

# **ADULT AND COMMUNITY SERVICES SCRUTINY FORUM AGENDA**



**Monday 3 December 2012**

**at 1.00pm**

**in Committee Room B**

**MEMBERS: ADULT AND COMMUNITY SERVICES SCRUTINY FORUM:**

Councillors Beck, A Lilley, Loynes, Richardson, Shields, Sirs and Wilcox.

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
  - 3.1 To confirm the minutes of the meeting held on 5<sup>th</sup> November 2012
- 4. RESPONSES FROM THE COUNCIL, THE EXECUTIVE OR COMMITTEES OF THE COUNCIL TO FINAL REPORTS OF THIS FORUM**

No items
- 5. CONSIDERATION OF REQUEST FOR SCRUTINY REVIEWS REFERRED VIA SCRUTINY CO-ORDINATING COMMITTEE**

No items
- 6. CONSIDERATION OF PROGRESS REPORTS / BUDGET AND POLICY FRAMEWORK DOCUMENTS**

No items



## **7. ITEMS FOR DISCUSSION**

### **Scrutiny Investigation into Older People**

#### **7.1 Projected Level of Service Need:-**

- (a) Covering Report – *Scrutiny Support Officer*, and
- (b) Presentation – *Representatives from the Council's Adult Social Care Service and NHS Tees*

### **Hartlepool Safeguarding Adults Board**

#### **7.2 Statistics and Progress Report**

- (a) Covering Report – *Scrutiny Support Officer*, and
- (b) Update 1 April 2012 – 30 September 2012 – *Assistant Director for Adult Social Care*

## **8. ISSUES IDENTIFIED FROM FORWARD PLAN**

#### **8.1 The Executive's Forward Plan – *Scrutiny Support Officer***

## **9. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

### **ITEMS FOR INFORMATION**

- i) **Date of Next Meeting Monday 14 January 2013, commencing at 1.00pm in Committee Room B**



# **ADULT AND COMMUNITY SERVICES SCRUTINY FORUM MINUTES**

5 November 2012

The meeting commenced at 1.00 pm in the Civic Centre, Hartlepool

**Present:**

Councillor: Carl Richardson (In the Chair)

Councillors: Allison Lilley, Brenda Loynes, Linda Shields and Kaylee Sirs

Officers: Jill Harrison, Assistant Director, Adult Social Care  
John Mennear, Assistant Director, Community Services  
James Walsh, Scrutiny Support Officer  
Denise Wimpenny, Principal Democratic Services Officer

## **36. Apologies for Absence**

An apology for absence was submitted on behalf of Councillor Beck.

## **37. Declarations of interest by Members**

None

## **38. Minutes of the meeting held on 23 October 2012**

The minutes of the meeting of 23 October 2012, a copy of which were tabled at the meeting, were confirmed.

## **39. Responses from the Council, the Executive or Committees of the Council to Final Reports of this Forum**

None

## **40. Consideration of request for scrutiny reviews referred via Scrutiny Co-ordinating Committee**

None

**41. Consideration of progress reports/budget and policy framework documents – Adult and Community Services: Medium Term Financial Strategy (MTFS) 2013/14 to 2016/17 – Initial Consultation Proposals**  
(Scrutiny Support Officer)

The Scrutiny Support Officer introduced the report which included the Council's initial budget consultation proposals for the Medium Term Financial Strategy (MTFS) 2013/14 to 2016/18. The Forum's views were requested in relation to the initial proposals for those service areas within the Child and Adult Services Department following the meeting of Scrutiny Co-ordinating Committee on 19 October 2012 when it was agreed that the initial consultation proposals would be considered on a departmental basis by the appropriate Scrutiny Forum. The comments of the Forum would be presented to Scrutiny Co-ordinating Committee on 7 December 2012 and included in the formal Overview and Scrutiny response to be presented to Cabinet on 17 December 2012.

The Assistant Director, Adult Social Care, provided a detailed and comprehensive presentation which focused on the budget issues faced by the department including the achievement of £1.6M savings from Adult Social Care in 2012/13 and proposals to save a further £860K in 2013/14. Details of saving proposals were outlined, as detailed in an appendix to the report. Members were reminded that some elements of the budget proposals relating to Adult Social Care and Community Services had been considered in detail at previous meetings of the Forum, the comments from which would feed into the budget process.

