**Present:**  Sarah Robson, Chair & Folkestone & Hythe DC; Jo Ellis, Vice Chair & TCHG; John Littlemore, Maidstone BC; Deborah White, WKHA; Lisa Webb, Sevenoaks DC; Gary Clark, Golding Homes; Paul Thomas, SELEP Business Board Member; Genette Pinwill, WKHA; Sasha Harrison, Southern HG; Jane Lang & Gary Stevenson, Tunbridge Wells BC; Marion Money, NLA; Donna Pearson, Look Ahead Care Support & Housing; Charlotte Hudson, Swale BC; Wale Adetoro, Gravesham BC; Alison Thompson, ERHA; Marie Royle, Canterbury CC; Bob Porter, Thanet DC; Kerry Newbury & Eileen Martin, Optivo; Brian Horton, SELEP; Mark Breathwick, Medway Council; Debra Exall, KCC; Matt Gough, EKH; Linda Hibbs, TMBC; Marie Gerald, Chair of KHOG & Dartford BC; Stephen Elliott, Riverside Group; Bev Covington, Clarion HG; Sara Cunningham, Sanctuary Housing Group; Caroline Robbins, Look Ahead Care Support & Housing; Helen Campbell-Wroe & Louise Humphreys, Pathways to Independence

**Apologies:** Andrew Scott-Clarke, Kent Public Health; Adrian Maunders, ERHA; Emma Bartlett, Canterbury CC; Carol Cairnes, Homes England; Mark Leader, West Kent HA; Richard Longman; TGSE; Hayley Brooks, Sevenoaks DC; Steve Nunn, Moat Homes; Andrew Bircher & Stephanie Goad, MHS Homes; Jo Empson & Mel Anthony, KCC; Sharon Williams, Ashford BC; Peter Dosad, Dartford BC; Dave Smith, NHF;

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| **Reference** | **Notes/Outcome** | **By When** | **Lead** | **Action/Decision** |
| **Action log from Oct 2018** | Minutes agreed as accurate with no matters arising. |  |  |  |
| **Chair & Vice Chair KHG** | RS shared an email with LA colleagues mid-January to advise of the Vice Chair Vacancy coming up. LA colleagues will be contacted again following the meeting today with regards to nomination for this role and then a vote will be conducted electronically. Sarah will step down as the Chair from today’s meeting and step down from the EXB but represent F&HDC at the main KHG meetings. | **ASAP** | **RS** | To contact all LA representatives about the VC Vacancy |
| **Domestic Homicide Review** | Following a recommendation from a Domestic Homicide Review (DHR) BP shared a review regarding a tenant who lived in Thanet, a social housing tenancy managed by East Kent Housing. The slides provide an overview of the case and those involved, they also confirm a list of recommendations, which were agreed should be shared with all Kent and Medway LA and RP’s, and a link to the report.  It was agreed that BP would share back to the review board that there is commitment to a joint training approach around learning from this case and safeguarding more generally. EKH agreed to share their updated policy and procedure documents, updated because of this case.  All colleagues urged to reflect and consider the recommendations from within the presentation and report. | **ASAP**  **ASAP**  **ASAP** | **RS**  **MG**  **ALL** | Share presentation slides  Share updated papers  Feedback to organisations |
| **Complete Moves** | A presentation to show the provision of services from Complete Moves & Property Booking. A traditional media agency within the housing sector, now moving towards digital media. Property Booking is a platform for LA/RP’s to market shared ownership properties nationwide, the first national shared ownership portal. It is free to list, no monthly fee, new developments and resales all included. For customers there is a lot of choice and information on this site and allows you to book to attend open day events and reserve properties.  Complete Moves is a sales service with reporting mechanisms to meet the needs of the client, packages can be developed and costed based on the need from the service. There is no minimum size with regards to development for sales, there are no referral fees attributed to the service. Complete moves can offer support and advice about how to effectively market a property for sale via the site.  Contact details for Martin Fillery, Managing Director, 0203 640 7111 / 07494 870 176 [martin@complete-moves.co.uk](mailto:martin@complete-moves.co.uk) |  |  |  |
| **KHG Info Brief News** | KHOG are reviewing a number of protocols with regards the HRA, currently working on the Intentionally Homeless Families Protocol and engagement with KCC at a more early stage to reduce the number of IH decisions, the new protocol will reflect the engagement and referral process for the KCC Front Door Service and Early Help.  There is also work on the Offender Protocol with the Prison Service, who are unable or have difficulty making a Duty to Refer referral due to security measures, working towards a paper referral process to get more information about the offenders and provide advice and support at an earlier point in time.  Members were updated that KCC have also taken the decision to remove funding from 1st April for specific offender beds, those providers may now have to service notice on these beds, this is at least 37 people affected and potentially referred to a Local Authority under the HRA. This may affect MAPPA clients who have limited access to accommodation due to the severity of their crime. JL advised that this withdrawal of funding would affect other units of accommodation that support other vulnerable client groups. There is limited understanding still about the outcome of the Homelessness Commissioning, there is no formal communication about YP accommodation and this is providing some concern. The issues with offender beds is also about which agency or organisation will pick up the costing. HCW disappointed about the process of how the reduction in funding from KCC will impact on services.  P2I will be issuing 28 days’ notice on 24th February; landlords have now issued notice to P2I. JL advised that the model of provision is changing and there may not be legacy agreements in all cases in terms of existing provision. Concerns were voiced as part of the consultation but have not been reflected in the outcome, MHCLG have contacted KCC about the new commissioning arrangements. MR advised that various services in Canterbury are changing and leaving a significant gap around provision. The tendering process undertaken with the commissioning has led to different delivery models in each local areas.  CR advised that a lot of work going on behind the scenes, there is a reduction in unit numbers but they are encouraging and trying to assess clients to avoid unnecessary notice services. There are continued discussions with KCC later today with Look Ahead. Unable to get a decision about the responsibility of any clients who could remain in the property post 1st April 2019.  Due to the membership having concerns about the commissioning arrangements, the impact on services and the recipients of the services. Therefore agreement to raise at KHOG and then pose e a number of questions formally to KCC, of particular concern is how the short-term time scales have been risked assessed and if there should be a longer period of transition to enable dove tailing of existing and new services.  RS updated that although Homes England were unable to attend the meeting a written update was shared via the KHG Information Brief Newsletter. | **ASAP** | **MG/**  **JL** | RS to invite Medway representative to the discussions regarding the IH Protocol Review  A formal response to be developed following KHOG on 7/2/19 – JL to assist |
| **K&M Housing Strategy Update** | The draft action plans developed following the workshop sessions held in November 2018 are out for consultations, colleagues are urged to comment and feedback on them by the agreed deadline, which is 18th February 2019. This is an opportunity for all colleagues to feedback to ensure that the strategy reflects the issues and objectives faced by each of the organisations that are represented within the membership; it is a whole market document. The document will align to other key Kent documents that are developed, such as the GIF and is a commitment to deliver against the agreed objectives that have been identified through the workshop sessions for each of the themes.  Once all feedback is received the plans will be updated to reflect any commentary and then there will be a further consultation to include the text for the main strategy itself, the aim is to have a final draft for April and to have endorsement/sign off post local elections in May 2019. Kent Leaders, CEX’s and HA Boards/Exec Boards are all encouraged to see and commit to the strategy document. |  |  |  |
| **SE LEP Update** | BH advised about the refresh of the Strategic Economic Plan, the direction of travel with the KMHS and the actions signed off by the SELEP Board are well aligned. The SELEP board have agreed the draft SEP and should be launched in the Spring 2019. There is a fully established and vibrant Housing Development Group at the LEP level, chaired by Nick Fenton, KDG Chair, and this group meets across the three LEP area, with representation from Homes England. Areas bringing forward include Accelerating Housing Delivery theme, SME’s. Garden Settlements are identified and a strong focus within the document, many will be delivered in the LEP area. Constructions skills are an interest to the LEP and to monitor this moving forward, including the workforce capacity to deliver against Government targets for new homes.  I Construct – ERDF funded project, a LEP wide initiative, provided SME’s with support to do more, with a vision to have a training centre in Braintree, planning application under consideration for this currently.  SELEP are looking at new methods of construction, including off site construction. I-Construct are in dialogue with FT education centres to consider how to train/learn for the new modern methods of construction. PT is in conversation with colleges in Kent, Canterbury Christchurch are looking a modular courses and are not tied to a specific developer. The aim is to also establish a factory in Kent to then use as a training centre. | **For May Meeting** | **RS/**  **BH** | **Agreed to invite I-Construct to present at a future KHG meeting / HSEG** |
| **Housing & Health SG** | The new proposed sub group set up following the disbandment of JPPB and the funding from Kent PH. There was a scoping meeting January with representation from across the membership. The group used the draft action plan on the Health and Wellbeing theme for the KMHS and priorities from KPH to scope the role of the group.  An action plan for the group could include, improving integration of services, setting the strategic direction for health and wellbeing, developing a smoke free home strategy, suicide prevention. Hayley Brooks has agreed to Chair this group going forward. All those invited to the scoping meeting are invited to be part of the group; other colleagues are encouraged to share interest about being part of the group going forward. This group will lead on and support the delivery of objectives identified in the new action plans for the KMHS, bringing all Kent groups and elements together. There will also be links to other sub groups through some of the actions identified in this sub group new action plan. MR advised that at an EK level there has been work on the East Kent Public Health Joint Projects, looking to develop an East Kent H&WBB, which could feed, and link to this new group. | **As approp** | **RS DE ASC** | **Agreed to ensure links between the KMHS action plan and the plan for the new group** |
| **KCC Corporate Parent** | CS provided a short presentation regarding the Corporate Parent duty and function and included some useful statistics for colleagues. There was an ask of colleagues to consider where possible how to use and engage with young people to co-design services and provide opportunities for apprenticeships or work experience placements. Sophia, a former care leaver and now employer of KCC attended to share her experience of the Corporate Parent role and processes and again urged people to consider using young people and care leavers where possible within their organisations, to consider the impact of services or decisions on young people and to ensure that the new Guarantor Scheme (pilot) has been a positive step for KCC for the benefit of young people. | **ASAP** | **RS** | **Share presentation with notes** |
| **AOB** | MG attended the LGA Spending Review Roundtable event yesterday, key messages included – UC and the implementation and impact of this, Amber Rudd keen to hear feedback from districts on various elements of the policy, looking at Direct Payments and interaction with DWP about UC. The open debate was feedback about UC and housing costs, which appear insufficient. Personal Support now with the CAB through a contract process, the dialogue and communications with the CAB’s varies across areas. Payment frequency and delays at claim commencement are also going to be reviewed; does the monthly payment work with regards to housing costs?  Other discussion topics included - the lifting of the HRA Debt Caps and the opportunities for local authorities, decent homes and investment into existing stock and will review RTB, the rate of delivery of new build does not reflect sales. Homelessness was about Homeless Prevention Funds, the LHA for each area and how to be calculated next year, and the pressures of TA for local authorities and the TA Flex Fund and whether it meets the spend.  DE advised that Alison Broom is attending the round table on the Out of Area Placements, if any colleagues have feedback on this to share via DE.  DE also updated that a new app has been launched, a free app called ‘Forces Connect’ with information and links to local authorities.  EM attended a Westminster Round Table on Monday this week, yearly rent changes, running a pilot about the portal and access for Private Landlords, 53 weeks issue was not discussed at this roundtable.  EM also raised the issue or potential impacts about Brexit, procurement, skills, workforce and the overall impact on business. Does there need to be a reference to this within the strategy dialogue. BH suggested reaching out to KCC and the team managing this at County level, understanding what is happening. Thanet DC have concerns about the transport issue. JE raised the impact on the business plan about sales of homes and how this impacts upon the delivery of new homes, along with operational issues faced. MR raised the point of mutual aid, how this will impact upon resources, is there capacity for colleagues to work from different areas, it is important that mutual aid is discussed at the strategic level and a focus on those areas  GP raised that the NMSG are working on a Key Amnesty across a number of areas in June, the sub group is working on a joint effort about communications and how to manage the process. We are requesting mutual support key drops for those with stock in other LA areas. If your organisation is not engaged in this process and wishes to be to contact Rebecca Smith. | **When avail**  **ASAP** | **MG**  **DE** | **MG to share written summary for wider circulation / formal notes from the session**  **DE to share information for wider circulation and communications**  **DE to feedback to Kent Resilience Group Lead** |