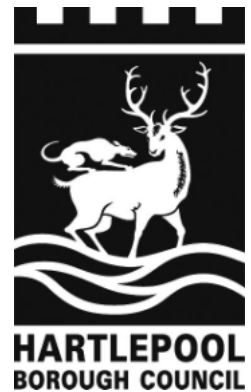


# **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO DECISION SCHEDULE**



**Wednesday 25 April 2012**

**at 10.00 am**

**in Committee Room C, Civic Centre, Hartlepool**

Councillor H Thompson, Cabinet Member responsible for Adult and Public Health Services will consider the following items.

**1. KEY DECISIONS**

No items

**2. OTHER ITEMS REQUIRING DECISION**

2.1 Hartlepool Hospice – *Director of Child and Adult Services*

**3. ITEMS FOR INFORMATION**

3.1 Launch of National Food Hygiene Award Scheme – *Assistant Director (Regeneration and Planning)*

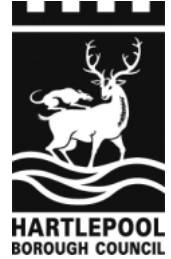
3.2 Adult Social Care: Short Break Capital Funding – *Director of Child and Adult Services*

**4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS**

No items

## **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO**

Report to Portfolio Holder  
25 April 2012



**Report of:** Director of Child and Adult Services

**Subject:** HARTLEPOOL HOSPICE

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To provide the Portfolio Holder with information in relation to 'piloting' a more co-ordinated and comprehensive assessment and care management system for people and families affected by life limiting and terminal illness and to seek approval for allocating some 'set up' funds from non-recurrent funding.

#### **2. SUMMARY OF CONTENTS**

This report provides background information in relation work being undertaken by the Child and Adult Services Department and Hartlepool Hospice.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

Portfolio Holder is responsible for Adult Social Care issues.

#### **4. TYPE OF DECISION**

Non-key.

#### **5. DECISION MAKING ROUTE**

Adult and Public Health Services Portfolio Holder 25 April 2012.

#### **6. DECISION(S) REQUIRED**

Approval is requested for the allocation of 'set up' costs from non-recurrent funding.

**Report of:** Director of Child and Adult Services

**Subject:** HARTLEPOOL HOSPICE

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## **1. PURPOSE OF REPORT**

- 1.1 To provide the Portfolio holder with information in relation to 'piloting' a more co-ordinated and comprehensive assessment and care management system for people and families affected by life limiting and terminal illness and to seek approval for allocating some 'set up' funds from non-recurrent funding.

## **2. BACKGROUND**

- 2.1 Hartlepool Hospice is committed to promoting the personalisation agenda by offering greater choice, quality and control for patients and families who live with life limiting and terminal illnesses, in partnership with Hartlepool Borough Council.
- 2.2 The Hospice has been working closely with the Child and Adult Services Department to develop a more co-ordinated and comprehensive assessment and care management system to ensure that all patients are offered the opportunity to access Personal Budgets and / or Personal Health Budgets in a more timely and responsive manner.
- 2.3 By working together in a more co-ordinated way the objectives are to increase the number of Personal Budgets, Personal Health Budgets, joint packages of care and importantly access to Continuing NHS Health Care for those patients and families who are affected by life limiting and terminal illness.
- 2.4 This development is particularly important given the complexity of care and support needs affecting the lives of those people and their family members affected by life limiting and terminal illness. The very nature of the health and social care needs for these patients and their families means that more proactive, flexible and creative solutions are required in order to achieve positive outcomes.
- 2.5 To make progress adult social care propose to 'pilot' an assessment and care management approach that is similar to the successful co-located multi-link 'model' but with an enhanced care and support methodology.

### 3. PROPOSALS

#### 3.1 The 'pilot' proposal is as follows: -

- New patients without existing services will be jointly assessed by hospice staff and social workers whilst accessing direct services in the hospice and / or at home. Once the level of need is determined the patient and their family carer will be supported to access a Personal Budget, Personal Health Budget, joint package of care or Continuing NHS Health Care.
- Existing hospice patients and their family carers will be systematically re-assessed and all will be supported to access a Personal Budget, Personal Health Budget, joint package of care or Continuing NHS Health Care.
- The 'patients' will have a resource allocation and they will have complete freedom to choose how they get their assessed needs met.
- Going forward irrespective of who provides the direct care and support, an on-going care management arrangement will be agreed to ensure that changing circumstances are monitored by hospice and social work professionals.
- The patients and the family carers in the 'pilot' will be tracked to manage the risk and any further assessments will be progressed in a timely and more integrated manner.
- The professionals involved will support the patient and family carers to 'challenge' organisations such as the Primary Care Trust regarding funding responsibilities via facilitating access to advocacy services.

