

Core Strategy Group Minutes
Monday 5 December 2011
10am, Pendragon room, Invicta House, Maidstone

Meeting	Core Strategy Group		
Date & Time:	5 December 2011	Meeting No:	
Meeting Place:	Pendragon Room, Invicta House	Minutes By:	Margaret Turner
Present:	Job Title:		
Angela Slaven	KCC – Director Service Improvement (Customer & Communities)		
Claire Martin	KCC – Customer & Communities, Supporting People team		
Ute Vann	KCC – Customer & Communities, Supporting People team		
Tracey Kerly	Ashford Borough Council		
Howard Cohn	Kent Probation		
Janet Walton	Tonbridge & Malling Borough Council		
Neil Coles	Maidstone Borough Council		
Adrian Hammond	Shepway District Council		
Hud Manuel	KCC		
Amy Merritt	KCC – Commissioning, Families & Social Care		
Margaret Turner	KCC – Customer & Communities, Supporting People team (Minutes)		
Apologies:			
Pat Smith & Gavin Missons	Sevenoaks District Council		
Helen Jones	KCC, Families & Social Care		
Madeline Homer	Thanet District Council		
Amanda Kenney	NHS Kent & Medway		
Gary Peskett	Canterbury City Council		
Amber Christou	Swale Borough Council		
Paul Whitfield	Dover District Council		
Mike Dorman	KCC – Families & Social Care		
Kevin Hetherington	Tunbridge Wells Borough Council		
John Littlemore	Maidstone Borough Council		
Bob Porter	Shepway District Council		
Melanie Anthony	KCC – Customer & Communities, Supporting People team		

Next Meeting:	

Item No	Details of the Item/decisions taken	CSG Member responsible for action
1 & 2.	<p>Apologies & Introductions</p> <p>Apologies were received from Pat Smith, Gavin Missons, Helen Jones, Madeline Homer, Amanda Kenney, Gary Peskett, Amber Christou, Paul Whitfield, Mike Dorman, Kevin Hetherington, John Littlemore, Bob Porter and Melanie Anthony.</p>	
3.	<p>Minutes of meeting 13 September 2011 and Matters Arising.</p> <p>The minutes were agreed as accurate.</p> <ul style="list-style-type: none"> • HIAs – The Supporting People team is awaiting further advice from Legal and Procurement. 	
4.	<p>Scoping Paper</p> <ul style="list-style-type: none"> • The Supporting People team is undertaking a strategic review of education, training and employment. The Core Strategy Group asked for a scoping paper ahead of the outcome of the strategic review being reported back to the Core Strategy Group and the Commissioning Body in February and March respectively. The Core Strategy Group was presented with the scoping paper which set the context within which supported housing providers and service users exist within the current housing/welfare benefits regime. The scoping paper also indicated the potential changes that are due to take place in relation to the housing/welfare benefits regime. The strategic review will build on the findings of the scoping paper in order to determine the opportunities and challenges for providers and service users within the supported housing sector in relation to education, training and employment. • Wording under Welfare Benefit Changes Point 3 (5) to be amended after comment from group member. • The Core Strategy Group asked whether or not given the added value of the Supporting People programme to other agencies whether or not it was possible to access additional revenue funding from others sources such as for instance health, probation and other statutory agencies. The Supporting People programme has been unable to access alternative sources of funding in the past but would be giving active consideration to ways in which the programme or its providers or service users could do this in the future. • The Supporting People team agreed to have a look at the Chancellor of the Exchequer's Autumn Statement in order to provide additional information to the Commissioning Body which would help to give further clarity to 	SP team

	<p>some of the issues raised within the scoping paper.</p> <ul style="list-style-type: none"> • It was mentioned that housing associations and other landlords may seek to introduce affordable rents into their supported housing services as opposed to social rents. It was agreed that the Supporting People team would undertake research into what approach housing associations would take in relation to supported housing. It was hoped that this could be included in the paper that will be submitted to the Core Strategy Group and Commissioning Body by the end of the financial year or the beginning of the new financial year. • It was requested that the latest rough sleeper count was included in the final paper. <p>Action:</p> <ul style="list-style-type: none"> • It was agreed that the report would go to the Commissioning Body as an item for information and to include current rough sleeper count. • The Supporting People team will be contacting providers about affordable rent policies. 	
5.	<p>Future of Floating Support</p> <ul style="list-style-type: none"> • The report makes proposals for how floating support will be administered in the future. • The Floating Support referral mechanism needs to respond to the challenge of demand management and incentivisation. The programme has been working with providers to maximise the usage of floating support services including streamlining allocation assessment and throughput. The referral process is due to be automated with a change in banding and will include signposting to other agencies as an alternative, where appropriate. • Providers of short-term supported housing will be required to resettle service users. It was, however, recognised that this is already being done by a number of providers. This requirement will form part of the new specifications. <p>Action: Report to go to the Commissioning Body with the outcome of the procurement process included, if possible.</p>	
6.	<p>Floating Support Impact Assessment</p> <ul style="list-style-type: none"> • This report provided an update on Floating Support and the waiting list. • The Supporting People team has been working with providers to reduce the waiting list. • CM asked for the efforts of members of the Supporting People team to reduce the waiting list to be recorded in the Minutes. <p>Action: Report to go to the Commissioning Body.</p>	

