

# Project Progress Report

**Project:** Supporting People Programme Review 2011-12

**Ref:** PPR005/CSG & CB/20111207

**Date:** 28 November 2011

**Author(s):** NL/DRH/LD




**Project Manager:** Natalia Lachkou, Supporting People Programme Manager




**Sponsor:** Simon Kearey, Head of Strategy and Transformation



**Version No:** 1

**Approvals:** Core Strategy Group

**Distribution:** Core Strategy Group, Commissioning Body, work stream lead officers, Provider forum

Period:		November 2011		Summary position	
Author(s): NL/DRH/LD		Last period: (R/A/G)* 		This period: (R/A/G)* 	
<b>1 - Status update</b>					
All three work streams are taking forward priority pieces of work and are on target to deliver most of their key deliverables in time for December Commissioning Body.					
<b>2 - Status report against key criteria</b>					
Key		Status (R/A/G) *	Commentary	Planned actions / recommendations	
<b>Work Stream 1 – Strategic Context and Governance</b>					
1a. Proposals for strategic direction of travel, governance and administration of the programme beyond 2011-12			<p>Strategic priorities questionnaires and needs and gaps analysis have been revised further and informed commissioning intentions presented for decision today.</p> <p>Oxfordshire County Council started the restructure of its commissioning functions, which include the administration of the Supporting People programme.</p> <p>The future of these arrangements would be considered in phase two of the restructure, with proposals for staff consultation expected in late January 2012.</p> <p>The group met twice and produced SWOT analysis tabled today.</p>	<p>Next milestones:</p> <p>A) To seek approval of the commissioning and investment plan for 2012-16 at December 2011 and March 2012 meetings of the Commissioning Body</p> <p>B) To use SWOT analysis to inform the county council restructure and wider strategic conversations that are taking place, notably the development of the Health and Wellbeing Board and its sub-boards</p> <p>C) To seek approval of governance and administration arrangements for the programme by end of March 2012</p>	

1b. Proposals for how to structure the programme and deliver its outcomes beyond 2011-12		<p>Good progress on reviewing key elements of the programme has been made by all work streams. Personalisation workshop took place on 30 September and was successful. A proposal for how the programme may wish to embrace the localism agenda has been produced for discussion by Cherwell District Council lead.</p> <p>Revised eligibility criteria have been discussed with stakeholders in October-November. Amended criteria would be submitted for consideration to January CSG and approval to March Commissioning Body.</p>	<p>Next milestones are:</p> <p>A) To analyse comments received on draft eligibility criteria and revise the document in time for January Core Strategy Group</p> <p>B) To draw together key themes emerging from the refreshed needs and gap analysis, revised eligibility criteria and best practice in commissioning for outcomes to inform commissioning plan and administrative arrangements for 2012-16 – by March 2012</p>
1c. Commissioning and investment plan for 2012-16		<p>Examples of commissioning plans used in other areas have been evaluated.</p> <p>Commissioning plan for 2012-16 is on the agenda for approval today.</p>	<p>Next milestones are:</p> <p>A) To seek approval of the commissioning and investment plan for 2012-16 at December 2011 and March 2012 meetings of the Commissioning Body</p>
<b>Work Stream 2 – Needs and Gap Analysis</b>			
2a. Needs and gap analysis for housing related support provision		<p>Maps of Supporting People funded services and strategic pathways were refreshed.</p> <p>District local strategic</p>	<p>Next milestones are:</p> <p>A) To seek approval of refreshed needs and gaps analysis that informed the commissioning plan for 2012-16</p>

		<p>position statements and responses from providers have been analysed.</p> <p>Various datasets have been assessed and informed refreshed needs analysis.</p>	
<b>Work Stream 3 – Benchmarking and Best Practice</b>			
3a. Eligibility criteria and over-arching outcomes for housing related support provision beyond 2011-12		<p>Short consultation exercise completed with providers informed revised Eligibility Criteria.</p> <p>This document was considered by the Commissioning Body in September and then further considered by stakeholders in October-November.</p> <p>Feedback from service users informed this document.</p> <p>Amended criteria would be submitted for consideration to January CSG and approval to March CB.</p>	<p>Next milestones are:</p> <p>A) To analyse feedback received and revise the document in time for January Core Strategy Group</p> <p>B) To continue to take account of key messages from service user feedback in completing all aspects of this review</p>
3b. Proposals for types of future provision and commissioning models to deliver over-arching outcomes that embrace personalisation and localism agenda		<p>The group has evaluated best practice in other authorities and consulted with providers, districts and other stakeholders about pathways and future models of provision.</p> <p>Personalisation is being considered as</p>	<p>Next milestones are:</p> <p>A) To incorporate evaluation of pathways with best practice in service delivery and personalisation to inform the delivery plan for 2012-16.</p> <p>B) To consider emerging approaches to delivering the localism agenda further</p>

		part of consultation on eligibility criteria.  Discussion on localism is taking place with wider stakeholders.	
<b>3 – Key milestones</b>			
<b>Milestone</b>	<b>Due date</b>	<b>Progress/comments</b>	
Discuss, review and revise programme review methodology	June 2011, including Commissioning Body on 17 June 2011	Delivered on time	
Complete 2nd round of work across all work streams	July-September 2011	Most objectives were delivered on time	
Produce 2nd set of proposals	End of September 2011	Most objectives were delivered on time	
Consult, review and revise	October 2011	Delivered on time	
Produce 3rd set of proposals for approval	November 2011	Delivered on time	
Submit 3rd set of proposals for approval	Commissioning Body in December 2011	Most objectives are on target to deliver on time	
Publish approved proposals	January 2012	Subject to approval in December 2011	
Implement first part of the delivery plan	January- March 2012	Subject to approval in December 2011	
Seek approval of final version of commissioning and investment plan, and Annual Plan 2012-13	March 2012		
Begin delivery of Annual Plan 2012-13	April 2012		

**\*Project Key:**

- Major problems identified which mean the project is unlikely to deliver on time, on budget or to required standard.
- Remedial plans are not proving effective.
- Escalate to the next level with costed options.



- Significant problems identified which may put the project timetable, costs and/or benefits at risk.
- Remedial plan is in place and is being monitored closely to ensure that risk is mitigated.
- Escalate to the next level.



- Project is proceeding according to plan.
- Risks / issues are being managed within the project.
- There is no need to escalate to the next level.