**KHG Meeting Action Decision Log – 20th September 2017, Shepway District Council, Folkestone**

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| **Present**: Sarah Robson, Chair & Shepway DC; Linda Hibbs, TMBC; Marie Royle, Canterbury City Council; Marie Gerald, Dartford BC; Gillian Aylett, TMBC; Marion Money, NLA; Ashley Stacey, Thanet DC; Deborah White, West Kent HA; Paul Whitfield, Dover DC; Mike Nee, Sanctuary Housing; John Littlemore, JPPB Chair & Maidstone BC; Mel Anthony, KCC; Brian Horton, SELEP; Vicky Hodson, Kent Homechoice; Kevin Hetherington, Kent Homechoice; Jill Pells & Rebecca Smith, KHG; Debra Exall KCC; Sasha Harrison, Southern Housing Group; Eileen Martin, Optivo; Deborah Upton, East Kent Housing; Lesley Clay, JPPB; Naintara Khosla, KCC**Apologies**: Christy Holden, KCC; Jane Iley, Abbeyfield, Stephen Elliott, Riverside; Jo Ellis, TCHG & Vice Chair; Marc Blowers, Medway Council; Richard Longman, TGSE; Wale Adetoro, Gravesham BC; Hayley Brooks, Sevenoaks; Gary Clark, Golding Homes; Tim Woolmer, KCC; Carol Cairns & Chris Moore, HCA; Mark Leader, West Kent HA; Graeme Bosley, Orbit; Jane Lang, Tunbridge Wells BC; Ashley Hook, MHS Homes; Sharon Williams, Ashford BC; Helen Sudbury , Golding Homes; Sarah Lewis, Tunbridge Wells BC; Andrew Scott-Clark, KCC PH; Claire Billis, Clarion; Peter Dosad, Dartford BC; Dave Harris, KPOG & Medway; Andrew Meyer, OrbitVisitors: Hannah Clements & Sarah Platts, KCC |
| **Meeting Date** | **Reference** | **Notes** | **Action/Decision** | **Lead**  | **Timescale** |
| 20.9.17 | GIF Update | Published in 2015, the GIF is a picture is of housing growth up to 2030 and associated costs within the presentation. The original 2015 version found a massive challenge of infrastructure funding and a £2b gap in funding.KCC are updating the current GIF, which is showing similar messages but also identifying new messages. The presentation provides information about number of new homes, infrastructure. The GIF reflects the period 2011 – 2030 – reinforcing existing messages, including the funding gap around infrastructure. Cross county projects are big priorities in the new GIF (lower Thames crossing and Crossrail to Ebbs fleet). The challenge remains the same.The GIF does identify successes, the gap in funding remains a barrier to growth but the GIF should bring forward recommendations to address issues identified. Actions include work around investment and innovation.The updated GIF will take a sub county approach, split to North East and West, the layout is similar but there are new infographics and maps to make information clearer. New chapters included a focus on maintenance and associated costs, need to future proof infrastructure; a 2050 Picture for Kent and Medway, this is about matching London and National Local Plans that run to this term, linking to technology, planning and building resilience within communities and Health and Social Care; Climate challenges – what could happen by 2050, Kent still has a large agriculture sector, how to future proof homes and adapt existing provision. There is an ageing population to consider as part of the overall picture (see slides for more information about projected population to 2050). By 2050 will have to consider OP who are 100+ years; London and the relationship with London, a wider look at development questions to work positively with London, how to respond to the London Plan and Transport Plan, making sure Kent’s needs are addressed as part of this; focus on the Commercial space and offer in Kent, there is a current decline in supply of commercial space in the County. The GIF will develop and action plan, the original GIF had 10 actions, there has been a lot of work in KCC around utilities since the last GIF as part of that, there is more to develop further. There will be a stand-alone action plan working with local partner groups, picking up themes identified within work such as the KMHS. The slides provide a time line of work for the GIF. SP and HC thanked colleagues for accepting their presentation on the GIF. There will be continued engagement across all groups and key personnel about the development of the GIF. Feedback about the GIF & Presentation –MN, with flatted developments and older age buildings how will the need around cars and technology be planned into current and future development of housing? BH advised that KDG are looking at renewables and batteries and elsewhere street lighting could be used as charging points, with battery design innovation leading to higher quality longer lasting batteries in electric vehicles. SP advised that there is are many innovations and place shaping discussions about this area to be captured within the GIF Action Plan.SR questioned about comments from Housing to provide feedback on a draft. SP advised that a draft has been circulated amongst districts with caveats around numbers and has not been for wider sharing. Comments would be appreciated but to bear in mind this is a draft document and will be without figures as collating and refreshing county wide numbers. It was agreed that KHG would liaise with SP and HC about the refresh of the KMHS. SP advised that the GIF will be reviewed regularly and a longer term ambition will be to have the data and demographic information on an interactive website that are accessible.  | RS to share presentation in due course | **RS** | **As available** |
