**Present**: Sharon Williams, Ashford and KHG chair; Brian Horton, SELEP; Peter Dosad, Dartford; John Littlemore, Maidstone; Steph Goad, Golding; Mary Gibbons, Moat; Mel Anthony, KCC; Charlotte Hudson, Swale; Anjan Ghosh, Kent Public Health; Robert Moore, Homes England; Vicky May, Gravesham and Homechoice lead; Helen Miller, KHG;

**Apologies:** Sharon Dene, KCC; Tracey Kerly, Ashford and liaison between Kent Chiefs and KHG; Mark Breathwick, Medway; Tim Woolmer, KCC.

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| **Reference** | Notes/Outcome | Who | Action/Decision |
| **Matters arising from July 2022** | We don’t have a vice chair and do need to elect one soon. SW, our chair is due to step down at the end of 2022. Steph and Mary are HA members and our current terms of reference show we alternate between an LA then a HA chair. We also have a third vacancy on the Board for a HA rep so if anyone has suggestions please do suggest them and we do have a gap around asset management experience. BH suggested Neil Diddams of WKHA, the chair of the Asset Management sub group, would be suitable.  CMc, chair of the HHSC, asked the Board for direction on how to address the service gaps around supporting people with dual diagnoses at the July Board meeting. JL highlighted the Kent Drug and Alcohol Strategy, which is out for consultation, and that it would inform what KCC commissions later. Also the previous minister wrote to all LAs with the government strategy on rough sleeping and were keen to see the issue of drug and alcohol misuse picked up asked as part of the delivery of the programme.  AJ is the SRO for KCC and suggested it would be useful for the HHSC to input into D&A strategy and consultation. Would be useful to look at from lens of D&A and mental health.  SW The issue is with clients with D&A issues generally will not get mental health support. Also supported accommodation generally does not address people with dual diagnosis.  AJ explained that mental health services cannot make a diagnosis whilst the client is under the influence of D or A. He suggested that CMc is put into contact with Jess Mookherjee. [jessica.mookherjee@kent.gov.uk](mailto:jessica.mookherjee@kent.gov.uk)  BH suggested we need a provider/commissioner discussion on dual diagnosis.  MA Jess M is leading on co-occurring conditions. There is potential for funding to consider how we recommission services to address this gap.  SG Porchlight highlighted their service offering around dual diagnosis so should we tap into that expertise.  The Board asked HHSC to consider what would a service that addressed dual diagnosis would look like.  BH, during feedback from sub groups in July there was a call from Emma Bartlett to get support on First Homes. There is an event tomorrow, hosted with DHA, which addresses First Homes.  ABC will provide a communications service to KHG. Their proposal was circulated. SW suggestion that there proposal was accepted and that a budget of £20,000 was agreed.  KHG Charlotte has volunteered to be the KHG representative on Kent Public Health Strategic Board and to feed back to the Board. Contact is [Mike.gogarty@Kent.gov.uk](mailto:Mike.gogarty@Kent.gov.uk)  SW the JD and personal specification for the KHG partnership assistant has been sent to Ashford’s HR, been graded and is ready to go to recruitment. This post will support the delivery of the K&M Housing Strategy and other KHG tasks. HM made reference to this post beginning on 1st December in the budget paper | SW  HM  CH | Approach ND to ask to join the Board and if declines email the whole group.  Share this guidance with CMc and ST  Make contact with Mike and feed back to the Board as needed |
| **New Strategic domestic retrofit group** | Peter Dosad has been invited to introduce the forming Strategic Domestic Retrofit Group. BH used to chair Kent and Medway Strategic Energy Partnership (KMSEP) but this lost momentum when funding changed, then lost KCC secretariat and has been disbanded. It’s left a gap and domestic retrofit delivery is not being coordinated in the private sector, though it’s an important part of theme 5 of the K&M Energy and Low Emissions Strategy.  BH suggests that the Strategic Domestic Retrofit Group becomes a new sub group in KHG, reporting to Kent and Medway Environment Group (KMEG) with Kent Energy Efficiency Partnership (KEEP) reporting into the new Strategic Domestic Retrofit Group. The group would have members from KEEP, KHG Private Sector Housing Group, CIEH Private Sector Housing Technical Working Group, KCC, KHG Asset Management sub Group, etc.  Peter is a member of KMEG and will be the voice for domestic retrofitting at that group. Being a sub group of KHG will give the group the standing it needs.    SW Kent Chiefs would probably also be interested to hear about the new Strategic Domestic Retrofit Group. KHG sub groups work feeds into the K&M Housing Strategy. All chairs from the sub-groups came to report to the Board and we need to continue to strengthen that.  E L-G and BP are writing the terms of reference for the group. PD will take them to KMEG to then go to Kent Chiefs and Leaders.  PD Retrofit is a very complicated area in funding and we need a group to focus on this.  JL As this group brings together LAD, Sustainable Warmth, etc. he supports this new group as this is a very complicated area and very difficult for the officers involved.  Board supported the formation of this group and it being a sub group of KHG.  SW PD was asked to come to the Board to report back. SW asked that PD also report to Kent Chiefs. PD will raise at KMEG and also at Kent Chiefs. SW asked that if anything was raised that the chair of KHG has sight of it first. | PD | Continue forming the new group. Us the K&M Housing Strategy template and present at the Board to keep KHG informed. Raise group with KMEG and Kent Chiefs. |
