



To: **Members of the Supporting People Commissioning Body**

***Notice of a Meeting of the Supporting People
Commissioning Body***

Friday, 9 December 2011 at 10.30 am

County Hall, New Road, Oxford

Peter G. Clark.

Peter G. Clark
County Solicitor

December 2011

Contact Officer: **Sue Whitehead**
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Membership

Chairman – Councillor Debbie Pickford – Cherwell District Council

Councillors

Councillor Dorothy Brown	- South Oxfordshire district Council
Councillor Roger Cox	- Vale of White Horse District Council
Councillor Arash Fatemian	- Oxfordshire County Council
Councillor Verena Hunt	- West Oxfordshire District Council
Stephen Czajewski	- Thames Valley Probation
Graham Stratford	- Oxford City Council
Fenella Trevillion	- Oxfordshire CCG

Notes:

- **Date of next meeting: 23 March 2012**

The agenda is attached

County Hall, New Road, Oxford, OX1 1ND

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AGENDA

1. **Apologies for Absence and Substitutions (if applicable)**
2. **Declarations of Interest (all members of the Body shall be responsible for deciding whether they have a declarable interest, in accordance with the Codes of Conduct of their own organisation , if applicable)**
3. **Minutes (Pages 1 - 4)**

To approve the minutes of the meeting held on 30 September 2011 (**SP3**) and to receive information arising from them.

4. **Petitions and Public Address**

Members of the public may speak on a matter included on the agenda by giving notice to the Contact Officer by the deadline of 9.00 am on the morning before the meeting.

Advice on addressing a meeting can be found on the Council's website.

For Decision

5. **Supporting People Programme Review 2011-12 and Supporting People Strategy 2012-16 (Pages 5 - 34)**

Report attached at **SP5a** provides the progress update on this review.

Verbal progress update on work in progress, namely review of the eligibility criteria, evaluation of existing pathways of service delivery and of administrative arrangements for the programme will be provided at the meeting.

Needs and gaps analysis and commissioning intentions for 2012-16 are set out in a paper **SP5b**. These commissioning intentions form the basis for the Annual plan for 2012-13 and future years.

Financial strategy for 2012-16 attached at **SP5c** has been produced to illustrate how these commissioning intentions could be implemented within the allocated budget and current contractual commitments.

These reports will be considered by the members of the Core Strategy Group on 7 December. Any revisions to these reports made at that meeting will be reported on a by exception basis.

Members of the Commissioning Body are requested to approve proposed commissioning intentions for 2012-16, subject to amendments made at the meeting.

For Information

6. Supporting People Budget 2011/12 (Pages 35 - 38)

The budget monitoring report for 2011-12 attached at **SP6a** shows the budget set by the Commissioning Body and expenditure incurred in the first seven months of the year (April to October).

Expenditure excludes in-year cashable efficiencies already agreed this year. Contractual processes to implement these efficiencies are in progress and payments would be reconciled once this process is completed.

Report attached at **SP6b** shows progress made with delivering the 2011-12 efficiency savings programme.

This report shows that proposals received to date have collectively identified £300k or 94% of the target. Majority of these proposals have been approved by funding partners. One third of the target (£100k) has been fully implemented. Work on identifying proposals for delivering remaining £20k or 6% of the overall target is being given priority.

Formal steps are being taken to ensure that any planned underspend delivered by the programme in 2011-12 is allowed to be brought forward in full to off-set planned reduction in financial allocation in 2012-13. Having this brought forward secured would also assist the partnership in managing these changes in a planned and considerate manner.

7. Annual Plan 2011-12 Progress Report (Pages 39 - 42)

A report attached at **SP7a** gives information about any items in the Annual Plan which the administering authority is not on track to deliver and a table is attached at **SP7b** showing progress against the Annual Plan.

8. Date of Next Meeting and Future Meetings

The next meeting will be held in Meeting Room 3, County Hall, Oxford on 23 March 2012.