#### 3.2 Preliminary work demonstrates that in the short-term the operational capacity will not meet demand. To address this challenge the hospice day respite facility needs to expand from a 3 day to a 5 day week. To enable this expansion there are significant costs involved, most of which the Hospice will meet but some of which the Hospice are requesting from the Child and Adult Services Department as 'set up' costs from non-recurrent funding.

#### 3.3 The Hospice has agreed to fund a Social Work Practitioner, Senior Health Care Assistants and Health Care Assistants at a cost of £133,000 per annum. However in order to ensure significant progress is made in a timely manner, a Project Manager is required to set up the 'integrated infra-structure' and associated electronic databases. This appointment will help to ensure the accurate development and implementation of support plans for all patients and their carers. The post-holder will also help with the pilot evaluation and help us to ensure that the anticipated outcomes are achieved. The post-holder will assist clinicians with administrative tasks related to informing the assessment processes and discussions to be taken forward with the Primary Care Trust. It is anticipated that after the first year this post will be funded by the Hospice through revenue generation.

#### **4. FINANCIAL IMPLICATIONS**

The 'set up' cost, including supporting the Hospice to employ a Project Manager for one year is £28,500 to be funded on a non-recurrent basis.

#### **5. RECOMMENDATIONS**

It is recommended that approval be given for the allocation of non-recurrent funding. The department has received significant funding in the latter part of financial year 2011/12 which has been agreed to be carried forward into 12/13. The purpose of this funding is varied with the overarching requirements to support vulnerable people in their own homes.

#### **6. REASONS FOR RECOMMENDATIONS**

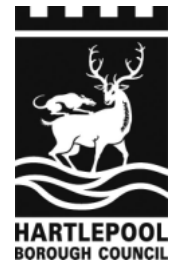
This exciting development will improve assessment and care management arrangements for people and family members affected by life limiting and terminal illness.

#### **7. CONTACT OFFICER**

John Lovatt  
Head of Service (Adults)  
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Email: [john.lovatt@hartlepool.gov.uk](mailto:john.lovatt@hartlepool.gov.uk)

## **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO**

Report to Portfolio Holder  
25<sup>th</sup> April 2012



**Report of:** Assistant Director (Regeneration and Planning)

**Subject:** LAUNCH OF NATIONAL FOOD HYGIENE  
AWARD SCHEME

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To update the Portfolio Holder in respect of the Council's migration from the local 'Tees Valley Food Hygiene Award Scheme' to the new national 'Food Hygiene Rating Scheme' (FHRS) and the subsequent launch of the scheme on 1<sup>st</sup> April 2012.

#### **2. SUMMARY OF CONTENTS**

The report summarises the work undertaken in preparation for the Council's migration from the 'Tees Valley Food Hygiene Award Scheme' to the new national 'Food Hygiene Rating Scheme' (FHRS) and the subsequent launch of the scheme.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Holder for Adult & Public Health Services has responsibility for this service.

#### **4. TYPE OF DECISION**

Non Key

#### **5. DECISION MAKING ROUTE**

Adult & Public Health Services Portfolio. For information only.

#### **6. DECISION(S) REQUIRED**

That the Portfolio Holder notes the report.

**Report of:** Assistant Director (Regeneration and Planning)

**Subject:** LAUNCH OF THE NATIONAL FOOD HYGIENE  
AWARD SCHEME

---

## **1. PURPOSE OF REPORT**

- 1.1 To update the Portfolio Holder in respect of the Council's migration from the local 'Tees Valley Food Hygiene Award Scheme' to the new national 'Food Hygiene Rating Scheme' (FHRS) and the subsequent launch of the scheme on 1<sup>st</sup> April 2012.

