**KHG EXB Meeting Action Decision Log – 25th January 2017**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Present: Satnam Kaur, Chair & TMBC; Rebecca Smith & Jill Pells, KHG; John Littlemore, JPPB & Maidstone BC; Sharon Williams, Treasurer & Ashford BC; Nick Fenton, KDG Chair; Peter Stringer, Golding Homes; Deborah White, West Kent HA; Brian Horton, SELEP; Kevin Hetherington, Kent Homechoice & TWBC; Eileen Martin, Amicus Horizon Limited; Melanie Anthony & Christy Holden, KCC  Apologies: Bob Porter, Thanet DC; Sarah Robson, Shepway DC  Visitors: Mark Lobban, KCC | | | | | |
| **Meeting Date** | **Reference** | **Notes** | **Action/Decision** | **Lead Person** | **Timescale** |
| 25/1/17 | Minutes & Matters Arising | Minutes agreed as accurate. Page 6 – NMSG are picking up the Affordability Event outcomes on 1st February.  Correspondence has been shared with potential speakers about delivering a Key Note Speech at the KHG seminar.  Page 7 – What do KHG want in terms of communications going forward to help with PR. | NF confirmed that Maxim are happy to assist KHG with PR. | **RS & NF** | **By 10th Feb 17** |
| 25/1/17 | KHG Budget | RS shared the budget papers ahead of the meeting. The SLA has been amended to reflect time requirements for ABC to share Financial Information with RS/KHG.  ABC prepared to pay interest on a sum of money, there would need to an agreed sum to set aside and this may need to be fixed but this will require notice is access to funds required.  Invoices for subscriptions for 2017/18 to be sent out April 2017. | It was agreed by members to set aside half the balance for the investment into the ABC account to earn interest. To review balance annually to agree any additional sum for interest payment.  SLA between KHG and ABC to be amended accordingly.  RS to confirm with ABC colleague about issuing the invoices to KHG members. | **SW/RS**  **SW/RS**  **RS** | **By 10th Feb 17**  **By 10th Feb 17**  **By 10th Feb 17** |
| 25/1/17 | KHG EXB Membership | There was an overview about the membership of the EXB and the length of membership/representation from LA and HA colleagues.  PS due to step down from the KHG EXB in September when he leaves Golding Homes. EM suggested that those being nominated or nominating themselves should provide a bio/election address. LA seat to be up for nomination as BP has been on the Board for over the stated 3 years in the ToR.  EM suggested reviewing the Sub Group Mentors when the EXB membership is resolved.  KPOG and KDG have an open invitation (to the Chairs of these groups) to attend KHG EXB. | To put out requests for nominations for the HA seat on the KHG EXB in advance of PS stepping down. It was also agreed to review the LA representation on the KHG EXB. To invite nominations for the HA/LA seats ahead of the EXB meeting in March, each cohort to vote for their respective representative.  Review and amend KHG ToR at March KHG EXB.  BP/SR to provide an update/overview on the East Kent LA Merger and the likely impact on membership for KHG.  ALL KHG colleagues to share information about where they represent KHG, these roles can then be shared more widely with RS.  Website to be updated once all the information about where KHG is represented. | **SK/JP**  **SK/JP**  **BP/SR**  **ALL**  **RS** | **28th Mar 2017**  **15th March 17**  **15th March 17**  **1st March 17**  **As required** |
| 25/1/17 | KHG Rural Housing Protocol Sign Off | RS shared the Draft Rural Housing Protocol. | KHG EXB endorsed the Protocol for publishing on the website and wider.  It was agreed to explore a more formal launch of the protocol and RS to feedback to HSEG. | **RS**  **RS** | **By 3rd Feb 17**  **31st Jan 17** |
| 25/1/17 | KHG Events 2017 | **KHG Seminar – 19th July 2017** at the Kent Event Centre, Health and Housing is the theme.  **KHG Awards – 13th September 2017**, venue to be confirmed. Awards categories will be finalised and shared.  BH suggested there may be another element to judging for a development/design award. | Website and marketing to be shared when more information available.  Save the date and more details to be shared when available. Chris Blundell and Neill Tickle to be approached by JP about assistance with the Development Award, and the criteria for this.  Colleagues to contact JP with sponsorship opportunities for both KHG Seminar and KHG Awards.  PS to notify Diane Beeching that Golding Homes will provide the seminar brochure. DW advised that WKHA will provide the Awards brochure.  JP to contact Diane Beeching about Tanni Grey-Thompson about a potential speaker for the afternoon session of the Seminar. | **RS/JP**  **JP**  **ALL**  **PS & DW**  **JP** | **As required**  **As Required**  **ASAP**  **ASAP**  **By next Events Meeting** |
