

## **CARE SERVICES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE**

Minutes of the meeting held at 7.00 pm on 10 March 2016

### **Present:**

Councillor Judi Ellis (Chairman)  
Councillor Pauline Tunncliffe (Vice-Chairman)  
Councillors Ruth Bennett, Kevin Brooks, Hannah Gray,  
David Jefferys and Stephen Wells

Linda Gabriel, Justine Godbeer, Rosalind Luff and Lynn Sellwood

### **Also Present:**

Councillor Robert Evans, Portfolio Holder for Care Services  
Councillor Diane Smith, Executive Support Assistant to the Portfolio  
Holder for Care Services

#### **77 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**

Apologies for absence were received from Councillor Mary Cooke, Councillor Terry Nathan and Councillor Charles Rideout.

#### **78 DECLARATIONS OF INTEREST**

Linda Gabriel declared that she was the Chair of Bromley & Lewisham Mind and left the meeting during consideration of Item 12a: Dementia Post Diagnosis Services – Contract Award.

#### **79 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

Three written questions and twelve oral questions were received from members of the public and these are attached at Appendix A.

#### **80 MINUTES OF THE MEETING OF CARE SERVICES PDS COMMITTEE MEETING HELD ON 12TH JANUARY 2016 AND 9TH FEBRUARY 2016**

**RESOLVED** that the minutes of the meeting held on 12<sup>th</sup> January 2016 and 9<sup>th</sup> February 2016 be agreed.

#### **81 MATTERS ARISING AND WORK PROGRAMME**

##### **Report CSD16025**

The Committee considered its work programme for 2015/16, the programme of visits to day centres and residential homes, and matters arising from previous meetings.

The Chairman advised Members that despite reports in the local press, no decision had been made to close the Chartwell Unit at the Princess Royal University Hospital, and that a full consultation process would be undertaken before there was any change to service provision.

**RESOLVED that:**

- 1) **The Care Services work programme for 2015/16, the schedule of visits to day centres and residential homes and matters arising from previous meetings be noted.**
- 2) **The following non-voting Co-opted Member be appointed to the Care Services PDS Committee for the 2015/16 municipal year:**

<b>Co-opted Member</b>	<b>Organisation</b>
Ms Lynn Sellwood	Voluntary Sector Strategic Network (VSSN)

**82 PRESENTATION ON THE ROLE OF THE VIRTUAL SCHOOL**

Members considered a presentation by Helen Priest, Head Teacher, Bromley Virtual School on the role of the Bromley Virtual School.

The Bromley Virtual School was established in 2008 to focus on improving outcomes for children looked after by providing additional support to students, tracking progress, attainment and attendance, and ensuring that any concerns were acted upon as they were identified.

The Virtual Head Teacher was the only statutory role within the Bromley Virtual School, but most of the work undertaken by the service was statutory and included the provision of universal services to children looked after such as school place finding and admission support, attendance, attainment and progress monitoring, Personal Education Plans, and advice and guidance for professionals. Targeted support was delivered to individual children looked after including classroom support, one-to-one tuition, alternative provision, transition support, university experiences, and activities and projects, and a range of training was also provided to social workers, foster carers, adopters, designated teachers and school governors to support them in better understanding and working with children looked after.

There were 280 children looked after on the Bromley Virtual School roll as at 10<sup>th</sup> March 2016 who were aged between three and nineteen years, of which 38% were resident outside of the Borough. There was a vast variation in need for these children, with a high proportion having special educational needs. At the present time, 38% of children looked after who were statutory school age had a statement or Education, Health and Care Plan, and fifteen children were undertaking statutory assessment for an Education, Health and Care Plan at any given time.

In response to a question from a Member, the Virtual Head Teacher confirmed that Bromley Head Teachers were supportive of children looked after joining their school rolls, but that this became more difficult as children moved towards Key Stage 4 where alternate education provision might be more appropriate to meet the needs of some young people.

The Chairman led Members in thanking Helen Priest for her excellent presentation which is attached at Appendix B.

**RESOLVED that the presentation be noted.**

## **HOLDING THE PORTFOLIO HOLDER AND EXECUTIVE TO ACCOUNT**

### **83 PRE-DECISION SCRUTINY OF REPORTS TO THE CARE SERVICES PORTFOLIO AND THE COUNCIL'S EXECUTIVE**

#### **A) CARE SERVICE PORTFOLIO BUDGET MONITORING 2015/16**

##### **Report CS16020**

The Committee considered a report setting out the budget monitoring position for the Care Services Portfolio based on activity up to the end of December 2015.

