**Present**: Jo Ellis, Chair & Town and Country Housing; Sharon Williams, Vice Chair & Ashford BC; Debra Exall & Mel Anthony, KCC; Mark Breathwick, Medway Council; Brian Horton, SELEP; Jane Lang, Kent Homechoice & TWBC; Kerry Newbury, Chair of Kent Events & Optivo; Hayley Brooks, Sevenoaks DC; Linda Smith, Kent Public Health

**Apologies:** Eileen Martin, Optivo; Andrew Scott-Clarke, Kent Public Health; Clare Maynard, KCC;

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| **Reference** | **Notes/Outcome** | **When** | **Lead** | **Action/Decision** |
| **Action log from September 2019** | Minutes agreed as accurate, matters arising  Page 1 - Lorna Robinson at KCC is dealing with the PO for the KCC subscription due for 2019/20.  KN and RS to pick up communication contact for KHG as part of the KHG Events Group meeting in December.  Page 2 – No volunteer for Housing First Task and Finish Group yet, discussion about how to make this broader and more attractive for all partners/housing providers. SW agreed to take forward to consider the opportunity for partnership working and potential investment, rather than just individual projects/funding bids. This is about all elements that support those who are homeless/rough sleeping.  JE has met with the new Project Manager for the HHSC SG about the work plan for this group and how to encourage funding for the group and to achieve work objectives. JE encouraged colleagues to meet with Sarah Tickner to discuss her role and the group.  Sub group Chairs have been invited to January KHG and will be asked to feedback on their sub group.  Page 3 – RS advised that three task and finish group meetings set up for mid-January to go through some of the work identified following the multi-agency workshop in September. There is a special KHOG meeting in January to focus on the other elements of re drafting the YP Protocol, with a view to merging this with the Care Leavers Protocol.  Page 4 – MA advised that the next stage on the accommodation strategy is to develop a market position statement that will evidence and support the refreshed strategy. RS advised that Simon Mitchell, KCC representative working on the strategy is invited to attend HSEG in February 2019. | **On going** | **SW/MA** | **SW to continue as liaison with KCC**  **Agreed to establish a T&FG, led by SW and supported by MB, DE, JL, KCC to attend to present Commissioned Services. KN to be the liaison for RP partners** |
| **KHG Budget Sheet** | SW advised that there has been a change in personnel at Ashford BC with regards to support for the KHG budget. Colleagues went through the budget paper and it was agreed that SW and RS would bring a draft budget for 2020/21 for agreement at the January KHG EXB meeting. |  |  |  |
| **KHG Plan** | JE updated colleagues on feedback from the **KMHS consultation**, predominately local authorities with a mix of officers and Leaders responding, with a mix of positive and more critical feedback. Comments from Kent Chief Executives also taken on board, including the content and design of the document. Thanks noted to RS, DE and TW for the time last week spent working through the feedback and pulling out key points.  JE advised that going to now move forward with a streamlined document, with supporting documents sitting behind it, producing a higher level strategic document. To be clearer about the purpose, with a clear introduction about what the document is and is not, being clear more on the themes and objectives and what value it brings to all the partners.  It has been agreed that due to the feedback from the consultation on the strategy and the pending General Election KHG will go back to Kent Chiefs and Leaders in March, an email has been drafted for them to share this update. There was a discussion about how to move forward with a revised draft, that a final draft should be shared across the membership for final thoughts but not formal consultation before it goes to the Kent Chiefs, Leaders in March. MA suggested a ‘you said, we did’ to support the email that goes out with the sharing of the redraft.  KHG has to be clear about what the role of KHG is, influence, sharing best practice, the voice of housing – this will be clear in the document.  **K&M Growth Deal** – meet with senior MHCLG colleagues last week, direct link of confidence between the work of this group and the cohesive working and the single conversation with Government about funding into the County. Representatives of MHCLG challenged elements of the draft proposition and these challenges will be worked on with Kent colleagues in December, meetings will be planned for Jan through to March 2020 and further updates provided to KHG moving forward.  **HHSC Sub Group** – Action plan turned to work plan, Sarah Tickner has been meeting colleagues, attending sub group meetings, working on MEEC and how to drench the market with this work, how people can access One You through various media outlets, training planned for suicide prevention along with additional work projects shared. RS advised that Sarah Tickner has been invited to join the KHG Events Group, to support and help strengthen the events/training offered by KHG. Agreed to scope out links to Social Care, HB advised that ST has meetings set up with Anne Tidmarsh and Cathy Bellman to look at work plans and links to housing and health.  **Mental Health Scoping Paper** – was developed out of workshop back in 2017 and how to provide accommodation and support for those in need. SW to recirculate and discuss whether fit for purpose and then to consider how to incorporate into the HHSC Sub Group. HB advised that there is a joint West Kent bid for a Mental Health nurse to sit within Homelessness team, providing help and support and links to MH services, there is also a plan to upscale a project that is being undertaken in Maidstone BC with regards to a Clinical Nurse working within their homelessness team. How can housing be part of or feed into the discussion/review about services to support those with addiction and chaotic lives?  MA advised that additional funding for wrap around services to be provided by Social Workers and Nurses at the Trevor Gibbons Forensic Unit in Maidstone, for individuals with diverse long term needs, 40 individuals under the care of KMPT currently but only 17 are housed in the setting. MA has suggested that there should be a more strategic approach to housing and support around MH, looking at all agendas as a collective. | **As avail**  **With notes**  **ASAP**  **ASAP** | **RS**  **RS**  **HB**  **SW/HB** | **To share an update on the deal when available**  **RS to share the work plan with notes**  **Agreed HB would ask ST to share outcomes from One You from referrals by partners.**  **To share the scoping paper and background notes. To ensure links to all other MH agendas and work plans** |
| **KHG Agenda Jan 2020** | KCC representative attending the January 2020 meeting to provide an overview on County Lines work, the Education People would like to attend to discuss the opportunity for members of KHG to consider the role of an Employment Support Advisor. David Godfrey to update on the Growth and Infrastructure Deal. Agreed to have an open forum discussion about the result and impact of the General Election.  Draft KMHS strategy on the agenda and the budget for KHG EXB. BH suggested for May KHG to invite or have a discussion about the Housing Delivery Test and then to invite KPOG and KDG to the March KHG EXB to talk about the Planning Protocol and standardising elements of planning and housing delivery.  JE to have a meeting agenda planner for the year, coupling up with the events agenda/plan for 2020. | **For Jan**  **For Jan** | **RS**  **RS** | **To invite David Godfrey to KHG January**  **RS to note for January meeting** |
| **Campaign for KHG** | JE advised that Tracey Kerly, CEX Housing Lead would like to encourage KHG to champion a campaign, domestic abuse was suggested, not about lobbying but supporting and influencing members of KHG to be aware of the national campaigns. There was a discussion about how the group could be better at sharing key messages, it was agreed to link these to the key themes within the KMHS, linking training, events and sharing messages linked to local and national priorities. Agreed to use the KHG meeting planner to ensure that relevant campaigns and messages to theme main membership meetings. LH advised that there could be more work around sharing/raising awareness of emerging/developed strategies. | **Events Group meeting** | **RS/**  **KN** | **To note for Events Group, understanding key messages and who to share with, include in survey to members about events.** |
| **SELEP Update** | BH advised that the Local Industrial Strategy is under development, communities for the future and coastal catalyst are two key priorities and features of the new strategy. Kent colleagues have been engaged on this work and feedback at the next HDG meeting next week. Continued commitment across the LEP to build new communities, such as the new garden communities and large scale development across the LEP areas, bringing areas together to share best practice and innovation. BH to share a presentation which provides more detail on the emerging LIS Strategy, which will be owned by the Government as well as the SELEP. | **As avail** | **BH** | **To share presentation** |
| **KCC Commissioning Update** | MA updated that the re-let of the Care and Support at Home Contract is underway, negotiating with providers and letting by smaller clusters.  In the new year there will be a revision on the Wellbeing offer. Preoccupied with Brexit preparations, considering the impact on statutory obligations and under the Care Act. The winter pressure preparation is also under consideration with additional capacity on standby.  Health and social care integration remains on going.  Market Position Statement for all areas of social care business is underway, with a clear signal to the market about what development is required moving forward and the potential future investment into Kent. Only a few contracts for supported accommodation for MH (LWK) have had to been extended to March 2020.  LWK – two services with ongoing liaison, providers using their accommodation for other purposes and withdrawn from the contract, working with the Strategic Partners to review and improve the services. With regards to the homelessness commissioning there is ongoing work about continual improvements within the services and how to use data collected more effectively.  SW raised the issue of referrals for young homelessness into services and whether there is any additional information to share regarding Floating Support services. Each of these issues are being dealt with via KHOG, MA has met with Chair of KHOG to establish the key concerns and how to evidence, the provider has been tasked with looking at these concerns. MA advised that the issues with regards to the YP services are being dealt with by Christy Holden and the Children’s team. |  |  |  |