| 20.9.17 | Mins/Matters Arising | Minutes agreed as accurate, matters arising included:Presentations all circulated as agreed. RS to liaise with KA from Troubled Families and tool kit.Page 7 – LC advised that the Kent Assessment Form has been updated and training provided by Thanet DC with a key to target the most vulnerable leaving hospital. Page 10 - RS to chase ASC about annual PH report and the link. |  | **RS****RS** | **By 25th Sept****By 25th Sept** |
| 20.9.17 | Homes England | Homes England (HCA) unable to attend this will be on future KHG agenda. Carol provided her apologies at the short notice. | **RS to note** | **RS /CC** | **Jan 2018** |
| 20.9.17 | Homelessness Reduction Act | MG provided a presentation about the Homelessness Reduction Act.The National Context – homelessness levels and applications are increasing, preventions remain static. Numbers in TA in also increasing, with no signs of slowing down. Rough Sleeping, nationally numbers have increased, in Kent it does increase; in 2016 the number has doubled since 2010.The Legislation slide provides a background to Homelessness Legislation from 1929 to date. 1977 legislation gave definition and priority need about homelessness households and people. The HR Act – in 2015 Wales introduced their new legislation which had a focus on prevention. 27th April 2017 the legislation received Royal Ascent and is referred to as the HRA. The Act sets out a complete change of process and amends Part 7 of the HA1996. New duties and resources with a focus on prevention, to prevent homelessness and the use of TA. Two key duties are the *Prevention Duty* and *Relief Duty* – up to 56 days per duty. There is a duty to meet the needs of certain client groups that are considered vulnerable, such as Care Leavers and Offenders – this is taken from guidance not in statute. The definition of Homelessness has change, there is a general advice duty upon local authorities, each person in priority need that is seen by a housing options service has to have a full holistic assessment and agree a personal housing plan that will reduce the risk and help secure accommodation, regardless of priority need. Help to Secure for non-priority applications is the provision of meaningful advice. There is a new clause about deliberate and unreasonable refusal to cooperate.The local connection criterion for Care Leavers has changed. In two tier areas such as Kent a Care Leaver could apply to a district that they don’t have a local connection too. NK updated that currently there 1400 Care Leavers in Kent that are not Kent Care Leavers. There are also significant issues that have been raised with relevant bodies about safeguarding and post care for Care Leavers who are in Kent. Prevention Duty is blind to local connection criteria, the Duty to Refer is to reinforce and ensure good local working partnerships and practices become a legal duty. Code of Guidance due in October 2017 and regulations due in Winter 2017.MG has presented twice to Joint Kent Chiefs this year about the HRA and the impact for Kent. Slides provide details about financial implications for Kent, funding allocations and what to expect from the new Act. There is not confirmation yet about ring-fencing of funding. There was a discussion about what some local authorities are doing to manage the impact of the new Act. Canterbury have been looking at the profile of their team, redirecting the resources of the team, who they may expect through the door and the demands on the Housing Options Team. Canterbury are also sharing a Review Officer with Thanet DC and setting up a Social Lettings Agency, using the Ashford BC model.NK advised that they would be interested in piloting a model for Kent Care Leavers to support joint working. NK does have access to the Corporate Parenting Panel and this could be an avenue to use for getting messages back to appropriate colleagues. NK will feedback about a presentation on the pressures across districts and where Care Leavers sit within this arena.DE advised that there has been work around London Placements in Kent, there is a meeting later this week about this issue, making London councils aware of the pressures.  | **RS to share presentation with action log****NK and MG to liaise further on this and feedback via KHG** | **RS****NK/MG** | **By 25th Sept****As appropriate** |
| 20.9.17 | Sub Group Info | KHG Information Brief shared ahead of the meeting. In addition to this updates from :**NMSG** – There will be a written update included in the updated Info Brief to be on the website. **KHOG** – The HRA remains a big topic for the group. There is a Reconnection policy that has been in place since 2011, linked to HRS move on accommodation. This work is about reconnecting people back to the borough from which they originated. There is work to refresh this in view of the HRA and the joint panel work. The Emergency Accommodation and Eviction Protocols will also be reviewed.