**Kent Private Sector Housing Group Meeting Action Decision Log**

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| **3rd September – TMBC, Gibson Building, Kings Hill, West Malling Kent**  **Present:** Kerry Petts, Chair & Folkestone & Hythe DC; Claire Pickering, TWBC; Sue Peirson, Peabody; Glyn Pritchard, Swale BC; Maureen Laney, Gravesham BC; Rachel Evans, Dartford BC; James Cox, Sevenoaks DC; Tim Lovell, Canterbury CC; Richard Hopkins, Thanet DC; Richard Stanford-Beale, KF&RS; Samantha Simmons, KCC; Robin Kennedy, Dover DC; Dipna Pattni, Gravesham BC; Nigel Bucklow, Maidstone BC; Paul Salter, Medway Council; Jason Wheble & Hazel Skinner, TMBC; Jane Miller, KCC  **Apologies:** Amanda Martin, Dover DC; Brian Horton, SELEP; Marion Money, NLA; Donna Crozier, Peabody; Jane Lang, TWBC  **Visitor**: Sam Sheppard, KCC | | | | | |
| **Date of Meeting** | **Reference** | **Notes** | **Action** | **Time Scale** | **Lead Person** |
| 3rd Dec 2018 | Minutes & Matters Arising | Minutes agreed as accurate. Matters arising included:  Page 1 – RK has shared information to RS on Friday 30th November.  Leaflet – changes on the leaflet to be agreed, change rating from E to D, RK also raised local authorities to put their own logo and contact details on the leaflet. RK advised that Dover DC to finalise design template for colleagues to then use and input contact details.  Page 2 – Training opportunities, colleagues to share any ideas with RS and KP, including any training through CIH or other bodies who KHG may be able to commission at Kent level and for value for money.  Page 3 – RS to contact David at ARLA about details of membership (GDPR?) | **RS to circulate with action log**  **RS to share draft with all colleagues for comments and then to agree final version for use. To explore how to track the use of digital leaflet – through KHG funding**  **Colleagues to note and share back**  **RS to contact David and feedback** | **Asap**  **ASAP**  **As req’d**  **ASAP** | **RS**  **RS**  **ALL**  **RS** |
| 3rd Dec 2018 | Action Plan | KP reminded colleagues about what the actions identified through the action plan.  Point 1 being worked on with the leaflet, point 2 to remain for 2019; point 3, Hoarding T&FG held and draft protocol with KMASGB, will need to keep this on the radar, point 4 to pick up through 2019 and point 5 - the report and the work has slowed, RS has chased. There was a discussion about sharing good practice.  KP suggested that this group could use the draft KHG Kent and Medway Housing Strategy action plan to add to the KPSHG action plan at the March meeting. The action plan from the workshops held in November will be shared more widely once the workshop attendees have had the opportunity to sense check the information feedback. | **Colleagues to share details of good practice via the West and East Kent JMG’s can then feedback to the Joint Kent Chiefs. KP to discuss with Sarah Robson and RS to liaise with Tracey Kerly.**  **RS to add to agenda for March 2019** | **By End Jan 19**  **New Year** | **ALL**  **RS** |
| 3rd Dec 2018 | KCC Core Offer Update | Sam Sheppard provided an update regarding the re commissioning of grant arrangements to the voluntary sector to support OP in the community, this was taking place in the 2017. As a result of budgetary issues the model publically consulted on at the time was no longer viable so a new approach was taken. There is a different methodology, sign posting and navigation from services that provide support.  Now a two stage approach, **first stage** to commission a contract for community navigation, which contains the careers assessment ad support service as well as the old care navigation service. This contract is out to tender. Adult Social Care has doubled investment in the community care lot, there will be about 25 commissioned care navigators across Kent and joint commissioning with North Kent. In other areas will coordinate and align services. The tender closes on 7th December 2019, then evaluation and hope to award contracts end of Jan with two month mobilisation.  **Stage 2** – re commission community based support services, how to pull all community and preventative services together under one contract, as opposed to having different offers for different client groups such as OP and Physical Disability. There may be more than one lot within one whole contract. Currently evaluating data, feedback from the last consultation, working with Health Watch about engagement and then early 2019 will commence engagement with providers, public consultation in April with key decision in May 2019, new contract for 2nd January 2020.  How to get broader support for people with dementia? Supported to access main stream services as well as specialist when required, this includes people with sensory disabilities and how to support careers.  Home Improvement Agencies – this contract ends March 2019, it has been extended previously, and there is now an agreement to commission in two phases, working through governance about potential extension of contracts once more. Meetings to discuss this are this week and on the 18th December. SS to feedback progress on this.  RK questioned the role of care navigation once the contract is commissioned and how posts commissioned by other organisations will fit into the new contract and roles funded by KCC. During mobilisation period KCC will engage with organisations commissioning care navigation to consider joint/aligned working for this service provision. This should identify and avoid duplication going forward. There will be discussions with CCG’s about aligning or having access to with MDT’s, social care navigation will a more community based focus.  Providers can apply for up to three of the four geographical lots for the community navigation commissioning but will only be allocated two but there will be expectation about the different providers working together across the four areas (which are devised based on the CCG budget). Part of KPI’s for the contract will include feedback from end users and also to ensure competency of the care navigators that are employed, this will be to ‘silver level’. The contract will aim to be as fluid as possible to enable money in and out of the contract. | **Sam Sheppard contact details –**  **Senior Commissioner, KCC**  **03000 415488 | 07795 540071**  [**samantha.sheppard@kent.gov.uk**](mailto:samantha.sheppard@kent.gov.uk)  **Colleagues to feedback any questions or to confirm if they want engagement in the HIA contract work**  **SS to feedback via RS the outcome of the HIA contract extension.** | **When avail** | **SS/RS** |