With regard to the proposal to undertake a staffing restructure within disability day services, employment link and floating support services and the potential deletion of 15-20 posts, a query was raised as to whether the cuts would impact upon front line staff. The Assistant Director, Adult Social Care stated that the reductions would be across the board from a managerial level to front line staff. In response to further concerns raised by Members regarding the impact of the proposals on vulnerable people, the Assistant Director, whilst acknowledging Members' concerns, reported that the savings achieved in previous years had not resulted in reductions in front line services or reductions in staffing levels which had been very difficult to achieve. In terms of proposed savings for 2013/14, the savings had been identified from areas which would result in the minimal level of impact on frontline services and staff.

Following further debate on the difficult budget decisions facing the Council as a result of government cuts resulting in compulsory redundancy situations, whilst Members were mindful of the difficult financial position facing the Council and the need for savings in Adult Social Care, Members were keen to ensure that those most vulnerable and, in particular, those with mental health needs should be protected where possible.

A Member referred to positive feedback that had been received in relation to the standards of in-house care provision and clarification was sought as to the current level of in-house provision. The Assistant Director, Adult Social Care agreed to provide this information under separate cover following the meeting. A discussion followed on the benefits of in-house home care provision and the importance of external providers maintaining high standards of care. The Forum was advised of the monitoring, support and training arrangements in place to ensure standards of care from external providers was maintained.

The Assistant Director went on to respond to further queries raised by Members with regard to the savings proposals which included redundancy payment arrangements, the reasons and benefits of commissioning services from external agencies as well as details of how a saving of £120,000 had been identified in relation to day opportunities for older people with no impact on current levels of service provision.

The Assistant Director, Community Services outlined the budget issues faced by the department including budget proposals to achieve a savings target of £205,000 from Community Services in 2013/14. Details of the budget pressures and savings proposals were outlined as detailed in appendices to the report. Members were referred to the pressure identified at Appendix A relating to Brierton Community Sports Centre of £65,000 and were provided with background information as to how this pressure had arose.

In terms of the Community Services proposed savings target of £138,000, referred to in Appendix B, a breakdown of how this would be achieved was provided:-

- £31,000 – reduction of 2 vacant posts within library services and renegotiation on library connection fees
- £37,000 – Arts Museums and Events
  - new income of £10k identified
  - removal of inflation factor across non-pay budgets equating to £27k
- £70,000 – Sports facilities
  - removal of inflation for non-paid areas was proposed to save £30k
  - closure of Headland Sports Centre at weekends and revised plans for outdoor activity would generate a combined saving of £20k
  - removal of the £20k primary school swimming subsidy which would have no impact on users

The Forum acknowledged the inclusion of the management of Brierton Community Sports Centre in the Council budget as a result of the relocation of Dyke House School from the Brierton site. As a result, Members supported the pressure.

A Member referred to a recent letter the Mayor had received from swimming

instructors highlighting concerns regarding the recent publication of swimming league tables which had ranked Hartlepool in the bottom 5 in the country. Concerns had been raised regarding the accuracy of this information and the impact this may have on take-up of the service. In response, the Assistant Director indicated that he was aware of the issue and confirmed the standards of achievement had been calculated by the ASA based on incomplete information. The potential reasons for the inaccurate reporting figures were outlined, including not all schools providing swimming achievement target levels to the department. Following further debate, the Forum requested that clarification in relation to the figures be provided under separate cover following the meeting.

In response to a request for clarification in relation to how income could be generated from library services, the Forum was advised that income was generated from library fines, room hire and library grants. The Chair raised concerns that the new method of returning library books could result in damage to the books and queried whether any assessment had been undertaken in this regard. The Assistant Director stated that this new method of return had been introduced as part of the Council's efficiency agenda. However, those comments would be explored and a response provided.

The Forum reiterated the view expressed at the last meeting that they did not support the savings proposal of a reduction in school subsidy of £32k to Carlton Outdoor Education Centre. Members agreed that authority be granted to the Chair to finalise the wording on behalf of the Forum, as part of Scrutiny's formal response to be presented to Cabinet on 17 December.

### **Recommended**

- (i) As part of the Budget and Policy Framework initial consultation proposals for 2013/14, the budget pressures and saving proposals be supported with the exception of the saving proposal relating to a reduction in school subsidy of £32k to Carlton Outdoor Education Centre.
- (ii) That the comments/views of the Forum, as detailed above, be noted and reported to the meeting of Scrutiny Co-ordinating Committee on 7 December 2012 to enable a formal response to be presented to Cabinet on 17 December 2012.
- (iii) That delegated authority be granted to the Chair to finalise the wording on behalf of the Forum as part of Scrutiny's formal response to Cabinet.