The Adult Social Care budget was projected to be in an underspend position of £745k, with overspends in Placements, Domiciliary Care, Direct Payments for 18-64 year olds and Housing offset by underspends in other services across the Care Services Portfolio and a one off contribution to Extra Care Housing from the Better Care Fund of £300k. Although the variance was zero, there had been considerable activity within Public Health to manage the in-year grant reduction imposed by the Department of Health of £919k and a range of savings had been made across the Public Health budget during 2015/16, with £141k carried forward grant held in contingency. An exercise had recently been carried out across the Education, Care and Health Services Department which had identified £1,687k savings that could be achieved in 2015/16 which would have an ongoing impact in 2016/17 with a projected £2,388k full year impact. This was a result of work to drive efficiencies and identify new ways of delivering and commissioning services.

The Portfolio Holder for Care Services advised Members that a request would be made to the Council's Executive to carry forward £152k funding for 2016/17. This comprised £55k to offset a shortfall of funding in the Bromley Safeguarding Children Project, and £97k to meet additional staffing costs in the Youth Offending Service. Work was being undertaken to ensure that all key partners contributed sufficient funding towards the Bromley Safeguarding Children Project to support the service to be sustainable into the future. The additional staffing costs in the Youth Offending Service were a short term measure necessary to embed improvements across the service which was located within the Education Portfolio.

**RESOLVED that:**

- 1) The projected underspend of £3,646k forecast on the controllable budget based on information as at December 2015 be noted.
- 2) The full year effect of credit of £2,787k in the Care Services Portfolio budget be noted.
- 3) The request to carry forward £152k of underspend into the next financial year to cover one off costs in 2016/17 in the Children's Social Care service be noted.
- 4) The Portfolio Holder for Care Services be recommended to:
  - i) Note the latest projected underspend of £3,646,000 for the Care Services Portfolio forecast on the controllable budget, based on information as at December 2015.
  - ii) Request the Council's Executive approve £152k for the release of £152k from the Central Contingency relating to a shortfall of £55k funding in the Bromley Safeguarding Children Board and additional staffing costs of £97k in the Youth Offending Service for 2016/17.

**B) CAPITAL PROGRAMME MONITORING Q3 2015/16 AND ANNUAL CAPITAL REVIEW 2016 TO 2020**

**Report FSD16026**

On 10<sup>th</sup> February 2016, the Council's Executive received the 3<sup>rd</sup> quarterly monitoring report for 2015/16 and agreed a revised Capital Programme for the five year period 2015/16 to 2019/20. The Committee considered the changes to the Capital Programme for the Care Services Portfolio which included the rephrasing of £411k from 2015/16 to 2016/17 in relation to expenditure on Renovation Grants for Disabled Facilities, Gateway Review of Housing IT System, London Private Sector Renewal Schemes, Mobile Technology to support children's social workers and PCT Learning Disability re-provision programme at Walpole Road.

**RESOLVED that the Portfolio Holder be recommended to confirm the revised Capital Programme agreed by the Council's Executive on 10<sup>th</sup> February 2016.**

**C) GATEWAY REVIEW OF TENANCY SUSTAINMENT SERVICES**

**Report CS16022**

The Portfolio Holder presented a report outlining a gateway review undertaken of the Tenancy Sustainment Service and recommending that the

service be market tested with a view to letting the contract with a lower volume of activity.

The Tenancy Sustainment Service worked to prevent homelessness by providing support to tenants of social housing in Bromley who were at risk of losing their tenancies from across all vulnerable adult groups, and to up to nine service users in a supported accommodation scheme for ex-offenders. The existing contract for this service was awarded to Hestia Housing and Support following a competitive tendering exercise in 2013 and was extended for one year from 1<sup>st</sup> October 2015 to 30<sup>th</sup> September 2016 via an exemption from tendering agreed by the Portfolio Holder for Care Services pending decisions on the Supporting People budget.

The Gateway Review had considered three options for the future delivery of this service which was not a statutory requirement but which reduced pressure on the Housing Division and Temporary Accommodation budgets by promoting tenancy sustainment and to prevent homelessness. These options included Option One, which was to cease providing the entire service, and Option Two, which was to only fund the supported accommodation service for ex-offenders, which would maximise the level of savings made but would also be likely to result in increased costs relating to homeless applications, evictions and rent arrears. Officers recommended Option Three be progressed which was to reduce the funding available to the overall service whilst retaining the supported accommodation scheme to ex-offenders, saving £150k per annum. The reduced service, which would offer support to 100 users at any one time, would be market tested to ensure value for money and would prioritise work with people at imminent risk of homelessness. All contracts would include a break clause which enabled the Local Authority to give three months' notice to terminate the contract.

