**KHG Executive Board Meeting – 28th March 2018, Town & Country Housing Group, Tunbridge Wells**

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| **Present**: Sarah Robson, Shepway DC & Chair; Jo Ellis, TCHG & Vice Chair; Brian Horton, SELEP; Deborah White, WKHA; Eileen Martin, Optivo & KHG Events Chair; Suzanne Smith, MHS Homes & KHG Communications; Mel Anthony, Debra Exall and Christy Holden, KCC; Kevin Hetherington, TWBC & KHC Chair; Rebecca Smith, KHG; Lesley Clay, JPPB; Sharon Williams, Treasurer & Ashford BC;**Apologies**: John Littlemore, Maidstone BC & Chair of JPPB; Sasha Harrison, SHG; Hayley Brooks, Sevenoaks DC; Jill Pells, KHG; Emma Wiggins, Swale BC; Tim Woolmer, KCC;  |
| **15/11/11** | **Reference** | **Notes** | **Action/Decision** | **Lead Person** | **Timescale** |
| **Mins & Matters Arising** | Page 1 - London Councils meeting went ahead with John Littlemore and some KHOG colleagues. This meeting has opened the door with regards to communication and work with London Councils about placements in Kent. There is a protocol between London Councils, it was agreed this would be useful to view. There is due to be another meeting, no date is set yet.Maidstone BC has been working with PH Observatory about the impact of the placements in Maidstone, with a view to roll out further across Kent. ‘Placement’ is due back on the K&M Leaders meeting in September 2018.BH has met with Richard Fitzgerald at KCC, continuing to produce reports for housing remains a priority, a link to receive the publications has been shared so that colleagues can automatically receive information. Thanks recorded to Graham Herbert at KCC for his support for KHG and the development of the KMHS.Mental Health Paper – to be discussed at April HSEG 2018 meeting.Page 3 – RS to contact Bob Porter about his attendance at KPOG for KHGKHG Agenda May 2018 – Gen2 and KEP are presenting, there is a follow up on the STP item about Local Care Plans and a short update on the Troubled Families Programme. There was a discussion about the potential for a short event on the Green Paper. It was agreed to have an event in October around the HRA and the duty to refer. There are also four Health and Safety Reviews to keep in mind for September KHG or a separate workshop. | **EM to provide copy of the protocol between London Councils****JL to confirm date and details of next meeting****DE/JL to liaise with KHG EXB about information required for Kent Leaders** **RS & BH to meet with Richard Fitzgerald about data collection going forward****RS to thank Graham Herbert****RS to contact BP****SR/JE and RS to pick up in agenda planning** | **EM****JL****DE/JL****RS/BH****RS****RS****SR/JE/RS** | **As available****When available****As available****By May 2018****By 29th March****By 29th March****April/May 2018** |
| **KHG Budget** | The Budget Sheet was shared in advance of the meeting. RS updated that all but three members have sent back PO details for subscriptions 2018-19. There are two new members (affiliate members) to the group for 2018-19. It was agreed that as a collective group we need to consider resources and capacity for projects that may come forward in 2018-19. There has to be value for the whole membership and this will attract new membership. | **The Budget 2018/19 was agreed. The budget will be subject to review as required when new pieces of work arise or are suggested.****SW to establish whether the Risk Reserve figure is appropriate.** | **SW/RS****SW** | **For review****By 16th May** |
| **KHG EXB Forward Plan****K&M Growth, Infrastructure & Housing Deal****Consultation Responses****KHG Dashboard** | Forward Plan was circulated prior to the meeting.BH provided background to Housing Deal opportunities. The Housing Deal Item was presented at the Chief Executives Meeting on 15th March and again to Leaders on 27th March. The outcome from the meeting on the 27th was that a Housing Summit to look at the numbers for Kent in terms of housing growth and to establish what a Kent and Medway offer may look like, but with no commitment to a deal target/figure.It was agreed a more formalised response to the consultation responses that come forward. It was agreed that we could provide an overview of responses, even where there isn’t a collective response on all elements of a consultation. Feedback about KHG responding could be shared via Social Media, and members could use the KHG response to help shape more local responses. Asking KHG sub group chairs to help with responses was also agreed.Version shared with Leaders for feedback at 27th March meeting. Share Dashboard amongst the KHG membership.  | **DE to keep KHG EXB updated about the Housing Summit details and what support/assistance is required from KHG****A circular to be sent to the membership about position on the response to a consultation. To explore the opportunities on the website for members to share their responses confidentially.****RS to share Dashboard with KHG EXB minutes** | **DE****RS/SS****RS** | **As available** |
