**Present:** Jo Ellis, Chair & TCHG; Brian Horton, SELEP; Deborah White, West Kent HA; Jane Lang, Tunbridge Wells BC; Rebecca Smith, Kent Housing Group; Hayley Brooks, Sevenoaks DC; Sharon Williams, Ashford BC; Debra Exall, Clare Maynard & Melanie Anthony, KCC; Mark Breathwick, Medway Council; Sasha Harrison, Southern Housing Group; Suzanne Smith, MHS Homes; Linda Smith, Kent Public Health; Matthew Eddy, MHS Homes & Chair of NMSG; Lewis Kinch, Optivo & Vice Chair KEG; Marie Gerald, Dartford BC & Chair of KHOG;

**Apologies:** Andrew Scott-Clark, Kent Public Health; Kerry Petts, F&HDC & KPSHG Chair; Helen Critcher, Golding Homes & KEG Chair; Sarah Lewis, TWBC & HSEG Chair; Charlotte Hudson, Swale BC; Eileen Martin, Optivo & KHG Events Chair;

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| **Reference** | **Notes/Outcome** | **When** | **Lead** | **Action/Decision** |
| **Action log from March 2019** | Minutes agreed as accurate, matters arising included:  JL and DE have spoken about the DA issue raised at the last meeting, there will be an update on a strategy being developed shared back.  It has been suggested to have a briefing paper for Kent Chiefs on progress with the KMHS and to take a steer from them about how to update to the Kent Leaders with the change in political leadership in some authorities.  There is a draft JD produced and this will be graded by Sevenoaks and then shared with RS for circulation. This is a project delivery role and does not fill the old role provided by Lesley Clay of the JPPB. It was agreed to consider the need for resources moving forward. | **When avail**  **July EXB** | **JL/DE**  **RS** | To feedback when update available  To consider for July EXB budget Sheet & Paper |
| **Membership & Sub Group** | JE thanked the Sub Group representatives for their work and commitment, and to consider connectivity of the sub group with the KHG EXB and wider membership. JE asked colleagues to consider the opportunities and challenges facing KHG, opportunities include the KMHS, to reconnect all members and remind members what we are about as a group, a great opportunity to now be working with Kent Public Health and moving forward with projects, lastly to develop and maintain the relationships that KHG has had and will continue work on.  The challenges are about the perceptions of some about KHG and the value of it and how to dispel these views, capacity of members is a challenge as KHG is an additional element to roles within colleagues own organisations, how to support the group and work with long standing roles which are due to become vacant in due course, succession planning for both KHG and for Housing generally across Kent and Medway.  Financial resilience and how to deliver and protect our reputation, mergers will impact upon financial stability and resources. How to continue to meet the needs of all members, with differing members and objectives? How to remain representative of the KHG as a whole, it is important to spend time considering the full impact of change occurring. JE reminded colleagues of the KHG aims and objectives.  **Feedback from the Sub Groups** – MG, Chair of KHOG. The demise of the JPPB and the pressure upon districts with local issues linked to homelessness and the support that was previously provided through this group. How to get KHG representation at a national level and how this can be achieved in a positive level, especially with limited dedicated resource. MG would like to be invited to events as the Chair of KHOG not just in her capacity as a Dartford BC member of staff. MA commented that the new HHSC sub group should help shoulder some of the burden of impact left following the demise of the JPPB. Who will pick up the national agenda work once MG steps down as Chair, how will KHG be represented?  ME advised that similarities of elements for NMSG as with KHOG, the group working on the key amnesty is strong, image and perception of KHG is key, a reason for ME pushing out the consultation opportunity on the new Rents Standard. ME reflecting on the name of the sub group and if this truly reflects the purpose and role of the group and if this could attract more input from members.  KEG doesn’t have consistent attendance, could be due to the varying levels of commitment to engagement within membership organisations. Considering working on joint projects to get more commitment to the group.  The aim is to encourage more people to contribute to the overall and sub group membership of KHG and share the opportunities and challenges presented locally. JE committed to share any news or information from the groups if this will help with membership. The Green Paper may influence the work and focus of each of the groups. There are strong messages that KHG is leading on events and informative sessions, there is more work to do around image, perception and overall raising awareness of KHG locally and nationally.  MG suggested and it was agreed that each sub group should have an agenda item about what they may want raised at the main KHG meeting. Sub Groups to be reminded annually about the focus and role of KHG, this can be done through the KMHS. Need to use the communications effectively, not just about the use of the website and to reflect in the communications plan how colleagues and issues are shared more freely. MB suggested having a structured action plan for each of the group, what are the key areas for discussion and delivery.  SH raised the issue of succession planning, especially for the housing association element for the KHG Executive Board, and who may be interested in coming forward. JE suggested either writing to colleagues or hosting an event to encourage colleagues about interest in the group. |  |  |  |
