

## **SUPPORTING PEOPLE IN KENT COMMISSIONING BODY**

### **MINUTES OF A MEETING OF THE SUPPORTING PEOPLE IN KENT COMMISSIONING BODY HELD ON THURSDAY, 18 SEPTEMBER 2008 AT SESSIONS HOUSE, COUNTY HALL, MAIDSTONE**

#### **Present:**

Ashford Borough Council	-	Mrs T Kerly & Cllr. Mr P Wood
Canterbury City Council	-	Cllr Mr T Austin and Mr S Osborne
Dover District Council	-	Cllr Mrs S Nicholas
Gravesham Borough Council	-	Mr A Chequers
Kent County Council	-	Mr G Gibbens (Chairman of the Commissioning Body)
Sevenoaks District Council	-	Mr G Missons
Shepway District Council	-	Mr B Porter
Thanet District Council	-	Ms A Christou
Tonbridge & Malling Borough Council	-	Cllr Mrs J Anderson & Mr J Batty
Tunbridge Wells Borough Council	-	Mr D Crosby
Kent Probation	-	Mr R Clark

#### **KCC Officers:**

Mr O Mills, Managing Director, Kent Adult Social Services; Ms C Highwood, Kent Adult Social Services; Mr C Martin, Kent Adult Social Services – Supporting People Team; Ms M Anthony, Kent Adult Social Services - Supporting People Team; Mrs U Vann, Kent Adult Social Services – Supporting People Team; Mr W Gough, KCC Communities Directorate, and Mr G Mills, Secretary.

#### **Apologies:**

Mrs J Walton, Dover District Council; Mrs V Coffey, Canterbury City Council; Mrs Z Whiltshire, Thanet District Council; Cllr Mayhew, Tunbridge Wells Borough Council; Mr A Kemp, Swale Borough Council; Ms C Davis, Eastern and Coastal Kent PCT and Mrs A Slavin, KCC Communities Directorate.

## **1. Election of Chairman**

(1) Cllr Austin proposed and Mrs Kerly seconded that Mr G K Gibbens be elected Chairman of the Commissioning Body for the period to December 2009.

*Carried unanimously*

(2) Mr Gibbens thereupon took the Chair.

(3) In thanking Members of the Commissioning for his election as Chairman, Mr Gibbens paid thanks to Mr Kevin Lynes for the work he had undertaken during his period of office as Chairman of the Commissioning Body.

## **2. Minutes of Meeting held on 26 June 2008**

The Minutes of the meeting held on the 26 June 2008 were agreed as a true record.

## **3. Matters Arising**

Matters arising were dealt with and noted as appropriate.

## **4. Performance Management**

*(item 5 – Report by Caroline Highwood, Director Resources, Kent Adult Social Services)*

(1) This report provided data on all aspects of Performance Management in the Kent Supporting People Programme.

(2) The Commissioning Body noted the contents of the report.

## **5. Floating Support Data Analysis**

*(Item 6 – Report by Caroline Highwood, Director of Resources, Kent Adult Social Services)*

(1) This report provided information on aspects of Data Analysis on Floating Support Services funded by the Kent Supporting People Programme.

(2) The Commissioning Body noted the contents of the report and asked that in future reports, the lay out of the tables would be changed to give them greater clarity.

**Action: Melanie Anthony**

## **6. Eligibility Policy**

*(Item 7 – Report by Caroline Highwood, Director of Resources, Kent Adult Social Services)*

(1) This report presented an amended Kent Eligibility Policy based on grant conditions for excellent authorities 2008-09 and presented a general review of the current Kent Eligibility Policy.

(2) During the course of discussion, several Members of the Commissioning Body expressed concerns about the impact of Choice Based Letting schemes and long term supported housing on the delivery of the Supporting People Programme. Claire Martin said that there was a critical issue around people accessing long term supported housing who were not in receipt of supporting people benefits. These were not issues which could be readily resolved at this meeting and therefore it was agreed that a report on choice based lettings would be the subject of a report to the Commissioning Body's next meeting.

(3) Concern was also expressed about the wording of paragraph 4 of the draft Eligibility Criteria. Because of these concerns, it was agreed that the wording in this paragraph would be altered so that it would now read "a service must be limited to non-dependant persons aged 16 or over (including 16 and 17 year olds who either hold a licence of a tenancy)". It was also agreed that the paragraph in the draft Eligibility Criteria relating to community alarms would be re-worded and the revised wording reported back to the next meeting of the Commissioning Body.

(4) The Commissioning Body agreed:

- (a) the Draft Eligibility Policy be approved subject to paragraph 4 being re-worded to read "a service must be limited to non-dependant persons aged 16 or over (including 16 and 17 year olds who either hold a licence or a tenancy)".
- (b) the section in the draft Eligibility Criteria relating to Community Alarms would be re-drafted; and the revised wording submitted to the next meeting of the Commissioning Body;
- (c) at the next meeting there would also be a report on Choice Based Letting Schemes.

**Action: Melanie Anthony**

## **7. Monitoring the Kent Re-Connection Policy**

*(Item 8 – Report by Caroline Highwood, Director of Resources, Kent Adult Social Services)*

(1) This report outlined the development of measures to monitor the implementation of the Kent Re-connection Policy.

