**KENT HOUSING GROUP**

**PRIVATE SECTOR HOUSING SUB GROUP**

**6 JUNE 2016**

**T & M BC OFFICES**

**Present:** Linda Hibbs, Chair and Tonbridge & Malling BC; Marion Money, Vice Chair and NLA; Lesley Clay, Kent Joint Policy and Planning Board; Hazel Skinner, T & M BC; Dipna Pattni, Gravesham BC; Amanda Martin, Dover DC; Robin Kennedy, Dover DC; Kerry Petts, Shepway BC; Donna Crozier, Family Mosaic; Karen Leslie, Family Mosaic; Peter Littlewood, Southern Landlords; Steve O’Shea, Gravesham DC; Kas Hardy, KCC; Nick Silvester, KFRS; Steve King, Thanet DC; Nigel Bucklow, Maidstone BC; Samantha Simmons, KCC; Lenka Trent, Medway Council; Jill Pells, Kent Housing Group

**Apologies:** Brian Horton, Horton Strategic; Rachel Evans, Dartford BC; Richard Hopkins, Thanet DC; Jane Miller Everest, KCC; Janice Greenwood, Tunbridge Wells BC; James Cox, Sevenoaks DC;

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|  |  |  | **Action** |
| **1.** | **Minutes and Matters arising** | Minutes of the meeting held on 7 March 2016 were agreed with the following matters arising.  LH advised that Sarah Robson of Shepway DC is the new KHG Mentor for the Group.  DFG Briefing paper – Satnam Kaur has been speaking to RK who has some concerns about things “happening behind the scenes”, however, SK has advised that there will be more information next week. Apparently the timetable has slipped but it seems that the funding for this year is down to individual LAs with the new arrangements to be in place from 2017.  Following the meeting on 29 March all LAs have their DFG funding, however RK feels that there should be some formal agreement with KCC. KCC has top sliced £2.1M funding, however, two authorities, Thanet and Dartford have not agreed to hand money back with Thanet wanting an assurance that money will be spent on Thanet residents (ballpark figure) and data to corroborate this. JME has supplied the following information as she was unfortunately unable to attend this meeting :  “I met with Satnam this week and we discussed next steps for the project.  Hopefully she can update if present, if not we have suggested the project board nominees and she has outlined someone for the project lead. She is going to write out to everyone.  DFG money:  Local meetings now taking place between social care and borough/district councils to determine various local opportunities to spend the additional money.  We have agreed to pull a special east and west JMG’s (20th/ 21st June) to start discussions about developing strategies to handle essential business historically covered by home support fund (SC) capital budget e.g. fixing ceiling track hoists, DFG top ups, etc. and determine what issues sit in scope of “the project” and outside that require early decisions in order to get potential DFG spend settled early.”  KP feels that KCC should be providing a return to show where money has been spent as LAs do for Winter Warmth funding. RK reiterated that there should be a formal agreement. SK believes that they were going to look into the legality of top slicing money but nothing further has been heard. In addition to details of what has been spent, LAs would also like to know what is happening with any surplus. T & M understanding is that money will be accounted for in future years. RK does not feel that the Project Group should have the remit to decide how individual authorities spent their money – this should be down to individual districts.  With regard to the consistency of communication between Planning, Building Regulations and PS Housing Teams, LH will approach Sevenoaks DC to lead on this as they have combined teams. | **LH** |
| **2.** | **Action Plan** | Action Plan was updated and will be circulated with minutes.  MM advised that (ref 1b Ensure all private rented sector landlords are fully aware of their rights and responsibilities to operate their business effectively and efficiently) the NLA has developed an initiative for LAs to engage with PS Landlords to increase professionalism and she will be speaking to individual LAs.  With regard to 2 (To provide evidence of the impact of housing on health improvement and health inequalities and NHS Savings , ***attached to these minutes***. KH will share a paper for distribution and LH will give information on the HHCC to Kent JPPB in July and then report back to this meeting in October.  RK referred to the East Kent version of Your Home, Your Health (heavily edited) and KH offered to share links for MH issues and referral form with him. ***See below***  *First point of referral is GP, but this page provides some extensive information on mental health services across Kent.*  <http://www.kent.gov.uk/social-care-and-health/health/mental-health>  <http://www.kent.gov.uk/social-care-and-health/health/care-and-support/how-to-get-help>  Noted that the work on promoting PSH via a website is still outstanding and that KHG and JPPB are currently in the process developing a shared website. | **KH Done**  **LH**  **KH Done** |
| **3.** | **Housing and Planning Act from the NLA Perspective** | MM gave an outline of the implications of the Housing and Planning Act 2016 for private sector landlords but it was noted that this is subject to secondary legislation. DCLG slide presentation to be circulated with the notes. | **DCLG presentation attached** |
| **4.** | **Update on Kent Fire & Rescue Service work** | Nick Silvester attended to give an update on the expanded and expanding role of the KFRS related to their visits to around 10,000 homes each year to advise on fire safety. The Service is keen to expand into health and already make referrals, eg to the Falls prevention Service and is running a pilot in Dartford, Gravesham and Swanley with the aim of being fully operational in September.  NS would be keen to see the East Kent YHYH form extended to the whole of Kent and will share the KFRS referral process.  LH raised the need to be aware of what PSG Teams can actually do. | **NS** |