| **KHG Budget** | KHG Budget papers shared in advance of the meeting. SW talked through the format of the budget sheet. RS updated that all members are now working on membership payment. It was agreed to have the £37,150 in this current year’s budget to cover the cost of the new post and to leave the balance from the JPPB in a reserve.  Once the costing for the new post is established or agreed in Sevenoaks DC it will need to be reflected in the budget sheet. It was agreed to have a sense check about the grading of the new post with Ashford BC.  £15,000 of the £20,000 funding from Kent Public Health has been ring - fenced for work with The Mason Foundation and Wellbeing People and three community events across Kent and Medway. | **ASAP** | **HB/SW** | SW & HB to liaise about grading of post |
| **KHG Forward Plan** | The FP was shared in advance of the meeting, comments included –  RS to amend the wording around in relation to the Mental Health Scoping Paper.  It was agreed that the KPSHG and the HHSC sub group should both be considering the BCF spend over the next year, this will be raised at both group meetings happening in May and June. SW to meet with Dover and F&HDC to discuss joint working opportunities across East Kent with regards for funding.  DW suggested to remind people/members that if they using training that are discounted through subscription that this is shared to enable all members to benefit from discounted training opportunities.  RS update on the progress of protocols under review by KHOG, DW and RS committed to assist in the review of these protocols. | **July EXB**  **July EXB** | **RS**  **RS** | Amend wording  To review at KHOG June and feedback |
| **KCC Commissioning** | Report from Kent Housing Options leads shared with KHG EXB papers. JL worked through the paper developed by KHOG leads and shared by William Benson (CEX at TWBC) to Councillor Graham Gibbens at KCC. How to ensure stock is not lot and that all supported housing providers are flagging challenges they face through the new commissioning.  MA reminded colleagues of the action points shared at the main KHG meeting. The case study provided as part of the report is advised by MA as inaccurate, however, KCC accept the difficulties outlined and have been working with district and borough councils to mitigate the impacts and work on transitional arrangements. Colleagues were advised that the individual at the centre of the case study was identifiable and this should be considered when going forward.  JE questioned the expectation of KHG by William Benson about the commissioning decision and impacts, JL advised that would like to see partnership working, working to ensure accommodation isn’t lost and that clients of existing services are not slipping through the net, and it remains on the agenda for KHG.  JL to ask William Benson to share the email with KHG EXB colleagues the email that he shared with Councillor Graham Gibbens.  JE thanked colleagues for their work on the issue since the February meeting of KHG. | **ASAP** | **JE** | KHG to respond to William Benson about the position and work about Commissioning.  JL to contact WB about sharing the email |
| **Medway Council Update** | MB advised that there were two Heads of Service at Medway and there is now only Housing Service and Head of, which is MB. There is work on how to use the HRA headroom and MB is keen to learn about good practice in this area. Political leadership and appetite on this issue will be key.  Medway will this year be considering their commissioning contracts and decision making, the programme of commissioning in under development, there is also consideration of the rough sleeper initiative funding as this is short term but services need to remain sustained due to a high numbers of rough sleepers in Medway.  Considering peer reviews with RP and LA colleagues about specific areas of work. | **As appro** | **SW/MB** | SW happy to meet/consider the HRA headroom opportunity |
| **Kent Homechoice Update** | JL advised that no further update to add to what had been shared at the main KHG meeting in the morning. BH raised the suggestion of how roles across the two groups (KHC and KHG) could be more aligned or support that could be provided on particular or defined people of work, JL to have the conversation with the KHC Partnership Manager. | **ASAP** | **JL** | JL to liaise with VH and feedback to JE/SW |
| **KHG Events 2019** | KHG Events update shared as part of the KHG Information Brief, any additional thoughts about events or training to be shared with RS, who can feedback to the Events Team. SW to cover the Homelessness meeting on behalf of Jo Ellis, and HB to attend the RISE event as the HHSC sub group meeting may well take place during the afternoon of the RISE event. JE can attend the Housing Law Update and Fraud sessions taking place in Ashford in July.  BH has met with an Engie representative and they are keen to potentially sponsor future KHG events.  JE mentioned a session she recently attended facilitated by Savills and to add this and feedback to the KHG Events Group. To also make the distinction about the HHSRS training and whether this is formal accreditation training or raising awareness.  SW raised that the issue about Rural Housing and enabling, it was agreed and to be fed back to the KHG Events Group how this could be part of a launch/workshop session. | **July Events** | **SW/JE**  **RS** | To note coverage for up coming events  To add to events agenda for consideration |
| **AOB** | DE raised the local elections and the impact on proposed developments across the County. There have been changes in Leadership and this may impact housing issues locally.  Domestic Abuse consultation, should KHG being developing a response to this? It was agreed yes, the deadline for submission is August. DE offered to co-ordinate a Kent wide response.  The K&M Civilian Military Board has set up a focus on vulnerable ex service personnel, DE will share news on this via email.  It was agreed to add draft agenda for a following meeting and forward plan for the year for topical. RS to add this to the meeting agenda for July. Colleagues to feed in ideas to JE or RS about agenda planning. | **ASAP**  **When avail**  **July EXB** | **DE**  **DE**  **RS** | **To share link and deadline for response**  **Share when available**  **Note for agenda** |

**Thanks noted to Kent County Council for hosting KHG EXB today.**