**Kent Private Sector Housing Group Meeting Action Decision Log – 14th June 2019, Ashford Borough Council, Ashford**

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| **Present:** Kerry Petts, Chair & Folkestone & Hythe DC; Robin Kennedy, Dover DC; Donna Crozier, Peabody; Hazel Skinner, Kent Technical Officers Group & TMBC; Daniel Shaw, Sevenoaks DC; Glyn Pritchard, Swale BC; Nigel Bucklow, Maidstone BC; Steve O’Shea & Amena Matin, Thanet DC; James Cox, Tunbridge Wells BC; Julian Watts, Ashford BC  **Apologies:** Carolyn McKenzie, KCC; Richard Stanford-Beale, KF&RS; Brian Horton, SELEP; Paul Salter, Medway Council; Dipna Pattni, Gravesham BC & KEEP; Amanda Martin, Dover DC; Tim Lovell, Canterbury CC; Susan Hughes, Swale Staying Put; Marion Money, NLA & Vice Chair; Rachel Evans, Dartford BC; Jane Miller, KCC; Richard Hopkins, Thanet DC; Jason Wheble, TMBC; | | | | | |
| **Date of Meeting** | **Reference** | **Notes** | **Action** | **Time Scale** | **Lead Person** |
| 14.6.19 | Minutes & Matters Arising | Minutes agreed as accurate, matters arising included –  Page 1 – RS advised that meeting with West Kent Mind arranged to scope training content, cost and dates. DFG training via Foundations to be set up, with colleagues to provide rooms/refreshments when the dates are set.  HHSRS training dates set for Friday 13th September and 11th October, both sessions to be held in Ashford at the Civic Centre.  Page 2 – Membership for the group updated and meeting details shared with all appropriate colleagues advised of meeting dates.  HHSC Sub Group – RS advised that the group has met twice and will ask KCC colleague to share minutes from the last meeting and establish the links with this sub group. | **RS to liaise with Debra Exall at KCC about sharing notes from May meeting of this group** | **ASAP** | **RS** |
| 14.6.19 | Written Updates | Written updates shared ahead of meeting – matters arising included –  There is no confirmation yet of who will be replacing Sam Simmons at KCC, Carolyn McKenzie unable to attend today.  There was a discussion about the HECA reporting, with thanks noted to Dipna Pattni, Amanda Martin and Sandra Woodfall for their support on the reporting.  An event is taking place in London week commencing 17th June regarding efficiency levels, which is open to local authorities, if colleagues have staff attending then please ask them to share feedback from the event. | **RS to liaise with CM about a future representative**  **Thanks noted**  **Colleagues to ask staff or representatives to feedback** | **For Sept**  **ASAP** | **RS**  **ALL** |
| 14.6.19 | KPSHG & KMHS | RS to share action plan and draft strategy details for consultation when ready. Colleagues encouraged to feedback on any elements relevant to the KPSHG, including objectives that may be missing. The KPSHG can be updated to reflect the KMHS once finalised. | **Colleagues to feedback via RS once revised draft strategy and action plan** | **When avail** | **ALL** |
| 14.6.19 | KCC Core Offer Commissioning | KP advised that there have been meetings with KCC about the commissioning of the OP Core Offer and HIA commissioning. The HIA contract will be recommissioned as a standalone service and align with other contracts. There will be no public consultation, KCC are in the process of scoping and this will go for a key decision in November 2019. The HIA’s have been asked to look at the DFG process and the funding stream so that KCC can understand the key points of the journey, DC and SH are working on the currently.  There has been no contact amongst districts with regards to the Care Navigators, aside from Swale who have meetings arranged. Debbie Barry, CEO of Age Concern/Age UK is a potential contact for the new providers, in the consortium Social Enterprise Kent the contact is Claudia Sykes. | **RS/KP to liaise with contacts about attending future KPSHG meeting** | **ASAP** | **RS/KP** |
| 14.6.19 | HIA Update | SH was unable to attend but GP advised that Swale Staying Put (SSP) are using the better care fund to do health and safety checks.  These are referred from health and we do talks at all the hospitals and agency’s so they know what they do and how they can help.  The referrals are increasing which is good and SH is hoping in time to check all the vulnerable clients that are discharged to swale.  When doing these checks they do find lots of issues that are needed.  