**Present**: Jo Ellis, Chair & Town and Country Housing; Sharon Williams, Vice Chair & Ashford BC; Debra Exall, KCC; Mark Breathwick, Medway Council; Brian Horton, SELEP; Andrew Scott-Clark, Kent Public Health; Kerry Petts, F&HDC & Kent PSHG Chair; Melanie Anthony, KCC; Stuart Clifton, Maidstone BC & KHOG Chair; Sarah Tickner, KHG HHSC Sub Group; Sarah Lewis, TWBC & HSEG Chair; Lewis Kinch, KEG Chair & Optivo; Hayley Brooks, KHG HHSC Sub Group Chair & Sevenoaks DC; Rebecca Smith, KHG

**Apologies:** Sasha Harrison, Southern Housing Group; Jane Lang, Tunbridge Wells BC & Kent Homechoice; Clare Maynard, KCC; Kerry Newbury, Optivo;

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| **Reference** | **Notes/Outcome** | **When** | **Lead** | **Action/Decision** |
| **Matters Arising KHG EXB November 2019** | MH scoping paper to be shared with HB for the HHSC to consider at their next meeting for any actions required.  Item for ST regarding One You outcomes to be shared, HB to have as an action for the HHSC sub group.  To keep a meeting planner for KHG on the agenda for the EXB.  SW put herself forward for a point of contact for the KPSHG with occasional attendance at a meeting. RS to notify Kerry Petts.  BH advised that he does champion KHG with regards to Armed Forces and shared that he makes links were appropriate. SW raised whether the relevant Champions for Armed Forces (Political and officer champions are in each local authority) could have a clear message about what potential work there is to do around provision of accommodation, how to be more strategic. | **ASAP**  **ASAP**  **ASAP** | **SW/HB**  **HB**  **RS** | **SW to share paper with HB**  **To obtain at next HHSC SG Meeting**  **RS to notify KP as Chair of KPSHG** |
| **KHG Budget Sheet** | SW went through the budget sheet and the key actions or points for consideration, including funding from Kent Public Health. A new budget will be set for 2020-21 and will have similar headings with potential slight variants in some areas potentially.  The Housing Forum Membership – it was agreed to continue the membership of The Housing Forum.  ASC have confirmed that LA’s have not yet received confirmation of funding for 2020-21, KPH are suggesting a rollover but once more details available a conversation about confirmed funding arrangements can be made. KPH is liaising with Kent Wellbeing People about the outcomes from the funding allocated to the Mason Mile and whether further funding will be allocated in the 2020-21 budget. KWP have been invited to the HHSC SG to deliver outcomes and let the group take a decision about future funding. It was agreed that there will need to be a separate conversation about the funding of the Project Officer role that supports the HHSC SG and how this is covered in the forthcoming budget.  RS to share a draft 2020-21 budget before the March KHG EXB meeting for feedback and then agree at the March 2020 meeting. | **Mid Feb**  **ASAP** | **SW/RS**  **RS**  **SW/RS** | **To draft and share 2020-21 budget sheet**  **To raise PO and share with THF**  **To note for 2020-21 KHG draft Budget** |
| **KHG Foreword Plan** | **Redraft of the KMHS** almost completed, formatting is being completed currently. The strategy will be with Kent Chiefs and Leaders in March with a plan to launch in April 2020.  **HHSC SG – DFG and future funding**. There has been a recent meeting with all District Councils and KCC about the allocation of BCF for 2020 – 21 and it was agreed that having a county wide approach would not be feasible. The outcome of the meeting was to draft a paper with the spend from 2019-20 and to be discussed at the East and West Kent JMG meetings with the intention to explore joint procurement opportunities, with links across KPHSG, JMG’s and HHSC SG. There is a follow up countywide meeting due where the spend could be discussed. HB advised that there are plenty of opportunities is sharing the learning about the innovative projects and work streams, including T&FGs looking at themed joint working opportunities. PSH Teams have the statutory duty to delivery DFG’s, some local authorities are able to deliver over and beyond statutory and mandatory works.  Another element for consideration is the review of the OT working arrangement and how they are funded to support local authorities and delivering their statutory duty.  **Protocols** – SC updated that the Intentionally Homelessness Protocol is now out of date with the HRA and work now around early prevention, with some initial discussions undertaken before external factors put a hold on. A framework needs to be developed to share before further discussion can be undertaken.  SC has taken a lead on additional protocols that have been redrafted and is now Chair of KHOG so unable to commit additional time to redraft all future protocols. JE advised colleagues about Charity Works, who Town and Country Housing are using in respect of a research graduate at the cost of £20,000, is this an area that KHG would consider for the future? There was a discussion about the role and hosting of an additional resource, Charity Works undertake the whole recruitment process, provide support for the graduate and using information from the source can match. LK suggested how to change the use of language for protocols, if they have potential negative connotations, whilst making it clear about the remit of the protocol.  