**Present**: Neil Diddams, chair and WKHA; Mark Breathwick, vice chair and Medway; Brian Horton, SELEP; Simon Davis and Lee Deacon, Medway: Brian Horton, SELEP: Claire Pryce, Thanet; Jason Amos, consultant; Lee Gilbert, Dartford; Bethany Pepper, KCC; Dipna Pattni GSE Net zero hub; Sally O’Sullivan, Thanet; David green, Ashford; Lucy Breeze, Golding; Ollie Garsed Rapport; Helen Miller, KHG;

**Apologies:** Elspeth Brown, T&CH; Owen Goymer, Clarion;

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| Reference | Notes/Outcome | Who | Action/Decision |
| Matters arising from April 2022 meeting | EB Forward newsletter to HM for circulation Done  JA forward info on primary authority status to HM. LB of Kent Fire and Rescue Service is booked to present on this at Sept meeting  HM seek speaker from Endotherm for future meeting. Sought but not had confirmation that they will attend on a particular date. |  |  |
| Update on Kent FP strategy & Retrofit meetings | BP from KCC explained that there is an ambition in the Kent and Medway Energy and Low Emissions Strategy to create a plan for retrofitting homes, including private sector homes. There was a meeting where it agreed that KMSEP would go and a new Strategic Domestic Retrofit Group will meet, starting late this week, chaired by Peter Dosad. This hopes to create a retrofit plan and support Kent Energy Efficiency Partnership, KEEP, to refresh the Kent Fuel Poverty Strategy. They hope to bring the KHG private sector housing sub group in. There may be a facilitated work shop to help develop an action plan on retrofitting private sector housing. This will feed into KMEG and KHG.  The current Kent Fuel Poverty Strategy will be reviewed with a view to creating an action plan.  DP explained she led on the Kent Fuel Poverty Strategy. There is an action plan attached to it. She advised that BP discover what was delivered on the action plan but may not have been captured.  A Medway rep will attend the Strategic Domestic Retrofit Group. |  |  |
| Cooking related fire safety | James Cullen from Kent Fire and Rescue Service, KFRS, works in the Safe and Well Team that offers advice and fits equipment to help prevent fires and keep people safe. There are about 240 fires each year in Kent that start in the kitchen. 54% of these start from the oven or hob. Often these fires happen where people live alone. KFRS have identify the Airis guard (with a cost of £270) that sits on the wall near the cooked and it measures temperature, of all types of electric hobs. This link shows the same scenario, one with the device cutting the power and one without. <https://www.youtube.com/watch?v=KU7svoHwlp0&t=10s>  The Airis gives an audible warning and then can cut the power to the device. The people who tend to benefit from this are those with a disability, people with dementia, etc. KFRS assess which people are likely to benefit from the device during a KFRS Safe and Well visit. [Home fire safety visits | Kent Fire and Rescue Service (fire-uk.org)](https://www.kent.fire-uk.org/home-fire-safety-visits) Social landlords are welcome to refer a tenant to the service. The device must be installed by a qualified electrician and takes around 45 minutes, so fitting does cost money, but the damage from a fire and then the water used to tackle it, is very expensive too.  KFRS are offering to gift the device but would ask social landlords to fit it at their cost. The devices work best for electric ovens and hobs and as they cut the power. They can be fitted over gas hobs and give the audible warning – but cannot cut the gas. KFRS can make a referral to Southern Gas Networks and they can install a device for that, usually free of charge.  It is available to privately owned homes where the owners can afford get it fitted. Would HA be able to fit them for private owners, under social value, for those who cannot afford it?  ND WKHA have a couple of homes with recurring fires and it’s likely that they could come on board. WKHA could ask contractors if they would fit in private rented homes in their areas.  ND can the device send an alert to someone else? Yes, some can using Wi-Fi but not the type currently provided by KFRS.  BH, fully supports this. Fires can cause huge damage and massive disruption. What level of maintenance is needed for these devices? JC little maintenance is needed, just the sensor above the cooker it powered by AAA and these need replacing 2-3 years. KFRS would probably re check the home every year due to the persons vulnerability and they could check the batteries then.  JC has a document he will forward to HM to forward out to the group. He will include instructions on how the device should be fitted. | HM | Forward documents from KFRS to group |
| Accessing bulk EPC data | LB of Golding Homes raised that there has been a change to DLUHC policy so you cannot download bulk EPC data. Golding has written to DLUHC who say that it was never technically legal to sync that data straight into databases. The only way this can be permitted going forward is a change in legislation. This could slow delivery of the SHDS.  LB is happy to share the letter they have from DLUHC and the work around they are trying. LB suggests we all pressure BEIS and DLUHC to exert pressure and if we want to use Golding’s letter so people can act.  BH is meeting DLUHC this week. LB to email BH to explain the situation so he can raise it at DLUHC in the hope to raise it in a ministerial briefing. A link to addressing cost of living may be useful.  ND suggests this matter is brought up at the Strategic Domestic Retrofit meeting on Thursday.  LB apparently a consultation is due by end of 2022 yet it is an issue that needs resolving now. | LB  ALL  LB  BP | Share the letter, and other ideas with group.  Consider contacting DLUHC on this matter  Please send a short briefing to BH on this.  Bring this up at Strategic Domestic Retrofit meeting |