**RESOLVED that the Portfolio Holder be recommended to:**

- 1) Progress Option Three which proposes to reduce the funding for the overall service whilst retaining the supported accommodation for ex-offenders;**
- 2) Agree that Officers undertake market testing on the delivery of the tenancy sustainment service at the reduced level of activity of 100 users at any one time; and,**
- 3) Agree that the contract award will be for three years from 1<sup>st</sup> October 2016 with an optional extension of one year, with authority to extend the contract delegated to the Chief Executive in consultation with the Portfolio Holder for Care Services.**

#### **D) GATEWAY REVIEW OF SEXUAL HEALTH SERVICES**

##### **Report CS16008**

The Portfolio Holder presented a report outlining a gateway review undertaken of Sexual Health Services which were currently delivered via a

joint block contract with the Bromley Clinical Commissioning Group which would end on 31<sup>st</sup> March 2017. It also sought approval to extend the existing contract for Contraception and Reproductive Health Services and Community Sexual Health Services (Health Improvement Service and HIV Community Nurse Specialist Service) for a period of six months from 1<sup>st</sup> April 2017 to 30<sup>th</sup> September 2017.

The Local Authority had an obligation to provide open access Contraception and Genitourinary medicine services to everyone present in the Borough. A range of community sexual health services were commissioned from Bromley Healthcare, with other primary and community providers commissioned to deliver contraception, outreach and prevention programmes across the Borough. Available evidence showed that the local prevention strategy was having a positive impact on the local teenage pregnancy rate which was now at its lowest since 1998, and that the rates of sexually transmitted infections continued to be below the England average. However some key areas for improvement had been identified including the need to increase usage of Long Acting Reversible Contraceptives to reduce unplanned pregnancies, and to minimise onward transmission of Sexually Transmitted Infections through promotion of condom use and frequent testing.

Work was being undertaken across the region to develop a more cost effective and sustainable strategy to improve sexual health outcomes. This included work by London sexual health commissioners on the introduction of a set of integrated tariffs, and by South East London commissioners to explore the expansion of local online home sampling services and the introduction of an e-service for some contraception types. It was proposed to extend the contract with the Bromley Clinical Commissioning Group for the provision of Contraception and Reproductive Health Services and Community Sexual Health Services (Health Improvement Service and HIV Community Nurse Specialist Service) for a period of six months from 1<sup>st</sup> April 2017 to 30<sup>th</sup> September 2017 to allow time for this work to be completed and for local evaluation and assessment of risk associated with the introduction of the proposed changes to be undertaken.

**RESOLVED that the Council's Executive be recommended to extend the contract for the following services for a period of six months from 1<sup>st</sup> April 2017 to 30<sup>th</sup> April 2017:**

- **Contraception and Reproductive Health Services**
- **Community Sexual Health Services (Health Improvement Service and HIV Community Nurse Specialist Service)**

**E) GATEWAY REVIEW OF HEALTH VISITING AND NATIONAL CHILD MEASUREMENT PROGRAMME**

**Report CS16025**

The Portfolio Holder presented a report outlining a gateway review undertaken of the Health Visiting and National Child Measurement

Programme which was currently delivered via a joint block contract with the Bromley Clinical Commissioning Group which would end on 31<sup>st</sup> March 2017, and seeking approval to extend the existing contract for a period of six months from 1<sup>st</sup> April 2017 to 30<sup>th</sup> September 2017.

Health Visiting was a universal service from pregnancy to five years which undertook five mandated reviews, referred families to additional support where appropriate, and had a key safeguarding role which included providing long term support to vulnerable families. The responsibility for commissioning the Health Visiting service had been transferred to the Local Authority in October 2015 and was delivered by Bromley Healthcare through a block contract. Following the transfer of responsibility for the service, a detailed audit and service mapping was being carried out and work was also being undertaken between Public Health, the Early Intervention team and the existing provider to identify the most efficient and effective way to continue to provide early intervention services for vulnerable families in Bromley into the future without duplicating existing services.

The National Child Measurement Programme was a mandated programme measuring height and weight in Reception year and Year 6 in all children in Bromley in maintained schools and academies. The aim was to measure at least 85% of children in maintained schools and academies, with 91% of children measured in Bromley in 2015.

It was proposed to extend the contract with the Bromley Clinical Commissioning Group for the provision of the Health Visiting and National Child Measurement Programme for a period of six months from 1<sup>st</sup> April 2017 to 30<sup>th</sup> September 2017 to allow time for work on the future delivery of the Health Visiting service to be completed.

**RESOLVED that the Council's Executive be recommended to:**

- 1) Extend the contract with Bromley Healthcare for Health Visiting and National Child Measurement Programme for a period of six months from 1<sup>st</sup> April 2017 to 30<sup>th</sup> April 2017; and,**
- 2) Agree that further work be conducted on integration of Health Visiting services into the Children and Family Centres in the Local Authority Early Intervention Service, and if this was found not to be feasible, that the services be tendered separately.**

**F) GATEWAY REVIEW OF FAMILY NURSE PARTNERSHIP**

**Report CS16021**

The Portfolio Holder presented a report outlining a gateway review undertaken of the Family Nurse Partnership which was currently delivered through a joint block contract with the London Borough of Bexley which would end on 31<sup>st</sup> March 2016, and seeking approval to extend the existing contract

for a period of one year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017 to align it with the London Borough of Bexley's procurement intentions.