Completed protocols to be shared by RS for colleagues to consider for endorsement with a clear timeline for response/comment.  SELEP Rural Housing Protocol & Housing and Development Task Group has taken an interest in the KHG Rural Housing Protocol to share learning.  RS to pass on thanks to West Kent HA for their support with the KHG Events Group/works.  **Foreword Plan 2020-21** – to be based upon the themes of the KMHS and then linked back to the sub groups and identify any gaps. When the new draft is shared Sub Group Chairs to feedback on group plans and how to support the implementation of the overall strategy.  **KEG** – completing work on Stigma and have shared learning on digital engagement. There is potential for social regulation around tenant engagement and this was mentioned previously in Government, making sure that organisations are aware of this. The group could consider how to work collaboratively on community engagement opportunities and how to help meet KPH and KHG outcomes.  **HHSC** – Ashford hosted a meeting recently, with good attendance, KCC shared information about Serious Case Reviews and housing elements, exploring learning from these. Agreed to share contact details at senior levels for housing and social services and to improve communication, future presentation due about what to expect from Front Door services. ST advised that she is mapping good practice and challenges across the three sectors of the sub group, suicide prevention and awareness training (33 officers have undertaken this date) and implementing a smoke free home pilot with housing and smoking caseation organisation, supporting residents and making relevant links.  **KHOG** – Advocacy support for YP as part of the redraft and offer for YP who are homeless, as part of the redraft of the YP Protocol, this is being considered across all colleagues working on the protocol development. MAPPA Strategic Management Board, there has been a request to reconvene the MAPPA Housing Panel, this is continuing to be developed, what partners will be engaged and how to support these clients. Help to Rent recently presented to KHOG with access to the PRS through purchasing landlord and tenant insurance, some Kent authorities have been successful in securing funding through a recent bid.  **KPSHG** – Kent wide leaflet produced for landlords and tenants for Energy Efficiency and excess cold, one to take forward is improving relationships with managing agents and regulation of landlords to assist with legislation compliance. Promote the work of housing and working with health on delivering the STP agenda and the links around prevention of health issues and to raise the profile of local authorities. Cathy Bellman, the local STP representative is due to meet with ST to look at a specialist MDT. The DFG action point remains on the plan for 2020-21. ASC suggested a link will be one of the four Integrated Care Pathways, each CEX of the local authorities are invited, ASC and DE to facilitate an invite to ensure housing represented. These are at differing stages of development. | **As avail**  **For April**  **ASAP**  **April 2020** | **Kerry Petts**  **JE**  **RS**  **RS** | **To contact JMG leads about progress with paper and feedback**  **JE to share a paper about role of current graduate role, JE, RS & SW to liaise between this meeting & next. Agreed to have provision for post in 2020-21 budget**  **To share thanks with WKHA**  **Share draft for March EXB** |
| **PBS Next Steps** | Meeting in December about working with KCC on placement of a cohort of clients who need to move from secure accommodation to an alternative type within local communities. This was chaired by BH at the request of Emma Hanson at KCC. MA advised that there needs to be understanding of the ask about the cohort of clients, some with specific accommodation needs. Emma and colleagues to do more work about the full range of needs of this client group, a similar challenge to that raised at the morning meeting of KHG and the MH client group.  Forensic cohort and then a mental health broad cohort along with PBS and how to approach, support and facilitate as a Housing Group. Agreed to wait for PBS contact to reconnect via RS and to also have dialogue back from KMPT colleagues about the discussion held at the main KHG meeting.  KMPT have suggested, via MA that they could set up a listening event to hear the views of all partners to help shape future working arrangements and how to find accommodation and support for those client groups who are at the centre of the discussion. | **ASAP** | **MA/RS** | **To feedback to Emma Hanson & colleagues at KCC** |
| **KMHS Feedback/**  **Update** | Discussion about next steps with the redraft of the KMHS. JE suggested the final draft to be shared to the KHG EXB, Sub Group Chairs and Members of KHG and then one week later to the Kent Chief Executives, with the opportunity for colleagues to brief their Chief Executives and for HA’s to share with their Board Members. JE stressed that should one member of KHG does not endorse the strategy then it is clear that a statement about being fully endorsed by the entire membership of KHG will not be made.  Launch of KMHS – what do we want so that it can be planned in to the events work stream? It was suggested that it could be published with a press release followed up by a soft launch an overview of the themes and invite a range of representatives. | **Feb 2020** | **RS** | **RS to note for Event Group planning** |
