

ADULT CARE AND HEALTH POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 27 June 2018

Present:

Councillor Mary Cooke (Chairman)
Councillor Robert Mcilveen (Vice-Chairman)
Councillors Gareth Allatt, Aisha Cuthbert, Judi Ellis,
Robert Evans, Kira Gabbert, Simon Jeal and
Angela Wilkins

Rosalind Luff, Lynn Sellwood and Barbara Wall

Also Present:

Councillor Diane Smith, Portfolio Holder for Adult Care and Health
Councillor Angela Page, Executive Support Assistant to the Portfolio
Holder for Adult Care and Health

4 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies for absence were received from Councillor David Jefferys and Councillor Kira Gabbert attended as his substitute.

Apologies for absence were also received from Justine Godbeer.

5 DECLARATIONS OF INTEREST

Councillor Judi Ellis declared that her daughter worked for Oxleas NHS Foundation Trust.

6 CO-OPTIONS TO THE ADULT CARE AND HEALTH PDS COMMITTEE AND COMMITTEE MEMBERSHIPS FOR 2018/19

Report CSD18072

The Committee considered a report outlining Co-opted Member appointments to the Adult Care and Health PDS Committee and Member appointments to the Our Healthier South East London Joint Health Overview and Scrutiny Committee for 2018/19.

RESOLVED that:

- 1) The following Co-opted Member appointments be made to the Adult Care and Health PDS Committee for 2018/19:**

Co-opted Member	Organisation
Justine Godbeer	Experts by Experience (X by X)
Rosalind Luff	Carers Forum
Barbara Wall (Adult Care and Health PDS Committee) Tim Spilsbury (Health Scrutiny Sub-Committee)	Healthwatch Bromley
Lynn Sellwood	Bromley Safeguarding Adults Board and Voluntary Sector Strategic Network

2) Councillor Judi Ellis and Councillor Robert Mcilveen be appointed to the membership of the Our Healthier South East London Joint Health Overview and Scrutiny Committee for 2018/19.

7 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING

No questions had been received.

8 MINUTES OF THE CARE SERVICES PDS COMMITTEE MEETING HELD ON 14TH MARCH AND ADULT CARE AND HEALTH PDS COMMITTEE MEETING HELD ON 16TH MAY 2018

RESOLVED that the minutes of the meeting of Care Services PDS Committee held on 14th March and Adult Care and Health PDS Committee held on 16th May 2018 be agreed.

9 MATTERS ARISING AND WORK PROGRAMME

Report CSD18071

The Committee considered its forward work programme, the schedule of Council Members' visits and matters arising from previous meetings.

With regard to Minute 83: Matters Arising and Work Programme, a Member emphasised the importance of continuing to explore how the Shared Lives Service might be further developed, including identifying best practice by other local authorities. The Director: Adult Social Care confirmed that work continued to develop the Shared Lives Service, which was the biggest scheme of its type in South East London and offered 32 placements. The Shared Lives Service was currently preparing for a forthcoming inspection and a further update on the Shared Lives Service would be reported to the next meeting of the Adult Care and Health PDS Committee on 19th September 2018.

In considering Minute 84: Update from Deputy Chief Executive and Executive Director: Education, Care and Health Services, the Deputy Chief Executive confirmed that work was underway to invite providers and service users to future meetings of the Adult Care and Health PDS Committee. The

expectation was that a small number of providers identified through the Contracts Register would be invited to present to the Committee during the 2018/19 municipal year. A similar approach would be taken in other Portfolios, and the methodology for selecting providers would be agreed at a corporate level to ensure a uniform approach. Consideration was being given to how service users could best contribute to the work of the Committee. In discussion, Members generally agreed that a range of engagement methods would be needed to meet the individual needs of service users, and that in some cases it might be helpful to invite a spokesperson to represent vulnerable service users. The Chairman suggested that Task and Finish Groups be convened to enable small groups of Members to engage directly with service users. The Deputy Chief Executive confirmed that a report on proposals to engage providers and service users with the work of the Committee would be presented to the next meeting of Adult Care and Health PDS Committee on 19th September 2018.

In response to a request from a Member, information on how the standard criteria for tender evaluation could be varied, previously circulated to Members following the meeting of Care Services PDS Committee on 14th March 2018, would be recirculated to the Adult Care and Health PDS Committee following the meeting.

Members agreed that a number of items be added to the work programme comprising:

- Shared Lives Service: Update (19th September 2018)
- Proposals to Engage Providers and Service Users with Adult Care and Health PDS Committee (19th September 2018)
- Draft Chairman's Annual Report (24th January 2019)
- Performance Management Framework (Quarterly Update)
- Update from the Deputy Chief Executive to include details of the preparation work for the inspection of Adult Social Care and the new service delivery model for domiciliary care (All Meetings)

RESOLVED that the Adult Care and Health forward work programme and matters arising from previous meetings be noted.