The London Boroughs of Bromley and Bexley jointly commissioned a Family Nurse Partnership service in April 2014 on a two year contract which would allow two further one year extensions. A team of four family nurses and a full-time coordinator provided intensive support to up to 50 vulnerable young mothers in each of Bromley and Bexley which had demonstrated a number of beneficial outcomes, including in the performance of Public Health Outcome Indicators on the rate of under 18 years conceptions with the proportion of teenage mothers in Bromley significantly lower than the England average.

It was proposed to extend the existing contract for a period of one year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017 to align it with the London Borough of Bexley's procurement intentions and allow time for work to be undertaken to identify procurement options for future provision of the service.

**RESOLVED that the Council's Executive be recommended to extend the contract for Family Nurse Partnership for a period of one year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017 in line with the Local Authority's Contract Procedure Rules.**

## **G) GATEWAY REVIEW OF HOLLYBANK**

### **Report CS16003**

The Portfolio Holder presented a report outlining a gateway review undertaken of the Local Authority's overnight residential short break provision at Hollybank for which the existing contract would end on 31<sup>st</sup> March 2017, and seeking approval to extend the existing contract for a period of six months from 1<sup>st</sup> April 2017 to 30<sup>th</sup> September 2017, after which the contract would be jointly retendered with Bromley Clinical Commissioning Group.

The Hollybank service offered regular planned overnight short breaks with the highest standard of care for children and young people with multiple disabilities and complex health care needs, and worked in partnership with their families and other carers to maintain children and young people within their families. Bromley Clinical Commissioning Group commissioned nine bed spaces per night at Hollybank, which included one emergency bed available on a 24 hour, seven day a week service. As at November 2015, 59 children and young people were registered with Hollybank for regular short breaks with an average allocation of two to three nights per month, and the emergency bed was occupied for an average of six nights per month.

The review of Hollybank had concluded that it was a good quality provision, rated 'Good' by Ofsted in every category, and was highly valued by service users and their families. In order to maintain Hollybank with a context of value for money, the possibility of reducing the number of block commissioned bed spaces had been identified, as had the potential to introduce a funding model to mitigate against an increased demand for bed spaces over and above the



block commissioned number. The synergy between the Hollybank service and the Integrated Children's Community Nursing Team had been recognised and a 'task and finish' project team had been established in February 2016 to explore the integration of these services. The possibility of extended the remit of the Hollybank provision to meet the short break needs of children and young people with life limiting conditions or as a 'step down' from hospital discharge had also been identified and would be considered.

It was proposed to extend the existing contract for a period of six months from 1<sup>st</sup> April 2017 to 30<sup>th</sup> September 2017, to allow time for strategic discussions between the Local Authority and Bromley Clinical Commissioning Group on the future of the community contract beyond March 2017 and the potential for developing integration of services across both children and adults services to be undertaken after which the contract would be jointly retendered with Bromley Clinical Commissioning Group.

**RESOLVED that the Council's Executive be recommended to:**

- 1) Agree to extend the contract for overnight residential short break provision for a period of six months from 1<sup>st</sup> April 2017 to 30 September 2017; and,**
- 2) Agree to commencement of the joint procurement procedure for the provision in order for a newly commissioned service to be in place from 1<sup>st</sup> October 2017 which would continue to be led by Bromley Clinical Commissioning Group as the lead commissioner.**

**H) COMMISSIONING OF SERVICES FOR THE BLIND AND PARTIALLY SIGHTED (KAB REVIEW)**

**Report CS16031**

The Portfolio Holder presented a report outlining a gateway review undertaken of services for the blind and partially sighted which was currently delivered by the Kent Association for the Blind via a contract which would expire on 30<sup>th</sup> June 2016.

Kent Association for the Blind was a voluntary sector organisation for the provision of services for people with a visual impairment and a registered charity which provided support to adults and children who had a visual impairment across Bromley. There had been a long standing partnership between the Local Authority and Kent Association for the Blind for the provision of services for people with a visual impairment which included specialist statutory needs, assessments and rehabilitation planning, as well as maintaining the statutory register for people who were blind and partially sighted. The core activities within the contract included provision of rehabilitation, equipment, and mobility training, as well as ensuring access to services and information, advice and guidance. As a long established voluntary sector organisation, the range and scope of the services provided

by Kent Association for the Blind had increased over the years, and included additional services assessed as being worth in excess of £100k per annum to Bromley service users, such as the provision of the Eye Clinic Liaison Officers, assistive technology and social and peer support.