**KPSHG –** LH fed back thatthere has beendiscussion recently about use of the BCF/DFG and hospital discharge schemes emerging. There are schemes now in Maidstone, Darenth Valley, Pembury and Shepway and Dover are discussing a joint scheme. KEEP continue to report to KPSHG, they have put in three bids for funding that could benefit Kent. The relationship with Kent F&RS and their Community Safety Team has been discussed and the lack of communication with them and the PSH Teams (not about enforcement). Workshops have been held between the two agencies to improve the communication. The action plan for the group will be reviewed. LH will be stepping down as Chair. SR thanked LH for her role as Chair.BH suggested a meeting should be set up with the Chairs of the KHG/KDG/JPPB, Kerry Petts who is leading on the Fire Safety Work for Kent PSHG and the CEX of KF&RS to establish how to strengthen partnerships and understand priorities across the agencies.**JPPB –** LC updated that the Move on Tool Kit is updated and will be on the KHG/JPPB website, when RS will then share the link. The Toolkit should remain on the website and be updated as necessary. LC advised that work on the Mental Health subject will be followed up and SW is due to share a scoping paper following the MH Workshop held in February. LC also updated on the Young Persons Protocol work, a productive meeting was held, comments from all colleagues have been included within the protocol, the document is due to be shared and then signed off at the JPPB meeting in October. This is a live working document. NK updated that the objective is always, where possible and safe to do so, to mobilise significant resource to resolve issues within a households. Housing Related Support is also being recommissioned; there is joint working to ensure that only those who require access to support are enabled to do so. There is more joint working to ensure shared resources and seeking to make sure only used for YP who absolutely require it and meet assessed needs. There is still HRS for adults that is being recommissioned and can be accessed by housing to support vulnerable adults.**Kent Homechoice** – VH that pre assessment has been monitored since establishment since March and there is a 10% reduction on housing register activity, looking at housing action plans, with 30% reading personalised housing action plans to access advice and support. The online form went live on Friday with few hitches. The next project is auto bidding; this will be a saving on staff resources. There is a new website due in the next few weeks, the contract for the group is also out for tender, and the KHC Partnership Agreement will be extended to meet the same timescale as the new contract. This will need to be signed and back to VH for the new contract to be issued. The LGA will be reporting at national level the success of the new online launches for KHC. | **RS to update with minutes****DE has made contact – 21st Sept****LC to add toolkit to the website****SW to note and share scoping paper to appropriate colleagues****Partners to sign and return new contract when received**  | **RS****DE****LC****SW****ALL** | **By 25th Sept****Complete****When available** **ASAP****When Rec’d** |
| 20.9.17 | KMHS/SELEP | RS advised that Kerry Parr will carry out a review of the evidence base from the last edition of the KMHS; this work will commence in early October and will take approximately two weeks. RS can then use this to inform the new version of the strategy. There has been some work around potential themes and the format of the new document; it will be shorter than before, concise with agreed aspirations and recommendations to take forward. It should also be regarded as a lobbying document to Government. An implementation and monitoring plan will be established once the strategy is completed to ensure actions are undertaken. KHG sub groups and colleagues will be called upon to help with substance for the new document.Broadly the themes are around acceleration of Housing Delivery, Regeneration of Housing/homes; people, housing need and homelessness and the wider economy and health. The new document will be linked / aligned to other county wide documents and work streams such as the GIF and the STP. It’s anticipated it will be completed for launch in Spring 2018, if not before.SR advised that there is a partnership meeting about the STP week commencing 25th September, this is a CEX meeting. AC, SR and JL will be there and will make representation about housing and the importance of housing within the STP. Since May SR and BH have both attended the Kent Leaders and JCEX meetings and have shared messages about the review of the KMHS. Both Leaders and JCEX have asked for progress on the refresh, Tracey Kerly is the lead CEX for Housing and Growth. Tracey and SR are working on a ministerial letter to notify the refresh of the KMHS and other elements relevant to Kent and the national housing agenda. This will be shared when finalised. **SELEP Update** – parallel work stream for refresh of the SEP (Strategic Economic Plan) for the South East, the updated GIF will be used as the evidence base for this work. There has been a first meeting of the Housing and Development Group, Housing and Commercial Development; this will be chaired by Nick Fenton, chair of KDG. The group is business led but has representation from SR and Tracey Kerly, the NHF have representation on the group (Steve Nunn and Neil Tickle). This will be a reference group and then used as a delivery vehicle for what comes forward from the SEP and the links to KHG.AC suggested that the KMHS should use the recently published report from the National Audit Office, to reflect the difficulties in a two tier authority area.  |  |  |  |