<p>7.</p>	<p>Performance Management</p> <ul style="list-style-type: none"> • This report set out the performance of services over the last quarter. The Supporting People programme has achieved its target of 98% for KPI 1. This follows rigorous work with providers around data on their workbook returns. • The Task & Finish Group concluded that the information that is currently collected and reported on is ok although there were minor alterations suggested which are to be incorporated in the report to the Commissioning Body. These alterations to be specified in detail. The report should begin to address the cost of services so that there is greater evidence of added value/value for money. • Clarification was requested around Item 5 Conclusion (2) that said the programme had exceeded its targets but in Item 3 (4) it mentioned the KPI had fallen marginally below the target set. • There was discussion around the information provided in the Appendices particularly around using number values rather than percentage figures. It was noted that contract information had been included in previous Core Strategy Development Group reports but had been removed at request/discussion. This can be put back in. • Clarity required around the percentage figures in Appendix 3 relating to utilisation and throughput. <p>Action:</p> <ul style="list-style-type: none"> • The conclusions of the Task & Finish Group and further actions to be taken needs to be added to the report going to the Commissioning Body. • Amend detail in Appendix 3 to clarify the context of throughput and contract requirements e.g. what does Supporting People commission number of units and/or hours. • Report to go to Commissioning Body with amendments. 	<p>SP team</p> <p>SP team</p> <p>SP team</p> <p>SP team</p>
<p>8.</p>	<p>Kent Supporting People Eligibility Policy</p> <ul style="list-style-type: none"> • This report set out a review of the Kent Eligibility Policy with removal of reference to Grant Conditions which no longer apply. • The Policy defines housing related support that is funded under the Supporting People programme and other activities that cannot be funded by the programme. There are no major changes to the criteria. • A Note to be included under Statutory Duties within the Exclusion section relating to the Southwark Judgement. • It was suggested that in the new financial year the Supporting People programme undertake work with Children and Families and the Joint Policy & Planning Board to look at the Southwark Judgement and the approach of housing departments and Families and Social Care. 	<p>SP team</p> <p>SP team</p>

	<p>Action</p> <ul style="list-style-type: none"> • Add note under Statutory Duties within the Exclusion section relating to the Southwark Judgement. • Report to go to the Commissioning Body with amendment suggested above. 	
9.	<p>Kent Reconnection Policy</p> <ul style="list-style-type: none"> • This report follows a request from the Commissioning Body to a review of the Reconnection Policy. The Draft Policy was attached at Appendix 1. Highlight in report to be removed. • A question was raised over the text at Point 2 (2) relating to Thanet (Cliftonville and Margate Central). • The Reconnection Policy aims to reduce the impact on districts and boroughs who have a greater concentration of short-term accommodation services. • Provide background to reasons why Thanet, and in particular the 2 Wards of Cliftonville West and Margate Central, have experienced a disproportionate impact due to the levels of supported and other housing related issues. <p>Action: Report to go to Commissioning Body for agreement with amendments.</p>	
10.	<p>Extra Care Sheltered Accommodation</p> <ul style="list-style-type: none"> • This report was requested by the Commissioning Body. It details findings of joint assessments that have been carried out and sets out the various tasks undertaken by service providers that are either housing related support or not. • It was recognised that any changes must be made carefully and that some services may have to remodel themselves for future delivery. <p>Action:</p> <ul style="list-style-type: none"> • The report will go to the Commissioning Body as unrestricted and the details relating to investment in the services in this financial year and the next will be tabled at the meeting as a confidential item. 	
11.	<p>Finance Outturn</p> <ul style="list-style-type: none"> • This Report was tabled at the meeting and set out the projected financial outturn and balance held on reserves. • Reporting year to be amended to 2011/2012 in Appendix 2 and reference to Area Based Grant to be changed to Formula Funding. • CM asked for the efforts of members of the Supporting People team in the tendering exercise to be noted. 	

11.	Any Other Business No other business.	