| Survey on journey to net zero | HM explained that Members of the KHG Asset Management group were asked to complete a short online survey in May-June 2022. There were 10 responses; 5 from housing associations from small to large, 4 from local councils and 1 anonymous.  Most providers know precisely how many of their homes are not EPC C or higher. One does not know and it’s possible a couple of others do not have precise figures.  8 of 10 providers are working on identifying the works needed to bring the homes to an EPC or C or higher. 1 has a fully costed plan of works. 1 is not working on identifying the works needed. As many are at a similar stage are there any ways partners could cooperate to share expertise, procurement, etc.?  Barriers being experienced or anticipated are;   * Budgets – not having enough, event when accessing grants * Getting the right expertise around PAS 2035, and being able to afford it. * EPC data – hard to obtain in bulk and not sufficient for grant applications * Coordinating the energy work with other planned works. * Concerns that some homes cannot be brought to EPC C. * Getting building materials and the volatility of prices. * Complications around works on homes in conservation areas   It was hard for many to say how issues varied across the county as they do not work county wide.  ND suggested working together on bids would be good.  OG they have new homes that are C rated. The communal areas are rated A building (but under commercial, not domestic EPC) but the flats are rated C. There are no recommendations on how to improve the efficiency. How can this be addressed?  LB The EPCs can be inconsistent. A block of flats, or row of terraces homes, do vary in their rating. | HM | Circulate the short report. |
| Managing voids | Simon Davis and Lee Deacon from Medway Council showed a PowerPoint presentation which will be circulated. Medway has a 5+5 contract for maintenance, running to 2024. They use a price per void model. Exclusions come up and these are monitored and also could be used to shape the future of the contract.  A pre-void inspection is used to highlight what is needed, including telling the tenant of any works they need to do or be recharged for. Photos are taken during this inspection. The tenant may complete the works or they will be carried out when vacated and then recharged. Once the keys are handed in the contractor checks the home again, and determine whether the works will take 5, 10 or 20 days. Then the HRA know when the home should be able to relet. Works are done and the building inspector checks before the home is relet. They work closely with their contractor and it’s carefully monitored.  It took an average of 31 calendar days to relet from April 2021-March 2022, but their target is 18 days.  ND WKHA have seen a big increase in voids this summer and a worrying deterioration in the quality of the homes returned. SD they’ve also seen voids in poor quality and this is flagged to tenants before they leave but can be hard to recover the costs if they move out of their homes.  Garden clearance is also a growing issue.  LG they are monitoring what is happen and trying to ascertain why so they can address them.  There is a lot of unauthorised work, like garden ponds, conservatories, etc. that they have to take down before reletting.  ND to discuss this topic out of the meeting with Lee and Simon. |  |  |
| Becoming Bid ready | HM explained that when government funding comes it can have a very short timescale. Funders tend to favour joint bids. It is hard for organisations to mobilise themselves to bid in time and harder yet when more than one organisation is involved. The Board has asked each group was asked to identify the topics they’d want to run projects on, write a scope for them, and let the Board know the topic and any help needed around research.  BH reinforced the message about how money does sometimes become available, but at very short timescales, and unless partners are ready to apply they can be unable to bid.  LB they have also found that the lack of data had preventing them being able to bid. Perhaps the journey to EPC C by 2030 could be a shared aim?  PAS2035 assessments, unless doing in house, this could be something that could be done between several agencies?  Installing measures, or addressing an archetype, could perhaps be done collaboratively?  ND Richard Barwick is a consultation working with WKHA and Gravesham. They are looking at working on certain archetypes. Perhaps several organisations could work together on this?  Perhaps some services could be procured together from a framework, but the framework must suit your needs. The provider also has to have the capacity to deliver.  JA would landlords want to bring PAS2035 in house? Is this the way all surveys should be done in future?  The projects do not have to be around energy efficiency. They could be around tackling disrepair, fire safety, etc.  Keep this item on the agenda and revisit regularly for when we are ready to plan joint bidding. | HM | Keep becoming bid ready on the agenda. |
| Topics for KHG events | The KHG events group would like to know which topics each sub group want an event on in the next 12 months. Event topics work well when they serve more than one sub group. Please have a think on topics, what the outcome(s) of the event should be, any speakers and partner organisations and let HM know. | All | Send suggestions to HM and ND |
| AOB & topics for next time | **Dates of next meetings; 9th September, 21st October and 15th December**  **Topics for September already booked in;**  Primary Authority Partnership - KFRS  Tackling fuel poverty and making homes healthy – 25min – ZAP  Digital connectivity – 15 min Natalie Cook  Disrepair – AR from Thanet TBC Sally O’S will ask if Adam can present in September.  KHG is running a free virtual event with KFRS on 19th July from 1.30-3pm on Fire Safety Act for housing associations. Email HM to book a place for your or a colleague.  KHG is running a free virtual event on 4th July with speakers from the retrofit accelerator programme. If you’d like to attend email HM.  The KHG Awards are open for nominations, including a category specifically about asset management. Please nominate your colleagues for the great work they do by 26th August. The forms are here [Kent Housing Group Excellence Award 2022 - Kent Housing Group](https://www.kenthousinggroup.org.uk/kent-housing-group-excellence-award/)  JA Endotherm have done pilots with Housing Associations which indicate a 15% savings. JA hopes they will provide a written briefing and then speak in Sept or October. | SO’S and AR | Please confirm whether AR could present on disrepair in Sept or Oct 2022 |