| 25/1/17 | Accommodation Strategy & Commissioning Body Discussion | At the last meeting ML gave an overview of the budget and service area provision and future commissioning plans and expenditure.  MA provided a presentation covering **Young People at Risk**; the level of support varies between households, the max number of support is 17 hours per week. The services are not evenly spread across County.  **18+ Groups** (Vulnerable Homeless, DA, Substance Misuse and Offenders) differences in support across the County, this is housing with support. Floating Support services split East and West, numbers and spend is provided on slide 2 of the presentation.  There is a range of other services alongside this highlighted provision, these figures are solely KCC commissioned support element, not housing element. A case study is provided in the presentation.  **Risk Assessment, Support Plans & Outcomes**, all residents have an individual support plan, with outcomes under five key themes, all with regular review and updates.  **Future Direction** – priorities are 16/17 year olds, Care Leavers and 18+ Vulnerable Homeless.  ML updated that KCC are looking at all services for Care Leavers, updating the Sufficiency Strategy currently and this is going to KCC DMT in February. One big issue is about the potential implications if funding for services are reduced, re-purposed or removed. There are some savings to make within the Homelessness Services and decisions to make about where to target resources after the savings.  How do we engage with the Sufficiency Strategy? Currently this is with data analysts. ML and CH have met with colleagues working on this strategy, looking at the framework and what should be analysed. This is about both support needs of people and their physical housing need/provision. KCC aware of the risk of providers taking decisions not to use existing supported accommodation to be used for that purpose. KCC members are aware of the partnership approach to this work and supportive of this.  ML is keen to have a Co-Produced 18+ Homelessness Strategy for Spring 2017 to have a position for the 18/19 Budget discussions.  **Older Persons Provision** – a more targeted approach to support for this client group. KCC are not going to cease funding from 1st April as there has been no formal communication sent out about this. It is now proposed to work with Districts/Boroughs and Providers about putting in place alternative arrangements, within 6 months there may be opportunities, in some areas, to make changes about provision of Warden and Alarm Services.  KHG are to continue to act as a sounding board for decisions being taken and worked through within KCC. CH raised the point from the KHG meeting earlier in the day about Early Help working in Silo and how this can be addressed back through KCC.  SK suggested a half day workshop for the wider KHG membership once to inform and influence future decisions once the Sufficiency Strategy is more fully drafted. To include Heath representation.  There is an opportunity to engage with the discussions about the Core Offer for Older Persons, work that Emma Hanson is leading on with KCC. | To share the presentation within the membership of the KHG EXB, by email.  Colleagues to contact MA if they wish to visit any of these schemes.  It was agreed that KHG can assist with communicating the meeting about proposed changes to service provision and spend.  CH & ML to take back to KCC and Early Help colleagues.  ML, CH, MA and Emma Hanson to scope an Engagement/Communication Plan for the Co-Produced 18+ Strategy and share this when drafted.  Workshop to be set up when agreed appropriate timing. | **RS/MA**  **ALL**  **CH**  **CH & MA**  **SK/CH/MA** | **By 27/1/2017**  **As required**  **ASAP**  **When available**  **To be confirmed** |
| 25/1/17 | AOB | **Voluntary Right to Buy** – there is little to action currently.  **UASC** – Who will be on the focus group that was agreed at the main KHG meeting? It was agreed to invite key personnel.  **Training for Planners/Graduates** – NF has approached local universities about training opportunities for Kent. Is there buying power for across Kent? | It was agreed to keep this on the radar for a future KHG agenda.  BP, KHOG Chair &Vice Chair, HA Rep, Marion Money are all suggested. Andy Bircher or Jo Ellis to be approached as the HA representative, Sarah Robson to be asked and SK. LC to be invited to represent JPPB.  PS to ask Anne Chapman at Golding Homes about what is available for colleagues across Kent and feedback. | **RS**  **SK/JP**  **PS** | **As needed**  **ASAP**  **1st March 2017** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |