**Present:**  Jo Ellis, TC&HG & KHG Chair; Sharon Williams, Vice Chair & KHG Treasurer; Debra Exall, KCC; Kerry Newbury, Optivo; Adrian Hammond, Folkestone & Hythe DC; Sasha Harrison, Southern HG; Amena Matin, Thanet DC; Donna Pearson, Look Ahead; Marie Gerald, Dartford BC & Chair of KHOG; Jane Lang, TWBC; Linda Hibbs, TMBC; Mel Anthony, KCC; Hayley Brooks, Sevenoaks DC; Tara Devine, CIH; Marie Royle, Canterbury City Council; Wale Adetoro, Gravesham BC; James Grey, Home Group Limited; Rachel Valerio, Riverside; Genette Pinwill, West Kent HA and Vice Chair of NMSG; Mark Leader, West Kent HA; Matt Eddy, MHS Homes and Chair of NMSG; Suzanne Smith, MHS Homes; Helen Campbell-Wroe, Pathways to Independence; Jemma Little, Haven Gateway Partnership; Deborah White, West Kent HA; Lewis Kinch, Optivo & Vice Chair of KEG; Maria Jacobs, Moat Housing Group; Clare Maynard, KCC; Sarah Lewis, TWBC & Chair of HSEG; Olushola Alao, The Hyde Group; Simon Mitchell, KCC; Cathy Bellman, K&M STP

**Apologies:** Andrew Scott-Clarke, Kent Public Health; Carol Cairnes, Homes England; Daren Donoghue, Radcliffe Housing Society Ltd; Sarah Robson, F&H DC; Sara Cunningham, Sanctuary Housing Group; Rebecca Clarke, CIH; Stephen Elliot, Riverside; John Littlemore, Maidstone BC; Caroline Smith, KCC Corporate Parenting; Kerry Petts, F&HDC; Paul Thomas, SELEP; Martin Collett, English Rural HA; Richard Longman, TGSE; Caroline Robins, Look Ahead; Emma Wiggins, Swale BC; Louise Humphrey, P2I; Elly Toye, Dover DC; Helen Critcher, Golding Homes; Marion Money, NLA; Stephanie Goad & Andy Bircher, MHS Homes; Guy Robinson, Look Ahead; June Heslop, Southern HG; Jane Iley, Rapport Housing & Care; Bob Porter, Thanet DC; Charlotte Hudson, Swale BC; Mark Breathwick, Medway Council; Peter Dosad, Dartford BC; Bev Covington, Clarion HG;

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| **Reference** | **Notes/Outcome** | **By When** | **Lead** | **Action/Decision** |
| **Action log from Feb 2019** | JE advised that she is the new Chair of KHG and this is her first meeting, JE introduced Sharon Williams as the elected Vice Chair, who will work with JE over the next two years. TD was Introduced as the new regional representative for the CIH, who will be invited to attend further KHG meetings.  Minutes agreed as accurate with the following matters arising –  SW appointed as Vice Chair following the February KHG meeting.  DHR presentation shared and also tabled on the agenda for the NMSG meeting in March 2019.  KCC Commissioning Decision around ex-offender’s accommodation, two meetings have been held since the February meeting, working hard to understand lesson learnt and to understand how to avoid another situation moving forward. |  |  |  |
| **KCC Social Care Strategy Update** | Simon Mitchell provided an update on the refresh of the Kent Social Care Accommodation Strategy.  SM provided an overview of the consultation of the review of the 2014 KCC Accommodation Strategy with a focus upon Adult Social Care. Feedback on the previous strategy was that it was a good reference point with a good evidence base, but with too much focus on OP and not enough information with regards to people with disability.  New elements or external factors impacting the review of the strategy include isolation, resident’s voice and opinion on accommodation, availability of land, changes to policy and legislation, Brexit. Approximately 1000 units of Extra Care beds built over the period of the strategy to date.  Slides indicate a steady decline in the placement to residential care and nursing care homes for older people. Slides within the presentation share information about the use of accommodation types for those with physical disability, mental health and learning disability. Forecasting to change over the next 20 years – 19% increase in general population growth from 2017 to 2037. Significant growth of OP across all districts over the same period. In terms of numbers growth Thanet has the largest number of OP, with the majority of these under 85 years. Varying degrees of success from the last strategy around the objective of Right Beds in the Right Place.  Future Priorities for the strategy over the next 10 years + - Proposing Right Homes, right place, right support, to increase independence and support in their own home; increasing housing with care schemes, a broader term than extra care specific, increasing dementia specific care homes remains, working with the market to improve the quality of nursing and residential care home provision, increasing supported accommodation provision.  Within the new strategy is an objective to build in accountability to deliver the strategy, developing an action plan and to identify stakeholders for ownership and delivery and also reporting and monitoring the strategy objectives over all.  Discussion – Supported Accommodation – more work with providers about the number, quality and location to ensure not a reliance on care homes for these clients groups. What is the definition of supported accommodation within the strategy? The definition for strategy is specifically linked to those who may be living in shared accommodation or have on site care, there is a broad spectrum, it was suggested that this needs to be made clear within the strategy.  MA advised that in terms of HRS KCC commissions, KCC believe that support in a home or where support can be provided to support independent living is a better outcome than use of residential care.  The Adult Social Care Strategy is about maintaining independence and supporting people in their own home, but it is not a housing strategy, KCC are looking how to weave all commissioning and objectives across a range of services, including Care and Support at Home, ensuring that the workforce has variety with options for specialism, are paid correctly for their role and to have more links with health.  The intention is for the strategy to look to encourage the conversation about people considering their future accommodation as they age. There needs to be clear links from this strategy to others that may focus on the community support element to address issues around social isolation. SW raised the point about language and terminology about the terms used for accommodation for certain client groups to encourage developers and RP’s to develop out the accommodation and a commitment around financial support to enable the accommodation to meet needs identified.  The strategy will not define care models, there are separate pieces of work being undertaken for models of care, this is an overarching strategy to identify the needs of client groups and direction of travel. There are also market position statements being developed to share out the messages about need across the county for use by developers, to ensure right bed right place right time. | **By 17.5.19**  **As avail** | **RS**  **CM** | To share presentation  CM to share further information about the detail that will support the overall KCC Accommodation Strategy at future meetings or via a briefing paper |
| **STP Local Care Progress Update** | Cathy Bellman provided an update on the Local Care STP. (STP – 18 statutory organisations across Kent and Medway).  Local Care – everything not set in an acute hospital and to de medicalise elements of services. Slides identifying key issues across K&M and the need for change. K&M is a complex county, outlined in the slide pack £3.6bn spent on health and social care in K&M. Undertaking population profiling currently, as has been done previously, have also undertaken a number of audits. Local Care is a commitment across all statutory organisations, the Leader of KCC is the Chair of the Local Care Board and driving forward this agenda.  Building in rapid response and prevention of admission to care, through use of Multi-Disciplinary Teams (MDT’s), building community resilience and community navigation, one anticipatory care plan that meets needs, Home First (Home to Decide Initiative), single point of contact within the MDT.  GP remains key to the Local Care model of working, how to support GP’s, within Local Care the ask of GP’s is the come together under a Primary Care Network (populations of 30 to 50,000) to engage with other services in the community. Integrated Care Partnerships, currently West Kent will an ICP, then East Kent, Dartford Gravesham and Swanley and then Swale and Medway. The umbrella across this model of care is the Integrated Care System and should encourage joint commissioning opportunities.  There is auditing of the impact of the Local Care model, there is progress across the system and elements, with slow changes occurring. There will be reporting on various elements moving forward this year.  There remains spaces at the Learn and Share Conference on the 22nd May in Maidstone if colleagues wish to attend.  LH commented that there remains disconnect about services to access, with reference to the Falls Service in West Kent and the integration between Health and Housing and how the pathway will be successful moving forward, with support from Housing. CB advised that there is a need for a service brokerage position or role to ensure the relationships and referral system are working to achieve the best outcome.  CB has been working with Sam Sheppard around community commissioning, with the aim to bring the range of partners and organisations who deliver this currently, working with CCG’s to understand contracts, demand and then jointly commission when appropriate. | **By 17.5.19** | **RS** | To Share presentation and CB to share the Framework Document referenced in the presentation |
| **I-Construct & KHG** | Jemma Little attended KHG to provide an overview of I-Construct. This is a project endorsed by the SE LEP.  An opportunity for KHG members to identify how they may involve in this new project. Haven Gateway Partnership is leading on this project, formed in 2001, with a focus on sustainable and inclusive economic growth, with wide coverage, membership of local authority partners and the private sector.  I construct – drive innovation and productivity in the construction sector. Housing and national level infrastructure projects and demand will place demand on the construction sectors skills and capacity. Housing and jobs to create sustainable communities. Economic development project but with a holistic focus, JL referenced the Farmer Review as a good read. The role of the SME in the economy and barriers they face, including access to finance, land and clients.  The slides provides an overview £7.1m three year projected funded by ERDF. There will be the creation of a hub building and centre of excellence for construction linked to the BRE national network. This is a physical hub but will reach out to other areas, to create a virtual hub and a pathway to attract funding, reaching out to colleges and universities.  Can provide grants to SME’s on projects at a 33% intervention rate. Hoping to formally working on the launch in the Autumn of 2019. Helping SME’s understanding what the market offers for them and how to access contracts and access grants.  JL urged colleagues to feedback on the project and how KHG can engage with the project, help shape events moving forward and the opportunity for I-Construct to sponsor the KHG Excellence Awards. This project could be of interest to RP’s who may be assisting residents into business and the resources available and how to link. A lot of work about using the construction sector to encourage residents back into employment.  BH through KHG will keep colleagues updated about the progress with the project. | **By 17.5.19** | **RS** | To share presentation |
| **KHG Membership** | JE spoke to colleagues about KHG, her role, expectations and membership generally. Range of providers & closely associated organisations under one umbrella, a broad membership that enables sharing of best practice and networking, development of briefing papers, protocols and strategies. Operational and strategic sub groups are also operating under KHG, there is a dedicated website and twitter feed, with support from Suzanne Smith at MHS on the communications element of group. The KHG Excellence Awards is the local opportunity to recognise excellence. KHG have links to national bodies and groups, most recently linking with Kent Public Health. All of these elements are resourced through membership and does include the full time position of the KHG Partnership Manager.  KHG has an Executive Board with representation from local authorities, registered providers and a number of key organisations to ensure the KHG overall achieves ambitions and objectives. Each of the sub groups have a Chair and this is to benefit the entire group.  KHG has an Events Group, with Eileen Martin at Optivo heading this group, with a programme in development.  KHG undertook a membership survey at the end of last year, feedback overall is that KHG has value and should continue along with suggestions about how to do things better, there is a meeting to consider this in full in early June, JE thanked colleagues who responded to the survey.  There are upcoming vacancies coming up – a HA representative on the KHG EXB, a Chair of the Events Group and a mentor for the Kent Housing Options Group. If colleagues are interested in any of the roles to contact RS and JE and expectations moving forward. There is a need for new ideas and new representation to continue moving the group forward. | **By July** | **ALL** | To contact RS if want to take on upcoming roles |
| **KHG Information Brief** | The KHG Information Brief was shared ahead of the meeting, v2 is now on the website and includes a written update from Homes England, who were unable to attend today.  KEG – LW advised that KEG are working on the new project with the Mason Mile and Wellbeing People (Sittingbourne, Tonbridge and Ashford) also looking at a joint project around Stigma and social housing, using a survey to get feedback from residents about stigma and how to tackle across the partnership.  HSEG – SL advised that HSEG met on the 14th May, with good attendance, there is a mix of stock holding and non-stocking, yesterday a presentation from Phi Capital Investments, a company to help LA meet homelessness duties, home through investment capital, and a form of leasing through the LA. There are various structures involved and it was a useful presentation, an alternative delivery model to a regular RP. Homes England attend and provide an update, one element that was raised that the H2B agent contract has ended but Homes England were unable to provide an update about future provision or contract arrangements. Housing Strategy and Enabling resources are limited across the County and not all colleagues sit within housing teams. There is a commitment to refresh the Rural Housing Protocol, how to incentive land owners to release land for rural exception sites. BH advised that BPHA do not have plans to replace the previous BPHA contact.  ME advised colleagues about the up-coming Key Amnesty taking place in June, this is being undertaken via the Kent Tenancy Fraud Forum. Going out to consultation this week to consider a joint response on the new Rents Standards Consultation, there is a meeting of NMSG in July and the final response will be considered at this meeting. There is also work on best practice around Income Management and a survey to colleagues will be shared in the next week.  KHOG – MG advised that KHOG are working on a number of protocols as a result of the HRA, one protocol is the Intentionally Homelessness Protocol and the new structures at KCC with regards to Front Door and Early Help. MG attends national groups to feedback on the HRA and impacts from the Kent perspective, national focus groups are also feeding into the next spending review. There remains a huge focus on homelessness, there are various pots of funding being shared by MHCLG but these arrangements are short term, this impacts on staff retention overall. MG will be stepping down as KHOG Chair at the end of this year, and elect a new Vice Chair. There is also work with local prisons about how to manage prison leaver’s release.  Kent Homechoice Update via JL – there is work on going about website reviews making them compliant as per new guidance with a deadline of September 2020. The KHC contract agreement will be shared in due course with members for signing. There is also training on the HRA part of Locata software through individual Housing Options Teams. Entitled To – this is the online calculator which will be useful for housing options prevention work around homelessness.  RS advised that the Woman on Manual Tools survey was well responded to and there will be a session on this in early September for all those organisations who responded with interest to the recent survey.  HB advised that there is a new group with TOR and draft Action Plan, there is KPH money aligned to KHG for this work and the aim is to recruit a part time post, the KHG EXB will agree the JD, this could be a secondment opportunity or additional work for an existing part time person.  RS advised that a written update from Homes England on version two of the KHG Information Brief on the KHG website. | **On website** | **ALL** | Find v2 of the information brief on the KHG website |
| **SE LEP Update** | BH works with the SELEP on housing issues and has been engaged with KHG for a good amount of time. There were two ambitions from the SELEP from its commencement (Jobs and Housing), the SELEP covers 35 local authority areas, the Strategic Economic Plan has been refreshed, there is a housing development sub group at which KHG is invited to attend, the Chair of this sub group is Nick Fenton (also Chair of Kent Developers Group). Housing remains committed to through the LEP, Better Smarter Faster, with a number of priorities including acceleration of infrastructure to include housing. - <https://www.southeastlep.com/about_us/>  The Economic Strategy Statement is a bridging document, LEPs are required by Government to produce a Local Industrial Strategy, again with commitment to have housing as a priority within this new strategy. BH happy to come back and update colleagues about this strategy development as it progresses. The LEP is fully engaged and supporting the I-Construct Project, which Jemma Little has shared details on at the meeting today. |  |  |  |
| **KCC Commissioning Update** | MA provided an update, not able to attend the last full KHG meeting but since then KCC have attended meetings with housing and probation services, followed by a meeting with Kent Leaders and Chief outlining transitional arrangements moving forward and an offer to meet with districts individually, have 7 meetings planned or undertake overall with district councils. An impact report has been shared via the KHOG colleagues through William Benson, CEX Tunbridge Wells. Critical is how to engage and partner more effectively with regards to commissioning with local authorities and other partners, KCC are taking all concerns very seriously.  On 29th April, CM met with KHOG colleagues and will be using all information over the course of time to shape further commissioning processes and future offers, this will happen through Leaders and Chiefs.  MA advised that there are 23 offenders remaining in the former 80 units available, KCC have offered funding to the existing providers, this is not a contractual extension and have engaged with providers about the transitional arrangements/offers and financial support will be made via a grant. KCC awaiting for approval from KSS CRC about accommodation identified for some of the offenders who remain in existing accommodation.  SW queried timeframes for transitional arrangements or outcomes for those in other areas of supported accommodation. MA advised that commitments are being implemented currently, including a profile about the change in commissioning for each of the districts met and any opportunities to undertake moving forward.  KCC are communicating with all clients along with providers to support the transition or move on arrangements across Adult and Young Persons services to ensure the right outcomes. Resolutions are individual for the person and the scheme, dealt with on a case by case approach.  There are 6 themes of activity to consider by KCC, including Young People and Vincent Godfrey at KCC will be communicating out to all Kent Leaders and Chief Executives about progress. Consistent feedback is about the engagement and voice of local authorities, housing providers on the impact and management of the contracts moving forward.  DA services recommissioned a new service two years ago, there will be engagement with colleagues on the progress of this new commissioning and how to shape the service over the remainder of the contract term, via KHG and relevant sub groups, to take into account the new Government focus on the DA agenda.  JE raised the point about Homelessness 16 and 17 year olds and about access by local authorities having referral into the new commissioned service and the joint assessment process. MA advised that Karen Sharp at KCC is leading on this work and CM/MA will share back timescales for KHG colleagues.  MG attended the 16 and 17 year old protocol meeting and raised the point about move on accommodation provision and how local authorities will assist with 18 -24 year olds who are outside this protocol arrangements.  JL raised the point about best use of supported housing stock and how to manage voids and how to support those providers who want to continue provision but need the financial support, MA stressed that this is being considered as part of the feedback and follow on. |  |  | **CM advised that a working group will be established to take forward the 16/17 year old protocol actions/review**  **KCC to confirm who will lead from KCC as previous contact moved roles.** |
| **K&MHS Update** | RS advised colleagues that following consultation throughout February on the draft action plans Altair have completed their commissioned work and have worked with RS to update the plans and to include timeframes for completion. RS currently working on the main body of the strategy, when a draft is complete it will be circulated with updated action plans for further consultation. An update on progress with regards to the refresh of the strategy will be shared with Kent Chief Executives and Kent Leaders in June with a full final draft for endorsement in September 2019.  JE urged RP colleagues to share the next round of consultation on the Kent and Medway Housing Strategy with the key members of their organisation, this should be Board members or Chief Executive level, to ensure endorsement from across the membership representation. |  |  | **RS to share next draft version of the KMHS when available and will confirm deadlines for feedback and endorsement** |
| **AOB** | TD thanks KHG colleagues for extending the invite to the KHG meeting, will be happy to meet with colleagues individually. There is a CIH event in Staines in June and an opportunity to share best practice and impacts of the HRA – TD may be able to access a good rate for those who are not CIH members.  JE commented on the Make a Stand Campaign, urging colleagues to consider this campaign and could potentially invite a representative to a future KHG meeting for an overview. TD advised that DAHA who have forged the Make a Stand Campaign and CIH are looking to jointly provide training on this area, contact TD for more information. |  | **ALL** | **Contact TD about future events if interested** |
|  | **Date of next meeting – 18th September 2019, Thanet DC offices** |  |  |  |

**Thanks noted to KHG for hosting and provision of refreshments.**