









Project Progress Report

Project:	Supporting People Programme Review 2011-12
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Version No:	1
Approvals:	Core Strategy Group
Distribution:	Core Strategy Group, Commissioning Body, work stream lead officers, Provider forum

Period: Mid-March 2012		Summary position	
Author(s): NL/DRH/LD		Last period: (R/A/G)* 	This period: (R/A/G)* 
1 - Status update			
All three work streams have delivered remaining key deliverables in time for March 2012 Commissioning Body.			
2 - Status report against key criteria			
Key	Status (R/A/G)*	Commentary	Planned actions / recommendations
Work Stream 1 – Strategic Context and Governance			
1a. Proposals for strategic direction of travel, governance and administration of the programme beyond 2011-12		<p>Refreshed strategic priorities and needs and gaps analysis informed the commissioning intentions agreed on 9 December 2011.</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 has been considered in phase two of the restructure, with staff consultation ending on 7 March 2012.</p> <p>A) SWOT analysis was produced and discussed in January 2012. It has been used to inform the county council restructure and wider strategic conversations that</p>	<p>Next milestones:</p> <p>B) To seek approval of the Annual plan 2012-13 at March 2012 meeting of the Commissioning Body</p> <p>C) To seek approval of governance and administration arrangements for the programme by end of March 2012</p>

		are taking place, notably the development of the Health and Wellbeing Board and its sub-boards.	
1b. Proposals for how to structure the programme and deliver its outcomes beyond 2011-12		<p>Key elements of the programme have been reviewed by work streams.</p> <p>Revised eligibility criteria were discussed with stakeholders in October-November.</p> <p>Amended criteria were submitted for consideration to February CSG and approval to March Commissioning Body.</p> <p>Report with key themes emerging from the needs and gap analysis, revised eligibility criteria and best practice in commissioning for outcomes has been submitted to March CSG and will inform delivery of the Annual plan 2012-13.</p>	Objective reached.
1c. Commissioning and investment plan for 2012-16		<p>Examples of commissioning plans used in other areas were evaluated.</p> <p>Commissioning plan for 2012-16 was approved on 9 December 2011.</p> <p>Draft delivery plan has been produced and is</p>	<p>Next milestones are:</p> <p>A) Finalise the delivery plan by end of March 2012</p> <p>B) Commence delivery</p>

		being taken forward with named commissioning leads.	
Work Stream 2 – Needs and Gap Analysis			
2a. Needs and gap analysis for housing related support provision		Refreshed needs and gaps analysis was approved on 9 December 2011.	Objective reached.
Work Stream 3 – Benchmarking and Best Practice			
3a. Eligibility criteria and over-arching outcomes for housing related support provision beyond 2011-12		<p>Revised Eligibility Criteria were produced following engagement with service users, providers and commissioners in September-November 2011.</p> <p>Feedback received was analysed and informed the revised document on agenda for approval today.</p>	<p>Next milestones are:</p> <p>A) To seek approval of revised eligibility criteria at March Commissioning Body</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 evaluated best practice in other authorities and consulted with providers, districts and other stakeholders about pathways and future models of provision.</p> <p>Personalisation has been closer aligned to eligibility criteria and three local projects have been agreed for 2012-13.</p> <p>Discussion on localism has taken place with wider stakeholders.</p>	<p>Objective reached.</p> <p>Additional action:</p> <p>A) To consider emerging approaches to delivering greater personalisation and localism agenda further in 2012-13</p>

		Final report was accepted in March.	
3 – Key milestones			
Milestone	Due date	Progress/comments	
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 were delivered on time	
Publish approved proposals	January 2012	Delivered on time	
Implement first part of the delivery plan	January- March 2012	On track to deliver	
Seek approval of Annual Plan 2012-13, Eligibility Criteria and Charging Policy	March 2012	On track to deliver	
Begin delivery of Annual Plan 2012-13	April 2012	On track to deliver	

***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.