| **5.** | **Use of DFG Protocol Agreement** | LH circulated updated information received from LAs on how the Agreement was or was not being used currently and noted that the original agreement was informed by guidance current at the time it was initially developed.  KP asked about RSL use of the Agreement and JP advised that up to date information on this was requested and circulated from those RSLs that responded last year when KP had raised an issue she had with Orbit South HA. JP also advised that T & C HG have never signed up to the agreement although the information provided by Shepway made it appear that they had.  JP to contact RSLs again to try to establish current position and the Group suggested that the KHG Mentor take issue via KHG with any RSLs who have not responded. | **JP/SR** |
| **6.** | **Update on Falls Prevention Work** | SO’S reported on a meeting at Gravesham with CCG which did not prove very productive although he did come away being more aware of who does what, who works with who and how, so there is obviously a “pathway”, although housing does not seem to feature. Referrals to other services are made from a “hub” but no details can be made available as information is anonymous and it does not appear that this is analysed.  LH advised that T & M have made links with their local postural stability group and will be attending to highlight housing issues. The HIA has also been in contact with the postural stability groups. It would appear clear that there is work to be done to educate people about what is available in terms of assistance from PS Teams. LH to report back to Karen Shaw at the next Falls Strategic meeting. | **LH** |
| **7.** | **KEEP Update** | DP and AM updated on present situation. Deadline for comments was 3 June and Strategy is now being finalised – to be available by the end of the month – and will then go before this Group and KHG, etc. There will be a workshop in the Autumn to start delivering the Action Plan.  DP would like to collect data on Cat 1 hazards – excess cold from each of the districts/boroughs from April 2017 which the Group agreed would be possible to achieve.  DP also asked about sharing the notes of the PSH Sub Group Meetings with KEEP members – **AGREED.**  Collective Switching – most recent tranche has taken place with about 98% of people saving around £200. Waiting to hear from Government if this will continue.  **The Group extended their thanks to KEEP and especially DP and AM for their hard work in bring the Strategy to fruition.** |  |
| **8.** | **Kent JPPB** | LC updated the Group regarding the MECC training (initially via an e-learning module – around 2 hours) and then on a face to face basis. The MECC workshop held at the recent KHG Seminar was well received by those who attended it and it has been decided that the second stage training will be offered to Groups rather than districts/boroughs, eg PSH Sub Group and KHOG, etc. Training will hopefully start around the end of July or failing this, September. Venue will be either Ashford or Maidstone.  The next JPPB meeting on 7 July will focus on Hospital Discharge.  KH Advised that at the last JPPB she offered to distribute Cold Weather Alarms and these will be available after the meeting for Districts to collect. |  |
| **9.** | **AOB** | 1. MM once again raised information given to tenants faced with eviction regarding their legal right to remain in the property until evicted by the Bailiff and LC advised that this is actually a matter for KHOG which was thought to be resolved as a response had been made to Brandon Lewis. JP was asked to confirm with KHOG chair that this response can be shared with MM. MM also referred to a letter prepared from ABC setting out cost implications of remaining in property after possession has been granted which is sent to tenant and landlord. JP to contact Sylvia Roberts at ABC about this to see if it is appropriate for other LAs to use something similar.  2. KH passed on a message from her colleague Abraham George regarding a pilot in Thanet regarding sharing data sets which enable overlaying data to show patterns which can then be used to target interventions. KH can arrange for a colleague to attend a PSH meeting to give further information on this if required.  3. SS who has replaced Kirstie Pritchard as a representative at this meeting updated on Warm Homes – still have a loft and cavity wall offer across Kent and Medway although this depends on property type.  Affordable Warmth HHCRO – No offer at the moment although Aran Services responded to the tender they were found to be 20-30% more expensive than Polyramek and therefore not best value for money. Now trying to re-procure.  Winter Warmth referrals will go through to Districts and it is suggested their normal procedures in obtaining quotes (e.g. two comparable quotes) are followed.  Low Carb technology Event in March to promote the service. A couple of the companies who gave presentations can give talks, etc if anyone is interested.  KMSEP Project Board – Next meeting is in July.  SHS Project offer co controls and rad hands – SS to send contact details.  4. JP asked RK about the outcome of the Damp and Mould project and it was agreed that as he has not had time to produce the report this should be shelved until it is available. | **JP**  **JP**  **KH** |
| **10.** | **Next Meeting** | The next meeting of the PSH Sub Group will be at 10 am on **5 September 2016** at T & M Offices. |  |