**Communications, marketing and activity support for Kent Housing Group**

**Quarter 3: 1 March 2023 to 31 May 2023**

* HOME FRONT edition 3 – new Board members; plus news, events, reports from sub groups and more – **in production / due to be published c19 May.**
* Media release on new Board members for B2B press. **In preparation; awaiting final photo.**
* Media release – Excellence Awards 2023 nominations extended to 30 May. **Release completed and issued to press / shared with partner comms teams.**
* Media release – tenancy fraud campaign; interviewed lead Adam Simmonds. **Release drafted.**
* Media release based on MG presentation below. **To be drafted after the 17/5 event.**
* Attend selected KHG events – Mike Gogarty’s integrated public health presentation (17/5).
* Amended master KHG Powerpoint slides template and supplied new template
* Excellence Awards nominations generation – sent email request to partner communications teams to encourage staff nominations; fed responses to KHG.
* Proofed invitation to tender for agencies pitching for full day conference.
* Provided social media guidance to new partnership assistant.
* Awaiting brief on RACE; comms support to be planned.
* KHG to upload all releases to the News section of website; also run social media posts on KHG Facebook and Twitter channels signposting to the web articles; ABC Communications to share and amplify all messages
* Account management to include all client liaison, administration, email and phone, attendance at Board meeting (17 May) and reporting.

*In addition to the above, ABC Communications has been commissioned by KHG to deliver marketing support around a Fire Safety campaign, provided at additional cost.*