

SUPPORTING PEOPLE COMMISSIONING BODY – 17 JUNE 2011

Update on programme review

Progress update

1. Methodology for the 2011-12 programme review was agreed at the Core Strategy Group meeting on 6 April. This methodology comprises project overview and first level project plan (ref: [Annex 8b](#)).
2. Second level project plan has also been produced (ref: [Annex 8c](#)). It contains more detailed descriptions of each of the work streams. These plans will be discussed at the first meeting of each work stream and finalised by the lead officers thereafter.
3. It is requested that the groups give sufficient attention to ascertaining dependencies between work streams and agreeing specific milestones for producing key deliverables, within the overarching milestones for the review. This information would be used to populate third level project plan, a draft version of which is being produced and will be tabled at the meeting.
4. By 10 May a number of key stakeholders and providers expressed their interest in taking part in the review. Their responses informed the membership of the three work streams and the list of co-opted members who are interested in making comments on draft proposals throughout the course of the review (ref: [Annex 8d](#)). This information has been used to produce a communication plan for the review (ref: [Annex 8e](#)).
5. It has become necessary to nominate a new lead officer for the third work stream due to imminent changes in the Children, Education and Families directorate's representation on the Core Strategy Group. Three lead officers are:
 - *'Strategic context and governance'* – Natalia Lachkou, Oxfordshire County Council
 - *'Needs and gap analysis'* – James Edwards, Oxford City Council
 - *'Benchmarking and best practice'* – To be elected at the first meeting of the group
6. **'Needs and gap analysis' work stream** – Core members met on 6 May to plan the work and prepare first meeting of the full group. Minutes of the meeting are attached at [Annex 8f](#). These minutes are being used to populate third level project plan for this core group.
7. Detailed work on delivering first three priority tasks identified by the group has started and is progressing well:
 - Map, analyse and select key data sources to be used

- Agree which key data analysis sources to use
 - Produce profiles of current service provision at county and district level, including Supporting People funded and non-Supporting People funded provision that directly or indirectly impacts on delivery of housing related outcomes for vulnerable groups
8. First meeting of the full group is scheduled to take place on 24 June.
 9. **‘Strategic context and governance’ work stream** – Preparation for taking this work to the next stage is going ahead. It involves obtaining the Commissioning Body’s approval of the strategy in June and undertaking initial planning with key groups of lead commissioners.
 10. For example, strategic links with the Oxfordshire Domestic Abuse Strategy Group (ODASG) have been re-established, with the Supporting People Programme manager now attending the meetings of the group. Supporting People funded provision for people at risk of / experiencing domestic abuse falls under the ‘Safety and support for victims’ element of the wider domestic abuse strategy, which has entered its third and final year.
 11. This strategy will be evaluated this year with a view to produce a refreshed strategy for 2012 and beyond. It has been agreed with the partners that existing support services provided by independent sector (including Supporting People funded refuges and outreach services) will be reviewed earlier, so that future commissioning priorities are produced by September 2011, in line with the Supporting People programme review requirements. Supporting People lead officer in taking part in the review is Lorraine Donnachie, who holds responsibility for the current contracts and who will also be undertaking service reviews this year.
 12. It is envisaged that the first meeting of the core group would take place in June and that the first task for the group would be to appraise strengths and weaknesses of the existing strategic, governance and administrative arrangements with a view to then seeking comments from a wider group of commissioning partners.
 13. **‘Benchmarking and best practice’ work stream** – Paper on personalisation to be considered later on the agenda begins work on this important policy agenda, which is closely linked to the review of the Oxfordshire Supporting People eligibility criteria. This work seats within the remit of this core group and would generate ideas and knowledge base for their first meeting, planned in June.
 14. It is also proposed that future progress updates on the review are presented in the form of a highlight report, starting from next monthly report to the Core Strategy Group.