**42. Issues Identified from the Forward Plan**

None.

**43. Date and Time of Next Meeting**

The Chair reported that the next meeting was scheduled for 3 December 2012 at 1.00 pm.

The meeting concluded at 2.10 pm.

CHAIR

## **ADULT AND COMMUNITY SERVICES SCRUTINY FORUM**

03 December 2012



**Report of:** Scrutiny Support Officer

**Subject:** SCRUTINY INVESTIGATION IN THE JSNA TOPIC OF 'OLDER PEOPLE' – PROJECTED LEVEL OF SERVICE NEED - COVERING REPORT

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

- 1.1 To inform Members that representatives from the Council's Adult Social Care Service and NHS Tees have been invited to attend this meeting to provide information in relation to the investigation into the JSNA topic of 'Older People'.

### **2. BACKGROUND INFORMATION**

- 2.1 Members will recall that at the meeting of this Forum on 30 July 2012, Members agreed the Scope and Terms of Reference for their forthcoming investigation into the JSNA topic of Older People.
- 2.2 Subsequently, representatives from the Council's Adult Social Care Service and NHS Tees have been invited to attend this meeting to provide evidence around the following JSNA questions in relation to the topic of Older People:-
- (i) What is the projected level of need / service use?; and
  - (ii) What needs might be unmet?
- 2.3 In considering the evidence presented to them at today's meeting, Members should be mindful of the Marmot principle 'Enabling all Children, Young People and Adults to Maximise their Capabilities and have Control over Their Lives'

### **3. RECOMMENDATION**

- 3.1 It is recommended that the Members of the Adult and Community Services Scrutiny Forum consider the evidence from representatives from the Council's Adult Social Care Service and NHS Tees in attendance at today's meeting, seeking clarification on any relevant issues where required.



**Contact Officer:-** James Walsh – Scrutiny Support Officer  
Chief Executive's Department – Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 523647  
e-mail: james.walsh@hartlepool.gov.uk

## **BACKGROUND PAPERS**

The following background papers were used in the preparation of this report:-

- (i) Report of the Scrutiny Support Officer entitled 'Scrutiny Investigation into Older People – Scoping Report' Presented to the Adult and Community Services Scrutiny Forum on 30 July 2012.
- (ii) Minutes of the Adult and Community Services Scrutiny Forum held on 30 July 2012.

## **ADULT AND COMMUNITY SERVICES SCRUTINY FORUM**

3 December 2012



**Report of:** Scrutiny Support Officer

**Subject:** ADULT AND COMMUNITY SERVICES SCRUTINY  
FORUM - HARTLEPOOL SAFEGUARDING ADULTS  
BOARD - STATISTICS AND PROGRESS REPORT –  
COVERING REPORT

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

- 1.1 To provide Members of the Adult and Community Services Scrutiny Forum with the Safeguarding Adults Board statistics and progress report covering the period from 1 April 2012 to 30 September 2012.

### **2. BACKGROUND INFORMATION**

- 2.1 As part of the Adult and Community Services Scrutiny Forum's investigation into Adult Safeguarding, Members recommended that the Forum be kept up to date on the provision of Adult Services in the town through the receipt of relevant aspects of the regular updates received by the Portfolio Holder for Adult and Public Health Services.
- 2.2 The Portfolio Holder for Adult and Public Health Services received a report in October 2012 which provided information on the Safeguarding Adults Board statistics and progress for the period 1 April 2012 to 30 September 2012.
- 2.3 The Portfolio Holder report is attached as item 7.2(b) of today's agenda.

### **3. RECOMMENDATIONS**

- 3.1 That Members note this report and the report under item 7.2(b) on today's agenda, seeking clarification on its content where felt appropriate.

**Contact Officer:-** James Walsh – Scrutiny Support Officer  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 523647  
Email: james.walsh@hartlepool.gov.uk

### **BACKGROUND PAPERS**

No background papers were used in the preparation of this report.

# **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO**

Report to Portfolio Holder  
24 October 2012



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

**Subject:** HARTLEPOOL SAFEGUARDING ADULTS BOARD –  
STATISTICS AND PROGRESS REPORT

## **1. TYPE OF DECISION/APPLICABLE CATEGORY**

No decision required – for information only.

## **2. PURPOSE OF REPORT**

- 2.1 To present the Hartlepool Safeguarding Adults Board (HSAB) statistics covering the period from 1 April 2012 – 30 September 2012 and to report on the progress of the HSAB Safeguarding Action Plan.