| 20.9.17 | Integration Project Update | RS advised that the work KHG had been commissioned to undertake for this project had come to an end. A presentation of findings and recommendations from the project were presented to the Joint Kent Chiefs in July 2017 and it was agreed that there should be an integration pilot project undertaken in Kent. Tracey Kerly and Madeline Homer are the CEX leads on this pilot project, which will commence in East Kent. Outcomes presented to the Joint Kent Chiefs included - Offering a tenure neutral holistic assessment at the front end of a delivery model is key; Providing all clients with full range of options and advice to allow them to make informed choices; To ensure self-funding clients receive the same level of support advice and guidance as those eligible for grant assistance; Provide a consistent and simple pathway to ensure timely solutions for those who require services, for e.g. removal of means testing for low level equipment; Ensure a single point of contact process; Kent local authorities to use the increased BCF from the Department of Health to trailblaze and drive innovation about integration.A meeting of key partners/representatives will take place on 29th September to establish the scope and governance of the project, including who and how engagement across the services will be undertaken. JPBB will be the lead group for this pilot project, with the aim to establish additional areas of integration in other areas of Kent. There are still projects taking place in other parts of Kent which are continuing to provide successful outcomes for all stakeholders. | **RS to share the email from DoH about the spending of BCF and DFG’s** | **RS** | **By 25th Sept** |
| 20.9.17 | KCC Commissioning | MA advised that KCC spend £4.3m on services for vulnerable adults that are homeless, there have been discussions about how to remodel these services. KCC are aware of the pressures as a result of the Homelessness Reduction Act and would like to co-commission and co-design what services may look like going forward. For YP housing related support services will be restricted to 16-17 year olds and care leavers, there is a cohort that sits outside of these client groups and how to link the two with regards to commissioning of services. Engagement events will be set up, to include service users, with a plan to commission from October 2018. MA urged colleagues to engage with this process and stressed that there is no decision about a new model. OP Core Offer is progressing, Mental H accommodation via Live Well Kent and Your Life Your Home (LD) commissioning work is also moving forward within KCC. The OP offer has been delayed by 6 months. Future Funding of Supported Housing, MA understands that this may move directly to a White Paper, potentially in the Autumn, therefore it is still unknown about the LHA for supported accommodation. MA proposes that there should be a Task and Finish group to look at Governance, Performance and Implementation of the Future of Supported Housing Funding and the impact in Kent. MA advised that she is presenting to Kent Finance Officers on 6th October about these issues. It was agreed that the membership of the T&F Group should be wider than KHG representation. | **Colleagues who wish to participate in the T&G to contact SR and RS** | **ALL** | **By 29th Sept** |
| 20.9.17 | KHG Events | EM advised that the Housing Minister is visiting Kent on the 22nd November and an event to meet and engage with social housing residents has been planned for late afternoon in Sittingbourne. The Minister would like the opportunity to meet with residents and discuss topics that include Resident engagement, safety including fire, complaints and repairs. The meeting is being hosted at the Coniston Hotel which has capacity for 100. Colleagues asked to share via RS details of any residents (engaged) who could attend this event, accompanied by an appropriate member of staff. RS will then share with Optivo colleagues who are involved with the setup and share further details about the event – 22.11.17 from 5pm to 8pm. The break outs will be facilitated by DCLG and Optivo Staff.EM advised that the Awards well received, it was agreed at the last KHG EXB that the workshops due to run at the cancelled seminar would be run as separate workshops, the first will take place on the 6th October 2017 about under 35’s.  | **ALL HA colleagues to note and contact EM & RS with tenant numbers and staff contact** | **ALL/RS** | **By Friday 29th Sept** |
| 20.9.17 | AOB | SR wanted to introduce a rolling agenda so that there is input from all members, to establish a forward plan for KHG.MG advised that Homelessness Reduction Act Training is taking place across the County, this is £40 + VAT to include lunch. Andy Gale is providing the training in Dartford on the 23rd November. There is no limitation on places for this. | **All members to note and share themes with SR/RS****Contact MG if interested in training** | **ALL****ALL** | **As req’d****By mid October** |

 ***Thanks noted to Shepway DC for hosting***