| **KCC Accommodation Strategy & Commissioning Update** | Accommodation Strategy under review currently with new indicative numbers for delivery. KCC are refreshing internally with new elements, including transforming care. KHG and KPOG are looking at the refresh around context and link. CH meeting with CCG colleagues later today around amendments. There has been a restructure of Strategic Commissioning at KCC. Penny Southern at KCC will be Interim Corporate Director at KCC. The Housing LIN has started to issue 9 or 10 films around Extra Care Housing; these do showcase the Kent Extra Care schemes. CH and team are looking to clearly define what Extra Care housing is, looking at Care Ready also as part of the refresh work around the accommodation strategy. KCC scoping an Extra Care Delivery Plan, including market engagement. All of the above hinging on the outcome of the Supported Housing Funding consultation.MA advised that the Homelessness Consultation ended on the 4th March. Outcomes will be shared when available. Lots of work with the market and stakeholders around outcomes and how to develop the specification. Key decision in May then out to the market following this.Funding of Sheltered Housing ends on 31st March, KCC have been working with providers on the service offer will be provided going forward beyond the 31st March. Domestic Abuse, establishing base line data collection from the service provision this will help devise future performance indicators for the next financial year. There are positive changes around investment and dialogue with households affected by domestic abuse. | **RS to chase KPOG Chair about the planning refresh.****https://www.housinglin.org.uk/Topics/type/Spotlight-on-Extra-Care-A-video-series-from-the-Housing-LIN/****MA to share information as available****It was agreed that MA could update and share the progress on this commissioned service at KHG full member meeting** | **RS****MA****MA/RS** | **By 29th March****As available****For 16th May** |
| **KMHS Update** | SR suggested considering the offer from Frank Czarnowski (in his Place shapers capacity) about how to help shape the KMHS development. It was agreed that it may be necessary to have workshops around the four priorities/themes, inviting a cross section of colleagues to engage in the development of the refresh.  | **EM to set up teleconference for the Events group to consider a HA focused workshop session about the development of the strategy refresh, and then to develop workshops for a cross section of colleagues****RS to share version of the presentation shared with Leaders yesterday.** | **EM/RS****RS** | **As available** **By 29th March** |
| **EK Integration Project** | SR advised that Kerry Petts of Shepway and Chair of KPSHG will lead on the pilot, there is a meeting planned for May to look at the EK project with PSHG leads, the HIA and Anne Tidmarsh. It was agreed it may be useful for a West Kent colleague to attend and share feedback on good practice from West Kent innovation projects.SW shared that recently there has been a dropout rate of applicants for DFG’s with regards to the top up payment on adaptations work. This has been discussed via meetings of groups; SW will establish when these groups met and outcomes.DE advised that Anne Tidmarsh is leading on work in West Kent around Homelessness and hospital discharge. | **RS to share outcomes of the meeting with colleagues when available. MA to link with Jo Empson about this work and how to ensure the right colleagues attend meetings. RS to share the report from the project completed last week and any presentation information.****SW to establish meeting information from Kent wide focus on DFG spend and top ups** | **RS****MA****RS****SW** | **As available****ASAP****ASAP****By May 2018** |
| **KHG Events** | EM fed back that the concept of workshops going forward was discussed at the events meeting yesterday, along with training opportunities. Ashford BC offered support from Ashford if required, as have TCHG. | **EM to circulate details of what is likely to be plotted through for the year and share with members about their membership benefit.** | **EM** | **By 29th April** |
| **KHG Communication Group Update**  | SS and RS are due to meet on 29th March to develop a communications plan and key messages for the group. Continuing to use Social Media to share messages about the account via Twitter for KHG. Will continue to work and use the website as a tool for the group.SS is working on a Communications Group for KHG and establishing leads, but about sharing campaigns and messages that will benefit the membership. | **RS and SS to share feedback from meeting on the 29th March** | **RS/SS** | **By 6th April 2018** |
| **AOB** | LC attended the meeting to take questions regarding the briefing paper circulated ahead of the EXB meeting today. LC provided background to the paper. It was agreed that the JPPB need to take the decision about the future of the group.KHG have a strong model and have a Forward Plan to support this, which does include duplication in some areas around Housing and Health. There is unlikely to be any projects handed over from JPPB. Can KHG take the strategic responsibility for Health and Housing, through a focused sub group, with support from Public Health? It was also suggested that KHG could potentially realign the focus of all the sub groups based upon the four themes of the developing strategy. Health and Wellbeing would need to become a core focus for KHG, with potential for a Health lead to become a member of the KHG EXB. Medway are not part of JPPB currently, and how to engage with Medway Health.DE suggested that going forward if a new Health sub group does develop NHS should be represented, along with the CRC potentially. | **SR/JE and BH to meet with PH Lead**  | **SR/JE** | **ASAP** |

***Thanks noted to TCHG for hosting***