

## Adult and Community Services Overview Committee

Minutes of a meeting held at  
County Hall, Colliton Park, Dorchester on 25 June 2015.

### Present:

William Trite (Chairman)  
David Walsh (Vice-Chairman)  
Michael Bevan, Steve Butler, Ronald Coatsworth, David Jones, Ros Kayes, Paul Kimber,  
Kate Wheller and John Wilson.

Robert Gould (Leader of the Council) and Jill Haynes (Cabinet Member for Adult Social Care) attended under Standing Order 54(1).

### Officers:

Catherine Driscoll (Director for Adult and Community Services), Phil Rook (Group Finance Manager for Adult and Community Services) and Fiona King (Senior Democratic Services Officer).

### For certain items, as appropriate:

John Alexander (Performance and Policy Manager), Harry Capron (Head of Adult Care), Michael Ford (Policy and Project Manager), Ivan Hancock (Trading Standards Service Manager), Miriam Maddison (Programme Director – Better Together), Ali Waller (Head of Commissioning and Improvement), Suzanne Westhead (Interim Managing Director for Tricuro) and Sally Wernick (Safeguarding and Service Quality Manager).

(Note: These minutes have been prepared by officers as a record of the meeting and of any decisions reached. They are to be considered and confirmed at the next meeting of the Adult and Community Services Overview Committee to be held on **7 October 2015**).

### **Apology for Absence**

66. An apology for absence was received from Beryl Ezzard.

### **Code of Conduct**

67.1 There were no declarations by members of any disclosable pecuniary interests under the Code of Conduct.

67.2 David Jones declared a general interest as his disabled wife was in receipt of care provided by a private company.

### **Minutes**

68.1 The minutes of the meeting held on 16 March 2015 were confirmed and signed subject to the following editorial amendments:-

- Minute 41.8 – ‘He then proposed that the members of the Executive Shareholder Group be elected by the Adult and Community Services Overview Committee. The Chairman considered that the proposal needed to be referred back for legal clarification. This was accepted on the understanding that the issue would be discussed at the next meeting on 25 June 2015’ to be added at the end of the minute.
- Minute 41.9 – the penultimate sentence be amended to read ‘Moreover he considered that the contribution which the Cabinet member could make and the influence which could be exerted should ensure that Dorset County Council’s best interest was maintained’.

68.2 The Chairman made reference to the unsatisfactory practice of not identifying in the minutes which members had spoken and urged Group Leaders to discuss this at their next meeting. He felt it would be useful to include members' names, along with their divisions, for clarity.

68.3 The Chairman of the County Council noted the importance of having the Division recorded in cases when a local member had commented and highlighted the need for members themselves to make it clear when they were speaking as the 'local member'.

68.4 One member felt it would be helpful to also record the names of the members who had proposed and seconded the recommendations.

68.5 The Leader of the Council undertook to take this forward with the Group Leaders in order to make minutes clearer for members of the public.

### **Terms of Reference**

69. Members received the Terms of Reference for the Adult and Community Services Overview Committee.

### **Noted**

### **Public Participation**

#### **Public Speaking**

70.1 There were no public questions received at the meeting in accordance with Standing Order 21(1).

70.2 There were no public statements received at the meeting in accordance with Standing Order 21(2).

#### **Petitions**

70.3 There were no petitions received in accordance with the County Council's petition scheme.

### **Trading Standards Service Delivery Plans 2015/16**

71.1 The Committee considered a report by the Director for Adult and Community Services which set out the proposed Trading Standards Service Delivery Plan for 2015/16.

71.2 The Trading Standards Service Manager underlined to members that there was now more emphasis on Trading Standards officers supporting local businesses, across Bournemouth, Poole and the Districts, to ensure access to friendly business advice. He also advised members that a Policy Development Panel had recently met and had been tasked with looking at how Trading Standards might be able not only to achieve savings but to look at different ways of working in order to move forward. Recommendations from this Panel would be presented to this Committee at the appropriate time.

71.3 Following a question from a member about whether officers had any dealings with the importation of food into Weymouth, the Trading Standards Service Manager advised that officers would liaise with Environmental Health as his officers had no responsibility for the hygiene of meat coming into Weymouth. Responsibility for animal feeding stuffs was specifically given to Trading Standards.

71.4 In response to a comment from a member regarding the signposting of information, the Trading Standards Service Manager advised that they did have a close connection with the National Citizens Advice Consumer Service but noted their main focus in terms of one to one interactions was with businesses. He informed members that any vulnerable consumers who needed more advice would be prioritised accordingly but added that this was not one of their statutory duties.

**Recommended**

72. That the Cabinet be asked to approve the draft Trading Standards Service Delivery Plan 2015/16 (which incorporated a specific Food Standards Plan, Animal Feed Plan and the Age Restricted Sales Enforcement Programme).

