

Core Strategy Group Minutes
Tuesday 20 March 2012
10am, Medway room, Sessions House, Maidstone

Meeting	Core Strategy Group		
Date & Time:	5 December 2011	Meeting No:	
Meeting Place:	Medway room, Sessions House	Minutes By:	Margaret Turner
Present:	Job Title:		
Angela Slaven	KCC – Director Service Improvement (Customer & Communities)		
Claire Martin	KCC – Customer & Communities, Supporting People team		
Lesley Andrews	KCC – Customer & Communities		
Tracey Kerly	Ashford Borough Council		
Jay Edwins	NHS Kent & Medway		
Neil Coles	Maidstone Borough Council		
Janet Walton	Tonbridge & Malling Borough Council		
Amber Christou	Swale Borough Council		
Ashley Stacey	Thanet District Council		
Wale Adetoro	Gravesham Borough Council		
Pat Smith	Sevenoaks District Council		
Howard Cohn	Kent Probation		
Gary Peskett	Canterbury City Council		
Kevin Hetherington	Tunbridge Wells Borough Council		
Christy Hubbard	KCC - Families & Social Care		
Hud Manuel	KCC – Customer & Communities		
Mel Anthony	KCC – Customer & Communities, Supporting People team		
Margaret Turner	KCC – Customer & Communities, Supporting People team (Minutes)		
Apologies:			
Helen Jones	KCC - Families & Social Care		
Mike Dorman	KCC – Families and Social Care		
Next Meeting:	Thursday 28 June at 2pm. Medway room, Sessions House, Maidstone.		

Item No	Details of the Item/decisions taken	CSG Member responsible for action
1 & 2.	<p>Apologies & Introductions</p> <p>Apologies were received from Mike Dorman and Helen Jones both of KCC, Families and Social Care.</p>	
3.	<p>Minutes of meeting 13 September 2011 and Matters Arising.</p> <p>The minutes were agreed as accurate.</p>	
4.	<p>Minutes of the last meeting of the Commissioning Body</p> <p>The Minutes of the last Commissioning Body are awaiting final approval and were not available for the meeting.</p>	
5.	<p>Matters Arising</p> <ul style="list-style-type: none"> • Item 4 – Scoping paper. <p>The deadline for providers to send in details of their affordable rent policies is approaching. Chase up to be done.</p> <p>Action: SP team to chase up providers for details of affordable rent policies.</p> <ul style="list-style-type: none"> • Item 8 – Eligibility Policy. • Although the revised policy has been approved by the Commissioning Body, Tonbridge & Malling Borough Council has been contacted by a couple of providers with concerns about the resettlement element and potential implications for additional costs in relation to visiting or retaining contact with former supported housing residents. This issue also relates to the reconnection policy which was recently agreed by the Commissioning Body. Claire Martin agreed to meet with the two providers who have raised these issues with Tonbridge & Malling Borough Council. <p>Action: Claire Martin to meet with the two providers who have expressed concern.</p>	<p>SP team</p> <p>Claire Martin</p>
6.	<p>Floating Support</p> <ul style="list-style-type: none"> • Update on the tendering process provided and the steps being taken now. 	

	<ul style="list-style-type: none"> • There was a discussion around the waiting list for floating support. It was confirmed that the programme is already taking appropriate action to deal with applicants whose referral is graded at a Band B and Band C. These applicants are being signposted to other agencies within their area. The programme provides an information sheet to these applicants. It was requested that this list was shared with all the Districts and Boroughs. <p>Action:</p> <ul style="list-style-type: none"> • Supporting People team to send a copy of the list of other agencies for applicants to contact within their area to each District and Borough. • Report to go to the Commissioning Body. 	<p>SP team</p>
<p>7.</p>	<p>Home Improvement Agencies and Handyperson Services</p> <ul style="list-style-type: none"> • This report is a follow up to the paper that went to the Commissioning Body in January 2012. It set out the reasons for the procurement process commencing in April 2012. • There will be Market Engagement Day on 11 April 2012 which will enable prospective providers and key stakeholders to gain an understanding of the contracts, specifications, and procurement process that will be undertaken in order to enable contracts to be put in place by the 1 October 2012. There will be District & Borough involvement in this day. • The report set out a proposed configuration of areas but this is to be discussed with providers at the Market Engagement Day. <p>Action: Report to go to the Commissioning Body.</p>	
<p>8.</p>	<p>Extra Care Sheltered Accommodation</p> <ul style="list-style-type: none"> • This report was as a result of the Commissioning Body's request to look again at the proposed rates for Extra Care Sheltered Accommodation. • There was considerable debate around this issue and some concern that although the majority of providers had agreed to and understood the change nevertheless at least one provider was not happy with the proposed changes. One of the providers would need to rely on the Housing Revenue Account to absorb the change in weekly rates and would need to consider a significant reconfiguration of services. • The Families and Social Care Directorate are undertaking a strategic review of older persons' services and it was felt that it might be difficult to make a decision on costs before the review is completed later this year. Questions were raised about the appropriateness of the Commissioning Body subsidising via reserves the providers whilst the Families and Social Care Directorate and other key stakeholders undertake the strategic 	