## **2. BACKGROUND**

- 2.1 Since 1<sup>st</sup> April 2007 the Authority has operated a food hygiene rating scheme known as the 'Tees Valley Food Hygiene Award Scheme'. The scheme is operated in conjunction with the four other Tees Valley Local Authorities (Middlesbrough, Stockton, Redcar & Cleveland and Darlington Borough Councils).
- 2.2 In November 2010 the FSA launched the 'Food Hygiene Rating Scheme' (FHRS), as a FSA/local authority partnership initiative to help consumers choose where to eat out, or shop for food. It was developed with the aim that it would become the single national scheme for England, Wales and Northern Ireland in time for the 2012 Olympics and Paralympics.
- 2.3 The FSA strongly encouraged all councils to join the scheme and invited applications for grant funding from local authorities who adopted the scheme in 2011/12, to cover the cost of preparatory activities prior to launch.
- 2.4 On 14<sup>th</sup> November 2011 a report was presented to the Portfolio Holder for Adult and Public Health Services recommending that the Authority should migrate to the FHRS. The suggested date for launch was 1<sup>st</sup> April 2012. The Portfolio Holder approved the decision.
- 2.5 An application was submitted to the FSA for grant funding to cover the cost of preparatory activities prior to launch. The bid requested funding to cover the following activities:
- file / database checks and database cleansing activities where necessary;
  - scope checks, including identification of establishments that fall within the scope of the scheme;

- IT testing;
- development and implementation of a strategy for communicating with local businesses; and
- co-ordination of activities of a number of local authorities in the case of a regional bid.

2.6 In response to our application for grant funding the Authority received an offer of £17,656.95 (ex VAT) for 'start up' and 'pre-launch' activities for implementation of the national FHRS. This offer was accepted.

2.7 In preparation for the migration the following work was completed:

- file / database checks and database cleansing activities – work has focussed on checking the accuracy of relevant data and ensuring consistency, particularly in relation to risk rating. E.g. checks were made on 210 premises records to verify if their rating should go up;
- scope checks, including identification of establishments that fall within the scope of the scheme;
- IT testing;
- discussions have taken place with the Council's Economic Development team to discuss the best way to inform and support businesses during the transition;
- all 25 premises whose rating will go down due to the difference in scoring under the new scheme have been visited;
- as the other Tees Valley Authorities are also planning to launch the FHRS on 1<sup>st</sup> April 2012, discussions have taken place to ensure local liaison in the area;
- letters were sent to all food business operators to provide information about the new scheme and the implications for their business (in total 771 letters were sent)
- two seminars were held for food business operators in conjunction with the Council's Economic Development team and Hartlepool College of Further Education; and
- letters, certificates and stickers were sent to all 689 businesses included in the scheme.

### **3. LAUNCH OF THE FHRS**

3.1 The FHRS was launched in Hartlepool on 1<sup>st</sup> April 2012.

3.2 At the time of launch the profile of premises was as follows:

413 premises received a rating of 5 ('Very Good')  
140 premises received a rating of 4 ('Good')  
87 premises received a rating of 3 ('Generally Satisfactory')  
28 premises received a rating of 2 ('Improvement Necessary')  
9 premises received a rating of 1 ('Major Improvement Necessary')



1 premises received a rating of 0 ('Urgent Improvement Necessary')  
17 premises were 'Awaiting Inspection'  
47 premises were exempt  
7 premises were excluded from the scope of the scheme.

- 3.3 Under the FHRS there is a procedure which affords food business operators the opportunity to request a re-visit inspection once they have taken action to rectify non-compliances identified during an inspection. At the re-visit the establishment may be re-assessed and given a new hygiene rating.
- 3.4 Seventeen businesses whose rating will go down under the new scheme have submitted applications for a re-rating once the new scheme is implemented. These premises have been classified as 'Awaiting Inspection'. We will need to re-inspect these premises within three months i.e. by 30<sup>th</sup> June 2012.
- 3.5 Food hygiene ratings are published online at [www.food.gov.uk/ratings](http://www.food.gov.uk/ratings). A number of screenshots taken from the FHRS website are attached as **Appendix 1**.
- 3.6 In total there are 54 establishments which are considered to be 'exempt' (47) or 'excluded' (7) from the scope of the FHRS and as such they may not be rated. These are those who either do not supply food directly to consumers e.g. manufacturers or packers, or 'low risk establishments' which are not generally recognised by consumers as being a food business e.g. establishments like chemists or newsagents selling pre-packed confectionery amongst a range of goods.
- 3.7 These exempt and excluded businesses are currently included in the Tees Valley Food Hygiene Award Scheme but will not receive a certificate and sticker under the FHRS. Under the FHRS exempt businesses can elect to 'opt in' to the scheme if the food business operator considers that consumers perceive their establishment to be a food business. This option is not available to excluded businesses. The FSA has recently indicated its intention to consult on extending the scope of the scheme to include such businesses. In the meantime we have liaised with affected businesses and advised them that we will at their request provide confirmation of what their rating would be, if they were included in the scheme.

