

**Minutes of the Core Strategy Development Group
Tuesday 25 August 2009
Medway Room, Sessions House, 10am**

Present:

Caroline Highwood (Chair)	KASS
Claire Martin	KCC - Supporting People Team
Mike Barrett	Porchlight on behalf of Executive Board of Providers
Malcolm Ford	Kent Probation
Tim Hammond	Swale BC
Angela Slaven	KCC Youth Offending & KDAAT
Jacqui Vince	Tunbridge Wells BC
Rose Ellison	Maidstone Housing Trust
Ashley Stacey	Thanet DC
Adrian Hammond	Shepway DC
Dave Woodward	Kent Adult Social Services Mental Health Commissioning
Alison Haines	Dartford BC
Ute Vann	KCC – Supporting People Team
Dawn Apar	KCC – Supporting People Team
Bob Backhouse	Chair of Service User Panel
Sonia Hicks	Invicta Telecare for Russet Homes
Helen Curtis	Lifeways WKHA
Melanie Anthony	KCC – Supporting People Team
Lesleigh Bounds	KDAAT
Margaret Turner (Minutes)	KCC - Supporting People Team

1.	<p>Apologies</p> <p>Apologies were received from;</p> <p>Pat Smith, Sevenoaks DC. Janet Walton & Lynn Wilders, Tonbridge & Malling BC. Margaret Howard and Cathi Sacco, Kent Adult Social Services. Deborah White and Rajinder Manger, West Kent Housing Association. Alison Gilmour, Kent and Medway Domestic Violence Co-ordinator. Lisa Watson, Gravesham BC. Richard Robinson, Ashford BC.</p>
2.	<p>Introductions</p>
3.	<p>Minutes of previous meeting and Matters Arising</p> <p>The Minutes of 26 May 2009 were agreed with the following Matters Arising;</p>

	<p>There has been a meeting for providers to settle on a definition of Generic Floating Support. Numbers were low and another meeting is taking place on 8th September 2009 at 11.30am at the office of Maidstone Housing Trust.</p> <p>Action: Supporting People team to email providers with details of this second meeting.</p> <p>It was acknowledged by the Youth Offending Service that further work needs to be undertaken to look at floating support, accommodation based, Rent Deposit/Rent Guarantee within the strategy.</p> <p>The proposal for a revised commissioning framework was put to the Commissioning Body in March 2009 and agreed by them.</p>
<p>4.</p>	<p>Performance Management</p> <p>Again, workbooks have been received within the deadline of the last quarter and no defaults were issued.</p> <p>The data on short-term outcomes was not available at the time of writing the report. A download was received this morning and the returns for short-term services had increased.</p> <p>The number of Safeguarding alerts continues to rise but the Supporting People team is confident that this is because of the increased awareness of the need to report such matters.</p> <p>It was pointed out that under the new Quality Assessment Framework (QAF) it will be harder to achieve grade A.</p> <p>The information presented to the Core Strategy Development Group (CSDG) will be summarised for the Commissioning Body</p> <p>Clarification was requested as to why 100% of workbooks was received but the number required had fallen even though new contracts were put in place in April. This is because some services had amalgamated and others were re-designated as community alarms.</p> <p>The contents of the report were noted.</p>
<p>5.</p>	<p>Updated Needs Analysis</p> <p>The information contained in the Needs Analysis will feed into the next 5 Year Strategy. It looks at the need in geographic areas and also by client group, such as youth offending. There is a high level of accommodation and support needs for this client group.</p>

	<p>The South East Regional Implementation Group has commissioned a Needs Mapping tool which should provide additional information.</p> <p>It was mentioned that it would be sensible to plan a discussion about reprovision over 12-18 months. Providers have an expectation that services will be pulled and transferred to other providers or client groups. There are issues for both owners and managers of buildings. It was suggested that a workshop be held for “bricks and mortar” providers followed up with confidential working groups until March 2011.</p> <p>It was voiced that if the make-up of an existing scheme is changed then this must be managed for service users who will be moved.</p> <p>Contents of the report noted and agreed that it will go forward to the Commissioning Body.</p> <p>Action: Workshop to be arranged. Working groups will follow on from this.</p>
6.	<p>Update on the Implementation of the Recommendations from the Strategic Review of Short Term Supported Accommodation</p> <p>A summary of the services that had and had not been commissioned was given. Need to determine whether to go forward with services not in development yet.</p> <p>An update was given on a working group for a teenage parent service. There was discussion around the need for a young people service.</p> <p>Contents of report noted.</p>
7.	<p>Developing the Five-year Strategy 2010 to 2015</p> <p>Progress is being made towards developing the next Supporting People Five Year Strategy. A considerable amount of consultation has taken place and is continuing. Questionnaires are coming in from service users.</p> <p>A conference is being held on 17th September 2009 at Kings Hill Conference Centre, University of Greenwich, Kings Hill to take the consultations forward to a first draft of the strategy.</p> <p>Contents of the report noted and agreed that it will go forward to the Commissioning Body.</p>
8.	<p>Update on Housing Conditions and Neighbourhood Deprivation in Thanet</p>

	<p>A meeting is taking place on 4 September 2009 to look at what is happening in Thanet in greater depth.</p> <p>A member of the group expressed concerns amongst providers at the lack of dialogue with them. It was uncertain if there had been/will be discussion at provider level. It was agreed that the Supporting People team will speak to Thanet providers and that Thanet housing staff should look at issues for services and service users. Providers would like a brief.</p> <p>Contents of the report noted and agreed that it will go forward to the Commissioning Body.</p>
9.	<p>Glossary</p> <p>This is a standard item.</p> <p>Triple Aim and Total Place to be added to the Glossary.</p> <p>Let Melanie Anthony know if you have any terms to include.</p>
10.	<p>Any Other Business</p> <p>Supporting People will be running drop in surgeries at the end of the east and west provider forums. The sessions are aimed at front line staff who may have questions about workbooks, QAF, contracts etc. The team is also planning on setting up a group for floating support providers.</p> <p>A new mental health and wellbeing website is being launched, www.liveitwell.co.uk. It has information about exercise, healthy eating, and how to get support. Supporting People will send link to providers and put in next newsletter.</p> <p>Action: Email link to Live it Well website to providers and include in next Newsletter.</p> <p>The Supporting People team were asked if there was any news on updating their website. This is in hand. As part of this it was mentioned that the CLG would no longer be maintaining the National Directory of services.</p>
11.	<p>Date of future meetings</p> <p>Tuesday 17th November 2009 at 10am, Medway Room, Sessions House.</p>