**Reasons for Recommendation**

73.1 The TSSDP showed how the Service would address its statutory duties, local demands, central government departments' priorities and contribution to the County Council's aims and performance measurement.

73.2 To accord with the requirement of the Food Standards Agency's Framework Agreement on Local Authority Food Law Enforcement that the food enforcement authorities produce plans outlining Food Standards and Feed Standards work which were approved by Councils.

73.3 A planned programme of enforcement activity for dealing with the illegal sale of age restricted products helped to protect young people and their communities from the adverse and possible addictive effects of these products.

73.4 TSS activities contributed to DCC areas of focus of enabling economic growth; and health, well-being and safeguarding.

**Revenue Budget Monitoring 2014/15 and High Level Budget Monitoring for 2015/16**

74.1 The Committee considered a report by the Director for Adult and Community Services which presented the budget outturn position for Service Directorates (excluding corporate items) which was £4.4m, after taking account of central underspend the County Council was overspent by £3.1m in 2014/15.

74.2 The Group Finance Manager informed members that the overspend for the Adult and Community Services Directorate stood at £1.1m which represented 1% of the total budget. He highlighted the detailed narrative in the report by individual cost centre within the Directorate.

74.3 He drew members' attention to the changes to the Independent Living Fund and also to the high level budget monitoring for 2015/16. He added that the Section 31 grant in relation to the Independent Living Fund was fully funded and would run from July 2015 to the end of the year. Whilst it was not ring fenced he confirmed it would be fully funded.

74.4 The Head of Adult Care informed members of the work that was on-going in relation to the review of packages of care which has a savings target of £1.1m. He noted the slight shift in focus and the urgent need to get specific plans in place to address this 'red' area.

74.5 Following a question from a member about the proposed changes that were envisaged in order to achieve savings, the Head of Adult Care noted there were 3 areas that were being looked at: was the right type of support was in place, was the County Council getting good value for money and were service users receiving a good outcome as some packages had been in place for a long time. He confirmed this would include both residential and domiciliary care packages.

74.6 One member asked if there were any concerns for the future in regard to meeting the needs of disabled people who might move into the area. The Head of Adult Care noted that the portability of assessment and support was part of the Care Act.

74.7 Following a question about adult learning, the Director advised there was now a Joint Board, with Bournemouth and Poole, on Adult Learning which included a County Council representative and now showed an underspend of £85k.

74.8 The Chairman noted that a 1% overspend from the largest spending Directorate was encouraging representing a great improvement over performance in earlier

years. The Director added that her Directorate was aiming for a balanced budget in 2015/16 which she recognised would be difficult and challenging.

### **Recommended**

75. That by taking into account the overall financial position of the County Council, the Cabinet be asked to approve that the overspend not be carried forward into 2015/16 given the current pressure on the Service's budget and in line with the Council's Medium Term Financial Strategy.

### **Reason for Recommendation**

76. Close monitoring of the budget position was an essential requirement to ensure that money and resources were used efficiently and effectively. The Directorate played a large part in the County Council's corporate aim of 'health, wellbeing and safeguarding'.

### **Tricuro – Pan Dorset Local Authority Trading Company (LATC) - update**

77.1 The Committee considered a report by the Director for Adult and Community services which provided members with an update on the progress on implementation and also highlighted any risks, along with the mitigation actions in place, associated with the Pan Dorset LATC.

77.2 The Chairman welcomed Suzanne Westhead, Interim Manager for Tricuro, to the meeting. Ms Westhead had been in post for 3 weeks and advised members she had already visited several care homes and spoken with 200+ people and was very impressed at how Tricuro was being received.

77.3 The Group Finance Manager stressed to members that work was progressing at a fast pace, there was still a lot to do but they were on target for Go Live on 1 July 2015. He circulated a table at the meeting which showed the progress of Tricuro 'essential' and 'highly desirable' areas in readiness for the Go Live and undertook to provide larger text copies for members outside of the meeting.

77.4 Following a number of questions from members including the determination of what skills were required for members of the Executive Shareholder Group (ESG) and the frequency of performance reporting to the Adult and Community Services Overview Committee, the Director noted that it was for the Leaders of each of the 3 Councils to appoint their members to the ESG. For clarity, 4 of the 5 members appointed from Dorset were drawn from the membership of the Adult and Community Services Overview Committee along with the Cabinet Member for Adult Social Care. Tricuro would be a Company in its own right, wholly owned by the 3 authorities, making day to day decisions and to ensure that the business plan was being followed. Performance and progress relating to the business plan would be reported to this Committee on a quarterly basis.

