

Core Strategy Group Minutes
Monday 28 June 2012
2pm Medway room, Sessions House, Maidstone

Meeting	Core Strategy Group		
Date & Time:	28 June 2012, 2pm	Meeting No:	
Meeting Place:	Medway Room, SH	Minutes By:	Pam McConnell
Present:		Job Title:	
Angela Slaven		KCC – Director Service Improvement (Customer & Communities)	
Melanie Anthony		KCC – Customer & Communities, Commissioned Services	
Gary Peskett		Canterbury City Council	
Jo Tonkin		KCC – Customer & Communities, Commissioned Services	
Simon Southworth		KCC – Customer & Communities, Commissioned Services	
Christy Holden		KCC – Families & Social Care, Strategic Commissioning	
Neil Coles		Maidstone Borough Council	
Amber Christou		Swale Borough Council	
Peter Dosad		Dartford Borough Council	
Paul Whitfield		Dover District Council	
Tracey Kerly*		Ashford Borough Council	
Kevin Hetherington*		Tunbridge Wells Borough Council	
Pam McConnell		KCC – Customer & Communities, Commissioned Services	
Apologies:			
Pat Smith		Sevenoaks District Council	
Howard Cohn		Probation	
Jay Edwins		NHS Kent & Medway	
*Present for part of the meeting			
Next Meetings:	Tuesday 4 September 2012 at 10am, 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 Pat Smith, Howard Cohn and Jay Edwins.</p> <p>The Chair gave an overview of recent changes to roles and responsibilities since the restructure of Supporting People with Kent Drug and Alcohol Action Team Staff to become a combined service called Commissioned Services assuring that the knowledge and lead for Supporting People issues will be maintained by Mel Anthony.</p>	
3.	<p>Minutes of meeting of last commissioning body meeting</p> <p>Not presented</p>	
4.	<p>Minutes of meeting 20 March 2012</p> <p>The minutes were agreed as accurate after a minor alteration.</p>	
5.	<p>Actions And Matters Arising</p> <p>Item 5 – matters arising</p> <ul style="list-style-type: none"> Providers details of affordable rent policies Information has been gathered and handover arrangements have been sent to the team. Eligibility policy MA attended the Provider forum and assured the group that all have a clear understanding of what is expected. <p>Item 13 Financial Outturn – January 2011/12</p> <p>The presentation of activity data was not able to be updated for the commissioning body as the quarter had not ended.</p> <p>All other actions were noted as complete,</p>	
6.	<p>Home Improvement Agencies and Handyperson Services</p> <p>This was an update paper on</p> <ul style="list-style-type: none"> the outcome from the market engagement event the subsequent changes to the service specification updated timeframe for retendering the service. <p>It was noted that some group members were concerned of the final groupings on how this would work for districts and whether this would enable for more the smaller, local providers to bid.</p> <p>Maidstone also wished it to be noted that they were unhappy in not being included within the west Kent group.</p> <p>Members were assured that the specification was changed to reflect the views gathered from the market</p>	

	engagement event along with additional input from group members.	
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	<p>Further assurance was given that bidders could include those additional districts not within the groupings as part of 'added value' question within the service specification.</p> <p>It was agreed that a briefing note should be written for the Core Strategy Group on how the framework will work along with the opportunities this will provide for the districts.</p> <p>Action: SS & Mark Gilbert to write the briefing note.</p> <p>Report to go to the Commissioning Body to reflect the groups comments</p>	Simon Southworth & Mark Gilbert
7.	<p>Floating Support</p> <p>The group noted the paper and the progress on the retendering process</p> <p>Action</p> <p>Report to go to the Commissioning Body</p>	
8.	<p>Floating Support Impact Assessment</p> <p>The paper showed that there had been another fall in waiting times and that the application patterns across the primary groups remain steady.</p> <p>It was agreed that is report had served its purpose and would now be reported by exception within the Performance paper.</p> <p>Action Report to go to the Commissioning Body.</p>	
9.	<p>Performance Management</p> <p>The group noted that the KPI 1 target of 98.2% had been reached. The Revised KPI 2 target of 80% had also been reached. The small drop in the figure from last quarter was due to the effect of a small number of individuals.</p> <p>Action Report to go to the Commissioning Body</p>	

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10.	<p>Supporting People Funding A summary of the report was provided, there was no activity data as the quarter would end on 2 July. £1.6 million shall remain in reserves.</p> <p>It was agreed to have standard agenda item to look at ways in which to utilise this non recurring funding effectively.</p> <p>AS to meet with Mr Hill Report to go to the commissioning body</p>	Angela Slaven
11.	<p>Any Other Business Concern was raised that there has been a deterioration in relationships between Supporting People and providers and in the expectations and demands being put on providers. Group members were assured that this is being rectified in the changes that have taken place within the way in which services are commissioned. The Commissioning service team's restructure will enable for more dialogue, transparency and collaborative partnership working.</p>	
12.	<p>Risk Update No report.</p>	
13.	<p>Glossary</p>	
	<p>Dates of future meetings Tuesday 4 September 2012 at 10am, Medway room, Sessions House, Maidstone. Thursday 6 December 2012 at 10am, Medway room, Sessions House, Maidstone.</p>	