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| **The Housing Board**  **Cambridgeshire | Peterborough | West Suffolk**  7 June 2024: 10.00 am to 12.00 noon  Held online via Microsoft Teams  Meetings 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 * Sue Beecroft (SB), Housing Board Coordinator * Claire Donovan (CD), Head of Policy, Research & Campaigns, End Furniture Poverty * Iain Green (IG), Peterborough City and Cambs County, Public Health * Bev Hill (BH), Accent Housing * Stephen Hills (SH), CHS * Ali Manji (AM), Cross Keys Homes * David Norton (DN), Peterborough City and Cambs County, Public Health * Ana Palutek (AP), Cambridgeshire and Peterborough ICS * Pamela Scott (PS), Huntingdonshire DC * Lisa Sparks (LS), Adult Social Care, Cambs County * Tom Walczak (TW), Fenland DC * Heather Wood (HW), South Cambridgeshire DC | * Jon Collen, Huntingdonshire DC * Bobby Duke, Peterborough City * Danae Evans, Cambs & Pet IDVA Service * Elaine Field, South Cambridgeshire DC * Julie Fletcher, South Cambridgeshire DC * Alex Francis, Accent Housing * Chris Hill, Cambs and Peterborough ICS * Laura Hunt, Cambridgeshire Police * Anne Keogh, Peterborough City * Karen Mayhew, Homes for Cambridgeshire & Peterborough (H4C&P) * Matt Oliver, Peterborough City * Helen Reed, Cambridge City * Sarah Scase, Peterborough City * Sam Shimmon, Cambridge City * Cristina Turner, OPCC * Jane Wilson, Cambridge City * West Suffolk Council |
| **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](mailto: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. | |

|  | Items | Lead | To do | Doing | Done |
| --- | --- | --- | --- | --- | --- |
|  | 7 June 2024 |  |  |  |  |
|  | Item 1: **Cuckooing** |  |  |  |  |
|  | * Draft |  |  |  |  |
|  |  |  | ✓ |  |  |
|  | Item 2: **Domestic abuse policies, support, and links** |  |  |  |  |
|  | * Draft |  |  |  |  |
|  |  |  | ✓ |  |  |
|  | Item 3: **Health and Wellbeing action plan update** |  |  |  |  |
|  | * Draft |  |  |  |  |
|  |  |  | ✓ |  |  |
|  | Item 4: **Housing Board updated annual plan** |  |  |  |  |
|  | * Draft |  |  |  |  |
|  |  |  | ✓ |  |  |
|  | Item 5: **Financial Capability Forum** |  |  |  |  |
|  | * Draft |  |  |  |  |
|  |  |  | ✓ |  |  |
|  | Item 6: **AOB** |  |  |  |  |
|  | * Draft |  |  |  |  |
|  |  |  | ✓ |  |  |
|  | 10 May 2024 |  |  |  |  |
|  | Item 1: **End Furniture Poverty** |  |  |  |  |
|  | Claire Donovan of End Furniture Poverty to send details of Furniture Flex organisation, and how it operates to SB. | Claire Donovan | ✓ |  |  |
|  | SH to share with Housing Board, details of CHS Local Assistance Scheme when complete. | SH | ✓ |  |  |
|  | IG to look at general data for Cambridgeshire and Peterborough. | IG | ✓ |  |  |
|  | Look to key housing provider forums to present to (includes own stock Cambridge City and South Cambs DC). | SB/DH | ✓ |  |  |
|  | Item 2: **Draft Housing Board Work Plan 2024/25** |  |  |  |  |
|  | SB to update the Housing Board Work Plan. | SB | ✓ |  |  |
|  | Item 3: **Cambs County Strategic Commissioning Intentions** |  |  |  |  |
|  | LS to share Cambs County Strategic Commissioning Intentions slides. | LS | ✓ |  |  |
|  | Feedback any comments on the ‘Strategic intentions for delivering Accommodation with care and support across Cambridgeshire’ document with LS. | LS | ✓ |  |  |
|  | LS to send a list to DH, of contacts within Cambs County with whom we can start Strategic Commissioning Intentions discussions. | LS | ✓ |  |  |
|  | Item 4: **AOB** |  |  |  |  |
|  | Any thoughts, connections or perceptions regards the Financial Capability Forum, feedback to SB | All | ✓ |  |  |
|  | Item 5: **Sub-Regional Funding and Options** |  |  |  |  |
|  | SB to prepare a document on Sub-Regional Funding Options going forward, and share with partners. | SB | ✓ |  |  |
|  | 1 March 2024 |  |  |  |  |
