which was successful.
* A Leadership Academy is going to be offered to help people from across the system lead system enquiries themselves, or related work. Following training, bringing cohorts together and continuous learning.
* Will be a health check survey to partners to ascertain how they work together, then repeat a year later.
* Have updated governance proposal for Changing Futures.
* Buddy system is in use and being promoted to help people with lived experience attend and contribute to various meetings and boards.
* Slides provide the new team email address and website.
* CH discussed a series of programmes one with Breaking Barriers Innovations, an organisation who have carried out work in deprived areas. Trying to bid for money to enable programmes, to open up access to opportunities for careers in care and health. CH can discuss that with TT further. TT advised, the usual first outcome we are looking for is delaying circumstances people may face and death.
* SH was interested in learning eco systems (SB much involved with that) noting we capture good work, but not good at barriers and learning. Hoping to have ‘system agents’ who are able, when a barrier emerges, to take it on and look at it from everyone’s perspective and see how we can make a difference. DH mentioned The Ferry and rough sleeper initiative, and different barriers which can lead to delays. Not using the correct terms and language can also cause barriers, and missed GP appointments, etc.
* Newsletter produced 3 times per year (via email distribution list).
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|  | Item 2: **Housing Delivery numbers across the County** |  |  |  |  |
|  | Rob Kemp (RK), Senior Researcher, Policy and Insight Team Cambridgeshire County Council. Manages a small Planning team to monitor housing completions on behalf of Planning Authorities in Cambridgeshire (not East Cambs and Peterborough, they do their own). * Analyse building control records, CIL receipts, council tax, and other information sources. Visit sites in person, major and small sites, dwellings, etc, therefore accurate data.
* Just submitted data to DLUHC. RK provided a snap shot of completions for the coming year. Do not release data until Planning Authorities have released their 5 year housing land supplies, AMR’s and trajectories. RK shared a Cambridgeshire housing completions update 2023 set of data and discussed the various Authorities’ housing completions over the years.
* DH mentioned the area north of the A47, cannot have affordable housing there going forward, therefore trying to have RP’s buy sites completely, and create affordable housing. Some large sites coming through in next few years.
* RK deals with data only, no involvement in finance and Section 106 (can share some graphs with Housing Board).
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|  | Item 3: **The new Supported Housing Act** |  |  |  |  |
|  | LS discuss slides already circulated:* National Housing Federation have been involved with central government about discussing some of the Act implementation and a plan for a consultation.
* County Council raising issues on risks, e.g. if anyone decides to back out of the market, particularly within learning disability portfolio, private providers need pushing rather than normal RP’s. If licensing scheme might not apply, or if requirements not met, what happens then? Could be worth capturing potential risk and some potential resource issues.
* DH discussed how we will get together to discuss risks and opportunities.
* JC discussed needs assessments and gap analysis, etc., and County information and their role. Responsibilities been placed on Districts rather than County where the expertise, knowledge and data sit. LS advised, County would share that for an accurate picture and also be involved. However, would be useful to know what sort of information looking for.
* LS discussed overview and background information of the Act. Act passed into law 29 August 2023. Aims to address key concerns around poor standards of accommodation, and support, by introducing robust and consistent oversight and regulation of the supported housing sector. New systems will be introduced.
* Autumn 2023 – Formal consultation on detailed implementation of the new system.
* 2024 – Second public consultation, to include draft regulations developed by DLUHC and the DWP.
* LS explained exempt accommodation, background, and key milestones.
* The Board discussed timelines, budget settings, potential resource requirements, risk analysis, preparing lists, data and information in advance, etc. SH discussed other legislations which may cut across, rent settlements and consumer standards, etc., will look at that and bring back to next meeting. KM will circulate notes around this to others.
* The Board discussed current groups which may be able to look at this, Strategic Housing Group, etc.
* DH asked all to send names for attendance at an initial meeting to discuss. RP’s could become involved at a later stage it was decided.
* IG mentioned that Public Health have just published a learning disability JSNA with recommendations for system to address, worth bringing that together too. Specific recommendations around care and support, for all partners. Will feedback to Housing Board as this develops.
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| 1.
 | SH will collate information on other legislation and bring back to December Housing Board. | SH | ✓ |  |  |
|  | All to send DH names to attend initial meeting, will then organise that.  | All | ✓ |  |  |
|  | Item 4: **Housing/homeless referrals/enquiries coming through to Adult Early Help** |  |  |  |  |
|  | LS had discussions with specialist housing adviser in Adult Early Help Team, seeing traffic coming through around homelessness enquiries, coming from professionals predominantly. Should be referred through the duty to refer route. Perhaps need to raise the profile of the duty to refer. Also increasing number of calls from people asking for a social care assessment to demonstrate their housing needs. What they really need is the OT assessment around housing needs. Need to be aware of different terminology. * DH suggested creating a summary of what was going wrong, with suggestions to improve, then Housing Board could look at that and get out to the workforce.
* IG added that an action under the Health and Wellbeing Strategy is to look at duty to refer. LS to send information to SB and IG who can coordinate on behalf of Housing Board. At Health and Wellbeing Board IG will raise how we engage with primary care.
* JC added that it could be social prescribers, and to look at how we develop terminology on how to direct people. Could look at this and update at Housing Board.