#### 4. CONCLUSIONS

- 4.1 All work was completed on time to meet the proposed launch date of 1<sup>st</sup> April 2012. The work was managed successfully to ensure that the transition process was as seamless as possible and that no business in Hartlepool suffered a detriment as a direct consequence of the migration. Throughout the process we endeavoured to ensure that the

public were kept suitably informed and that they were able to readily access the relevant information.

## **5. RECOMMENDATIONS**

- 5.1 It is recommended that the Portfolio Holder notes the report.

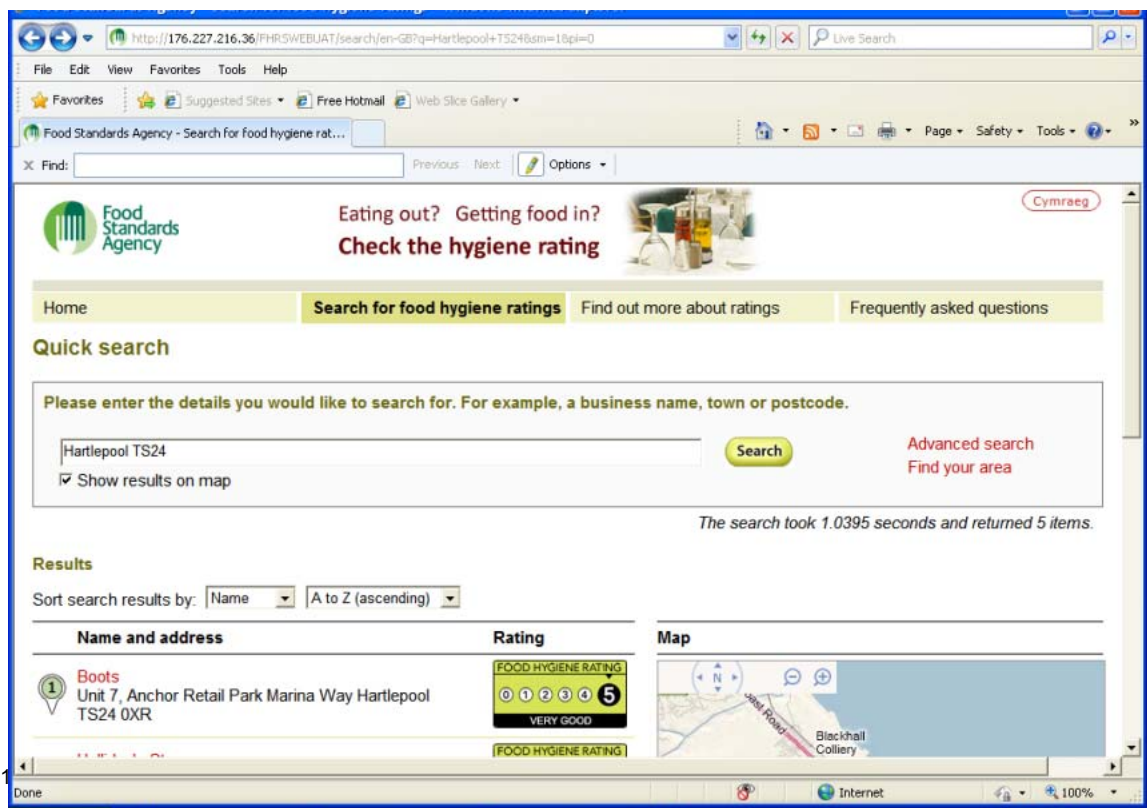
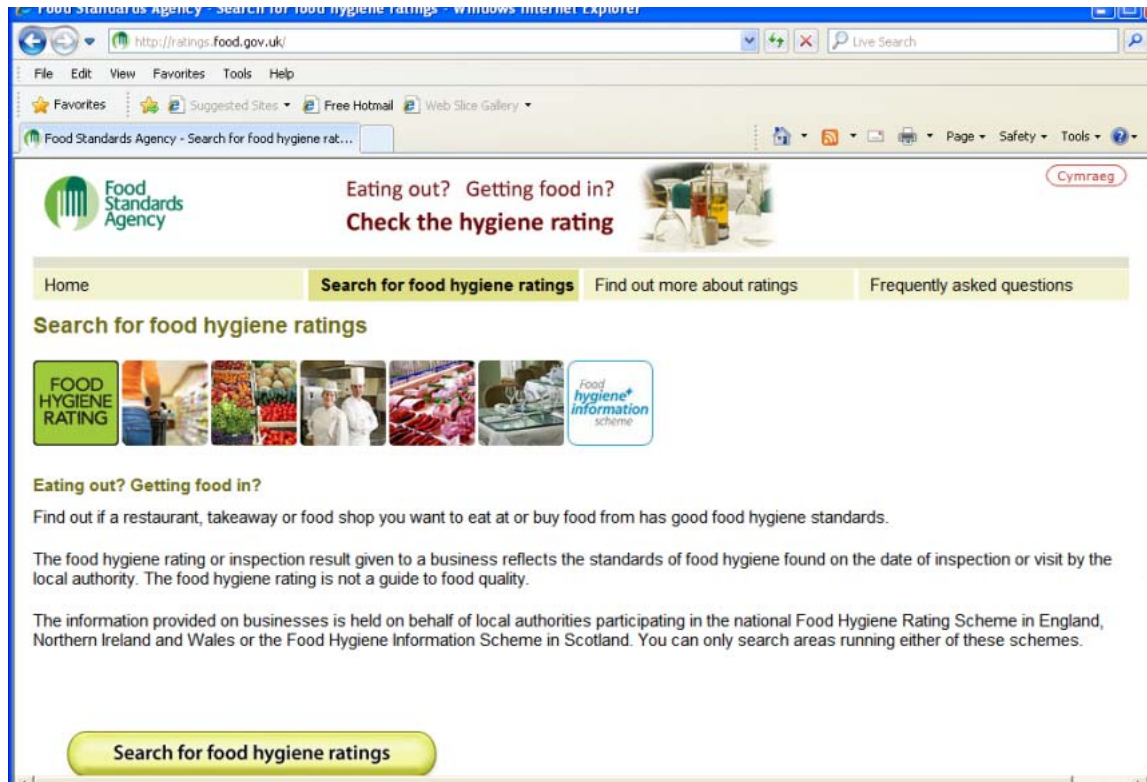
## **6. CONTACT OFFICER**