## **3. BACKGROUND**

- 3.1 This report responds to a request from the Portfolio Holder for a regular submission of information about trends, activity and challenges.

## **4. PROPOSALS**

- 4.1 The proposal is that the details contained within this report are noted.

## **5. TRENDS**

- 5.1 In the reporting period of 1 April 2012 – 30 September 2012 there were 258 alerts identifying **possible** cases of abuse or neglect brought to the attention of the Duty Team. Following initial discussion and wider debate 137 of these alerts led to referrals requiring further investigation and action specifically under safeguarding adult procedures.

- 5.2 In the same period last year there were 192 alerts identifying **possible** cases of abuse and 89 of these led to referrals requiring further investigation and action under safeguarding adult procedures.
- 5.3 In relation to the current reporting period, it is important to highlight that although 121 alerts or 47% of the initial alerts required no specific further action in terms of safeguarding procedures, these cases were appropriately risk managed via interventions by the social work and care management teams, health professionals, the complaints process or the Commissioned Services Team. In addition, some referrals were managed by providing more detailed information, advice or guidance.
- 5.4 Within this reporting period 46% of the alleged victims of abuse were under the age of 65 and 54% were over the age of 65.
- 5.5 Care homes continue to be the most common location of reported abuse (69%) with neglect being the most frequent identified cause (62% of referrals), followed by physical abuse (21% of referrals). Other identified causes included financial, emotional / psychological and sexual abuse.
- 5.6 The reported perpetrators of abuse have been for the most part paid staff (47%) followed by service users (15%) which is consistent with the same period last year.
- 5.7 In comparison with the same reporting period last year the total number of safeguarding alerts received in 2012/13 has increased by 66 cases, or approximately 34%. The number of cases leading to referrals requiring further investigation and action taken under safeguarding procedures has increased in comparison to last year, i.e. 89 to 137, which is a 54% increase.
- 5.8 In relation to Deprivation of Liberty Safeguards (DoLS), the activity for 2012/13 is as follows:

• Total Number of Urgent DOLS Referrals	39
• Total Number of Standard Referrals	34
• Total Number of DOLS Reviews	10
• Total Number of 3 <sup>rd</sup> Party Requests	0
• Total Activity	85

- 5.9 In the same reporting period last year the Deprivation of Liberty Safeguards activity was as follows:
- |  |    |
|--|----|
| • Total Number of Urgent DOLS Referrals          | 55 |
| • Total Number of Standard Referrals             | 32 |
| • Total Number of DOLS Reviews                   | 9  |
| • Total Number of 3 <sup>rd</sup> Party Requests | 3  |
| • Total Activity                                 | 99 |

- 5.10 Deprivation of Liberty Safeguards overall activity has changed over the last year as the legislative framework becomes more familiar. It should be noted that requests for urgent assessments have reduced which indicates that registered facilities and hospitals seem to be improving their understanding of the systems and processes linked to this legislation.
- 5.11 When comparing the two periods the following comparisons can be identified:
- There has been a decrease in the total number of referrals received by 14, which represents a decrease of approximately 14%.
  - There has also been a decrease in the total number of urgent referrals by 16, which is approximately a 29% decrease from the last financial year.
  - However the number of standard requests received has increased by 6%.
  - There is also an increase in reviews by 11%.

## **6. CONTINUOUS IMPROVEMENT - UPDATE ON SAFEGUARDING ACTION PLAN**

- 6.1 The HSAB continues to oversee the implementation of the statutory guidance to prevent and reduce the numbers and frequency of adults who become missing from home or care. In order to promote more efficient methods of working Adult Services and Cleveland Police are mirroring the systems, processes and responses originally put in place for children. Although this development in relation to adults is in its infancy, thus far the data exchange from the Police in relation to adults who go missing is working well using the Family Information and Support Hub as the initial conduit and subsequently the relevant information is passed to the Safeguarding Support Officer to be screened. The information relating to anyone identified as being at risk and requiring professional contact and possible support is, as necessary, forwarded to the relevant team for further assessment. A protocol and procedure regarding this approach will be finalised once initial learning and evaluation is concluded.
- 6.2 On behalf of the Teeswide Safeguarding Vulnerable Adults Board; Hartlepool continues to lead the pilot scheme to develop an 'Expert by Experience' model of working. To achieve success we continue to monitor that all clients entering the 'Safeguarding Framework', are offered the opportunity to become an 'Expert by Experience' by taking part in a structured discussion with an Independent Provider at the end of the safeguarding investigations into their case. The intention is to ascertain how satisfied those involved with the safeguarding investigation are with the quality of the support they have received.