77.5 The Director confirmed that all members of Dorset County Council would be invited to attend Tricuro's Annual General Meeting and that it had been written into the shareholder agreement that this had to happen every year. She also notified members that the revised business case had now been completed and had been discussed with the Section 151 Officers in Bournemouth and Poole. The key issue was whether the Plan would deliver this year's savings and she confirmed that it would. The new Company would provide opportunities to look for efficiencies and productivity through different ways of working.

77.6 One member suggested listing ESG members' skills to satisfy any further concerns but felt that all the members appointed to date had the skills to be there. She commended the Leader of the County Council's stance of political balance with regard to his appointments and felt that the fact it was cross party further promoted the Company.

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77.7 A member indicated that he would like to see staff playing a more prominent role within the Company but was pleased to see that the union representative issues had now been resolved. He highlighted the need for officers to review the governance of the Company constantly.

77.8 Following a question from a member about how elected members dealt with enquiries about particular issues from members of the public, the Director advised elected members to contact her, as they did already, and she would then find the appropriate person.

77.9 One member felt reassured hearing from the Interim Director that the company was at a good starting point and sensed that there was a good mix of members on the ESG who were not only strongly business orientated but were also aware of the care aspect.

77.10 Following a comment from a member about the construction of the ESG in that he felt Dorset was under represented, the Cabinet Member for Adult Social Care felt it was not a numbers issue but that Tricuro was there to look after all the people who required their services. The Chairman added that no other combination of member places would have been acceptable to all of the authorities.

77.11 In relation to the negative publicity that had been received following a recent Audit and Scrutiny Committee meeting, the Cabinet Member for Adult Social Care advised members that she had not received any queries from members of the public or staff in this regard. However, she had received a number of emails from staff concerned that some members apparently had little respect for their work. Staff were working very hard to provide this service, but felt that negative member comments were aimed personally at them.

77.12 The Leader of the County Council commented that the launch of Tricuro was a significant step for the Council and interest in it had been sparked across the country. He was encouraged by the cross party support and expressed his thanks for the huge amount of work that has been undertaken.

### **Noted**

#### **The Care Act – Progress with Implementation**

78.1 The Committee considered a report by the Director for Adult and Community Services which provided members with an update on the areas of work being carried out to deliver the Care Act in Dorset. It also noted the significant progress that had been made in the last few months.

78.2 The Policy and Project Officer highlighted the pilot work to increase the capacity of the Adult Access Team to resolve queries at the first point of contact, without having to pass people on to a local office unnecessarily. The evidence received to date suggested that the approach taken was sound.

78.3 The Group Finance Manager highlighted the financial risks for the County Council in relation to the funding arrangements for implementing the Care Act and explained the detailed modelling work that was being undertaken with the Department of Health. The Director confirmed that additional money had been received for this year only but it was still unknown what monies would be available for next year and as yet there was not a clear convincing view of what the costs would be.

78.4 Following a question from a member about how well informed members of the public were the Director replied that the Department of Health had completed a targeted

leaflet drop which set out the relevant information. Members of the County Council had also had sight of this at a recent Care Act seminar. She added that this was a very complex area and communication was an ongoing responsibility.

**Noted**

**Corporate Performance Monitoring Report: Fourth Quarter 2014/15**

79.1 The Committee considered a joint report by the Chief Executive and the Director for Adult and Community Services which contained analysis of the Council's progress against its corporate aims and presented the results of the monitoring of the County Council's Corporate Balanced Scorecard for the final quarter of 2014/15. Whilst the Scorecard summarised performance monitoring analysis across the whole Authority, there was a specific focus on those elements of the plan which were managed by the Adult and Community Services Directorate.

79.2 The Performance and Policy Manager highlighted the key headline issues but recognised that a strong and improving performance was being shown at the year end.

79.3 Following a comment from a member about delayed transfers of care, the Director advised that this was a Better Care Fund problem, the indicator was a composite indicator and some delays were due to Social Care and some were due to Health. Dorset Healthcare were experiencing a continuing challenge with health care spend and it was noted that this was a tough indicator to shift.

**Noted**

**Better Together Programme and Better Care Fund Section 75 Agreements**

80.1 The Committee considered a report by the Director for Adult and Community Services which updated members on the Better Together Programme and Better Care Fund (BCF). In respect of the Better Together Programme, the report provided an update on individual work streams to achieve integrated health and social care services across Bournemouth, Dorset and Poole.

80.2 The quarterly report followed a national template and quarterly reporting dates had been set. For the first quarter of report writing, officers were asked to illustrate their state of readiness, requiring officers to prepare plans, data capture, reporting and risk management processes. Future reports would have to demonstrate progress against targets, and it was anticipated that there would be a need to continue to report on the Plan and its constituent Schemes to the BCF Centre (NHS England).