In reviewing the service provision, it had been identified that Kent Association for the Blind was providing an effective and efficient service in all areas of the contract. A recent 'soft' market testing exercise had established that there were nine voluntary organisations around London which provided a range of services for people who are blind and partially sighted, but that none of these services were comparable in range or extent to those provided by Kent Association for the Blind, and none included specialist statutory assessment or the maintenance of the sight register which was carried out by in-house employees in many local authorities. The value of the Kent Association for the Blind contract was equivalent to the cost of 2.5 care managers, and the provision of advice and guidance by Kent Association for the Blind also diverted over 300 people per year from the Council's Early Intervention Service. It was proposed that a contract for the provision of services for the blind and partially sighted be awarded to Kent Association for the Blind from 1<sup>st</sup> July 2016 for a period of two years with an optional extension of one year, with a three month break clause built into the new contract which would allow the Local Authority to terminate the contract should circumstances change.

**RESOLVED that the Portfolio Holder be recommended to agree that a contract for the provision of services for the blind and partially sighted be awarded to Kent Association for the Blind from 1<sup>st</sup> July 2016 for a period of two years with an optional extension of one year, with authority to extend the contract delegated to the Chief Executive in consultation with the Portfolio Holder for Care Services.**

## **I) WELFARE BENEFITS CONTRACTS EXTENSION**

### **Report CS16027**

The Portfolio Holder presented a report outlining three welfare benefits advice contracts from the voluntary sector commissioned by the Local Authority which would come to an end on 31<sup>st</sup> March 2016, and seeking approval to extend the existing contracts for a period of three months from 1<sup>st</sup> April 2016 to 30<sup>th</sup> June 2016 to allow providers time to prepare for forthcoming changes and for commissioners to retender the service as a single contract.

In 2013/14, the Local Authority commissioned three benefits advice contracts delivered by Age UK Bromley & Greenwich, Bromley Mencap and Broadway to assist older people, people with learning disabilities and people with mental health needs to be aware of their benefits allowance and offer practical support to maximise benefit income, reduce dependence on statutory frontline services and support independence for a period of one year whilst significant changes were made to welfare benefits. These contracts were extended for two further one year periods to continue to provide support to these

vulnerable groups whilst benefit changes were working their way through the system.

It was recommended that the Local Authority continue to commission a benefits advice service for a further year, with the option to extend for one year, but that this service be amalgamated into one contract to realise significant efficiencies. It was therefore proposed to extend the existing benefits advice contracts for a period of three months from 1<sup>st</sup> April 2016 to 30<sup>th</sup> June 2016 to allow providers time to prepare for the forthcoming changes and for commissioners to retender the service as a single contract which continued to provide specialist support to these vulnerable groups.

**RESOLVED that the Portfolio Holder be recommended to:**

- 1) Agree to the proposed extension for a period of three months from 1<sup>st</sup> April 2016 to 30<sup>th</sup> June 2016 to the three existing welfare benefits advice contracts under Contract Procurement Rule 3.7; and,**
- 2) Agree that an integrated benefits advice service be tendered for a period of one year from 1<sup>st</sup> July 2016 to 30<sup>th</sup> June 2016 with the option to extend for a further year subject to the approval of the Portfolio Holder for Care Services.**

#### **J) STRATEGIC PARTNERS - CONTRACT ALIGNMENT**

##### **Report CS16018**

The Portfolio Holder presented a report outlining six strategic partners contracts with voluntary sector providers, three of which were due to expire in March 2016, and seeking approval to extend the expiring contacts for a period of one year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017 to bring all six strategic partner contracts into alignment and allow this universal service provision to be reviewed and jointly commissioned with the Bromley Clinical Commissioning Group.

There were currently six strategic partners comprising the Citizens Advice Bureau, Bromley & Lewisham Mind, Community Links, Age UK Bromley & Greenwich, Carers Bromley and Bromley Mencap offering a range of general and specialist information, advice and guidance provision, as well as training and development opportunities in the voluntary sector, which held a separate contract directly with the Local Authority.

It was proposed that the three contacts expiring on 31<sup>st</sup> March 2016 be extended for a period of one year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017 to bring all six strategic partner contracts into alignment and allow commissioners the opportunity to work alongside and support the voluntary sector to review and redesign the provision to be jointly commissioned with the Bromley Clinical Commissioning Group in a way which supported the health and care system as a whole.

In considering the report, a Member highlighted the value of the work of the Citizens Advice Bureau and underlined the need to ensure that there was sufficient capacity to support demand for this service across Bromley. The Chairman noted that there was increased emphasis on online and telephone support, but that the Citizens Advice Bureau also provided advice sessions at community venues across the Borough. Further information about the Citizens Advice Bureau provision, including the number of people signposted to other agencies would be provided to Members following the meeting.

