**Devon Private Sector Housing Group**

**Minutes of meeting held on 14 January 2014 at Crediton**

Present:
Chair: Keith Williams (Exeter); Alison Dolley (Teignbridge DC); Natasha Rowland (North Devon); Meryl Spencer (East Devon); Liz Steele (Torridge); Phil Mitchell (Plymouth CC); Alison Adams (South Hams and West Devon); Hedley Steele (Mid Devon DC); Alison Mawson (DHOP manager); Tina Henry and Nicki Glassbrook (Devon CC) – item 2 only

**Apologies:**
None

**Action sheet**

<table>
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<tr>
<th>Ref</th>
<th>Actions from 8.7.13</th>
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<tr>
<td>1.3</td>
<td>At meetings on 17/10, 2/12 and 14/1/14 Alison D confirmed she’s tried unsuccessfully to contact the Health Protection Agency colleagues about running a carbon monoxide course. AD to try one last time</td>
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**Actions from 17.10.13**

| 3. | 1) LS to contact South Somerset council re literature on mobile homes  
2) AD to have another look online for national information re mobile homes | LS  
AD |

**Actions from 2.12.13**

**Matters arising**
PM to let other LA reps know when they can start to use the new contractors from the level access shower procurement by PCC. | PM |

**Actions from 14.1.14**

| 2. | Actions re Public Health agenda | |
| 4. | AA to speak to Georgina F to find out more about the Public Health sub-group’s agenda and suggest that more than one rep from DPSHG is invited to attend the PH sub-group | AA |
| 4. | AA to discuss with Ian Bollands how CEHO group and DPSHG keep in touch with each group’s agenda and ask him to note the name of DPSHG for future minutes, as currently incorrect in their group minutes. | AA |
Minutes of meeting

1. Minutes of meeting held on 2 December 2013 and matters arising:
   The minutes were agreed, and actions from previous meetings (above) were updated or deleted if complete. Matters arising were:
   1) Alison G unable to attend this meeting, but will attend the meeting on 13 March
   2) Alison D confirmed she’s asked for the practitioner group meeting minutes to be circulated
   3) A definition of ‘relevant protected sites’ in relation to Park homes is now available.
   4) Phil confirmed that the blockage at PCC re level access shower tender is with governance issues. It was mentioned that Drew has received assurance that PCC officers are now working thro’ these issues.
   5) Rogue landlords funding – Plymouth has received £68K, but Torbay and North Devon bids were not successful. Plymouth bid focuses on support to tenants and some enforcement work and there is £27.5K to spend in 2013/14 and remainder in 2014/15.

2. Excess winter deaths and link to poor housing
   Tina Henry and Nicki Glassbrook introduced themselves and Tina distributed paper copies of her presentation (attached to these minutes). Topics covered were:
   - Devon Health and Wellbeing Board’s strategy – which includes reference to housing in several areas. There are no groups set up to deliver this strategy, so current groups will be taking a lead.
   - Public Health services (PH) – now within Devon CC, and cover services such as drugs and alcohol, school nurses and Health Protection Agency. There is to be an increase in the budget to Devon CC in 2014/15. Devon receives £27 per head population, other areas receive up to £180.
     In 2013/14, DCC PH budget provides a grant of £5,000 to each of the 8 CVS groups in Devon and £20,000 to each of the 8 LAs.
   - The Devon Environmental Health chief officer group, has
established a PH sub-group, which has recently discussed alcohol and private sector housing issues.

- PH Devon has produced 2 reports on excess winter deaths and one recommendation is to consider how to achieve ‘quick wins’ to reduce this. Excess winter deaths (defined as difference in number of deaths between summer and winter) in Devon is 475, which equates to 19%, national figure is 20%. There is no clear link between deprivation and excess winter deaths, so it is difficult to be able to focus activity into specific small areas within districts to tackle this.

- Tina circulated fuel poverty info which uses the new definition of fuel poverty and injuries due to falls info. Nicki suggested a health needs assessment focusing on fuel poverty might be useful.

- Public Health plans are being produced by each district, in response to the Health and wellbeing strategy.

- Tina explained some of the current funded activity across Devon and this was discussed in more detail:
  - The handy person scheme (Safe at home) is still funded, but it is recognised this is not working as well as it could and needs to improve links to the 8 district LAs.
  - The community connector pilot (in Ashburton) is for areas with low volunteering. Aims to identify people on the ‘edge’ of care and help to prevent them going into care. This is run by the CCG. Housing involvement would be beneficial.
  - The oil buying collective is run by the Community Council of Devon. Aim is to help people on low income, but anybody can join after paying the £25 fee. This might be unaffordable for some people on low incomes.

More wide ranging discussions covered:

- Liz raised the issue of people with mental health issues– Torridge housing want to improve joined up working with other colleagues to help this group’s unmet needs. Georgian Fox, S Hams, and chair PH sub-group is proposing to organize training/learning on this subject.

- Nicki spoke about the MEAM (making every adult count) pilot scheme in Exeter, which aims to provide a more joined up approach to working with people with complex needs. Trudy mentioned the possible use of the Devon homeless risk impact assessment as a methodology for establishing complex needs and measuring change in client behaviour.

- Targeting of ECO spend – data gathering required. Possible use of HECA and EST data mentioned. It was suggested that this could start in the northern areas and then extend to other areas. Kirsty X
leads on this in northern Devon. Ian Bateman is DCC lead officer.