Damien Wilson  
Assistant Director (Regeneration and Planning)  
Level 3  
Civic Centre  
Hartlepool  
TS24 8AY

Tel: (01429) 523400  
E-mail: [damien.wilson@hartlepool.gov.uk](mailto:damien.wilson@hartlepool.gov.uk)

## APPENDIX 1

## SCREEN SHOTS TAKEN OF FOOD HYGIENE RATING SCHEME WEBSITE



## APPENDIX 1

[Home](#)
[Search for food hygiene ratings](#)
[Find out more about ratings](#)
[Frequently asked questions](#)

[Back to search](#)

**Boots**

Unit 7, Anchor Retail Park  
Marina Way  
Hartlepool  
TS24 0XR

**Business type:** Other Food Retailers  
**Date of inspection:** 12 January 2012

**FOOD HYGIENE RATING**

0 1 2 3 4 **5**

**VERY GOOD**

**Are you the business owner or manager?**

If any information on this page is incorrect you can email the correct information to your local authority by using the email address to the

**Local authority**

**Name:** Hartlepool  
**Website:** [www.hartlepool.gov.uk](http://www.hartlepool.gov.uk)

## **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO**

Report to Portfolio Holder  
25 April 2012



**Report of:** Director of Child and Adult Services

**Subject:** ADULT SOCIAL CARE: SHORT BREAK CAPITAL  
FUNDING

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To inform the Portfolio Holder for Adult and Public Health Services of the award of short break capital funding.

#### **2. SUMMARY OF CONTENTS**

The report provides details on the applications approved by members of the Learning Disability Partnership Board and the Parent Participation Forum.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

For information.

#### **4. TYPE OF DECISION**

No decision required.

#### **5. DECISION MAKING ROUTE**

No decision required – for information.

#### **6. DECISION REQUIRED**

That the Portfolio Holder notes the outcome of the application process and the award of grants to successful applicants.

**Report of:** Director of Child and Adult Services

**Subject:** ADULT SOCIAL CARE: CAPITAL GRANT  
ALLOCATION

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## **1. PURPOSE OF REPORT**

- 1.1 To inform the Portfolio Holder for Adult and Public Health Services of the award of short break capital funding.

## **2. BACKGROUND**

- 2.1 Hartlepool Borough Council received a capital contribution of £80,000 from NHS Hartlepool to support short break provision. In addition a capital contribution of £64,970 from the Aiming High for Disabled Children grant was allocated to improving short break provision, giving a total of £144,970.
- 2.2 The Hartlepool Learning Disability Partnership Board (LDPB) was identified as the vehicle for distributing funds and co-opted members of the Hartlepool Parent Participation Forum to assist with the panel process.
- 2.3 In March 2012 panel members allocated funding based on a 2 stage panel process, information is attached at **Appendix 1**.