**RESOLVED that the Portfolio Holder be recommended to:**

- 1) Agree to the proposed extension for the following providers for a period of one year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017:**
  - Bromley & Lewisham Mind
  - Bromley Mencap
  - Citizens Advice Bureau
  
- 2) Authorise commissioners to explore future joint commissioning arrangements with Bromley Clinical Commissioning Group for the provision of voluntary sector support services that relate specifically to supporting the health and care system as a whole; and,**
  
- 3) Authorise that a separate procurement plan be drawn up for consideration by Members where the services currently provided under these contracts are not able to be fully incorporated into the wider commissioning arrangements.**

**K) DEMENTIA POST DIAGNOSIS SERVICES - CONTRACT AWARD**

**Report CSD16052**

The Portfolio Holder presented a report providing a summary to Item 12a: Dementia Post Diagnosis Services – Contract Award which outlined the process for the tendering for the new Dementia Post Diagnosis Services contract which had been undertaken in accordance with the Local Authority's financial and contractual arrangements.

At its meeting on 14<sup>th</sup> October 2015, the Council's Executive considered a Gateway Review on the position in Bromley in regard to incidence of dementia and available support services. It proposed the establishment of Post Diagnosis Support Services and a Dementia Hub, providing a coordinated framework of community support services that could work directly with integrated care networks and funded by part of the Better Care Fund that had been set aside for the provision of dementia services. The Council's Executive agreed that the structure of the proposed service would provide the first point of contact for those newly diagnosed with dementia and would

include a range of advice information and support, and that procurement would be through competitive tendering.

An information day was held for potential providers to understand the vision for the service and outline the intended approach to procurement. The tender process was then undertaken using ProContract, the Local Authority's electronic tendering system. A total of 20 suppliers expressed an interest in providing the service, with submissions evaluated by a panel of four experts and supported by a supplier interview.

**RESOLVED that the Council's Executive be recommended to note the Dementia Post Diagnosis Services – Contract Award Summary Report when considering the award of the tender.**

**L) CONTRACT AWARD FOR POINT OF CARE TESTING SERVICE AND LABORATORY TESTING FOR SEXUALLY TRANSMITTED INFECTION**

**Report CS16037**

The Portfolio Holder presented a report seeking permission to approve call-off for two contracts from the Public Health Agreement Framework for Category I: Point of Care Testing Service to Support the NHS Health Checks Programme, and Category L: Laboratory Testing for Sexually Transmitted Infection.

The Public Health Framework was put in place in April 2014 following a full tender exercise and approval from the Council's Executive for Framework arrangements, and was subsequently approved for extension to 31<sup>st</sup> March 2018. Following transfer of Public Health duties to the Local Authority on 1<sup>st</sup> April 2013, the contracts for Category I: Point of Care Testing Service to Support the NHS Health Checks Programme and Category L: Laboratory Testing for Sexually Transmitted Infection were awarded to the existing providers through a direct call-off from the Framework for a period of one year from 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016 with an optional extension of one year.

Alere Ltd was the existing provider of Point of Care Testing to Bromley, and delivered an efficient and high quality service which was trusted by GPs to provide accurate results. The Commissioner was satisfied that Alere remained the best option to ensure the key outcomes of each contract continued to be achieved and was therefore seeking an exemption from tendering and permission to grant a new contract. As Alere Ltd was the only provider of this service appointed to the Public Health Framework Agreement, it was proposed to directly call-off this contract from the Framework and approve the award of the contract to Alere Ltd for a period of one year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017, with an optional extension of one year.

Two providers were appointed to the Framework with regard to Laboratory Testing for Sexually Transmitted Infection, however The Doctor's Laboratory was the only provider in the Framework that could satisfactorily demonstrate the capacity and capability to offer tests that covered all six common Sexually

Transmitted Infections and which offered an end-to-end service of dispatching internet orders to processing the test with results notification. The Doctors Laboratory had consistently performed to the standard and quality required by the Local Authority and offered value for money for the proposed service provision. Consideration was being given to the potential of a joint procurement process with Greenwich and Bexley for an end-to-end process for laboratory testing, with a new contract expected to be in place before April 2017. It was therefore recommended to directly call-off this contract from the Framework and approve the award of the contract to the Doctor's Laboratory for a period of one year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017, with an optional extension of one year if the re-procurement did not take place within the given timeline.

**RESOLVED that the Portfolio Holder be recommended to:**

- 1) Call-off the contract for Point of Care Testing Service to Support the NHS Health Checks Programme and approve the award of contract to Alere Ltd for a period of one year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017 with an optional extension of one year, with authority to extend the contract delegated to the Chief Officer in consultation with the Portfolio Holder for Care Services.**
- 2) Call-off the contract for Laboratory Testing for sexually transmitted infection and approve the award of contract to The Doctors Laboratory for a period of one year from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017 with an optional extension of one year, with authority to extend the contract delegated to the Chief Officer in consultation with the Portfolio Holder for Care Services.**

#### **M) SUPPORTED LIVING - LEARNING DISABILITY SCHEME**

##### **Report CS16031**

The Portfolio Holder presented a report outlining the expiry of a contact for supported living services at Dunstonian Court on 30<sup>th</sup> June 2016, and requesting that a new contract for a period of up to twelve months be awarded to the existing provider whilst work to retender the service was undertaken.

