**Protocols and other documents on the KHG website**

The Kent Housing Group website has a [webpage](https://www.kenthousinggroup.org.uk/briefing-papers-consultation-responses/) showing the strategy, protocols and other useful documents. Below I have listed the documents on the website now and any actions being taken.

Sub group chairs and representatives from Kent Planning Officer Group and Kent Homes and Development Group have been asked to identify which documents they contribute towards and whether any should be reviewed or removed from the website.

Not only do the documents clarify why and how things will be done but also help organisations understand each others priorities and ways of working and strengthen partnership working. However, the time and effort needed to be active in working groups should be recognised, particularly when staff are already extremely busy.

The Housing Options subgroup, KHOG, has a larger number of protocols and is currently working on;

* Reviewing the Intentionally Homeless/Complex families Protocol which is not on the website,
* Reviewing the Young Persons Protocol,
* Reviewing the Homeless when discharged from a mental health in patient facility protocol that was flagged by KMPT and not currently on the website and
* Drafting a protocol on a reciprocal arrangement between social housing providers for mutual exchange for those fleeing domestic abuse.

This highlights the issue of capacity within KHOG and Kent Housing Group to review all the documents that are marked as due for review. This matter has not been raised at KHOG. It also raises the question on how to prioritise reviewing the documents on the website.

**Documents on KHG website**

**There is a wealth of documents on the website showing the great work delivered over the years but it may be appropriate to review some of the documents and some may be out of date and not reflective of the current challenges.**

**A list of the documents on the website is given below and it is suggested that the original group, agencies responsible for developing these documents be approached to test their relevance.**

1. A guide to developing affordable homes in rural communities. This is currently being updated by the Housing Strategy and Enabling Group to include First Homes
2. KHG Guide to virtual lettings. This was written in 2020, and updated in February 2021, by the Tenancy Management sub group to address to provide options that organisations may want to use for new ways of working due to the pandemic. This group is reviewing whether the document is still needed and whether it needs updating.
3. Joint protocol for young people. This is between the Kent LHAs and KCC and is being reviewed by KHOG and KCC now.
4. KHG Pre eviction protocol. This was published in August 2020 after being reviewed by the KHOG and Tenancy Management sub groups. The website indicates it is due to review now.
5. Kent and Medway Homelessness Local Connection Referral Protocol. This was published in 2020 and the website indicates it is due for review now.
6. Kent high priority rehousing reciprocal scheme. This was reviewed and update by KHOG in 2020 and the website indicates it is due for review now.
7. Kent and Medway Duty to refer protocol. This was written by KHOG with input from KCC and KSS CRC and published in 2020 and the website indicates it is due for review now.
8. Kent Agency Assessment Form. This is designed to be used by professionals from statutory agencies to help assess clients health and support needs when there is a need for them to move. It is currently being reviewed, led by the Homechoice operational group with input from KCC and KHOG.
9. Housing pathway for criminal justice service users. This was published in 2018 and is probably due for review due to changes at the organisations involved, if nothing else.
10. Kent Housing Affordability Protocol. This was published in 2018 for LHAs and HA by a working group of KHG members and is being reviewed via Homechoice operational group now.
11. Temporary Accommodation Placing protocol. This was reviewed in 2018 and is probably due for a review.
12. Moving on or Moving In. This was booklet providing advice for those who need to access rented accommodation published in 2017 and is probably due for a review by KHOG and Homechoice.
13. Delivering Growth, The Kent Planning Protocol. This was developed by Kent Planning Officers, Kent Developers and KCC and endorsed by KHG in 2016. Simon Thomas advised that this is the key document that frames the joint working approach between developers, planners and housing professionals.
14. Kent Fuel Poverty Strategy. This was written by Kent Energy Efficiency Partnership in 2016 and KEEP is aware that is needs reviewing now.
15. Better Homes: Greater Choice; Kent Social Care Accommodation Strategy. KHG and JPPB were involved in shaping and developing this in 2014. I have sought advice from Mel Anthony and the HHSC chair for advice on whether this needs reviewing.
16. Better Homes; Accessible Housing Framework. This was developed by KHG and JBBP in November 2013 under the previous K&M Housing Strategy. I have sought advice from the HHSC on this document.
17. Kent Community Led Planning Guide. This was written with Kent Planning Officers, Kent Developers and Action for Rural Communities in 2013. I have sought advice from Simon Thomas and Nick Fenton on this.
18. Kent Viability Protocol. This was written with Kent Planning Officers, Kent Developers and the Homes and Communities Agency in 2013. I have sought advice from Simon Thomas and Nick Fenton on this.
19. Better Homes: Housing for the Third Age. This was developed by KHG and JPPB in 2012. I have sought advice from the HHSC on this document.