| **Medway Update** | MB advised that following the inadequate rating of children’s services improvement work is progressing, with an action plan over the next 6 months. Medway are City of Culture in 2024-25, the challenge is how this impacts or benefits the hard to reach and wider population of Medway. First involvement with the regulator of social housing in relation to compliance, specifically about fire risk assessment amongst others, a response was provided and no breach was found, Medway are working with Pennington Choices on how to improve in some areas of the business.  JE advised that an Advice Note was published on Monday 27th January with regards to fire risk, height of buildings is no longer an issue.  Medway Task Force is now operating, having an official launch on Friday 7th February 2020, currently working in Luton Road area and moving to parts of Chatham and Gillingham as it moves forward, with pressures about Selective Licencing. |  |  |  |
| **Kent Homechoice** | RS updated that JL has shared the indicated reserves for Kent Homechoice, which may reduce when a future contract with Locata or a similar provider is procured. RS also advised that upon the request of John Littlemore at Maidstone Vicky Hodson has enquired about the sufficient risk reserves for her role should it be subject to redundancy.  HB and SW queried about the update of the contract for the system, and what is reportable for the Social Lettings Agency and issues with the HELP model. JL or Vicky to make contact with SW and HB. | **ASAP** | **JL/Vicky Hodson** | **JL/VH to make contact with HB/SW about current issues and to confirm future contract requirements** |
| **Commissioning Update** | KCC presented to HHSC recently, they are moving grants to contracts with regards to the wellbeing offer, (predominantly focused on the OP client group). There are not lots on offer, there are five separate smaller contracts and mobilising in a phased way over the next 12 months, all change will be gradual.  Consultation has been undertaken with individuals and groups, looking to start procurement in February 2020, sensory impairment and wellbeing services across different areas of Kent.  Locality Commissioning – moving to a model of commissioning that means there will be a local contract, with future discussion about placement and how to manage local contacts, who will be supported by project commissioners, from the 1st April, fully mobilised by June 2020.  Care and support in the home, big change, second phase of this service to include statutory supported living service, finalised post 1st April 2020.  Building on the preparations made for the UK’s departure from the EU, KCC continues to work with all providers and stakeholders to improve and strengthen all business continuity processes across the sector.  Development Group for Kent Homelessness Connect has been set up, regular meetings will be set up, and the first meeting is Friday 7th February 2020. This includes conversations about direct referrals from local authorities into supported housing accommodation units.  Hospital IDVA Service is due to end March 2020 due to government funding ending, KM DA Tactical Groups are working on how to continue this offer and share across other hospitals. |  |  |  |
| **SELEP Update** | No Update from the morning meeting of KHG. |  |  |  |
| **KHG Events** | RS advised that new KHG Events Sub Group have met twice, a lot of activity to draft a programme for the membership for April 2020-21. A calendar of events and links to national and local campaigns in development and will be shared and also be used to plan the work of the events group. The group are looking at new ways of communicating messages and opportunities across the membership, including webinars, blog, vlogs and a digital bulletin which is topical and relevant.  Colleagues attending events on behalf of KHG could be asked to share feedback for the membership, through a more digital setting, for example through a VLOG/BLOG. Bob Porter has agreed to trail this for KHG after attending the Climate Change event that KHG are supporting in February.  Awards 2020 the focus of the Events Group meeting in February. Group to agree criteria, application form and deadlines and will share details of the date time and venue for the ceremony. Also to agree how and who to approach for sponsorship. |  |  |  |
| **Help to Buy Agent** | JE attended a recent Breakfast meeting where there was some negative feeling about the move to a new Zone Agent, Radian. It has been suggested that KHG with KDG contact Homes England formerly about the issues with the transition, and the impact, for example sharing or transfer of data and the stalling of Help to Buy opportunities on sites.  JE to approach colleagues and Nick Fenton about whether there are still concerns about the new Zone Agent and to then act accordingly. | **ASAP** | **JE** | **JE to make contact with colleagues and confirm with RS if letter required** |
| **AOB** | RS asked colleagues to share thoughts for the main May KHG meeting ahead of the meeting.  DE offered to represent KHG at the future KCSP meetings and report back for the wider group. | **March2020** | **ALL** | **To confirm agenda items for May**  **RS to confirm with KCSP colleague** |

**Thanks noted to Golding Homes for hosting KHG EXB today.**