**Present:** Jo Ellis, Chair & TCH; Sharon Williams, Vice Chair & Ashford BC; Rebecca Smith, KHG; Brian Horton, SELEP; Kerry Newbury, KHG Events Chair & Optivo; Terry Spillard, Optivo; Mark Breathwick, Medway Council; June Heslop & Sasha Harrison, SHG; Olushola Alao, Hyde Housing; Eve McMahon, NHF; John Littlemore, Maidstone BC; Steve Fox, GCHA; Gavin Missons, Sevenoaks DCDC; Deborah White, WKHA; Sophie Hargreaves, Clarion HG; Maria Jacobs, Moat; Tim Woolmer, KCC; Nick Gilchrist, Look Ahead; Linda Smith, KCC Public Health; Judith Vickress, DAHA; Fenella Pringle & Helen Sunderland, EY; Clare Maynard, KCC

**Apologies**: Charlotte Hudson, Swale BC; Carol Cairns, Homes England; Christy Holden, KCC; Eileen Martin, Optivo; Hayley Brooks, Sevenoaks DC; Debra Exall, KCC; Jane Iley, Rapport Housing and Care; Andrew Scott-Clark, Kent PH; Nick Fenton, KDG; Caroline Robbins, Look Ahead; Donna Pearson, Look Ahead; Stephen Elliot, Riverside; Caroline Smith, KCC; Louise Taylor, Dover DC; Alison Thompson, ERHA; Helen Campbell-Wroe, Pathways to Independence; Richard Longman, TGSE; Andrew Bircher, MHS Homes; Jane Lang, TWBC;