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|  | LS to send information to SB and IG who can coordinate on behalf of Housing Board.  | LS/SB/IG | ✓ |  |  |
|  | Item 5: **ICS Accommodation Needs Survey** |  |  |  |  |
|  | CH discussed:* CH thanked Jess Pickman who is now on maternity leave. Jess had produced the housing survey supported by AP. Also thanked SB and IG for their support and reviews on the draft, and Housing Board for helping shape it.
* ICS has c.50,000 workers. Cost of living, and how do we support our work force to live and work in Cambridge has been coming through.
* Purpose of survey and report is to start to influence thinking to ascertain long term work.
* CH discussed responses, diamond analysis methodology and framing a strategy. Still looking at some data (finalise in next couple of weeks).
* CH discussed the number of adults in one dwelling, small accommodation, financial challenges regards rent, affordability, international workforce, student health professionals finding accommodation too expensive, concerns on remaining in property, some on housing register. A breakdown in respondents slide was shown. Addenbrooke’s Hospital had to slow pipeline down as not enough affordable accommodation currently.
* Key findings: affordability issues; transport and commuting affected; housing proximity; safety and security of accommodation; poor conditions, design of housing types and support for housing initiatives. Trying to get money together for a local housing guide, concerns about staff with disabilities, and Cambridgeshire and Peterborough demographic variations. Guarantees over tenancy was discussed and future rent increases, some in the survey referred to themselves as homeless although they are working
* AP updated on the staff accommodation forums, held every two months but one additional booked for 7 November to discuss next steps from the Housing Needs Report and Housing Strategy next steps, another booked for 5 December, all welcome to join.
* CH continued, the ICB are in a financial challenging position, recruitment freeze. ICS not in a position to cover any roles, including covering Jess Pickman on maternity leave. Jess had worked to complete the housing report, but still to be finalised. Will then look for further funding, to commission further support, to develop the housing strategy. CH will discuss this with SB and IG outside of this meeting. IG advised, when presenting to Health and Wellbeing Board, raise the recruitment issue there.
* DH mentioned data for each District, and influencing developers. Student accommodation, etc. CH advised, will have some specific data. SB added, statistics being checked to ensure consistency through report. Would like to issue results with tables for Districts, but may vary. Some geographical breakdown.
* KM updated, looking at RP new build and relets, some relets had been allocated to key worker areas. Some landlords are looking at sheltered accommodation provision, if meeting needs, and could be used for something else. Needs some further conversation. CH further discussed short term accommodation and moving people on, any further initiatives on long term stay would be helpful.
* Keep discussing at Housing Board.
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|  | Item 6: **ICS Economic Modelling** |  |  |  |  |
|  | No update today. |  |  |  |  |
|  | Item 7: **Updating our priority “homes for wellbeing” based on recent housing and health work** |  |  |  |  |
|  | SB updated:* There are pages on Cambridgeshire insight for the Health and Wellbeing Board with some older links, therefore would be useful to update those pages in line with the action plan we are working to, and areas of action in current strategy. Feedback welcome on those pages.
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|  | Item 8: **Updates** |  |  |  |  |
|  | * SB advised; latest Housing Market Bulletin will go out in October.
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|  | Item 9: **AOB** |  |  |  |  |
|  | None. |  |  |  |  |
|  | 1 September 2023 |  |  |  |  |
|  | Item 1: **Financial models for NHS staff accommodation** |  |  |  |  |
| 1.
 | IB to send to Housing Board a brief outline of financial models for NHS staff accommodation. | IB |  |  | ✓ |
|  | KH will circulate models to HA’s and invite IB to discuss with at their meeting. IB noted still in conversation with treasury. | KM | ✓ |  |  |
|  | Item 2: **The new Supported Housing Act** |  |  |  |  |
|  | Item deferred to October Housing Board. |  |  |  |  |
|  | Item 3: **Piloting a checklist for Damp, Mould & Excess Cold:** observations from frontline staff |  |  |  |  |
|  | IG to circulate the checklist. | IG | ✓ |  |  |
|  | Item 4: **Housing Board in-person meetings discussion** |  |  |  |  |
|  | All to think about once per year in person meeting and a hybrid friendly building to use. | All | ✓ |  |  |
|  | Item 6: **AOB** |  |  |  |  |
|  | SB to think about invitation to MP’s to attend main Housing meetings. | SB | ✓ |  |  |
|  | IG to update at October Housing Board on ICS economic modelling. | IG | ✓ |  |  |
|  | 4 August 2023 |  |  |  |  |
|  | Item 1: **Devolution Deal Part 2, relating to Affordable Housing** |  |  |  |  |
| 1.
 | Any questions for PS send, and if any groups for him to attend let him know to get message out. | All | ✓ |  |  |
|  | KM will share Paul Staines’ slides on devolution deal part 2, affordable housing with RP’s (emerging discussion only). | KM | ✓ |  |  |
| 1.
 | SB to share Paul Staines’ list of who is on working groups with Housing Board. | SB | ✓ |  |  |
|  | 7 July 2023 |  |  |  |  |
|  | Item 2: **Housing and Health actions as part of the Health and Wellbeing Strategy** |  |  |  |  |
|  | Any housing needs assessments surveys send to IG.  | All/SB | ✓ |  |  |
|  | Any volunteers to get involved in these actions please 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 |  |  |  |  |
|  | 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) |  |  |  |  |
|  | Add suicide prevention info to the Housing, MH and SA toolkit once strategy developed further / agreed. | SB |  | ✓ |  |