| **Medway Update** | MB updated colleagues that Medway have been awards £170m HIF funding with the funding being split across a number of areas of housing and infrastructure, a huge project for Medway. This funding will help deliver against the Medway Local Plan. Ofsted are in Medway in December to look at SEN, to undertake a review of progression. |  |  |  |
| **Kent Homechoice Update** | JL advised that there are improvements to the pre assessment form will go live in December, the pre assessment videos are almost completed and those completed are on You Tube, this is pre tenancy support. The Partnership Agreement for KHC, this is being updated via the Legal Team at Dover with a Deed of Variation to be circulated in December 2019.  JL updated that there is continued dialogue with Hanover regarding their membership with KHC and the arrangements about lettings and nomination agreements, Hanover have now merged with Anchor so are reviewing their continued membership and will update JL and Vicky Hodson moving forward.  SW questioned the KHC budget, JL was unaware of the reserve currently, and it was discussed at the recent Board meeting. When there is an item of spend above £2,000 this goes to the Board for approval, anything under this value is passed via the Chair KHC. |  |  |  |
| **KHG Events** | There was a call out for new members for the group, with Heather Day, Victoria May and Sarah Tickner all new members. KN advised that the KHG Events Group is meeting via teleconference in mid-December, to include a discussion about the feedback from the Awards and a survey about training and events moving forward and including whether there is an appetite for a KHG mentoring scheme. The agenda for the meeting on the 9th December will be shared in due course.  It was agreed that there should be a communications plan to include the launch of the KMHS and other work streams. LS suggested linking to the national PH calendar to the KHG events planning. | **ASAP** | **KN/**  **RS** | **To work on the communications plan and share draft for Jan EXB Meeting** |
| **AOB** | RS updated that there has been a request to set up a strategic Fire Safety Group under the umbrella of KHG, to consider a wider remit than covered by the current group who have been meeting about reducing AFA call outs to specialised accommodation owned or managed by KHG membership organisations. It was agreed and suggested that a TOR for this group is scoped out and shared back with KHG EXB for agreement, in agreement in principle of this request.  DE advised that the K&M DA Strategy is being finalised and DE will share so that it can be shared more widely across the membership and wider partners.  LH advised that KPH are working on a project with Maidstone BC around data collection and how to use to identify accommodation and health deficits. There is a follow up meeting with EY, who presented at September KHG meeting about using data to predict homelessness.  HB advised that there is a county wide JMG taking place on the afternoon of 2nd December, a template has been drafted to enable colleagues to share what DFG funding is spent on, across Districts and KCC (who have a top slice of the DFG Better Care Funding to manage elements of the adaptations service). DE to have a discussion with Anne Tidmarsh at KCC about how to move this item forward and to ensure that all data is shared ahead of a meeting to enable a more transparent discussion.    JE advised that this is meeting coming forward to look at the a strategic approach to accommodate those who are in long term hospital placement, some of who have very complex needs and have become institutionalised, to more suitable accommodation, through the Positive Behavioural Service Group, who are meeting through a workshop on the 16th December. Kent Planners are invited, DWP are invited and a representative from Holly Lodge will be attending.  JE asked BH about whether another KHG colleague should be attending KDG on Tuesday 3rd December 2019 as she is unable to attend. BH will be attending but has shared the appointment request with SW. | **As avail**  **On going**  **ASAP** | **DE/ RS**  **JE/**  **EXB**  **RS** | **To share link via RS**  **Need to establish who is an appropriate mentor for the KPSHG**  **RS to email EH about additional housing colleagues attending the workshop in December** |

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