

## Notice of a Meeting

### **Adult Services Scrutiny Committee** **Wednesday, 2 December 2009 at 10.00 am** **County Hall, Meeting Rooms 1 & 2**

#### **Membership**

Chairman - Councillor Don Seale

Deputy Chairman - Councillor Mrs Anda Fitzgerald-O'Connor

<i>Councillors:</i>	Arash Fatemian	Anthony Gearing	Tim Hallchurch MBE
	Jenny Hannaby	Sarah Hutchinson	Larry Sanders
	Dr Peter Skolar	Alan Thompson	

**Notes:** All members of this Committee are asked to note that there will be a pre-meeting at 9.30 am on the day of the meeting in Committee Room 2. Lunch will also be provided.

**Date of next meeting:** 10 February 2010

#### **What does this Committee review or scrutinise?**

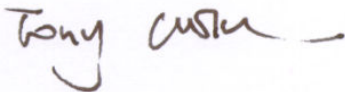
- Adult social services; health issues.

#### **How can I have my say?**

We welcome the views of the community on any issues in relation to the responsibilities of this Committee. Members of the public may ask to speak on any item on the agenda or may suggest matters which they would like the Committee to look at. **Requests to speak must be submitted to the Committee Officer below no later than 9 am on the working day before the date of the meeting.**

#### **For more information about this Committee please contact:**

Chairman	-	Councillor Don Seale E.Mail: don.seale@oxfordshire.gov.uk
Committee Officer	-	<i>Kath Coldwell, Tel: (01865) 815902</i> E-Mail: kath.coldwell@oxfordshire.gov.uk



Tony Cloke  
Assistant Head of Legal & Democratic Services

November 2009

## **About the County Council**

The Oxfordshire County Council is made up of 74 councillors who are democratically elected every four years. The Council provides a range of services to Oxfordshire's 630,000 residents. These include:

schools	social & health care	libraries and museums
the fire service	roads	trading standards
land use	transport planning	waste management

Each year the Council manages £0.9 billion of public money in providing these services. Most decisions are taken by a Cabinet of 9 Councillors, which makes decisions about service priorities and spending. Some decisions will now be delegated to individual members of the Cabinet.

## **About Scrutiny**

Scrutiny is about:

- Providing a challenge to the Cabinet
- Examining how well the Cabinet and the Authority are performing
- Influencing the Cabinet on decisions that affect local people
- Helping the Cabinet to develop Council policies
- Representing the community in Council decision making
- Promoting joined up working across the authority's work and with partners

Scrutiny is NOT about:

- Making day to day service decisions
- Investigating individual complaints.

## **What does this Committee do?**

The Committee meets up to 6 times a year or more. It develops a work programme, which lists the issues it plans to investigate. These investigations can include whole committee investigations undertaken during the meeting, or reviews by a panel of members doing research and talking to lots of people outside of the meeting. Once an investigation is completed the Committee provides its advice to the Cabinet, the full Council or other scrutiny committees. Meetings are open to the public and all reports are available to the public unless exempt or confidential, when the items would be considered in closed session

**If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, giving as much notice as possible before the meeting**

**A hearing loop is available at County Hall.**

## AGENDA

1. **Apologies for Absence and Temporary Appointments**
2. **Declarations of Interest - see guidance note**
3. **Minutes** (Pages 1 - 10)

To approve the minutes of the meeting held on 15 October 2009 (**AS3**) and to note for information any matters arising on them.

4. **Speaking to or petitioning the Committee**

## SCRUTINY MATTERS

**To consider matters where the Committee can provide a challenge to the work of the Authority**

5. **Service and Resource Planning 2010/11 - 2014/15** (Pages 11 - 56)

**10:15**

*Contact Officer: Lorna Baxter – Assistant Head of Finance (Corporate Finance), 01865 323971*

The attached report (**AS5**) sets out the Business Improvement & Efficiency Strategy for the Social & Community Services Directorate. The strategy contains the identified pressures and proposed savings over the medium term from 2010/11 to 2014/15. For reference, the current financial context and the report to the Strategy & Partnerships Scrutiny Committee are included. The scrutiny committee is invited to consider and comment upon the strategies and the pressures and savings contained therein.

Comments from each scrutiny committee will be collated and fed back to the Cabinet by the Strategy and Partnerships Scrutiny Committee which meets on 14 January 2010.

