

**Core Strategy Group Minutes**  
**Tuesday 13 September 2011**  
**10am, Medway room, Sessions House, Maidstone**

<b>Meeting</b>	Core Strategy Group		
<b>Date &amp; Time:</b>	13 September 2011	<b>Meeting No:</b>	
<b>Meeting Place:</b>	Medway room, Sessions House	<b>Minutes By:</b>	Margaret Turner
<b>Present:</b>	<b>Job Title:</b>		
Angela Slaven	KCC – Director Service Improvement (Customer & Communities)		
Claire Martin	KCC – Customer & Communities, Supporting People team		
Sue Gratton	Eastern & Coastal Kent PCT		
Amber Christou	Swale Borough Council		
Peter Dosad	Dartford Borough Council		
Howard Cohn	Kent Probation		
Lauren Hemsley	Thanet District Council		
Gary Peskett	Canterbury City Council		
Janet Walton	Tonbridge & Malling Borough Council		
Paul Whitfield	Dover District Council		
John Littlemore	Maidstone Borough Council		
Melanie Anthony	KCC – Customer & Communities, Supporting People team		
Ute Vann	KCC – Customer & Communities, supporting People team		
Margaret Turner	KCC – Customer & Communities, Supporting People team		
<b>Apologies:</b>			
Madeline Homer	Thanet District Council		
Pat Smith	Sevenoaks District Council		
Bob Porter	Shepway District Council		
Helen Jones	KCC, Families & Social Care		
Jay Edwins	West Kent PCT		
<b>Next Meeting:</b>	<b>Monday 5 December 2011, Pendragon room, Invicta House, Maidstone at 10am.</b>		

Item No	Details of the Item/decisions taken	CSG Member responsible for action
1 & 2.	<p><b>Apologies &amp; Introductions</b></p> <p>Apologies were received from Madeline Homer, Pat Smith, Bob Porter, Helen Jones and Jay Edwins.</p>	
3.	<p><b>Minutes of meeting –23 May 2011</b></p> <p>The minutes were agreed as accurate.</p> <ul style="list-style-type: none"> <li>• The first Task and Finish Group on Performance Management has taken place.</li> <li>• The Commissioning Body has approved a Task &amp; Finish Group to evaluate the current performance management framework and to recommend whether or not they wish to see changes or additions made to it. The Task &amp; Finish Group for payment by results would logically follow the Task &amp; Finish group for performance management and would include an evaluation of the existing payment by results model within the Supporting People programme. The pilot would then follow the completion of the work of the Task and Finish Group for payment by results. The CLG pilot evaluation period will end in March 2013 and the funding that they have provided to the programme (£10,000) can be used to fund any additional work required in order to implement a potential payment by results model. There will be full consultation with key stakeholder, providers and service users prior to any payment by results model being introduced.</li> </ul>	
4.	<p><b>Performance Management</b></p> <ul style="list-style-type: none"> <li>• Report presented and summary given.</li> <li>• There have been improvements in meeting KPI1 and KPI2 targets.</li> <li>• In Appendix Three the number of people who obtained paid work was highlighted. There was a discussion around looking at the barriers to work and whether this related to lack of work skills or relevant training. Members wanted to know if there was a national comparison so that the Kent Supporting People programme could determine whether or not the situation for our service users was any different to other areas and why. A Task and Finish Group was proposed to look at access to education, training and employment for service users and it was agreed that the Task and Finish Group for performance management would look at more meaningful and pertinent measures for determining how successful the programme was in this area and whether or not there are any mitigating circumstances which could be resolved e.g. the welfare benefit system and rents predicating against achieving employment. An initial scoping paper to be presented to the Core Strategy Group in December 2011 and the Commissioning Body in January 2012 in order to propose the setting up of a Task and Finish Group. Issues relating to benefit levels and the cost of Supported Housing was raised and it was</li> </ul>	

	<p>agreed that this should be considered as part of the work including contract values and outcome requirements.</p> <ul style="list-style-type: none"> <li>The Supporting People programme will be presenting a report to the Commissioning Body in March on a strategic review access to education, training, employment and volunteering opportunities.</li> </ul> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>Initial scoping paper to be prepared and to include the proposal for a Task and Finish Group for the Core Strategy Group in December 2011 and presented to the Commissioning Body in January 2012.</li> </ul>	<b>SP team</b>
<b>Item No</b>	<b>Details of the Item/decisions taken</b>	<b>CSG Member responsible for action</b>
<b>5.</b>	<p><b>Strategic Review of Access</b></p> <ul style="list-style-type: none"> <li>This report sets out a proposal for a different approach to how people access short-term supported housing to make it more transparent. It suggests using Locata. There were questions around how the list would be managed, who would have access to it, how referrals would be prioritised.</li> <li>There were concerns about how this would work for emergency placements such as people escaping domestic abuse. It was agreed that this would be the exception to the rule.</li> <li>Discussions required with Locata and to set out the parameters with key stakeholders. This needs to be reflected in the paper to the Commissioning Body. Kent Home Choice have suggested that there are unlikely to be any additional costs incurred to develop this but if there are then they would need to be agreed the Kent Home Choice Partnership Board. The view was from Home Choice that costs would be negligible and that it would be unlikely given the overall benefit to the partnership that these costs would be refused.</li> </ul> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>The proposal will be put to the Commissioning Body but subject to the outcome of a subsequent discussion with the Kent Home Choice Partnership Board to any additional costs incurred being resourced from the Partnership's reserves.</li> </ul>	
<b>6.</b>	<p><b>Strategic Review of Home Improvement Agencies and Handypersons Services</b></p> <ul style="list-style-type: none"> <li>A report has been presented to a previous meeting but a more definitive position was requested.</li> <li>After discussion around the funding and geographical areas it was agreed that the proposal to the Commissioning Body for the tendering of the services would be on a District by District basis and for Supporting People funding only.</li> <li>A query was raised on whether the wording in the Specification 2.1.2 (g) "Must be run on a not for profit basis"</li> </ul>	<b>SP team</b> <b>SP team</b>

	<p>was legitimate. The Supporting People team agreed to check the specification with Legal.</p> <ul style="list-style-type: none"> <li>• Report to the Commissioning Body needs to explain the potential efficiencies that can be achieved.</li> <li>• Report to be revised and sent to Core Strategy Group members before the Commissioning Body.</li> </ul> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• Check wording of Specification at 2.1.2 (g).</li> <li>• Revise report and send to Core Strategy Group members before it goes to the Commissioning Body.</li> </ul>	
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7.	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• A report was brought to the meeting on the second quarterly impact assessment on the reduction in floating support. The areas highlighted were (1) the Impact Assessment, (2) an outline of the need to manage transitional arrangements when contracts end in March 2012 and (3) revision of the processes and protocols.</li> <li>• Proposals were put forward by the Supporting People programme to manage the transitional arrangements. There was discussion around referrals being made to the Supporting People programme that meet Band B and Band C criteria.</li> <li>• Those present felt there was further work to be done and would like the report taken back again to the Core Strategy Group in December and to then go to the Commissioning Body in January 2012.</li> </ul> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• Report to be taken back to Core Strategy Group in December and to then go to the Commissioning Body in January 2012.</li> </ul>	<b>SP team</b>