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| **Reference** | **Notes/Outcome** | **When** | **Lead** | **Action/Decision** |
| **Action log from May 2019** | Minutes agreed as accurate, matters arising included: RS to share details with HA colleagues about the opportunity to nominate themselves for the HA seat on the KHG EXB which will be vacant now that Deborah White has stepped down. | **ASAP** | **RS** | **To email HA reps** |
| **Domestic Abuse Make a Stand** | Judith Vickress provided those attending the meeting with an overview of her role and that of DAHA. The following summary notes supplement the presentation shared.   * There are three key organisations within DAHA * Housing has a key role to play in ending Domestic Abuse (DA) * Housing or the home should be a ‘safe place’, a place where there is opportunity for intervention * Joint working between agencies is critical, silo working has to end * Housing Officers can be a ‘safe person’ for victims to disclose or share information with * DA is everyone’s responsibility and requires commitment across agencies * Commonly DA will sit within an ASB team or process, DA should be seen through a DA lens, using professional curiosity in a positive way * Consider how tenancies are managed, security of tenure for victims of DA, they may need ‘space for action’, what is the offer for them? There are high cost associated to housing sector with regards to DA, all agencies need to be visible on response to DA * Make a Stand Campaign –organisations are urged to sign up to the campaign. Organisations need to have clear policies about DA, one for residents and one for staff * Each organisation should have a visible DA Champion, to share the message that DA is unacceptable, not tolerated and those who disclose information are supported * Equality and Diversity is linked and critical when considering DA * Should encourage a proactive approach to dealing with the perpetrator of DA, need to be creative and innovative to reduce the risk of the perpetrator returning to the home where DA has occurred * There is a link on the DAHA website to the free tool kit about accreditation on the Make it Stand Campaign * Hull City Council is a good example of best practice for DA * Consider how effective partnerships are locally to support ambition to reduce and remove DA, ensure that housing have a voice/seat on local adults and children’s safeguarding boards * A big culture shift in organisations is required, including working across the organisation and with contractors etc. * TCH are working on accreditation locally in Kent, invest to save, lives and resources |  | **RS** | RS to share PDF of presentation |
| **Adult Social Care Update** | Clare shared a presentation to update on Adult Social Care Commissioning, the following are summary notes:   * Delivery plan for 12 – 18months and objectives are available to share upon request * It is the role of strategic commissioning to support the operational teams, to ensure evidence based commissioning, measuring services performance and outcomes is also key * KCC want to be clear on how tailor a localised approach and services to meet the needs of client groups * KCC are mapping journeys of cohorts through adult social care, this assists with collation of an evidence base * Spend and cost data is available for sharing * Enablement of services to ensure people’s homes meet their needs * To ensure more effective working and outcomes there is a need to clearly map across the county where there is joint funding, contracts and providers, commonality between organisations * Between now and December 2019 there is work continuing with regards to the Community Offer * The KCC Strategic Delivery Plan is on the KCC website * Contract review of Live Well Kent, consideration variation or extension, working with partners on this, Luke Edwards is the commissioning lead on this work, due to conclude at the end of the year. CM agreed to share draft review documents. * CM agreed to share list of contracts due for renewal over next 12-18 months. * ECH – planning for delivery of 1,000 units across Kent, working with D/B’s on this, considering Housing with Care, offering more flexibility to meet wider needs. * The draft ASC Accommodation Strategy is going to Cabinet Committee on 27th September for approval * Workforce integral to the outcomes identified across objectives, they need the right training, support and development to ensure sustainable and flexible workshop. * LH suggested there should be better links to the BCF and the impact this funding can have on services at local level. | **ASAP**  **As avail** | **RS**  **CM** | To share PDF presentation  Share contract details when available |
| **EY Presentation** | Fenella and Helen provided an overview of their work with Maidstone Borough Council, using data to work on the prevention element of Homelessness. MBC are working with EY to use internal data and combine with other organisations who have data, to consideration prevention of homelessness. HS stressed that when considering such project it is necessary to stay focused on the benefit of the project, the rationale behind this approach. It is key to ask the right questions.  Data is often held in silo, but does offer the opportunity to provide clear insight in to process, and can help provide a more holistic picture. Information Government and Master Data Management are core elements of this type of project, in alignment with GDPR.  Any project of this type is an agile journey and there is opportunity to add additional data as required. There is a partnership portal where information can be viewed and shared. Access to One View Case Summaries is through existing case review technology. Language used and generated through this technology has been heavily tested, it is not designed to replace professional curiosity.  The time frame for projects from conception to implementation will vary by client to client, it can be 6 months from testing to the refine stage of the process. Along with KCC PH Golding Homes are in conversation with MBC regarding this data project.  It was agreed to consider the potential for a county wide or cluster project, JL offered to lead on this work and colleagues were encouraged to make contact to explore this potential further. | **ASAP**  **As approp** | **RS**  **JL/**  **ALL** | To share PDF presentation & contact details  Colleagues to contact JL if keen to explore county wide opportunity |
| **KHG Info Brief** | JE referenced the outcomes of the Kent Key Amnesty and the recovery of 6 properties, and the further investigations that have come about as a result of the amnesty. JE thanked colleagues for their support of the project and any future work that comes from this working group of KHG. |  |  |  |
| **SELEP Update** | BH updated on the SELEP – required by Government to produce a Local Industrial Strategy, a SELEP and Government document, a powerful strategic document, a reference point that Government will use. Important that housing and development are strategic priority for the south east. There is a range of different engagement to bring various sector representatives together to consider the development of Local Industrial Strategy, each LEP will need to decide what will be distinct about their individual Industrial Strategies.  Within the SELEP area there are five of the original Garden Communities homes identified, there are now additional Garden Communities which have funding to bring forward, this helps to shape place making, community development and commercial element/activity.  Timetable for this Industrial Strategy is for sign off and endorsement by March 2020. | **When req’d** | **BH** | BH to continue to share progress on the development of the Local Industrial Strategy |
| **KMHS Update** | RS provided an update to members about the progress of the draft Kent and Medway Housing Strategy. The consultation document has been shared across the members and wider partnerships/organisations. The consultation on the strategy has been extended to the 30th September 2019 at 5 pm, this has taken into account feedback about the consultation taking place over August. RS also updated that to date there has been feedback about the use of language when referencing planning objectives and for it to be clear within the strategy about what KHG can achieve as a group and what it can do in a facilitator capacity. There has also been some suggestions about formatting, getting the right balance between content and the length of the overall document. JE and RS urged all members to share widely, RP’s with Senior Management or Boards if possible. To date a presentation on the draft has been shared with Kent Chief Executives and an update paper is going to Kent Leaders at the end of September. Once feedback is collated there will be work to review and refresh the draft version and more information on this will be shared as soon as available. RS thanked colleagues for support and feedback receive d to date. JE also urged colleagues to share back with their senior colleagues about the role of KHG and also the value that the broad church membership brings. |  |  |  |
| **AOB** | JE thanked Deborah White for her contribution and support to Kent Housing Group over a number of years, Deborah is a great example of what an active member of KHG can achieve. All colleagues wished Deborah well in her retirement.  Initial preparation for Brexit, internally looking at how many staff can work off line, alongside the external factors such as the impact on transport infrastructure. Also looking at reciprocal arrangements for staff unable to access their usual place of work. CM advised that for Adult Social Care they have asked providers to approach as business continuity planning to ensure that workforce and services can continue and identify where they may be areas of concern or impact. KCC are in conversation with LGA about mutual aid, specifically with regards to communications staff/resources and how to ensure that messages are shared in a timely manner. There is no information about customs arrangements which will inform of the potential delays at the ports.  JL commented about advice from Government about the impact of Brexit and use of Government funding to assist those who have no recourse  LH raised that colleagues and organisations need to consider arrangements around placing households and the supply of TA. |  |  |  |
| **Date of Next Meeting** | Wednesday 29th January 2019, Venue to be confirmed | **ASAP** | **RS** | **To share meeting information as available** |

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