## **3. CAPITAL FUNDING**

- 3.1 The panel approved applications from a range of providers and details of the successful bids are presented below:-
- 3.2 The successful organisations and amounts allocated are:-
1. Summerhill **£19,066.50** - purchase and installation of specialised play equipment and associated works for individuals with varying difficulties.
  2. Hartlepool United Disabled Supporters Association **£40,000** - purchase of a caravan with wheelchair access and adaptations for people with disabilities.
  3. Hartlepool Special Needs Support Group **£5,000** - upgrading the facilities, central heating system and repairing décor.
  4. Friends of Seaton Park **£5,000** - development of a sensory community garden.

5. OSCAR- Out of School Care Service **£2,000** - provision of mobile sensory equipment.
6. Hartlepool Families First **£4,988.40** - purchase of a mobile hoist, solar 250 projector and accessories and completion of the refurbishment of sensory room.
7. Carlton Outdoor Education centre **£17,240.50** - purchase of equipment for use by adults and children with the construction of an accessible toilet.

3.3 Capital allocated to date is **£93,295.40** from a combined total of £144,970.

3.4 The Hartlepool LDPB is expected to consider further applications throughout the year giving particular consideration to bids that meet the capital short break criteria.

#### **4. DIVERSITY IMPACT**

- 4.1 Capital grant was received to support children and adults with a disability and in particular support parents and carers to continue in their caring role. The panel considered applications that would enhance the lives of those people often socially excluded in today's society.

#### **5. RECOMMENDATION**

- 5.1 That the Portfolio Holder notes the contents of the report.

#### **6. CONTACT OFFICER**

Neil Harrison  
Head of Service – Adult Social Care  
Tel 01429 523913

[neil.harrison\\_1@hartlepool.gov.uk](mailto:neil.harrison_1@hartlepool.gov.uk)



### Application for Funding For Short Breaks

Applications are invited from individuals and or organisations who are willing to work with self advocates, carers and families to provide and sustain short break services for Hartlepool people

Funding is available from.....

- The short break Capital Fund (Child & Adult Services) value £64,970
- The Carers Short Break Capital Grant, (NHS Hartlepool) value £80,000

Applications are invited for the following categories;

Small Grants up to the value of £5,000

E.g. applications for small pieces of equipment such as a Hoist

Medium size grants between £5,000- £20,000

Large grants between £20,000-£40,000

**Please Note:**

We will look more favourable on applications that also attract funding from other sources

**Application/Projects must support one of the following groups of people:**

- Disabled Children/Young people
- Carers,
- People with Autism,
- People with Learning Disabilities
- People with Profound and Multiple Learning Disabilities

Application forms are available from the following website(s):

[www.hartlepool.gov.uk/cil](http://www.hartlepool.gov.uk/cil) -under the Heading 'Latest news'

<http://hartlepool.fsd.org.uk/latest-news.htm>

[www.hartlepool.gov.uk/ldpb](http://www.hartlepool.gov.uk/ldpb)

[www.hartlepoolnow.co.uk](http://www.hartlepoolnow.co.uk)

Alternatively you can contact Chris Horn for a copy of the application form

Chris Horn-Modernisation Lead, Working Age Adults  
Hartlepool Borough Council  
C/o Hartlepool Centre for Independent Living  
e-mail: [chris.horn@hartlepool.gov.uk](mailto:chris.horn@hartlepool.gov.uk)  
Tel; 01429 851 371



The Closing date for Applications is : 9.00am- Monday 20<sup>th</sup> February 2012.

The decision process is made up of two stages

Stage 1- All applications will be considered by a panel made up of carers, users of services and professionals. The panel will meet on the afternoon of Tuesday 21<sup>st</sup> February 2012

Stage 2- If your application has been put forward from the panel at stage 1 you will be invited to deliver your presentation (as laid out in your application forms) to the learning disability partnership Board. This meeting will take place on the afternoon of Friday 9<sup>th</sup> March.2012

If you require any further details please contact:

Tracy Liveras  
Young People & Play Coordinator  
Hartlepool Borough Council  
Child and Adult Services  
Level 4  
Civic Centre  
Victoria Road  
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TS24 8AY Tel: 01429-284876

Or

Chris Hom  
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