

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

## 1. Introduction and Apologies

### Present

|                        |  |
|------------------------|--|
| Liz Bisset (LB)        | Cambridge City Council (Chair)                             |
| Stephen Hills (SH)     | South Cambridgeshire District Council (Vice Chair)         |
| Alan Carter (AC)       | Cambridge City Council                                     |
| Dan Horn (DH)          | Fenland District Council                                   |
| Steve Plant (SP)       | Huntingdonshire District Council                           |
| Frank Mastrandrea (FM) | Huntingdonshire District Council                           |
| Steve Clark (SC)       | Forest Heath District Council                              |
| Carole Herries (CH)    | St Edmundsbury Borough Council                             |
| Trevor Baker (TB)      | Cambridgeshire County Council                              |
| Sue Beecroft (SB)      | Cambridgeshire Horizons                                    |
| Tom Purser (TP)        | Go-East  |
| Steve Collins (SCol)   | Homes & Communities Agency                                 |
| Nigel Howlett (NH)     | RSL representative   |
| David Keeling (DK)     | RSL representative   |
| Lincoln Sargeant (LS)  | Consultant in Public Health Medicine, Cambridgeshire NHS   |
| Clare Smith (CS)       | Head of Supporting People, Suffolk (Item 5)                |
| Barrie Peers (BP)      | Commissioning Manager, Supporting People, Suffolk (Item 5) |
| Adrian Tofts (AT)      | Cambridgeshire County Council (Item 6)                     |
| Kathy Brown (KJB)      | Cambridge City Council (taking minutes)                    |

### Apologies

|                        |   |
|------------------------|---|
| John O'Mahony (JOM)    | Homes & Communities Agency  |
| John Onslow (JO)       | Cambridgeshire Horizons   |
| Jane Hollingworth (JH) | East Cambridgeshire District Council  |
| Colin Wiles            | <b>CW has handed in his resignation. LB to write formally to thank him for his time and input</b> |

## Action

### 2. Steve Collins - Head of Area East of England (West)

The West area includes Cambs, Beds and Herts. Naisha Polaine, Head of Area (East) - includes Norfolk, Suffolk, Essex, and northern parts of the Thames Gateway.

Recruiting heads for team leaders to the geographical regions. The Cambridgeshire Team leader will be Paul Kitson (his current position is Delivery Manager for Thurrock) and he joins on 4 Jan 2010. Once in position he will be the HCA representative at CRHB.

It is hoped that the first "kick-off" Single Conversation meeting will be held towards the end of November/early December. Need to consider how we include Peterborough, how we intend to structure the Single Conversation to maximise local authorities aspirations. (When the HCA refers to Cambridgeshire, it includes Peterborough, when it refers to the sub-region, it includes Suffolk).

The west area is more advanced, and have already started their single conversation.

SCol will sending letters of introduction to principle stakeholders and LAs which will include guidance on the Single Conversation and introduce his

team leaders. Suffolk boundaries will be written to by Naisha. The Single Conversation is flexible in how it works and there can be some cross boundary working.

The feeling of the Board was that it had already been decided that we did want a sub-regional Single Conversation and it was the HCA that is going back to county boundaries. It appears to be that there are two Single Conversations for the Suffolk authorities, who have already met with Scott Bailey.

What is Single about the Single Conversation? Single Conversation is around health, infrastructure, etc, within an area, or a collection of projects or asset groups.

The deadline for the Single Conversation to have started is 31 March 2011. Two investment plans to be completed in the region by 2010. One is already completed in Norwich.

The HCA is no longer pursuing the idea of “pilots” for the Single Conversation.

The Single Conversation asks LA to determine priorities, Peterborough could create value if included in our Single Conversation, but they cannot hold onto all the value for themselves as the HCA own the assets. They will still be asked for their priorities and aspirations but it will need to meet the needs of many different priorities across many areas.

This was an interesting discussion and time drew the questions to an end. SCol urged officers to contact him with specific questions if required following the meeting.

### **3. JSNA Update – Migrant Workers and New Communities**

*Presentation by Lincoln Sargeant*

Next steps for the New Communities JSNA:

- Steering Group meets late November/early December to agree draft.
- Consultation to refine draft – January – March 2010 (circulation to CRHB).
- Formal endorsement – April.

The Migrant Workers JSNA has been endorsed by the Cabinet and an action plan is being drafted. TB will be attending part of the JSNA consultation meeting on 19 November. There was talk about another representative from CRHB also attending. LS/TB to circulate the draft action plan for consultation by CRHB.

There is a project in Fenland about HMO quality.

Fenland is setting up a monitoring system to show trends. Working with community development foundation hoping to get funding for a project in Wisbech.

Date from new communities/residents – housing providers have data, but not going out and gathering this.

Travellers JSNA – very early first draft being written – to note.

### **4. Minutes of last meeting and matters arising**

- Agreed as correct record.
- SB circulated a “bubble-gram of “silver strategies” for the housing sub-region.

- TB to circulate international migrant workers TB
- Sub-regional housing review – limited updates received so far. SB circulated action plan incorporating comments received so far and would still like to receive further comments. All
- Rod Craig is unable to make the December Board – Mike Hay was suggested as an alternative. However, it would still be useful to invite Rod Craig to discuss how can we link into services provided by Adult Services. LB to speak to him on the phone. LB
- NI 154 and 154 targets – SB to incorporate into a report.
- Gypsy and Travellers – no action to progress at the moment.