Members of the Committee will have the opportunity to question the Cabinet Member for Adult Services, together with the Director for Social & Community Services, Mr Paul Purnell (Head of Social Care for Adults), Mr Simon Kearey (Head of Strategy and Transformation) and Heads of Service and other officers on the identified budget pressures. Officers from Financial Services will also be present at the meeting to answer any questions that the Committee may wish to ask.

The Director for Social & Community Services will commence this agenda item with a presentation to the Committee giving an overview of the budget.

***The Scrutiny Committee is invited to consider and comment upon the Directorate Efficiency Strategy plus the identified pressures and proposals for savings***

*contained therein.*

## **13:15 – 13:45 SANDWICH LUNCH**

### **6. Update Report on the Money Management Service (Pages 57 - 64)**

**13:45**

*Contact Officers: Sean Collins, Assistant Head of Shared Services – Financial Services, (01865 797190), Tarquin May, Money Management Team Leader, (01865 797189)*

Mr Collins, accompanied by Mr May, will attend for this item.

In July this Committee had received an update report on the money management service and had agreed to:

- note that there were still problems within this service which officers were trying to eradicate through the use of IT and other techniques; and
- advise the Cabinet that a further report on this “essential” service would be brought to this Committee’s December meeting to enable it to consider – prior to the setting of the 2010/11 budget – whether the situation had improved as a result of the implementation of the specialist money management database.

It was agreed that this report would include the results of the planned benchmarking work to be undertaken by the Association of Public Sector Deputies (APAD) and the impact that the new joint panel arrangements would be having on both the waiting lists and the numbers of clients supported to return to independent living in the community.

A report on the Money Management Service which sits in Shared Services is attached (**AS6(a)**), together with the Minute of the Committee’s discussion at its July meeting (**AS6(b)**).

***The Committee is invited to consider whether it wishes to provide any advice to the Strategy & Partnerships Scrutiny Committee in relation to the Money Management Service.***

### **7. Transforming Adult Social Care - including Officer Evaluation of the Self Directed Support Learning Exercise, TASC progress update, Q&A and nominations to TASC Working Group (Pages 65 - 160)**

**14:15**

*Contact Officer: Alan Sinclair, Programme Director – Transforming Adult Social Care (01865 323665)*

It has been agreed that a report on Transforming Adult Social Care will be brought to each meeting of this Committee and will include detail on self directed support.

A progress report on Transforming Adult Social Care is attached (**AS7(a)**). The new National Progress Measures and Draft Terms of Reference for the Programme Assurance Group are appended to the report (Annex 1 and Annex 2).

As part of the work on Transforming Adult Social Care, the Directorate is looking to set up a working group to help ensure that the programme is delivering against its expected outcomes and timescales. This function is called programme assurance and acts as an insurance policy for the programme board. A wide range of stakeholders are sought to join this group, including Councillor representation.

The details of how the group will operate, including initial terms of reference and the time commitment required will be agreed by the group when it first meets.

Existing Members of the Self Directed Support Task Group who sit on this Committee may wish to put themselves forward as may any other members of this Committee.

The Self Directed Support Learning Exercise Evaluation is attached at **AS7(b)** – comprising a short summary, executive summary and full report.

Mr Sinclair will attend to provide the update and to answer the Committee's questions, accompanied by the Cabinet Member for Adult Services.

Mr Sinclair will begin this item by summarising progress on Transforming Adult Social Care and will then focus on the officer evaluation of the self directed support learning exercise.

***The Committee is invited to:***

- ***track progress on the whole of Transforming Adult Social Care;***
- ***conduct a question and answer session on the Officer Evaluation of the Self Directed Support Learning Exercise;***
- ***offer comment to the Directorate on both of the above, if necessary; and***
- ***nominate one Member to join the Transforming Adult Social Care Programme Assurance Working Group.***

## **REVIEW WORK**

To take evidence, receive progress updates and consider tracking reports.

8. **Evaluation of the Integrated Health and Social Care Scrutiny Review (also known as the Single Point of Access to Rehabilitation and Care/Single Front Door Scrutiny Review) (Pages 161 - 168)**

**15:00**

Contact Officer: Julian Hehir, Scrutiny Review Officer, (01865 815982)

[Lead Member Review Group comprises Councillors Mrs Anda Fitzgerald-O'Connor and Timothy Hallchurch MBE].