80.3 Following a comment from a member who expressed disappointment about the unsuccessful European Funding Bid, the Head of Adult Care advised that the submission of this bid had been a long shot but it had been a worthwhile task and useful learning points from the feedback had been received. He added that the bid had asked for a demonstration on how effective the Council could be by intervening, the information and evidence around this area was still very sketchy and it was a difficult area to define in relation to the money that could be saved and what potential benefits could be gained.

80.4 Following a question from a member about the contract for a facilitator to support the integrated locality teams, the Programme Director – Better Together, advised that this had been awarded out of house to a private sector organisation and that funding for this had been gained. The Programme Director also advised that she had discussed with colleagues how this and the Clinical Services Review would work together and the timescale for it to be rolled out and noted that this had been left a bit flexible and advised that officers would need to get a bit sharper on setting time frames in this regard. Work was ongoing with colleagues in Public Health and the CCG performance team about how integrated work was making a difference.

**Resolved**

81.1 That the process for performance reporting for 2015 be agreed.

81.2 That consideration be given to the early planning for 2016/17 BCF, Section 75s and pooled budget requirements whatever they may be locally or nationally.

**Reason for Decisions**

82. The Better Together Programme and Better Care Fund aims to secure:

- improved health and social care outcomes for local residents;
- an improved and more integrated approach for the delivery of adult health and social care locally; and
- a sustainable approach across the partnership to addressing future needs of the local population.

**The Dorset Safeguarding Adults Board Annual Report for 2014-2015 (Draft)**

83.1 The Committee considered a report by the Director for Adult and Community Services which included the draft Annual Report which accounted for the actions and work that had been undertaken in the previous year.

83.2 One member noted the drop in the number of referrals and asked for clarification regarding the 'silver' level of making safeguarding personal. The Safeguarding and Service Quality Manager advised that the county council participated at 'silver' level, and an impact assessment was completed by all the authorities that took part and all were committed to implementing the programme.

83.3 One member highlighted her involvement with the 'Friendship Club' and by talking to people noted that they were possibly not aware they were being abused or taken advantage of as this was how things had always been.

**Noted****The Dorset Safeguarding Adults Board Business Plan 2015-2016**

84.1 The Committee considered a report by the Director for Adult and Community Services which set out the Dorset Safeguarding Adults Board annual Business Plan. The Care Act 2014 now required the Safeguarding Adults Board to produce a Business plan and for this to be developed with local community involvement in consultation with Healthwatch.

84.2 The Safeguarding and Service Quality Manager highlighted the joint strategic priorities that had been defined: effective prevention, effective safeguarding, effective learning and; effective governance.

**Noted****Policy Development Panels**

85.1. The Committee received the notes from the Policy Development Panel on Trading Standards meeting for 22 May 2015.

85.2 Following a question from a member about whether there was a need for a specific scrutiny group to oversee Tricuro in the light of recent issues with the Dorset Waste Partnership (DWP), the Chairman felt it might be worth a discussion with the Leader of the County Council. The Director emphasised that Tricuro was a company in its own right with its own Board and that DWP was a host authority arrangement. She also highlighted that the EAP on Pathways to Independence was in place to look at Tricuro and that regular performance information would be presented to this Committee.

85.3 One member commented he was mindful there was the need for careful scrutiny and overview of the new body and requested that the Cabinet be asked how this should be covered.

**Recommended**

86. That the Cabinet be asked to consider whether the introduction of a Policy Development Panel to scrutinise the work of Tricuro would be appropriate.

**Adult and Community Services Overview Committee Work Programme**

87. The Committee noted its Work Programme for the remainder of 2015.

**Noted****Schedule of Councillors' Seminars and Events 2015**

88. The Committee's attention was drawn to the Schedule of Councillors' Seminars and Events over the following few months of 2015.

**Noted****Member Briefings**

89. The Committee were provided with the opportunity to identify topics for future member briefings but decided that there was no need for any to be held at the present time.

**Noted****Outside Bodies and Member Champions**

90.1 The Committee noted the opportunity for submissions by Members serving on Outside Bodies and from the Directorate's relevant Member Champions and received the following updates.

90.2 The Member Champion for Data Transparency advised members that work was in progress to get data sets across Public Health, the CCG and care companies. A grant was now in place to enable better access for data for people in care. He added that the sharing of data was moving forward.

90.3 The Member Champion for Mental Health Services advised he would be meeting with Oliver Letwin MP on 4 September 2015 with regards to putting mental health on the school curriculum and the proportion of money allocated to mental health for both children and adults.

90.4 The Member Champion for Carers advised that he had attended several informal meetings with carers in Swanage to broaden his knowledge.

90.5 The Chairman of the County Council advised members that the Joint Archives service had been successful in a bid from the Heritage Lottery Fund to catalogue the Banks family archive.

**Noted****Questions from County Councillors**

91. No questions were asked by Members under Standing Order 20(2).

Duration of meeting - 10.00am – 1.20pm