	<p>review. The point was reemphasised on the original decision made by the Commissioning Body within the delivering of the savings to the programme.</p> <ul style="list-style-type: none"> • It was proposed that the Commissioning Body would be asked to make a decision which was either to impose the original decision to pay Extra Care Sheltered providers at the same rates as sheltered providers or to pay Extra Care Sheltered providers at double the rates of sheltered providers from April 2012 to the end of September 2012 and then to pay Extra Care Sheltered providers at the same rates as sheltered providers. The Commissioning Body will need to decide whether or not it is prepared to utilise reserves to make an additional payment to Extra Care Sheltered housing providers. <p>Action:</p> <ul style="list-style-type: none"> • Claire Martin to rewrite the report in light of the debate that had taken place at the Core Strategy Group and to submit the two options outlined above to the Commissioning Body for final decision. 	<p>Claire Martin</p>
<p>9.</p>	<p>Access to Short-term Supported Housing and Floating Support Services</p> <ul style="list-style-type: none"> • Update on the proposals to automate referral access to short-term accommodation and floating support via the Choice Based Lettings website is ongoing. • The processes and protocols being produced for automation. <p>Report to go to the Commissioning Body.</p>	
<p>10.</p>	<p>Floating Support Impact Assessment</p> <p>This is the 4th quarterly report and set out the current situation with regard to floating support and the waiting list. The revision of the processes and protocols is ongoing ready for automation.</p> <p>Report to go to the Commissioning Body</p>	
<p>11.</p>	<p>Performance Management</p> <ul style="list-style-type: none"> • It was pointed out that the format of the report was slightly different to previous ones following discussion at the last meeting. • The KPI 1 target of 98% has been achieved for the last quarter. The KPI 2 target has again been exceeded. It is proposed that the KPI 1 target be increased to 98.2% and the KPI 2 target to 80%. • There was one comment about the summary and the mention of Handyperson/HIA interventions. This to be expanded on for the Commissioning Body report. 	

	<p>Action: The Summary section of report to be amended ready to go to the Commissioning Body.</p>	SP team
12.	<p>Supporting People funding 2012-13</p> <p>Summary of report provided and agreed to send to Commissioning Body.</p> <p>Report to go to the Commissioning Body.</p>	
13.	<p>Finance Outturn – January 2011/2012</p> <ul style="list-style-type: none"> • A summary of the content of the report was provided. • The report included a table of Activity Data which gives an overview of the investments and how they are performing. It was noted that there were a number of gaps on the table. Presentation layout to be changed. • Members of the group were asked to email any comments they might have in time for the report to go to the Commissioning Body. <p>Action: Presentation of Activity Data to be amended for report to go to the Commissioning Body.</p>	Hud Manual
14.	<p>Any Other Business</p> <ul style="list-style-type: none"> • Howard Cohn welcomed the opportunity to be involved in the work with Locata. • Hud Manual is taking on a new role within KCC and Angela Slaven thanked him for his work for the Supporting People programme over the last 2 years. 	
15.	<p>Risk Update</p> <p>No report.</p>	
16.	<p>Glossary</p>	
	<p>Dates of future meetings</p> <p>Thursday 28 June 2012 at 2pm, Medway room, Sessions House, Maidstone.</p>	

	Tuesday 4 September 2012 at 10am, Medway room, Sessions House, Maidstone. Thursday 6 December 2012 at 10am, Medway room, Sessions House, Maidstone.	
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