The Independent Provider commissioned to undertake this work has reported back on the referrals from Hartlepool about clients who have chosen to be part of the pilot and a report has been produced analysing the responses. Specific questions were asked relating to adult safeguarding in order to identify any lessons learnt and to consider potential ways to improve the safeguarding vulnerable adult processes. This has informed our understanding and enabled us to make further improvements in operational

practice. It will also be used to increase our understanding of the training requirements of the work-force.

A brief summary of the initial findings confirm:

### **The Safeguarding Processes**

- Effective implementation and management of safeguarding processes help make a person or family member(s) feel less angry about what has happened.
- A direct result of the safeguarding processes has shown an improvement in the quality of care provided by those registered facilities involved.
- It was suggested by some respondents that an understanding of the safeguarding processes and their professional insight helped them through the process, and without this knowledge others may feel frustrated with the processes and may find it difficult dealing with the professionals who sometimes have having differing / conflicting opinions.
- Information and explanation to service users and family members, regarding safeguarding processes needs to be consistently implemented. This will facilitate more understanding of what to expect enable them to contribute more effectively.
- For those service users who lack decision specific capacity, evidence needs to be clearer about what consideration, if any, was given to the use of advocacy / representation in the form of Independent Mental Capacity Advocates or Independent Mental Health Advocates where there is no other relevant person available to act in the person's best interest.
- Information collated suggests that 'experts' with communication limitations consider on some occasions their views, wishes and comments are not fully being taken into consideration.
- Only some Safeguarding Chairs are ensuring that support and information is provided throughout the process. Additionally, some service users and their supporting family are not being routinely asked what their expectations are in relation to the safeguarding processes.

### **The Safeguarding Meetings**

- Some family members reported that they feel "daunted" by care home staff being at the safeguarding meeting and they are worried about potential repercussions for their 'loved one'.
- Plans and actions agreed at the safeguarding meeting are, in the vast majority of cases, considered appropriate and are put into place in a timely manner and subsequent improvements in care arrangements were noted very quickly.
- It was reported by some experts by experience that the safeguarding meeting minutes do not fully reflect the content of the discussion or the outcome(s) the service user or their family were anticipating.
- It is clear that in some cases more work needs to be undertaken earlier to help the 'expert' prepare for the meeting and also to ensure that both

the service user and their family members feel they have been listened to and taken seriously. Some service users and family members felt they were unable to give their views and they felt intimidated in the meeting by the number of people involved.

- It was reported that some families only became aware of previous incidents that had happened to their 'loved one' during the safeguarding meeting.
- It was reported that in a couple of cases the 'Health Partner' presented inaccurate information to attendees regarding health interventions and that on some occasions health professionals who may have been able to clarify issues were not in attendance.

6.3 The HSAB is now in the process of considering the implications of the Draft Care and Support Bill. A brief overview of the Care and Support Bill highlights the following points that will require further analysis and debate going forward:

- Professional advice is that the Bill will be legislated before the end of the current Parliament.
- The granular detail is still being worked through and the operational impact is still unclear.
- The Bill will provide both an eligibility and financial framework for the Local Authority to implement when assessing the needs of both vulnerable people and their Carers.
- Safeguarding Vulnerable Adults Boards will become statutory and each Board will have to publish an annual business plan and the outcomes it has achieved.
- Each Local Authority will be required to have a Safeguarding Adults Board or have cooperative arrangements with other Local Authorities who are to be the coordinators of safeguarding arrangements
- Boards will have a statutory obligation to undertake Serious Case Reviews.
- It will become the responsibility of the Local Authority to take reasonable steps to protect the property of a vulnerable adult if they are required to leave the property due to hospitalization etc.

6.4 The HSAB is now being chaired by an Independent Chair, Steve Bryan. The role of the Independent Chair is to ensure that the Hartlepool Safeguarding Adults Board operates effectively and exercises its functions according to the duties imposed by related guidance and good practice; to lead the ongoing strategic development and improvement of the HSAB whilst maintaining a strong and independent voice; to champion the safeguarding agenda in the local area by ensuring organisations and agencies work together to effectively safeguard vulnerable adults, families and their carers; to ensure the Board's work informs wider planning and the performance by all agencies is rigorously reviewed and monitored.

6.5 The Memorandum of Understanding for HSAB has been updated and combined with the terms of reference and this will require sign up by all Board Partners. This work has been undertaken to improve the understanding of the remit of the Board, attendance and commitment to work-streams.