|  | Item 3: **AOB** |  |  |  |  |
|  | Housing Board members to contact DH if interested in taking on the Chair of this meeting. | All |  | ✓ |  |
|  | Invite the new CPCA Director Judith Baker to Housing Board, send meeting invites and add to distribution list. | SB/EF |  | ✓ |  |
|  | SS to send SB briefing paper and relevant letters regards Homes for Ukraine Scheme changes, for sharing with Housing Board. | SS/SB |  | ✓ |  |
|  | 12 January 2024 |  |  |  |  |
|  | Item 1: **Safe Accommodation Strategy review and the VAWG needs assessment** |  |  |  |  |
|  | DH to arrange a meeting to work on the no dispersed accommodation model, understand how it works (also links regards self-contained accommodation). No dispersed accommodation in Fenland and Cambridge City currently, any support with extending that welcome. | DH All |  | ✓ |  |
|  | Feedback requested asap from Housing teams, providers, organisations and agencies about the Safe Accommodation Strategy review, particularly how we can collate domestic abuse data information from housing better. Feedback ideas and resources to Danae Evans (wish to take to Council March 2024). | All |  | ✓ |  |
|  | Item 3: **Reminder of Housing Board planning session for 2024/25** |  |  |  |  |
|  | SB to discuss the approach for the Housing Board 2024-25 planning session at the February meeting, then add that item to the March agenda. | SB EF |  |  | ✓ |
|  | Item 4: **Updates around the table** |  |  |  |  |
|  | HW to invite Shelley Ward, Police, Crime and Commissioner Team who is developing the County cuckooing policy, to Housing Board to discuss. Update at March meeting: To go on work plan for the year (HW will ask if requires sooner). | HW |  |  | ✓ |
|  | Please all contribute to the Peterborough, and the Cambridge City & South Cambs, Housing Strategy upcoming consultations. | All | ✓ |  |  |
|  | Cambridgeshire Business and Financial Plan going to Committee on 16 January, LS to share the papers in HB meeting chat. | LS | ✓ |  |  |
|  | Item 5: **AOB** |  |  |  |  |
|  | Send SH any suggestions for a radio show regards the need for affordable housing in Cambridge City. | All | ✓ |  |  |
|  | 3 November 2023 |  |  |  |  |
|  | Item 1: **Homelessness Annual Review** |  |  |  |  |
|  | HW to send Sarah Scase invitations to sub regional homelessness meetings. | HW |  |  | ✓ |
|  | KM will share slides with RPs | KM |  |  | ✓ |
|  | A summit held via District Councils Network around lobbying this week, letter has been sent, HW will read the letter and ascertain if this can be shared. Update: follow up summits and meetings around that. | HW |  |  | ✓ |
|  | Item 2: **Update from October Health and Wellbeing Board** |  |  |  |  |
|  | IG to bring a paper back to Housing Board in January on gaps as stated above. Update: To bring to February Housing Board. | IG |  | ✓ |  |
|  | Item 3: **Updates around the table** |  |  |  |  |
|  | Item 4: **AOB** |  |  |  |  |
|  | 6 October 2023 |  |  |  |  |
|  | Item 3: **The new Supported Housing Act** |  |  |  |  |
|  | 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. Update, dates suggested via doodle poll. | All |  |  | ✓ |
|  | Item 4: **Housing/homeless referrals/enquiries coming through to Adult Early Help** |  |  |  |  |
|  | LS to send information to SB and IG who can coordinate on behalf of Housing Board. | LS/SB/IG | ✓ |  |  |
|  | 1 September 2023 |  |  |  |  |
|  | Item 1: **Financial models for NHS staff accommodation** |  |  |  |  |
|  | 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** |  |  |  |  |
|  | 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 | ✓ |  |  |
|  | SB to share Paul Staines’ list of who is on working groups with Housing Board. Update. Was not able to go out to externals. | 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 |  | ✓ |  |