Dunstonian Court provided care and support services for four adults with learning disabilities but who might also have challenging behaviour, mental health and/or complex health needs living within a supported living service, which aimed to maximise the independence of clients and support them to participate in activities within the community.

A tender process had recently been undertaken on a group of four supported living services which included Dunstonian Court. Following evaluation of the submitted tenders, it was determined that the Local Authority would not achieve the optimum balance of quality and value for money and no contract had been awarded. It was intended to review the groupings of these schemes and retender in a way which optimised quality and value for money. However the contract for services at Dunstonian Court would expire on 30<sup>th</sup> June 2016

with no extension period available under the current contract, and it was therefore proposed that a contract for supported living services delivered at Dunstonian Court be agreed with the existing provider, Sunnyside for a period of up to twelve months whilst retendering processes were undertaken. Sunnyside managed the supported living service at Dunstonian Court to a satisfactory standard with clients well settled into their accommodation and supported to access various activities within the community. The service had been regularly monitored by the Contract Compliance Officer and no issues had been raised.

**RESOLVED that the Portfolio Holder be recommended to:**

- 1) Agree that a contract for supported living services delivered at Dunstonian Court be awarded to Sunnyside from 1<sup>st</sup> July 2016 for a period of up to twelve months; and,**
- 2) Delegate the authority for Officers to re-tender this service in a way which would optimise quality and value for money.**

**N) ADOPTION REFORM GRANT DRAWDOWN**

**Report CS16032**

The Portfolio Holder presented a report outlining ongoing activity funded since 2012/13 from the non-ring fenced element of a grant from the Department for Education to support and promote adoption and permanence performance and reform, and seeking the approval of the Council's Executive for the drawdown of the remaining grant held in the central contingency to contribute towards the ongoing work for 2016/17.

In 2012/13 and 2013/14, the Local Authority was awarded grants totalling £1,019,746 by the Department for Education to secure a key Government policy objective to improve adoption performance, and in particular to ensure that children achieved permanence at the earliest opportunity. £149,840 of the initial grant award was ring-fenced to specific activity and was required to be spent during the 2012/13 financial year. The non-ring fenced grant had been used to support a range of adoption and permanence activity since 2011/12 which had contributed to an increase in the number of children adopted, although this had now levelled off following a key Court of Appeal Judgement which had resulted in a significant increase in Special Guardianship Orders where previously a Placement Order might have been made. It was requested to drawdown the final tranche of the non-ring fenced Adoption Reform Grant of £132,323 for 2016/17.

In considering the report, the Chairman congratulated Officers for the significant improvement in placing children for adoption in Bromley in recent years.

**RESOLVED that the Council's Executive be recommended to approve the drawdown of the final tranche of the non-ring fenced Adoption Reform Grant of £132,323 for 2016/17.**

## O) DRAFT JOINT STRATEGY FOR CARERS

### Report CS16026

The Portfolio Holder presented a report outlining a new Carers' Strategy for the Borough which had been jointly commissioned by the Local Authority and Bromley Clinical Commissioning Group.

Since 1999, there had been a number of strategies for Bromley's carers which had been developed in consultation with Bromley carers and other local stakeholders, including health service commissioners and providers, and which had responded to changes in local situations and national legislation including the Children and Families Act 2014 and Carers Act 2014. In June 2015, the Local Authority and Bromley Clinical Commissioning Group commissioned a project, funded by the Better Care Fund, to engage with a broad range of local stakeholders and develop a new joint five year Carers' Strategy which would identify priorities, establish the future direction of travel and shape the commissioning intentions. The new Bromley Carers' Strategy 2016-20 had recently been approved by the Clinical Executive Group of Bromley Clinical Commissioning Group, and it was requested that Members' consider the Bromley Carers' Strategy 2016-20 with a view to recommending approval by the Portfolio Holder for Care Services to enable work to commence on implementation of the action plan and development of a new commissioning strategy.

In considering the report, the Chairman noted that education should be emphasised within the strategy, and a Co-opted Member suggested that young carers be supported in the same way as the Bromley Virtual School to assist them in realising their potential. The Commissioning Manager (ECHS) confirmed that a Young Carers Action Plan was being developed to ensure young carers were supported in their education. There were 940 young carers registered with Carers Bromley in Autumn 2015, and the Chairman noted that other siblings who also provided care should also be registered.

In discussion, Member noted the high number of carers across Bromley, particularly older carers, and underlined the need to identify and provide support to carers in maintaining their caring responsibilities, particularly around emotional support and respite.