| 3rd Dec 2018 | Written Updates | SSim asked whether there are emergency boiler repair schemes available across Kent. This does come forward as an issue and colleagues would like to enable appropriate schemes. SSims is keen to update funding information on the Warm Homes page of the website.  RSB – mentioned UK Power Networks, priority services registered, this company offer a number of support links. | **Colleagues to share details or information with SSim**  **RSB to share contact details with RS, potential for presentation at future meeting.** | **ASAP**  **RSB** | **ALL**  **RSB/**  **RS** |
| 3rd Dec 2018 | BCF Spend | DP – Housing Assistance Policy (HAP) now includes Hospital Discharge, have made good expenditure and reaching a wider DFG remit and supporting those who are vulnerable and in need.  RK – New HAP developed in July 2018, currently spent half budget and committed to the budget, £70k on additional schemes, removal of means test, HP scheme, Winter Warmth and hospital discharge. Just advertised in magazine for local hospitals, have completed lots of promotion works. Some of current year’s budget is overspend from previous year.  RH – unable to provide an update from Thanet but will send an email update. There is a draft HAP in progress.  TL – Canterbury may not spend the allocated budget for this year, there is a draft HAP currently in development which may assist with expenditure on schemes as delivered by other district councils.  JC – a slight overspend for this current budget, have a coordinator in the hospital and the One You coordinator in GP surgery’s which has assisted with the overall spend.  RE – potential for underspend, tweaked a discretion assistance policy in July 2018, hospital discharge and shared hospital coordinator, safe and secure grant, extended HP scheme and funding a FTE OT to work in house.  GP – huge budget allocation for this current year, changed the HAP this year and by end of the year will have funded hospital discharge and falls prevention, have funded an OT this year, have removed the means testing around discretionary assistance policy. Statutory grants have slowed down. SBC recruiting to the team currently.  CP – have committed and spend to meet current budget allocation, have a community health and housing coordinator as well as the shared hospital discharge coordinator, HP scheme and other schemes running.  KP – new policy approved in July 2018, one item is a more generous means test, writing to people who have previously failed the means test to reapply. Share a health and housing coordinator with Dover and Ashford BC, also have the HP schemes running. There is a likely over spend this year. KP looking at how to support/assist hoarders by use of the BCF, potential to fund a post via Peabody.  HZ – are likely to have an over spend on this current year, funding post at two hospitals, two in house OT (1 FTE), also the HP scheme and have a HAP in place, which has been revised to include discretionally DFG’s, with promotion earlier this year. Mandatory function remains priority for TMBC and reviewing schemes in light of spend.  PS – unable to provide feedback for Medway  NB – Maidstone are likely to underspend, there are some referrals waiting to come forward from KCC OT service. There is a hospital scheme in place (linked to MDT’s) and HP service provided. A new cleaning contract linked to the hospital scheme is also in place, along with hosting an OT, will be revisiting old referrals. |  |  |  |
| 3rd Dec 2018 | AOB | RSB updated on the Hoarding Protocol, this is in draft with the KMASGB, who have since reviewed the Self Neglect Policy and this now incorporates Hoarding, RBS has not heard formally if the new protocol has been agreed. In short the agency that identifies the hoarding issue will need to assess using the clutter rating, depending on the assessment outcome the referring organisation picks up the issues itself. If it goes above the threshold the referring organisation will have to call the first MDT meeting, and there are certain agencies that must always be involved, including KF&RS. The difficult element is implementation and how to promote.  JM feedback on the Rise4Disability event that took place in September 2018, planning for 2019 with more opportunity for housing to host a large area of the presentation area. The space is being held currently for Housing – an opportunity to host a conference element around housing, Friday 14th and Saturday 15th June 2019 (professional’s days on the Friday). Looking at future proofing homes and how to maintain independent  NB that the venue has to be paid for via exhibitors and the event will not proceed without confirmation of exhibitors. Could Foundations Roadshow be invited to attend? | **RSB will share confirmation of new policy when available and where to find it for reference.**  **RS to feedback to the KHG Events Group asap. Need to make contact with Foundations about potential roadshow (David Eldridge?)**  **May require a small T&FG to take forward this item.** | **When avail**  **ASAP** | **RSB/**  **RS**  **RS/KP/JM** |

Thanks noted to TMBC for hosting