

Review Title: <b>Supporting People</b>
Overview & Scrutiny Panel: <b>Housing &amp; Community Safety</b>
Panel Chairman: <b>Cllr. Les Kew</b>
Overview & Scrutiny Project Manager: <b>David Langman</b>
Supporting Service Officer: <b>Jane Shayler, Head of Housing &amp; Supported Living</b>

### **Process for Tracking O&S Recommendations - Guidance note for Executive Members**

The enclosed table lists all the recommendations arising from the above Overview & Scrutiny Review. Individual recommendations are referred to the relevant named Executive Members (or whole Executive in the case of a whole Executive referral) as listed in the '**Exec Member**' column of the table. In order to provide the O&S Panel with an Executive response on each recommendation, the named Executive member (or whole Executive) is asked to complete the last 3 columns of the table as follows:

#### **Decision Response**

The Executive has the following options:

- **Accept** the Panel's recommendation
- **Reject** the Panel's recommendation
- **Defer** a decision on the recommendation because a response cannot be given at this time. This could be because the recommendation needs to be considered in light of a future Executive decision, imminent legislation, relevant strategy development or budget considerations, etc.

#### **Implementation Date**

- For 'Accept' decision responses, give the date that the recommendation will be implemented.
- For 'Defer' decision responses, give the date that the recommendation will be reconsidered.
- For 'Reject' decisions this is not applicable so write n/a

#### **Rationale**

Use this space to explain the rationale for your decision response and implementation date. For accepted recommendations, please give details of how they will be implemented.

## Supporting People Review: Recommendations

The Panel have defined the following **recommendations to the Executive Member** for consideration with SP Officers to support decision making in developing and adopting the Council's Supporting People Strategy.

Recommendation	Exec Member	Decision Response	Implementation Date	Rationale
<b>5.1 Future Budget Reductions</b> 'Top-slicing' of budgets to all SP providers is not a preferred way forward.	Vic Pritchard & Francine Haeberling	Accepted	Nov 04	<ul style="list-style-type: none"> <li>▪ ODPM have stated that this is not a preferred option for making savings</li> <li>▪ Across the board cuts will have a greater effect on service users and agencies than targeted efficiency savings</li> </ul>
<b>5.2 Targeted Savings</b> Any savings in funding to be arranged by priority selection.	Vic Pritchard & Francine Haeberling	Accepted	May 04	<ul style="list-style-type: none"> <li>▪ Efficiency savings criteria developed and agreed by Commissioning Body</li> <li>▪ High cost / cost outlier services targeted</li> <li>▪ Voluntary efficiency savings negotiated successfully with providers</li> </ul>
<b>5.3 Language</b> The use of plain English language in this review helped in making steps forward and should continue.	Vic Pritchard & Francine Haeberling	Accepted	Nov 04	<ul style="list-style-type: none"> <li>▪ Improve service user and stakeholder understanding, participation and steer for the programme</li> <li>▪ Use of accessible formats and specialist advocacy services for consultation</li> </ul>
<b>5.4 SP Provider Reviews</b> As well as the comments noted in the findings (section 4.1), the Panel provided some specific feedback to the Head of Housing and Supported Living Services about improving the structure and process of the SP Provider Reviews. Any actions put in place are to be directly reported to the Chair of the Panel.	Vic Pritchard & Francine Haeberling	Accepted	Nov 04	<ul style="list-style-type: none"> <li>▪ Improve communication with Provider, presenting a transparent process.</li> <li>▪ Service Review Guide developed for SP team</li> <li>▪ Service Review and Accreditation Process Map developed, circulated to Providers</li> </ul>

<p><b>5.5 Financial Reporting</b>                  The Officers working in SP programme include some form of financial monitoring in Four Monthly Performance Reports, in particular highlighting potential financial risks.</p>	<p>Vic Pritchard &amp; Francine Haeberling</p>	<p>Accepted</p>	<p>Nov 04</p>	<ul style="list-style-type: none"> <li>▪ Keep the Elected Members aware and informed about SP financial position</li> <li>▪ Commissioning Body receive monthly financial monitoring statements</li> </ul>
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