10 UPDATE FROM THE DEPUTY CHIEF EXECUTIVE AND EXECUTIVE DIRECTOR: EDUCATION, CARE AND HEALTH SERVICES (VERBAL UPDATE)

The Deputy Chief Executive and Executive Director: Education, Care and Health Services gave an update to Members on work being undertaken across the Education, Care and Health Services Department.

Key areas of focus within the Adult Care and Health Portfolio included work with the Bromley Clinical Commissioning Group to develop a plan for the integration of Health and Social Care and Recruitment and Retention, with ten newly qualified Social Workers recently recruited and due to start in post in

September 2018. A review of Adult Social Care was underway to ensure the right measures were in place to meet the challenges impacting the service. The Government's green paper on care and support for older people was due to be published in Summer 2018 and was expected to provide further clarity on the future model for adult social care funding.

In response to a question from the Chairman, the Deputy Chief Executive confirmed that the Care Quality Commissioning Inspection Framework would be published shortly, and that all necessary work would be undertaken to prepare for the forthcoming inspection of Adult Social Care. The 'Good' outcome of the recent inspection of the Reablement Service demonstrated that the right measures were in place to deliver positive inspection outcomes for Bromley, and an update on the preparations for the inspection of Adult Social Care would be included as part of the Deputy Chief Executive's update to future meetings of the Adult Care and Health PDS Committee. A Member underlined the importance of the Adult Care and Health PDS Committee being closely involved in work to prepare for the forthcoming inspection.

RESOLVED that the update be noted.

11 HOLDING THE PORTFOLIO HOLDER AND EXECUTIVE TO ACCOUNT

A BUDGET UPDATE

An update on the Adult Care and Health Portfolio budget was provided to Members as part of Minute 12a: Budget Monitoring 2018/19.

12 PRE-DECISION SCRUTINY OF CARE SERVICES PORTFOLIO HOLDER REPORTS

A BUDGET MONITORING 2018/19

Report CS18145

The Committee considered a report setting out the budget monitoring position for the Adult Care and Health Portfolio for 2018/19, based on activity to the end of May 2018.

The controllable budget was forecast to be in an overspend position of £308k with a full year cost pressure of £501k, assuming further management action was taken throughout the year to maintain this position. This was a result of predicted overspends across a range of services including Assessment and Care Management, Learning Disabilities and Mental Health which was due to a number of reasons including higher than expected demand for services. The Council's Executive had recently approved the release of carry forward amounts relating to the Better Care Fund, Improved Better Care Fund and Public Health Grant that had been held in contingency. These funds totalled £4226k and were related to either unspent grant income or delays in expenditure where cost pressures would follow through into 2018/19. The

Committee was advised that areas of key risk within the Adult Care and Health Portfolio included the impact of the national living wage, increasing numbers of clients with high complexity of need, and potential funding issues with school nursing provision that was funded by the Public Health service. Housing was no longer part of the Adult Care and Health Portfolio and costs relating to this service area would be reported as part of the Renewal, Recreation and Housing Portfolio budget in future.

The Head of Education, Care and Health Services Finance confirmed that the projected savings within the budget expected to be realised through further management action during 2018/19, would be adjusted throughout the year to reflect the actual level of savings that were achieved, and that any concerns around projected savings not being realised would be reported to the Committee. The expectation was that further management action to contain the overspend would not be based on savings derived from staff vacancies, although staff turnover might realise some savings during 2018/19. A wide range of activity was underway to contain the overspend for 2018/19 which would realise additional savings in future years, including a review of care packages that would support service users to live as independently as possible and enable their changing needs to be met via the comprehensive support available from the Local Authority and its partners.

Members generally discussed the Adult Care and Health Portfolio Budget. In response to a question from a Member, the Head of Education, Care and Health Services Finance explained that the Better Care Fund was a ring-fenced grant and could not be used to offset the projected overspend. The Better Care Fund was also a time-limited grant and this was being taken into account as part of the budget planning process for future years. The Government's green paper on care and support for older people was due to be published in Summer 2018 and was expected to provide further clarity on the future model for adult social care funding.

Another Member was concerned to note that a contribution of £217k towards the joint funding of placements from the Bromley Clinical Commissioning Group remained outstanding, and emphasised the importance of early intervention services in reducing costs associated with the escalation of need. The Head of Education, Care and Health Services Finance confirmed that the outstanding amount was subject to ongoing discussions with the Bromley Clinical Commissioning Group and that the expectation was that the contribution would be provided by year-end. The Director: Adult Social Care noted that the Local Authority worked closely with its health partners to meet the needs of service users, but the complexity and changeable nature of the health and social care needs of some service users could make it difficult to identify the appropriate level of contribution from partners. A Member underlined that many of the statutory services within the Adult Care and Health Portfolio were demand-led which could make it difficult to manage the Portfolio budget.

