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

**Quarter 5: 1 September to 30 November 2023**

* HOME FRONT edition 5 – include Awards report and photo spread, fire safety campaign report, news, events, reports from sub groups – **published mid-October.**
* Media release and photos on Excellence Awards winners and highly commended. **ABC Communications supply copy and captioned photos**
* Media release on Domestic Abuse Reciprocal Agreement – first household relocated. **interview being arranged with Sandra Paine and quote from Brian to be included; once approved will be issued to Kent press plus national housing trade press**
* Media release – fire safety campaign hailed a success. **To be drafted once campaign is concluded in September.**
* Media release – focus on the KHG EDI group, to include quotes from Mushtaq Khan the CEO of HDN, Brian, EDI group Chair Louise Humphreys of mhs homes, EDI group vice chair, Norman Alcide of Social Interest Group. **Contact being made with key players.**
* Attend Excellence Awards on 26 September – provide photography and captions and copy for Home Front article, media release, plus web and social media content.
* Attend Board meeting on 11 October.
* ABC Communications contract renewed to continue providing comms and marketing support in 2023 / 24.
* Created new Dashboard and Appendix.
* 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 and reporting.