| **K&M Housing Strategy** | BH The K&M Housing Strategy will benefit from having a group that focus on implementing the strategy. BH and HM have drafted an implementation plan. This will result in a few asks coming back to the Board to ensure the strategy gets attention. BH will chair the implementation group made up of BH, ST, SW, MA, TW, VH and HM and will report progress back through this Board. BH will be in touch after the meeting of the group on 23rd Sept seeking support to take ownership for some areas.  There will be a redraft of the introduction of the K&M Housing Strategy to update it post Covid and levelling up.  SW most of the sub groups are working really hard to deliver the strategy. We get their updates for each main KHG meeting showing delivery against the strategy. This work will help up direct the delivery.  MA for the meeting on 23rd Sept come to basement entrance at back of Invicta House and Mel will have sorted out passes. |  |  |
| **How to respond to HDN’s report on EDI** | MK of HDN highlighted, by email that the report is not the final version and they hope to do some further work on it.  A survey was conducted of KHG members by HDN to explore ED&I in our members and the report was circulated with the papers for this meeting. It looked at the progress member organisations had made to address EDI and this showed a significant variation. Almost all organisations had adopted at least 50% some of the policies and practices listed with just under half having adopted more than 75%. The majority of organisations did have an EDI S groups/forum/champion, but some were general, not for each protected characteristic. Just over 50% were signed up to a charter/benchmarking/framework. Most did not feel their Boards or leadership teams were representative of the communities they served on all protected characteristics. The recommendations on page 2 are around data; diversity and representation, Local collaboration, Frameworks and member organisations.  SW asked how KHG would like to respond to the report. This could include a task and finish group to look at promoting good practice across Kent to support members to make improvements as desired.  BH HDN has done this work free for us. We should give proper consideration to the recommendations and we should share the report with Chief Executives of all KHG member organisations to advise them that we will be looking at the report and topic and would welcome their feedback on how they see the report and how they will respond to it within their organisation. This would mean it would go to the Kent LA chief execs as well as all the other member Chief Executives.  JL asked whether the report being steered away from HA and is more equal to LAs and HAs now. BH lets read and check. We can send back to HDN is needed. This will be done before it is sent out to all Chief Execs.  SG to avoid reinventing the wheel we may want to link to National Housing Federation and their equality data. Listening to Helen Baker, the chair of the Equality Panel, at the NHF conference their research suggested that people who are disadvantaged in housing situations tend to be disadvantaged in other systems in public services and beyond.  SW MA what data is available in KCC on this? MA will link with policy team and the analysts.  MG This piece of work done by HDN is the same as done by Housing Federation around 18 months ago and they can probably pull out all the Kent HA data and this may add to this report. This may be why the report appears so tailored to HAs. The quality of social housing is seen to be worse for those people who are disadvantaged in through diversity and one of the pillars of the review is whether difference means a difference in service. We need to understand the why to be able to address the causes of the issues. This must inform any training. We need to look at how we deliver our service to all and whether it reinforces disadvantage.  Medway Council are doing a large piece of work, Turning the Tide, on how services are delivered and whether we reinforce existing disadvantage.  SW agreed the work should be game changing – not box ticking. We need to know what outcomes we want and have a plan that considers how services are delivered to achieve them. SW supports having a task and finish group on this and it needs the right people to sit on it.  