

**Devon Supporting People  
Housing Support Strategic Partnership**

**Date:** 26<sup>th</sup> May 2009  
**Time:** 10.00 a.m. – 1.00 p.m.  
**Venue:** Civic Centre, Exeter



**Attendees:**

Janet Regan  
 Ron Mayers  
 Catherine Simmons  
 Chris Hancock  
 Liz Steele  
 Debbie Holloway  
 Emma Charlton  
 Nikki Glassbrook  
 Gill Unstead  
 Richard Crompton  
 Theresa Farris  
 Diane Simpson  
 Shaun Bennett  
 Max Sillars  
 Kevin Oke  
 Sue Gubb  
 Lucie Spiers  
 Vanda van der Linden

Learning Disability Partnership  
 Exeter City Council  
 Mid Devon District Council  
 Exeter City Council  
 Torridge District Council  
 South Hams District Council  
 East Devon District Council  
 Devon PCT  
 Devon DAAT  
 Exeter Shilhay (RSL)  
 Teign Housing (Sheltered Housing)  
 Young Devon  
 CIVIS  
 Devon Supporting People  
 Devon Supporting People  
 Devon Supporting People  
 Devon Supporting People  
 Devon Supporting People

**Apologies:**

Marion Playle  
 Dennis Boobier  
 Dick Scott

West Devon Borough Council  
 East Devon District Council  
 Mid Devon District Council

Agenda items covered	Agreements & Action points
<p><b>1. Apologies.</b> Apologies were read out.</p>	
<p><b>2. Minutes from last meeting.</b> The minutes were agreed as a true and accurate record. Action points from last meeting were reviewed/checked.</p>	<p>Supporting People to liaise with Liz Steele DV re:a parallel with reporting anomalies in DV activities</p>
<p><b>4. Report HSSP/124/09: Overall finance report</b> M.S. highlighted two tasks: finalising the budget for 2009/10 &amp; actions that must be taken during this financial year that will dictate future budgets.</p> <p>R.M. – raised an issue re: LPSA</p> <p>M.S view is – influencing LPSA decision making is not part of SP remit; HSSP members with concerns need to take up any issues within their own organisations. Ron Mayers requested nevertheless his concern be minuted and stated his intention to raise this issue at the next JCB</p> <p>T.F. – sheltered housing provider forum expressed its concerns about the need for more consultation before decisions made about the best contract type for older persons contracts. SP is available to attend a provider meeting if necessary or discuss the contract options with individual providers.</p> <p>K.O. highlighted reason for under spend.</p> <p>R.M. Why funds for supported lodgings had not been drawn down? The underspend has been reduced from £30k in the last financial year down to £15k in this financial year. We are limited in how we can spend the money because of how the current contract is configured. However, the contract is due to be tendered.</p> <p>The Strategic Improvements for Devon's SP programme were discussed, and it was agreed to recommend these to JCB.</p> <p>R.M queried whether procurement procedures were needed with regards to the non recurrent spend proposals. He questioned whether potential providers should be absent for these discussions. M.S acknowledged this, clarifying the HSSP decision today was about what the funds would be used for, not who would provide these services. The procurement questions of who provides these services are for the lead organisations (in the paper) to manage.</p>	<p><b>Providers:</b> to submit any comments to Sue Gubb. <b>Sue Gubb</b> to response to providers query re: contracts/attend a provider meeting.</p> <p><b>Recommendations 4.1, 4.2 4.3 agreed.</b></p> <p><b>M.S to in future clearly differentiate between agreement for uses of funds, and following any agreement, the process to be used to allocate these funds to specific providers. Finance &amp; Planning group to be briefed on this at their next meeting.</b></p>
<p><b>5. Report HSSP/125/09: Individual Budgets &amp; Rough Sleeping</b> N.G. presented a new project which targets entrenched rough sleepers, individuals with 'multiple vulnerability', in Exeter and North Devon. The intention is to commission services not already used / available.</p>	

<p>N.G and C.H agreed to use the short term St Andrews University outcomes framework.</p> <p>It was agreed to continue development of the initiative, and prepare a case for the JCB: Work needed to cover 1. robust press statement, 2. detailed project plan, 3. report justifying the expenditure</p>	<p><b>Action:</b> Nikki/Chris – 1 &amp; 2, Max - 3</p>
<p><b>6. Report HSSP/126/09: HIA Review</b> M.S. updated members on HIA service improvement process. Each partner organisation is preparing a service improvement plan using 5 HIA work packages and will present their priorities to the JCB at the next meeting.</p>	<p><b>Action:</b> HSSP partners involved in the HIA to contribute their priorities into the relevant improvement plan. Liz Steele and Dick Scott leading on the District Council plan.</p>
Information Items	Action points
<p><b>7. Report HSSP/127/09: Report on Winter Pressure</b> The paper is for information.</p>	<p><b>Action:</b> Members to familiarise themselves with the paper, if relevant</p>
<p><b>8.CLG Inquiry into the Supporting People Programme</b> The paper is for information.</p>	
<p><b>9. Supporting Housing Month</b> The paper is for information.</p>	
<p><b>10. HSSP/129/09: Report on Learning Disability Housing Developments: Review of GCS Residential Care services – Janet Regan</b> Report presented earlier due to time constraints. J.R. briefed HSSP on reshaping current residential care services for LD/MH clients. Using GCS project J.R. demonstrated a general need for more personalised, person-centred services.  Ron Mayers confirmed that he is working on a draft partnership agreement. This will be circulated for comments, and will aim to provide clarification of relative roles etc.</p>	<p><b>Action:</b> Ron Mayers and Janet Regan to continue work on a draft Memorandum of Understanding  Janet Regan to return to HSSP at next meeting for further update</p>
<p><b>12. A.O.B.</b> M.S. drew attention to Tenant Services Authority's roadshow, which undertakes consultation of affordable housing tenants.</p>	<p><b>Action:</b> Members to familiarise themselves with the topic where relevant.</p>
<p><b>Date of Next Meeting: 1<sup>st</sup> September, Exeter City Council, Bad Homburg Rm</b> Tuesday, 10.00 a.m. – 1.00 p.m. Gill Unstead agreed to Chair next meeting</p>	<p><b>Action:</b> Ron Mayers to raise the question of HSSP Chair at DSHG</p>