- 6.6 As part of the broader strategic work being undertaken by representatives of the HSAB, work is being undertaken with strategic Partners to implement the Government's ambitious initiative to support 120,000 'troubled families' nationally who are struggling in the face of complex or multiple problems.

In Hartlepool it has been identified that there are currently 290 'troubled families' who meet the Government criteria:

- Having someone in the household under the age 18 with a criminal record / anti social behaviour offence.
- Fixed school exclusions
- 15% un-authorised absence from schools
- Parent/guardian who is unemployed

It is anticipated that these families will benefit from the Hartlepool 'troubled family' initiative, a development which recognises that families with complex needs may lack the skills to overcome the problems facing them or perhaps the motivation and capacity to get the support they need. Therefore it has been agreed that the 'Team around the Household approach' is to be utilised to drive the initiative as this is considered to be well placed to take this initiative forward and to make progress. Work has already started through a selection of complementary strategies to address the needs of individuals, families and households.

- 6.7 A recent initiative that is being developed is work being undertaken to support vulnerable adults who may require additional support due to their needs when they are required to give evidence in a Court of law. The Witness Support Programme initiative is now moving forward with the identification of some Social Workers who will undertake specific multi-disciplinary training to undertake this important role.
- 6.8 It has also been agreed that the 'Expert by Experience' approach will be used to evaluate the programme which is expected to go live in November 2012 once the training has been finalised.

## **7. FINANCIAL IMPLICATIONS**

- 7.1 There are no financial implications arising from the report.

## **8. RECOMMENDATIONS**

- 8.1 It is recommended that the contents of the report are noted

## **9. CONTACT OFFICER**

- 9.1 John Lovatt, Head of Service (Assessment and Care Management)



**ADULT AND COMMUNITY SERVICES  
SCRUTINY FORUM**

**03 December 2012**



**Report of:** Scrutiny Support Officer

**Subject:** THE EXECUTIVE'S FORWARD PLAN

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**1. PURPOSE OF REPORT**

- 1.1 To provide the opportunity for the Adult and Community Services Scrutiny Forum to consider whether any item within the Executive's Forward Plan should be considered by this Forum.

**2. BACKGROUND INFORMATION**

- 2.1 One of the main duties of Scrutiny is to hold the Executive to account by considering the forthcoming decisions of the Executive (as outlined in the Executive's Forward Plan) and to decide whether value can be added to the decision by the Scrutiny process in advance of the decision being made.
- 2.2 This would not negate Non-Executive Members ability to call-in a decision after it has been made.
- 2.3 As you are aware, the Scrutiny Co-ordinating Committee has delegated powers to manage the work of Scrutiny, as it thinks fit, and if appropriate can exercise or delegate to individual Scrutiny Forums. Consequently, Scrutiny Co-ordinating Committee monitors the Executive's Forward Plan and delegates decisions to individual Forums where it feels appropriate.
- 2.4 In addition to this, the key decisions contained within the Executive's Forward Plan (December 2012 – March 2013) relating to the Adult and Community Services Scrutiny Forum are shown below for Members consideration:-

**DECISION REFERENCE: CAS129/12 COLLABORATION IN CHILD AND ADULT SERVICES**

**Key decision – tests (i) and (ii) apply**

**Nature of the decision**

The Council is currently investigating options for collaboration in the provision and commissioning of services of Child and Adult Services. The potential for collaboration has been considered by Cabinet as part of the Medium Term Financial Strategy and agreement has been given for the development of business cases and options in respect of this area of service (and in respect of Corporate Services). The development of options and business

cases in respect of Child and Adult Services was identified as being the first area for consideration.

**Who will make the decision?**

The decision will be made by Cabinet and Council

**Ward(s) affected**

The options and business cases are currently being developed and it is not possible at this stage to identify any effect, although the premise for the development of the options is to minimise the effect on front line services whilst maximising opportunities to enhance capacity and deliver savings.

**Timing of the decision**

The final decision to implement collaborative working is expected to be made by Cabinet and Council by February 2013, with an initial report to Cabinet in December to secure agreement in principle.

**Who will be consulted and how?**

The Corporate Management Team, Cabinet and Scrutiny Co-ordinating Committee will be consulted as options are developed. In respect of Scrutiny, this has been built into the work programme for the forthcoming year to enable sufficient consideration to be given.

Briefing sessions have taken place for elected members and a second series of road shows for staff within Child & Adult Services will be complete by early November.