(2) During the course of discussion, Cllr Austin raised questions around the criteria to be used in relation to the Re-connection Policy and questioned how the longer term needs of people would be met if they had connections which were outside the county. Claire Martin said that the objective of the Re-connections Policy was to provide short term supported housing for those who were in need irrespective of their area of local connection. However, the policy also aimed to

help vulnerable service users to return in a planned way to an area where they had a social support network or some other connection. Mr Clark said that monitoring of the data would help providers better understand where people were coming from or were going to and as a result provide, as appropriate better targeted support services.

(3) At the conclusion of discussion, it was decided that an update on the data arising from the monitoring arrangements which formed part of the Re-connection Policy would be reported on a regular basis to the Commissioning Body as part of the Performance Report. The Commissioning Body then agreed the monitoring arrangements for the Re-connection Policy as detailed in the report.

#### **8. Kent Agreement 2 Draft Delivery Plan**

*(Item 9 – Report by Caroline Highwood, Director of Resources, Kent Adult Social Services)*

(1) This report gave information regarding the involvement of the Kent Supporting People Programme in the second Local Area Agreement and gave details of the Draft Delivery Plan.

(2) Following discussion, the Commissioning Body agreed the Draft Delivery Plan as set out in Appendix 1 of the report.

#### **9. Update on the Audit Commission Action Plan**

*(Item 10 – Report by Caroline Highwood, Director of Resources, Kent Adult Social Services)*

(1) This report provided an update on progress against the action plan to deliver the Audit Commission recommendations to improve the Kent Programme following the inspection in September 2007.

(2) The Commissioning Body noted the Audit Commissions Recommendations and agreed the draft Action Plan.

#### **10. Update Annual Plan 2008/09**

*(Item 11 – Report by Caroline Highwood, Director of Resources, Kent Adult Social Services)*

(1) This report measured the progress against the annual objectives for 2008/09.

(2) In noting the Report it was agreed that the Commissioning Body would be provided with an update on progress against actions and targets in the Annual Plan as part of the regular Performance Management Report.

#### **11. A Look to the Future including the Potential Impact of the Area Based Grant**

*(Item 12 - Report by Caroline Highwood, Director of Resources, Kent Adult Social Services)*

(1) This report outlined the impact of the Area Based Grant on the Supporting People Programme and set out the direction of travel for the Kent Programme in relation to the Local Area Agreement, contracts, monitoring, review and performance management.

(2) During the course of discussion Mr Porter said that because the Commissioning Body had now decided that it would be having further discussions in relation to Choice Based Letting Schemes, the second bullet point on page 7 of the report should be removed. Claire Martin said that as no decisions had yet been made whether choice based lettings should be included in longer term supported housing, the report reflected the situation as it stood at the present and the bullet point simply explained how the monitoring and review of services would be undertaken. Mr Batty said that on behalf of Tonbridge and Malling Borough Council he supported the list of bullet points set out in paragraph 4.3 of the report as he believed these would lead to tangible improvements. He did however have concerns around the choice based letting agenda and the impact on vulnerable households. He said the document was silent on this new service and he felt that it ought to have been included. Claire Martin said that it was clear that there was a need to have a broad and wide ranging discussion around the whole issue of choice based lettings. However, there was a need to keep a watching brief on this issue until the Commissioning Body had reached a view on longer term supported housing.

(2) The Commissioning Body agreed that the second bullet point on page 7 of the report be deleted. Subject to this amendment, the Commissioning Body agreed to note the report and that its conclusions needed to be taken forward in the light of the further discussions which the Commissioning Body was to have with regard to choice based lettings and their relationship to longer term supported housing.

## **12. Supporting People Budget**

*(Item 13 Report by Caroline Highwood, Director of Resources, Kent Adult Social Services)*

(1) This report provided an overview of the current financial situation, and the likely financial outturn for the following four years.

(2) In considering this report, the Commissioning Body noted that the figure of £720k set out in the third paragraph on page 2 of the report should read “£599k”.

(3) During the course of discussion, several members of the Commissioning Body said they felt they could not support the recommendation which sought approval for the short fall in administration grant to the administering authority being made up from the underspend on the budget in 2009/10 (£80k) and 2010/11 (£243k) and that more information was needed. Following discussion Councillor Wood proposed and Councillor Austin seconded that in the last bullet point of the recommendations the following words should be deleted “it is proposed that the short fall in funding is made up from under spend in 2009/10 (£80k) and 2010/11 (£243k) and that this matter should be discussed again at a future meeting of the Commissioning Body. This was agreed.

(4) The Commissioning Body therefore agreed:

- The funding of community alarms (backdated to 01/04/08) in Dartford and Swale be set at a cost of £1.50 per unit per week.
- The funding of handyperson services across the county from 01/12/08.
- The funding of young persons floating support to enable provision of support for 3 hours rather than the current 2 hours.
- The funding of an increase in the capacity of the Outreach, Resettlement and Rough Sleepers service with a particular emphasis on the resettlement and reconnection element of the existing service.
- The funding of a mental health scheme in Dover which did not receive pipeline funding in 2003/04.
- The introduction of a rent deposit/rent guarantee scheme.
- The funding of Category 2 sheltered housing at a rate of £10.11 per service user per week. A benchmarking/negotiation process will be undertaken with providers who are breaching this limit or where Category 1 services have become, over time, more than Category 1 service.
- It be noted that the administration grant to the authority has been cut in 2008/09. The Programme has managed this situation by prudent budgetary control and the situation would be kept under review.