**RESOLVED that the Portfolio Holder be recommended to approve the draft Joint Strategy for Carers for adoption as the new Bromley Carers' Strategy 2016-2020.**

## P) CHANGES TO THE NON RESIDENTIAL CONTRIBUTIONS POLICY

### Report CS16024

The Portfolio Holder presented a report outlining the results of the engagement process undertaken with service users, their families and carers



around the proposed introduction of a new charge of £15 per return journey for the transport service, which was currently a non-chargeable service.

The transport service was one of the only services the Local Authority had discretion around whether it was included in the Fairer Charging Policy and would therefore be part of an overall assessed personal budget, or outside of the policy and charged for on a flat rate basis. It had initially been proposed that the transport service be charged outside of the charging policy, with any service user in receipt of Income Support or Jobseekers' Allowance, an estimated 60% of existing service users, being exempt from the charge and the remaining clients charged at the full proposed rate of £15 per return journey. An engagement process had been undertaken during January and February 2016 around the proposed introduction of the new charge, following which 82% of respondents had said that the charge was unfair and might prevent them from using transport. It was therefore proposed to charge £15 per return journey within the Fairer Charging Policy which would enable the charge to be part of an assessed personal budget depending on the personal financial circumstances of each service user and which would be calculated through a financial assessment. An Equality Impact Assessment had also been completed which determined that the proposals did not impact on any of the protected groups disproportionately. There were currently around 950 return journeys per week with 400 clients accessing transport services.

The Assistant Director: Adult Social Care reported that if agreed, the charge would apply from April 2016 and that all clients who received non-residential services would receive a letter by 11<sup>th</sup> April 2016 outlining the changes and how they could appeal if they did not agree with the financial assessment. All care packages would be reviewed by August 2016 to ensure the individual needs of service users were met, and a further report would be provided to Care Services PDS Committee in Autumn 2016.

In response to a question from a Co-opted Member, the Assistant Director: Adult Social Care confirmed that a range of organisations had been included in the engagement process, but that this had not included Bromley Experts by Experience. An easy read version of the questionnaire had been sent out to all service users, but work was being undertaken to improve clarity and the use of plain English after 35% of respondents had commented that the fact sheet was not clear enough.

A Co-opted Member reported that there had been confusion around who would be exempt from the proposed charge, and underlined the value of day services as a respite for carers which should be taken into account when assessing personal budgets. Older people without a physical disability were able to travel free on public transport, but this option was not available to those with a physical disability which precluded them from accessing public transport.

**RESOLVED that the Portfolio Holder be recommended to:**

- 1) Consider the responses received during the engagement process;**

- 2) **Agree the proposed changes to transport charges as part of the Fairer Charging Policy, and therefore to be means tested as part of an assessed personal budget; and,**
- 3) **Agree that the proposed changes to transport charges be implemented from 1<sup>st</sup> April 2016.**

## **POLICY DEVELOPMENT AND OTHER ITEMS**

### **84 CHAIRMAN'S ANNUAL REPORT**

The Committee considered the Chairman's annual report for 2015/16. It was noted that the annual report would be provided to the Executive and Resources PDS Committee on 16<sup>th</sup> March 2016 and to Full Council on 11<sup>th</sup> April 2016, and the Chairman thanked all Members and Co-opted Members for the significant contribution they had made to Care Services PDS Committee during the 2015/16 municipal year.

**RESOLVED that the Chairman's annual report for 2015/16 be approved.**

### **85 QUESTIONS ON THE CARE SERVICES PDS INFORMATION BRIEFING**

The Care Services PDS Information Briefing comprised 2 reports:

- Bromley Safeguarding Children Board Annual Report 2014/15
- ECHS Contract Activity Report 2015/16

In considering the ECHS Contract Activity Report 2015/16, a Member noted that it did not include comments from the Corporate Procurement Group and underlined the potential to add a RAG status rating to contracts within the report.

**RESOLVED that the Information Briefing be noted.**

### **86 LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006 AND THE FREEDOM OF INFORMATION ACT 2000**

**RESOLVED that the Press and public be excluded during consideration of the items of business listed below as it was likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the Press and public were present there would be disclosure to them of exempt information.**

### **87 EXEMPT MINUTES OF THE CARE SERVICES PDS COMMITTEE MEETINGS HELD ON 12TH JANUARY 2016 AND 9TH FEBRUARY 2016**

**RESOLVED** that the exempt minutes of the Care Services PDS Committee meetings held on 12<sup>th</sup> January 2015 and 9<sup>th</sup> February 2016 be agreed.

**88            PRE-DECISION SCRUTINY OF EXEMPT (PART 2) REPORTS  
                 TO THE CARE SERVICES PORTFOLIO AND THE COUNCIL'S  
                 EXECUTIVE**

**A)    DEMENTIA POST DIAGNOSIS SERVICES - CONTRACT  
         AWARD EXEMPT (PART 2) INFORMATION**

The Committee considered the report and supported the recommendations.

The Meeting ended at 9.02 pm

Chairman