

# Warwickshire Supported Housing Forum

## Warwickshire Providers Together Minutes

### 10am Wednesday 3 September 2008

**Present:**

Richard Haynes	-	Bromford Support
Lynn Tallett	-	People in Action
Tracy Palmer	-	FCH
Lily Jakovieus	-	FCH
Alan Riddell	-	Fry Housing Trust
John Atkins	-	Mayday Trust
Sarah Marsden	-	Fry Housing Trust
Louise Waters	-	Way Ahead Support Services
Carol Gallagher	-	Doorway
James Wadlow	-	Stonham
Gerald Temperley	-	Mid Warwickshire MIND
Sarah Bull	-	Advance
Mel Arnold	-	Advance
Debbie Fitter	-	NWBC
John Kavanagh	-	Open Doors
Jean Miller	-	Springfield Mind
Joy Smith	-	Jephson Housing Association
Ann Weston	-	Top Hill Support
Naomi Barlow	-	United Response
Rachel Norwood	-	Supporting People

**1. Apologies**

Dawn Clarke - People in Action

**2. Minutes of the last Meeting (dated Wednesday 2 July 2008)**

The minutes of the last meeting were agreed.

**3. Matters Arising**

Please see information provided by Richard Haynes (Chairman) at the meeting.

Reminders went out to everyone who had not completed their DDA reports. Joy Smith stated she has not received a reminder and this may be the case for everyone else.

#### **4. Core Strategy Group (CSG) Feedback**

Richard stated that a large number of items discussed within the Core Strategy Group will be covered within the Supporting People update later in the meeting and hence would not be covered here.

CSG actions that are allocated to the Provider Forum / Provider Forum Chair are covered later in the meeting.

SURGe – A request was put out for increased numbers of Service Users to represent young persons, homeless and offender services. SURGe meetings are well attended however these groups are currently under-represented.

Lorna Ferguson who is leading the review of mental health services in the county discussed her current project at the CSG. The wider reaching review of Mental Health services will coincide with the Supporting People Strategic Review of Mental Health provision. The key point to providers being that the scope of the review will be far wider than just SP funded services and hence needs to be followed as it may have an impact on provision both within SP and on a wider scale.

Richard informed the WPT members that Rachel Norwood presented a report looking at good practice across SP teams in relation to SU involvement. SP provided a useful comparison table showing good practice. A useful website was flagged up that providers can look at [www.serviceuserinvolvement.co.uk](http://www.serviceuserinvolvement.co.uk).

Rachel presented a cultural sensitivity report on behalf of Bharti Quinn

The District / Borough Councils presented their homelessness strategies

#### **5 /7. Warwickshire Provider Together Actions**

Richard outlined the actions that are allocated to the Provider Forum within the Core Strategy Group's action plan.

- 1.5.2 Ensure effective communication between Supporting People governance and Providers and ensure that Providers can access information support and training

- i. Develop timetable for reps of CSG & CB to attend providers meetings & services (March 2009)
  - ii. Incorporate protocol in TOR for CSG providers representative (June 2008)
- 2.2.2 Agree review mechanism of SP Strategy (including the involvement of services users, carers and service providers) and timescale
  - i. Agree appropriate methods to include provider feedback (November 2008)
- 6.1.2 Ensure service users have opportunities for involvement throughout the programme
  - i. Promote attendance of providers at SURGE meetings (Ongoing)

In addition to reviewing these targets the group also discussed potential targets for the coming year.

On discussion a number of ideas were presented including:

- Review of current terms of reference.
- Invite lead commissioners to provider forums to update the group about current progress with reviews and potential changes + seek feedback and involvement of the group.
- Keep abreast of the Local Area Agreement and Area Based Grants to ensure that funding is maintained for current and future service provision (especially following the removal of the current ring-fence that keep Supporting People money allocated to Supporting People alone).
- Raise awareness and develop a greater insight into personalization and individual budgets and how this may effect service provision and future funding. (Member of the forum flagged that the Disability Forum in Stratford is heavily involved with individualized budgets and personalized payments and hence may be worth contacting. Coventry have also trailed individual budgets which appear to be working quite well at present. There are 13 pilot schemes across the country. It was also stated that it is likely that certain client groups are probably never going to be involved in individualized budgets due to the nature of support required and issues around level and timescale of the support).
- Work with Supporting People to help ensure that training made available to providers is appropriately targeted, mainly by flagging up courses in

advance that are likely to take place and inputting via SP to ensure that the trainer is aware of our desired outcomes in advance.

Richard highlighted the need for a dynamic plan that meets the needs of the group members and is owned by the group. This would be flexible to meet the changing needs of the group and would allow us to respond to changes in commissioning, national and local strategy etc.

## **6. Information sharing protocols / statements**

John Chilvers from the Salvation Army is looking at developing standardised information sharing documents as part of the 'information-sharing sub-group'. John was unable to attend the meeting, but if you would like to contact him:

Tel No: 01926 450708

Email: [Jonathan.Chilvers@salvationarmy.org.uk](mailto:Jonathan.Chilvers@salvationarmy.org.uk)

Postal Address: Jonathan Chilvers, Salvation Army, Eden Villa, 13 Charlotte Street, Leamington Spa, CV31 3EB.

At this stage it was also discussed how the meeting should be structured in future, it was decided that the first section of the meeting before Supporting People enter should be extended to one hour from 45 minutes due to the desire to create and deliver actions.

## **8. Response from SP to WPT letter regarding commissioning**

This was distributed in the form of a written response from SP and discussed to clarify.

## **9. Supporting People Feedback**

10.50am Rachel Norwood arrived from Supporting People

SP agreed to attend at 11:00 am in future.

Key discussion points, other detailed information is provided within the Supporting People Provider Briefing (if you do not have a copy this can be found on the Warwickshire Supporting People section of the Warks County Council website under Providers Area > Providers Together Forum).

- Kathryn Ray organizing and listing dates of training.
- Providers have asked for consortium training.
- SP want to know if any further info required for TUPE, then to let Richard know and he will feedback to Rachel.

- Contract monitoring with new lighter touch provider would like clarification on what a Partial B means. There were concerns over the fact that this is not perceived as a full 'B' and hence may lack credibility as a score.
- Rachel to speak to Sue regarding this.
- Harpreet Kaur left SP last Monday – recruiting shortly.
- Rachel to organise a countywide workshop on KPI's and what should be recorded as planned and unplanned.
- Provider and Service user newsletter to be re-emailed to providers list. Paper copies on their way.
- People to let Richard know if they have not received email or copy.

Rachel left at 11.50am

## **16. Details of next meetings**

Wednesday 5 November 2008, 10am at People in Action offices

Wednesday 14 January 2009, 10am at People in Action offices