

Minutes of the Cambridge sub-Regional Housing Board (CRHB) held on Friday 6 February 2009

1. Introduction and Apologies

Present

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| Liz Bisset (LB) | Cambridge City Council (Chair) |
| Stephen Hills (SH) | South Cambs District Council (Vice Chair) |
| Mike Knight (MK) | South Cambs District Council |
| Alan Carter (AC) | Cambridge City Council |
| Jane Hollingworth (JH) | East Cambridgeshire District Council |
| Dan Horn (DH) | Fenland District Council |
| Steve Clark (SC) | Forest Heath District Council |
| Trevor Baker (TB) | Cambridgeshire County Council |
| Carol Herries (CH) | St Edmundsbury Borough Council |
| Sue Beecroft (SB) | Cambridgeshire Horizons |
| John O'Mahony (JOM) | Homes & Communities Agency |
| Nigel Howlett (NH) | RSL representative |
| Mike Davey (MD) | Director of Childrens Services (Item 12) |
| Richard O'Driscoll (ROD) | Head of Older People's Commissioning, NHS Cambridge (Items 1 & 2) |
| Kathy Brown (KJB) | Cambridge City Council (taking minutes) |

Apologies

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| John Onslow (JO) | Cambridgeshire Horizons |
| Jo Webb (JW) | EERA |
| Steve Plant (SP) | Huntingdonshire District Council |
| David Keeling (DK) | RSL representative |
| Colin Wiles (CW) | RSL representative |
| Tricia Smith (TS) | Go-East |

Action

2. How Housing Management Relates to Childrens' Services – Mike Davey (2 papers circulated – CAF/SARF and Protocol)

- Common Assessment Framework, CAF and Single Agency Referral Framework (SARF) (document circulated) – 2 documents to reduce bureaucracy and only use these where children services area concerned.
- Training and events have been held across the region.
- SARF is probably more important to the housing personnel, than the CAF, for the referral of vulnerable children.
- CAF – rare to do a CAF, but if required need to obtain consent from parent/child/young person.
- SARF – more likely to use a SARF. Do not need the above consent.
- Once forms are completed they are sent to the Locality Manager
- Circulate documents throughout staff, and make contact for locality manager for the County (to be circulated).

Protocol

- Ineligible households – need to make some representation to the Government about this anomaly and need clarity whose responsibility it is to pick children up where the ineligibility is disputed or unclear.
- If the OCYPS finds a child is not “in need” they can still refer that person for support/advice from the locality team.
- Seminar would be useful on a local basis to ensure a institutional engagement.

- The protocol is currently between LAs but bring in key RSLs. Invite all front line staff to the seminar.

3. Extra Care Services – Richard O’Driscoll (presentation)

- Circulate presentation.
- Set up - Cambridge commissions older peoples services from the NHS and then sub-contract it out to Cambridge Adult Services.
- Emphasised importance of a more co-ordinated approach.
- Extra Care, sheltered, residential care – extra care cannot replace residential care – very different people.
- What makes an extra care scheme – needs to be balanced with personal choice.
- Need to think ahead about how we develop new schemes, to enable flexibility in the stock.
- Would individual budgets equate to the cost of running the service.
- Delivery strategy – direction of travel by end of March, document setting out the way forward.
- Strategy to come back to CRHB in April.
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4. Minutes of Last Meeting and Matters Arising

- Agreed as correct.
- New Development Survey – deferred to April meeting.

TB

5. Older People’s Strategy

- The Strategy went the Cambridgeshire LAA Board. They approved as it was and the Strategic Housing Group were satisfied that the sub-region’s comments had been taken on board. Pat Harding has been informed that we are here to help implement the action plan.
- SB to circulate the final version for endorsement by CRHB and to clarify the process for the action plan. CRHB need to see the action plan before they can endorse.

SB

6. Enhance Housing Options – Alan Carter

- Paper circulated which needs to be endorsed by the CBL Board.
- Back-fill CBL Project Manager’s post to enable capacity to take forward this work.
- CLG have seen the action plan and have requested some “smarter” actions.
- Use the phrase “enhanced housing options”.
- How can the LAA help the process?
- LB thanked AC for his work on this.

7 Any Other Business

Home-Track Renewal

- Subscription to Home-Track is up for renewal in April – do we wish to continue for another year? Last year SH negotiated the subscription cost down to £41k (from the standard £80k). The three options for this year are: 1 - to renew on the same basis as last year (Horizons have set aside some money). 2 - buy only two licenses (at a cost of £16k) to be used by Sue and Polly. Sue would then continue to be able to provide the key data for the Housing Bulletin; and requests could be made for ad hoc reports. The 3rd option is not to renew. Each organisation which subscribes is given 10 usernames/passwords within each organisation.

- CRHB supported the second option for purchasing two licenses only.

Away-Afternoon

Due to the bad weather conditions, it was decided to postpone the away-afternoon. *Post meeting note – this will now be held on the afternoon of Friday 27 February.*

8 Future meetings

The next meeting will be held at 10am, on Friday 6 March 2009 at Sanctuary Hereward, Ely.

Proposed 2009 Meeting Dates:

First Friday of the month, starting at 10am – to finish with lunch by 1.00pm.

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| 3 April – East Cambs DC | 4 September – Sanctuary Hereward |
| 1 May – Sanctuary Hereward | 2 October – East Cambs DC |
| 5 June – Sanctuary Hereward | 6 November – Sanctuary Hereward |
| 3 July – Sanctuary Hereward | 4 December – East Cambs |
| 7 August – East Cambs | |