**Information to be considered by the decision makers**

At this stage it is anticipated that the decision makers will consider the options available in respect of collaboration, the benefits, potential risks and mitigation of those risks and the savings which are attributable to this. A number of possible models for collaboration have been developed and are currently being evaluated and costed to inform the final business case.

**How to make representation**

Representations should be made to:

Jill Harrison, Assistant Director (Adult Social Care), Child and Adult Services, Level 4, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523911. E-mail [jill.harrison@hartlepool.gov.uk](mailto:jill.harrison@hartlepool.gov.uk)

Sally Robinson, Assistant Director (Prevention, Safeguarding and Specialist Services), Child and Adult Services, Level 4, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523732. E-mail [sally.robinson@hartlepool.gov.uk](mailto:sally.robinson@hartlepool.gov.uk)

Dave Stubbs, Chief Executive, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523001. E-mail [Dave.stubbs@hartlepool.gov.uk](mailto:Dave.stubbs@hartlepool.gov.uk)

**DECISION REFERENCE: CAS133/12 – HARTLEPOOL PLAYING PITCH STRATEGY**

**Key Decision – Test ii applies**

**Nature of the decision**

To approve the Hartlepool Playing Pitch Strategy 2012.

**Who will make the decision?**

The decision will be made by Cabinet

**Ward(s) affected**

All wards. Potential for all wards as playing pitches are present in all wards in town. Any proposed status changes will certainly create significant issues for the sites affected.

**Timing of the decision**

The decision will be made in December 2012

**Who will be consulted and how?**

All previous consultees and owners/managers of playing pitches scheduled within the Strategy will be consulted. All Councillors will be consulted.

**Information to be considered by the decision makers**

The provision of a Playing Pitch Strategy (PPS) is a key strategy to assist in the development of the correct capacity and quality set against demand and to ensure that the town's playing pitches are given protection in the planning process in respect of development proposals. The provision of an updated PPS is a requirement of Sport England to assist in investment opportunities for the owners of all playing pitches within the Borough.

**How to make representation**

Representations should be made to John Mennear, Asst Director, Community Services, Dept of Child & Adults, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523417, e-mail: john.mennear@hartlepool.gov.uk

**Further information**

Further information can be sought by contacting;- John Mennear, Asst Director, Community Services, Dept of Child & Adults, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523417, e-mail: john.mennear@hartlepool.gov.uk

**DECISION REFERENCE: CAS135/12 – REABLEMENT STRATEGY 2012-15**

**Key Test Decision ii applies**

**Nature of the decision**

Cabinet to approve the Reablement Strategy 2012-15 which sets out the strategic aims and direction for the Reablement Service over the next few years.

**Who will make the decision?**

The decision will be made by Cabinet.

**Ward(s) affected**

All wards are affected across Hartlepool.

**Timing of the decision**

The decision will be made in December 2012.

#### Who will be consulted and how?

The draft strategy will be taken for consultation to the Housing, Care, and Support Steering Group, 50+ Forum, Reablement Steering Group, the Champions of Older Lifestyles group and Carers Steering Group.

#### Information to be considered by the decision makers

The Reablement Strategy will provide a strategic overview to ensure that individuals are given the appropriate support to ensure that they can live as independently as possible, for as long as possible. The strategy sets out the key aims of the service and explains how the service has been developed. An annual action plan is to be developed from this strategy which will be monitored through the Reablement Steering Group.

#### How to make representation

Representations should be made to Phil Hornsby, Head of Service, Child and Adult Services, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523944 e-mail: phil.hornsby@hartlepool.gov.uk.

## 2.5 A summary of all key decisions are detailed in the Timetable of Key Decisions as follows:-

### TIMETABLE OF KEY DECISIONS

Decisions are shown on the timetable at the earliest date at which they may be expected to be made.

