

**KENT COUNTY COUNCIL**

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**SUPPORTING PEOPLE IN KENT COMMISSIONING BODY**

MINUTES of a meeting of the Supporting People In Kent Commissioning Body held at Sessions House, County Hall on Monday 23 July 2012.

PRESENT: Mr P M Hill, OBE (Chairman), Cllr Ms J Anderson (Vice-Chairman), Cllr Mrs K Belcourt, Cllr Mrs S Chandler, Ms A Christou, Cllr Mrs C Clark, Cllr Mrs S Chandler, Ms A Haines, Mr K Hetherington, Cllr Mr J Howes, Cllr Mrs A Hicks, Mr J Littlemore, Mrs T Kerly, Mr H Cohn, Mrs J Walton, Mr G Peskett, Mr A Hammond and Mr P Whitfield

ALSO PRESENT: Mr P Lake and Mrs C Waters

IN ATTENDANCE: Ms A Slaven (Director of Service Improvement), Christy Holden (Project Manager -FSC), Ms F Annand, Mr S Southworth, (KCC) Ms E Ockleford, and Mr G Mills (Democratic Services)

Apologies: Noted

**UNRESTRICTED ITEMS**

**32 Minutes of 12 April 2012,**

The minutes of the meeting of the Commissioning Body held on 12 April 2012 January 2012 were agreed as a true record and signed by the Chairman.

**33 Core Strategy Group Minutes,**  
*(Item 3)*

The Commissioning Body noted for information the minutes of the meeting of the Core Strategy Group held on 28 June 2012.

**34 Departures in Services for Offenders**  
*(Item 6)*

This item was deferred until the next meeting

**35 Home Improvement Agencies and handypersons services**  
*(Item 7)*

*Report by Angela Slaven, Director of Service Improvement*

(1) The Commissioning Body had agreed that Home Improvement Agencies and Handyperson services should be re-tendered in time for a re let of contracts on 1

October 2012. The contracts with the current providers had been extended by six months in order to facilitate the procurement of the new services. The Supporting People Programme had held a Market Engagement Day on 11 April 2012, which gave a good indication that there was a range of provider interest in delivering this service. A competitive tendering exercise was now underway with a revised specification in place, which had been the subject of consultation with all the districts and boroughs. The Invitation to Tender (ITT) had now been published on the South East Business Portal inviting providers to submit bids for the service. All bids would be evaluated by a panel against agreed set criteria.

(2) During the course of discussion it was confirmed that any staff affected by these proposals would be covered by TUPE. It was also agreed to amend paragraph 8 (1) of the report to make clear the intent was to have the new contract arrangements in place by October 2012

(3) Subject to the comments in paragraph 35 (2) above, the Commissioning Body noted this report.

*(Item 8)*

*Report by Angela Slaven, Director of Service Improvement*

(1) In June 2011 the Commissioning Body agreed to retender floating support services and the tendering process ran almost to the point of final award but was challenged during the 10 day stand still period by 2 individual providers. Following legal advice and a thorough investigation it was recognised that the challenges had some validity and in the interests of fairness and transparency it was appropriate to start the retender process again.

(2) The procurement timeframe would enable these services to be in place from 1 October 2012. In the meantime existing providers have been asked to continue providing floating support services until 30 September when the new services will be in place. This had caused a budget pressure that would be met through the original monies set aside for the delivery of new services during late 2011/12.

(3) The Commissioning Body noted that Floating support was being re-tendered with new contracts being awarded to commence from October 2012

### **37 Floating Support Impact Assessment**

*(Item 9)*

*Report by Angela Slaven, Director of Service Improvement*

(1) Following the non-renewal of district and borough based floating support contract from April 2011, the Commissioning Body requested that an assessment be carried out and reported each quarter in order to determine the impact upon the numbers of people waiting to receive a service.

(2) The data showed that although waiting times rose for a short time whilst existing users of the district and borough based services were transferred to replacement services, the length of wait and the number of people waiting had decreased overall since the reconfiguration of services. Both the number of people waiting and the

length of their wait had remained consistently lower than they were prior to April 2011.

(3) Following discussion the Commissioning Body noted the contents of the report.

### **38. Performance Management**

*(Item 10)*

*Report by Angela Slaven, Director of Service Improvement*

(1) This report highlighted the aspects of performance management within the Supporting People programme. The streamlining of data collection to minimise the administration for both the providers and the programme was in progress and would be finalised for reporting to the next meeting of the Commissioning Body. The key performance indicators that relate to people maintaining or achieving independence had been achieved again in Quarter 4 of 2011/12. The programme had funded 10,421 contracted household units relating to community alarms. It has contributed to over 2591 handyperson/HIA interventions. It had also delivered housing related support services to just over 10,500 vulnerable people within sheltered, supported and floating support services.

(2) The Commissioning Body agreed to note the report.

### **39 Finance Report**

*(Item 11)*

*Report by Angela Slaven, Director of Service Improvement*

(1) The Commissioning Body agreed to note the report.

### **39 Supporting People funding 2012-13**

*(Item 11)*

*Report by Angela Slaven, Director of Service Improvement*

(1) The agreed funding allocation for KCC Supporting People in 2012-13 is £26.2m which included £0.5m non recurring funding from reserves. The Commissioning Body had already agreed planned spending for the year of £26.048m with the balance to be allocated in year. The Unit was currently reporting to budget and to planned activity for 2012/13.

(2) Kent County Council (KCC) funding allocation for Supporting People in 2012-13 was £25.7m which included the final instalment (£4m) of the £7m efficiency savings agreed in 2009/10 for delivery by 2012/13. The Commissioning Body had also agreed additional funding of £0.5m from reserves to support the retendering of the Home Improvement Agency (HIA) contracts from October 2012. The first quarter information from service providers would not be available until later in July 2012. When received an updated report would be submitted to the next meeting of the Core Strategy Group.

(3) • The Commissioning Body agreed the report and its appendix and noted in particular:

- (i) funding for the year is £26.2m of which £26.048m had been allocated
- (ii) the balance on reserves net of commitments was £1.6m
- (iii) An updated summary performance schedule (appendix 1) would be sent to members at the end of July/ early August 2012. and ;
- (iv) a further report would be submitted discussion options for the future use of the reserve

#### **40 Date of next meeting**

Thursday 11 October 2012, Sessions House, County Hall, Maidstone.