**Actions agreed:**
- Support Georgina Fox to organize training on mental health issues
- Consider establishing a complexity needs assessment for Devon
- Consider how to use the Torridge health profile for fuel poverty with other data gathered (see above), to target ECO spend.
- Share the latest data for Safe at home

Other issues discussed covered:
- Refresh of the DCC prevention strategy and potential opportunities for funding
- Joining up services such as debt advice, welfare support service
- Difficulty in getting issues into the district council PH plans
- Need for district council house condition surveys, to keep this data up to date across Devon.

### 3. Under one roof? Housing and public health in England

The document circulated was produced by the Housing Learning and Improvement Network, but Duncan Selbie, Head of Public Health England is also promoting better links between Health and housing. Group members noted that in some areas CCGs are investing in housing, aiming to prevent the need for admissions to hospitals. In Bideford, consideration is being given to developing a community based hub for health and housing services to work in the same location.

### 4. Chief EHOs group and DSHG – where is DPSHG reporting?

The Devon Environmental Health Officer’s group is chaired by Ian Bollands from South Hams and the Public Health(PH) sub-group reports to this Chief EHO group. The PH sub-group is chaired by Georgina Fox, South Hams DC, and Keith is a member of the group.

**Action**
- **Alison A** to speak to Georgina to find out more about the sub-group’s agenda and suggest that more than one rep from DPSHG is invited to attend the PH sub-group

It was questioned whether one of the CEHO members would attend this DPSHG to discuss linkages between the 2 groups or should a rep from DSHG attend the CEHO group and vice-versa?

It was noted that the next meetings of the CEHOs’ group are scheduled for 28 Feb at Exeter and 25 April at Sidmouth, but it is not clear when reports from DPSHG will be required. A suggestion was made that minutes from DPSHG could be provided to the CEHO group, together with the Annual plan, and this group could receive a copy of CEHO group
minutes. Then if attendance at CEHO group is requested, DPSHG can decide who is to attend.

**Action**
- **Alison A** to discuss this with Ian Bollands and ask him to note the name of DPSHG for future minutes, as currently incorrect in their group minutes.

The DSHG ‘achievements in 2013’ document is to be sent to CEHO group

**Action**
- **Alison M** to circulate to DPSHG (attached) and **Alison A** to provide to Ian B

### 5. Update on Green Deal for communities bid and DECC Green Deal streamlining

Alison D reported that nationally 64 applications have been submitted, which is more than was expected by DECC, so will take time to process and notify bidders.

The bid Teignbridge submitted in December is in 2 Phases, with second phase details required by end of January 2014 from other interested LAs. Ian H, from DCC has offered his help to achieve this timescale. Alison D stated she could not take on the role of co-ordinating the collation of this data. Ian will be attending the meeting on 22 Jan, so this can be discussed then.

**Action**
- **Alison D** to email IH re co-ordination.
- **LA reps** need to collate their data

The sharing of EST data with interested community groups was discussed, but it was felt unlikely that this could happen.

Community groups will be invited to attend the local mobilization meetings in future.

Alison D asked whether EPC data would be useful to purchase – this cost Teignbridge approx £3,000.

It was noted that the E.On contract has yet to be signed.

### 6. DFGs

The main item for discussion was deferred to next meeting, when Alison G will be attending.

Meryl mentioned that the Integrated Transformation Fund (ITF) is now to be known as the Better Care Fund. She has not had any contact from Tim G, but will email him again to ask how the Plan is developing.

Health and Wellbeing Boards must sign off the plan for the Better Care fund. Liz mentioned that this plan is included on the agenda for a meeting of the District Chief Execs meeting on 16 January.

**Action**
- **LS** to forward the agenda to this group (done)
The DFG allocations for 2014/15 have been announced. There appears to be no desire from the Government to remove the mandatory requirement for District Councils to fund DFGs.

7. PRS – DCLG review of property conditions etc
   A district councils Network meeting is to be held on Thursday 16 January at Teignbridge DC office in Newton Abbot. The agenda focuses on proposed changes in the PRS. Several members of the group will be attending
   **Action**
   - Meryl will circulate background documents (done)

8. Update on DPSHG plan for 2013
   The updated plan is attached.

9. AOB
   1) Liz, Alison D and Amanda had a meeting with James Kidd from DCH re their adaptation service. DCH confirmed it will only undertake an asbestos survey in a property to be adapted once the DFG application has been confirmed to be reasonable and practical. Meryl had been told differently in East Devon.
   2) Cosy Devon is to be re-launched. Meeting to be held on 22 January regarding this. ECO ‘on the road’ will be Cosy Devon version 3 – this comprises a bus/large van visiting districts to generate interest N-power are also doing this. Concerns about this approach were shared.
   3) Hedley mentioned that Mid Devon DC are to establish a Public Health professional service, with PH manager. This service will include private sector housing. The Housing Options team will be within Housing services structure.

10. Future meeting dates in 2014/15
    All meetings to rotate on Monday/Tuesday/Thursday at 10am at Crediton every 2 months
    **Proposed future meeting dates were agreed:**
    Thursday 13 March
    Monday 12 May
    Tuesday 15 July
    Thursday 11 September
    Monday 17 November
    Thursday 15 January 2015
    Thursday 12 March 2015
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<td>Thursday 13 March 2014 at 10am at Crediton</td>
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