#### 1. DECISIONS EXPECTED TO BE MADE IN DECEMBER 2012

CE 44/11 (page 9)	Workforce Arrangements	Cabinet / Council
CE 53/12 (page 14)	Localisation of Council Tax Support – Consultation Proposals	Cabinet / Council
CE 54/12 (page 16)	Local Welfare Support / Social Fund Localisation	Cabinet / Council
CAS 131/12 (page 23)	Schools' Capital Works Programme 2012/13 (Phase 3)	Portfolio Holder
CAS 133/12 (page 24)	Hartlepool Playing Pitch Strategy	Cabinet
CAS 135/12 (page 25)	Reablement Strategy 2012-15	Cabinet
RN 13/09 (page 37)	Disposal of Surplus Assets	Cabinet / Portfolio Holder
RN 70/11 (page 39)	Innovation Fund	Cabinet
RN 89/11 (page 41)	Former Brierton School Site	Cabinet / Portfolio Holder / Council
RN 90/11 (page 43)	Mill House Site Development and Victoria Park	Cabinet / Council
RN 98/11 (page 45)	Acquisition of Assets	Cabinet / Portfolio Holder / Council
RN 5/12 (page 49)	Seaton Carew Development Sites – Results of Joint Working Arrangement with Preferred Developer	Cabinet
RN 10/12 (page 51)	Acquisition of the Longscar Building, Seaton Carew	Portfolio Holder
RN 18/12 (page 55)	Leasing of land to a Wind Turbine Developer for the erection of wind turbines on land at Brenda Road	Cabinet
RN 22/12 (page 59)	Choice Based Lettings Policy Review 2012	Cabinet
RN 25/12 (page 61)	Gambling Act – Statement of Licensing Principles	Council
RN 26/12 (page 62)	Review of Waste Management Services	Cabinet
RN 30/12 (page 66)	Community Pool 2013/14	Cabinet
RN 31/12 (page 68)	City Deal	Cabinet / Council
RN 32/12 (page 70)	Empty Property Purchasing Scheme – Local Authority Flexible Tenancies	Cabinet
RN 36/12 (page 78)	Landlord Accreditation	Cabinet
RN 38/12 (page 81)	Community Energy Collective Switching	Cabinet

**2. DECISIONS EXPECTED TO BE MADE IN JANUARY 2013**

RN 74/11 (page 40)	Former Leathers Chemical Site	Cabinet
RN 99/11 (page 47)	Community Infrastructure Levy	Cabinet
RN 11/12 (page 53)	Public Lighting Strategy	Portfolio Holder
RN 20/12 (page 57)	Selective Licensing	Cabinet
RN 27/12 (page 64)	Coastal Communities Fund Round 2 Application	Portfolio Holder
RN 33/12 (page 72)	High Street Innovation Fund	Portfolio Holder
RN 34/12 (page 74)	Adoption of the Review of the Long Term Coastal Management Strategy covering the frontage from Crimdon to Newburn Bridge	Cabinet / Council
RN 35/12 (page 76)	European Commission 'Youth Guarantee Scheme'	Cabinet

**3. DECISIONS EXPECTED TO BE MADE IN FEBRUARY 2013**

CE 46/11 (page 11)	Review of Community Involvement & Engagement (including LSP Review) : Update on decisions taken 'in principle'	Cabinet / Council
CAS 129/12 (page 21)	Collaboration in Child and Adult Services	Cabinet / Council
CAS 136/12 (page 26)	Updated Child Poverty Strategy and Action Plan	Cabinet
CAS 137/12 (page 28)	Health and Wellbeing Strategy	Cabinet / Council
RN 37/12 (page 80)	Early Morning Alcohol Restriction Order	Council
RN 39/12 (page 83)	Town Wall Coastal Works: Construction of set-back flood defence wall and associated works	Cabinet
RN 40/12 (page 85)	Review of Concessionary Fare Payments to Bus Operators for 2013-2014	Cabinet

**4. DECISIONS EXPECTED TO BE MADE IN MARCH 2013**

CAS 106/11 (page 19)	Priority Schools Building Programme	Cabinet
CAS 138/12 (page 29)	Establishment of Health and Wellbeing Board	Cabinet
CAS 139/12 (page 30)	Provision for Pupils with Moderate Learning Difficulties	Portfolio Holder

- 2.6 Copies of the Executive's Forward Plan will be available at the meeting and are also available on request from the Scrutiny Team (01429 523647) prior to the meeting.

**3. RECOMMENDATIONS**

- 3.1 It is recommended that the Adult and Community Services Scrutiny Forum:-
- (a) considers the Executive's Forward Plan; and
  - (b) decides whether there are any items where value can be added to the decision by the Adult and Community Services Scrutiny Forum in advance of the decision being made.

**CONTACT OFFICER –** James Walsh – Scrutiny Support Officer  
 Chief Executive's Department - Corporate Strategy  
 Hartlepool Borough Council  
 Tel: 01429 523647  
 Email: james.walsh@hartlepool.gov.uk

**BACKGROUND PAPERS**

The following background paper was used in preparation of this report:

- (a) The Forward Plan – December 2012 – March 2013