MG when we are clear on the purpose of the group we will know who we need on it. Terry gave a presentation thing morning that included psychographic segmentation. This segmentation and diversity are connected as it is lived experience that makes the difference and previous experiences colour how you interpret current experiences and so your responses to them. This fresh perspective, understanding the reasons behind behaviours and perceptions, should lead to new insights and avoid repeating the same training we’ve had before.  JL We do need to do the evidence gathering but also take the fresh approach linking it to behaviours and perceptions that MG suggests.  BH if the Board thinks this is important we need volunteers from the Board or your organisation, including TS who spoke at main KHG, or someone else who understand that work. It would also be more powerful to include people with lived experience.  The group agreed that;   * It will use psychographic segmentation to inform the work. * The report, once checked for balance between HAs and LAs, should go to Chief Execs of all member organisations to advise them that we will be looking at the report and topic and would welcome their feedback on how they see the report and how they will respond to it within their organisation, once the group is formulated and as met.   Please seek volunteers and let HM know. | All  MA  All | Read report to see if balance between LAs and HAs has been found. If not flag to HM to flag with HDN.  Link with KCC policy team and analysts to seek existing data on the topic.  Volunteer or find volunteers to join group & let HM know |
| **How to hold Board and main KHG meetings in 2023** | HM circulated a paper showing the results of the polls of Board and of main KHG members on how they’d like meetings to be held in 2023 highlighting the potential option of using the technology being installed at Ashford for hybrid working.  SW proposed the main KHG and Board meetings remain virtual for 2023 and the Events group will aim to pull people together, perhaps at a summer conference to provide opportunities for face to face interaction. We have had much better attendance at main KHG and sub group meetings since we’ve had virtual meetings. BH the joint meeting on 30th is face to face so opportunities are being provided. All agreed  The shorter afternoon meetings are hectic when 60 minutes are allowed and the Board agreed these will be for 75 minutes for 2023. | HM | Feed back to the Events group to say Board would welcome some face to face event opportunities. |
| **KHG Budget** | Papers were circulated in advance. The budget paper was not discussed during the meeting. Please review paper and let SW know on any comments of questions. | All | Raise any comments/concerns on the budget paper with SW |
| **Regular Updates** | These can be submitted in writing at least 7 days before the meeting to be circulated with the meeting papers.  SELEP; done at main KHG so can be found in the notes online at [KHG full membership meeting - Kent Housing Group](https://www.kenthousinggroup.org.uk/events/khg-full-membership-meeting-7/)  Commissioning Update; done at main KHG so can be found in the notes online at [KHG full membership meeting - Kent Housing Group](https://www.kenthousinggroup.org.uk/events/khg-full-membership-meeting-7/)  COMF report; HM circulated with agenda.  Homechoice, VM;  The contract to provide Kent Homechoice was given to Huume. The training for staff has begun. Vicky Hodson has provided a briefing note that has been circulated. RP colleagues have been invited to a briefing. The transition from Locata to Huume has been planned and they are seeking agreement from Members.  SW Will it change the way LAs and HAs will work? VM it’s a good system and faster and more robust. VM is very supportive of the new system. The digi-team and governance will need to be onboard at each LA. There is approval to recruit a digital officer for the transition. CH asked if the post was available for secondment? VM suggests it should be open on all options and VM will raise this with VH.  Events Update; HM circulated with agenda. |  |  |
| **AOB** | SW should hand over chair at the end of 2022 as she will have served her two year term. However, she can roll on until a chair is ready to step up. Another option is to not alternate the chair role between LAs then HAs. BH and SW have a meeting with SG and MG and will raise it with them again to see if either are willing to become the new chair and their preferred time frame. We will also seek an LA representative to become the vice chair for 2023 and 2024  Most sub groups do not have mentors and some would benefit from them. JL mentors KHOG. JL questioned whether the mentors need to come from the Board? BH having a mentor from the Board helps two way communication. Perhaps we should revisit when we do the strategy implementation meeting?  The Engagement Group needs support particularly to address the Bill. Could we reach out to Terry Spillard on this?  Private Sector Housing is in something of a shadow CIEH technical working group and would benefit from a mentor  Date of next meeting is **1**6th November 9.30 to 11.30 – an extended meeting to allow time for the sub group chairs to present. | All | Consider whether you, or one of your colleagues, could sponsor the Engagement Group or the Private Sector Housing Group. |