SSP are also using the funding to carry out discharge work needed, grab rails, key safes, lowering thresholds, turning doors round, even repairing boilers and they have done a couple of urgent stair lifts. They are also now working with MIND at looking at helping more hoarding cases. The main thing with hoarding is getting the client to engage and also to stop them hoarding again so SSP are working on a couple of bids to give the clients some counselling with MIND to help them through this. GP suggested linking/sharing funding routes used by F&HDC and the support package to clients post clearance. DC advised that colleagues need to be aware of risk with hoarding and clearance.  DC updated on Peabody – H&H coordinators in 4 acute sites across Kent, over course of time invited to number of conferences to present on the service, recently attended a Delayed Transfer from Hospital event in London, well received. The CEX of Peabody undertook a back to the floor day with the William Harvey H&H Co-ordinator.  Headline figures and details shared in the presentation developed by DC. Dartford BC are funding a second worker at Darent Valley hospital, possibly another second role to be in place at the William Harvey. Thanet DC and Canterbury encouraged to consider this model for the QEQM and Canterbury hospitals in East Kent.  Significant issues for discharge are around hoarding, there is a Home Straight Coordinator in TW and F&HDC fund a post to tackle this issue. Home Straight have had 35 referrals, 9 cases closed with success, 4 without success, 11 remain open, 2 booked for assessment, and this year since April there are 8 referrals. In F&HDC there have been 18 referrals in two months. The referrals are coming from a number of sources.  Dementia Project – Peabody have met with the Community Mental Health Team for OP, if there is work or a bespoke piece of equipment is required that cannot be provided by the equipment provider or through self-funding then F&HDC can consider funding, DC is developing a pick list of equipment. The Community MH Team are assisting with development of the pick list and referral form. KP meeting with Shepway Lifeline and to look at procurement of a contract. All offers will be with a caveat that all support is subject to funding and for a finite period. | **RS to share figures when received from DC** | **ASAP** | **RS/DC** |
| 14.6.19 | BCF Spend | Sevenoaks DC - committed their funding for 2019/20, there have been a number of extensions this current year and commitment to other projects, including Hospital Discharge and Handy Person Scheme.  Thanet DC - considering employment of an OT, discussing with KCC currently, including the top slicing of the overall budget. The top slice will be discussed at Head of Finance level. Thanet hope to fully commit their budget for this year, a Housing Assistance Policy to be signed off by Cabinet in July 2019, which should help with spend, this will hope to include Hoarding and Hospital Discharge.  Ashford BC - the budget for 19/20 is committed, still aim to offer discretionary grants, will continue to fund the Hospital Discharge Co-ordinator role and OT position, at full time capacity.  Dover DC – considering revision of their Housing Assistance Policy to include a new grant that encompasses a range of elements and is currently not funding an in house OT.  Swale BC – spend highlighted in an earlier agenda item.  TMBC – are not funding discretionary grants moving forward. |  |  |  |
| 14.6.19 | Kent JMG | It was agreed to explore the appetite for a Kent JMG, an opportunity to discuss in more detail on spend and the wider discussion areas, including wider BCF income and expenditure. (How to influence and plan for spend). | **Colleagues to share contact names or details for Health/KCC colleagues to attend a county wide meeting. HS to liaise with Linda Hibbs.** | **ASAP** | **ALL** |
| 14.6.19 | AOB | PL from I-Howz provided training at Ashford on 5th June, a general overview, there was a discussion about landlord training for those at risk of landlord penalty charge, PL happy to discuss further, with funding through districts for landlords to access for free. NB suggested that districts could use some of the fee charge income to cover the cost of this.  Hoarding Safeguarding Protocol – KP advised that a sub group met last year and developed a protocol which the Safeguarding Adults Board has adopted and has been circulated. There is no credit or co-author mention of KPSHG sub group on the document and no details about the launch seminars/training, KP to raise back with the Board. | **Colleagues to contact PL if they want to discuss further.**  **KP to raise back with the Board via CEX at TMBC (HS to raise with TMBC contact too)** | **As approp** | **KP/HS** |

**Thanks noted to Ashford BC for hosting the meeting**