This Review explored the effectiveness of efforts to achieve a single point of access for people in need of care, for instance upon leaving hospital. It looked at the role of the Access Team in Social & Community Services and of other agencies, in the provision of care and at efforts to improve information flow and co-ordination.

This Review was considered by the Cabinet on 21 October 2008. The Cabinet agreed nine of the ten recommendations, noting that many of the recommendations were in train or had already been actioned.

A tracking template is appended at **AS8**, which includes progress to date on the agreed review recommendations, together with the Cabinet's original response.

A copy of the scrutiny review report has been sent to all members of this Committee. Members may wish to bring this with them to the meeting.

A copy of the scrutiny review report will also be available for public inspection and is available on the County Council's website [www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk). [refer Cabinet Agenda 21 October 2008].

Mr Simon Kearey (Head of Strategy and Transformation), together with the Cabinet Member for Adult Services, will attend for this item in order to answer any questions which the Committee may wish to add.

***The Committee is invited to evaluate progress regarding implementation of the agreed review recommendations and to consider whether to sign off the review or to conduct further monitoring in relation to any areas of concern.***

## **INFORMATION SHARE**

**15:30**

**To receive any further updates in relation to the Care and Support Green Paper "Shaping the Future of Social Care Together"** (eg. from The Local Government Association (LGA), The Association of Directors of Adult Social Services (ADASS) and any responses from neighbouring counties).

## **BUSINESS PLANNING**

**To consider future work items for the Committee**

### **9. Forward Plan**

**15:40**

The Committee is asked to note any items on the current version of the Forward Plan

which covers the time period December 2009 – March 2010.

## 10. Scrutiny Work Programme

**15:45**

The Committee is reminded that the following pieces of work are planned for future meetings:

- **Duty to involve** – Q&A and report at its February meeting on what this new statutory commitment involves and what the Council will be doing;
- **Services for Adults on the Autistic Spectrum** – Q&A and report at its April meeting or once the Joint Needs Assessment has been finalised if later;
- **Dementia Strategy** – Q&A and report at its April meeting in order to monitor progress in relation to issues and gaps in provision;
- **Telecare** – Q&A and report at its October meeting;
- **Domiciliary Care** – consider at a future meeting once both inspections have been completed.

## 11. Tracking

**15:50**

- **Green Paper on Care and Support: Shaping the Future of Care Together**

On 4 November the Leader of the Council (with responsibility for Finance) and the Cabinet Member for Adult Services agreed the County Council's response as endorsed by this Committee, for submission to the Department of Health.

## 12. Close of Meeting

**15:50 Approx**

## Declarations of Interest

This note briefly summarises the position on interests which you must declare at the meeting. Please refer to the Members' Code of Conduct in Section DD of the Constitution for a fuller description.

### **The duty to declare ...**

You must always declare any "personal interest" in a matter under consideration, ie where the matter affects (either positively or negatively):

- (i) any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
- (ii) your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

### **Whose interests are included ...**

"Member of your family" in (ii) above includes spouses and partners and other relatives' spouses and partners, and extends to the employment and investment interests of relatives and friends and their involvement in other bodies of various descriptions. For a full list of what "relative" covers, please see the Code of Conduct.

### **When and what to declare ...**

The best time to make any declaration is under the agenda item "Declarations of Interest". Under the Code you must declare not later than at the start of the item concerned or (if different) as soon as the interest "becomes apparent".

In making a declaration you must state the nature of the interest.

### **Taking part if you have an interest ...**

Having made a declaration you may still take part in the debate and vote on the matter unless your personal interest is also a "prejudicial" interest.

### **"Prejudicial" interests ...**

A prejudicial interest is one which a member of the public knowing the relevant facts would think so significant as to be likely to affect your judgment of the public interest.

### **What to do if your interest is prejudicial ...**

If you have a prejudicial interest in any matter under consideration, you may remain in the room but only for the purpose of making representations, answering questions or giving evidence relating to the matter under consideration, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

### **Exceptions ...**

There are a few circumstances where you may regard yourself as not having a prejudicial interest or may participate even though you may have one. These, together with other rules about participation in the case of a prejudicial interest, are set out in paragraphs 10 – 12 of the Code.

### **Seeking Advice ...**

It is your responsibility to decide whether any of these provisions apply to you in particular circumstances, but you may wish to seek the advice of the Monitoring Officer before the meeting.