## 5. **Suffolk Supporting People update**

*Presentation by Clare Smith and Barrie Peers*

- Suffolk is at the beginning of shifting to a greater level of floating support so its impact on sheltered housing has not yet been tested. Suffolk envisages the baseline funding for sheltered housing will be at a much lower level for housing support, and feels that residents choose to live in sheltered for other reasons such as security, communal living. If a higher level of housing support is needed then the floating support system will be used. Instead of tendering, could go en-bloc. In a year's time, Suffolk SP would be better placed to comment on any impact. May need to expand existing contract and not go out to tender.
- Floating support is revenue based – this can be linked to the Single Conversation to open an opportunity to be creative about generating additional revenue support to those who would have been supported by SP.
- Suffolk SP has linked closely with their LAA.

## 6. **Progress on the RSS Review**

*Adrian Tofts - paper circulated*

- EERA's "East of England Plan – 2031" is currently out for consultation; closes 24 November.
- This is a very useful summary paper which underlines the importance of this document. LAs should be linked in with their Planning dept where necessary.

## 7. **Extra Care Strategy – Stephen Hills**

- Consultation exercise with providers, still not entirely complete. Steve Cheetham has now moved on, this created a bit of down time but Lee McManus will start next week and will be key in moving this forward.
- Bring back to a future CRHB. Also need to look at where sheltered housing has got to.

## 8. **County's scrutiny work planned around affordable housing – Sue Becroft**

- Rob Jakeman is supporting the County's Environment Committee on affordable housing.
- Terms of Reference for the review - tended to settle with City, SCDC and ECDC. Those LAs have been invited to put a councillor representative forward to meet in the next few weeks to kick off the review.
- SB to circulate the final ToR following the CRHB's comments.

## 9. **Viability – Clay Farm appeal – David Keeling**

This is an important test case which hinges on the viability of affordable housing. This will set a massive precedent to what we can achieve in the future. Bring back to December meeting.

## 10. Work Plan

- Rod Craig is unable to make the December Board. TB to speak to Mike Hay. **TB**
- Growth figures and Single Conversation – December meeting.
- It was suggested that Jill Tuffnell attends the next meeting to give an overview of the local economic prospects for the near future, based on her update of the economic chapter of the SHMA. **TB**

## 11. Consultation / Publications

Nothing to report.

### 10.1 Cambridgeshire Horizons

It was agreed that John Onslow would attend quarterly to report back after Horizons Board meetings.

### 10.2 Homes and Communities Agency

- Kickstart round one has concluded; Kickstart round two results will be announced Jan - Feb 2010 – expressions of interest should start today;
- The NAHP is looking healthy - trying to secure more completions this year.

### 10.3 Go-East

- LAAs – renegotiating targets on the national indicators. **SB**
- Govt's pre-budget report on the horizon. A strong housing focus is expected. It is with ministers for selection.
- Consultations – Council Housing Finance – CIH response is interesting; CIL consultation is now closed; ongoing HGF consultation.

### 10.4 Single Conversation

- Waiting for the first scoping meeting to take place before doing more work and regrouping. AC drafted the TofR for the group to inform LB and Alex Plant when we were going to be a pilot. The task group may change again depending what is said and who is involved eg Peterborough.
- There appears to be two issues – revenue funding streams possibly to support Supporting People; and Peterborough being involved.
- Need fuller discussion once first scoping meeting has taken place.

## 11 Any Other Business

Stronger Communities Group – Mike Davey has written to LB as Chair of CRHB to invite a nomination to the group. The RSLs have also been invited to send a representative. The group was very keen to be represented and was pleased with the recognition that housing plays in building strong communities. To be considered and a representative to be selected at the December meeting. KJB to circulate the letter/brief. **KJB**

Travellers Needs assessment - discuss at December meeting.

County Council and Housing – increasing interest from the County, JSNAs and SHMA have helped. Agreed to send Mike Davey the work plan for him to

chose, maybe a couple of meetings per year, when he could attend CRHB, to listen and join in discussion as opposed to inviting him to present to the Board.

SPERG Project - SB is the CRHB rep on Regional Project (led by SPERG – aware there was a lot of data held which wasn't being used elsewhere) bringing together SP, JSNAs and SHMA – consultancy firm employed to do this.

LGR for Suffolk – this is still going ahead. Once the judges meet an announcement will be made.

CRHB Chair – LB stated that she would be standing down as Chair in the new year. A new Chair will be elected at the January meeting.

## **12 Future meetings**

The next meeting will be held at 10am, on 4 December 2009 at East Cambs DC, Ely.

### 2010 Meeting Dates:

Meetings are usually held on the first Friday of the month, starting at 10am – to finish with lunch by 1.00pm.

|  |                                 |
|--|---------------------------------|
| 8 January (2 <sup>nd</sup> Friday) - ECDC                          | 2 July – Boathouse Wisbech      |
| 5 February – meeting/strategic away afternoon – Sanctuary Hereward | 6 August – Sanctuary Hereward   |
| 5 March – Sanctuary Hereward                                       | 3 September - ECDC              |
| 9 April (2 <sup>nd</sup> Friday) - ECDC                            | 1 October – Sanctuary Hereward  |
| 7 May – Sanctuary Hereward   | 5 November - ECDC               |
| 4 June - ECDC  | 3 December – Sanctuary Hereward |