In response to a question from a Member, the Head of Education, Care and Health Services Finance clarified that the overspend of £151k in Domiciliary

Care and Direct Payments for Clients aged 65+ years was due to a contractual issue in which a planned transfer of the service to a new provider had not gone ahead. The contractual issue had been reviewed at the meeting of Contracts and Commissioning Sub-Committee on 25th June 2018, and the report and minute relating to this agenda item would be provided to Members following the meeting.

RESOLVED that the Portfolio Holder be recommended to:

- 1) Note the latest projected overspend of £308k forecast on the controllable budget for 2018/19, based on information as at May 2018;**
- 2) Note the full year effect of cost pressures of £501k for the Adult Care and Health Portfolio budget for 2018/19;**
- 3) Agree the release of carry forward amounts held in contingency relating to Better Care Fund, Improved Better Care Fund and Public Health Grant;**
- 4) Note the comments of the Department in Section 8 of Report CS18145; and,**
- 5) Approve the Adult Care and Health Portfolio Budget Monitoring Report 2018/19.**

B PROVISIONAL OUTTURN REPORT 2017/18

Report CS18148

The Committee considered a report outlining the provisional budget outturn position for the Care Services Portfolio for the 2017/18 financial year. This showed an overspend of £230k on controllable expenditure, which was an increase on the last reported figure of an underspend of £97k based on activity at the end of December 2017. This was largely due to overspends within Adult Social Care and Operational Housing that had been partially offset by savings in other areas. Public Health had underspent by £395k in 2017/18, and these funds had been transferred to a ring-fenced Public Health Reserve for use in Public Health activities during 2018/19. A number of carry forward requests had been agreed by the Council's Executive at its meeting on 21st May 2018, which related to either unspent grant income or delays in expenditure where cost pressures would follow through into 2018/19.

In response to a question from a Member, the Deputy Chief Executive confirmed that the Better Care Fund and Improved Better Care Fund had made a significant contribution to containing costs related to health and social care and supporting the development of integrated health and social care services that would ensure the future sustainability of services. Work continued to address an outstanding issue relating to water supply and electricity metering issues at two Travellers' Sites across the Borough, and

this would be taken forward by the Renewal, Recreation and Housing Portfolio for 2018/19. A Member noted that the year-end position in housing services showed an overspend of £568k as a result of bad debts arising from the rollout of universal credit and increases in the levels of homelessness and associated costs. The Head of Education, Care and Health Services Finance confirmed that bad debt had been identified as a risk area for the Portfolio and was monitored on a monthly basis. Any recovered funds were released back into the relevant budget, and bad debt recovery relating to the Housing Service would now be overseen by the Renewal, Recreation and Housing Portfolio.

RESOLVED that the Portfolio Holder be recommended to:

- 1) Note the overspend of £230k on controllable expenditure at the end of 2017/18 and any implications arising from this;**
- 2) Note the net carry forward requests agreed at the meeting of the Council's Executive on 21st May 2018; and,**
- 3) Approve the provisional budget outturn for the Care Services Portfolio for 2017/18.**

13 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

A THE EVALUATION AND PROPOSAL TO EXTEND THE DISCHARGE TO ASSESS PROCESS

Report CS18146

The Committee considered a report providing an evaluation of the Discharge to Assess (D2A) Pilot and requesting that the pilot scheme be extended for 2018/19 to allow the full benefits of the project to be realised and activity to be brought into the mainstream where possible.

At its meeting on 10th October 2017, the Council's Executive approved a proposal to establish a pilot scheme implementing the Discharge to Assess model within Bromley Adult Social Care that was funded by the Better Care Fund. Successfully tested by a number of recent national pilot schemes, the Discharge to Assess model supported people to leave hospital as soon as they were medically ready to be assessed for their long term care and support needs. The assessment process took place outside of hospitals in a more familiar, community-based setting, and was focused on enabling people to return home wherever possible, reducing the amount of time people remained in a hospital bed unnecessarily which could lead to a decline in their levels of functioning, independence and wellbeing as well as having a significant cost implication. The D2A Pilot had tested three pathways comprising returning home, an interim placement at a 'step-down' facility and a long-term nursing home placement depending on people's care and support needs, and had supported a significant reduction in Delayed Transfers of Care at the Princess Royal University Hospital where 1208 bed days had been saved between

September 2017 and April 2018 compared to the previous year. It was proposed that the D2A Pilot be extended for 2018/19 to further build on the outcomes of the project and the Council's Executive were requested to agree the drawdown of £304k from the Better Care Fund underspend to support this extension which was expected to deliver full year cashable savings of £419k from 2019/20.

RESOLVED that the Council's Executive be recommended to:

- 1) Agree the drawdown of £304k from the Better Care Fund (BCF) underspend to support the extension of the Discharge to Assess (D2A) Pilot, as set out in Paragraph 3.5 to 3.7 of Report CS18146, which will deliver full year cashable savings of £419k from 2019/20 as set out in Paragraph 5.6; and,**
- 2) Agree that an update report including any legal or procurement implications identified by the D2A Programme Board associated with mainstreaming the Discharge to Assess activity be brought back to Council's Executive as required.**

14 POLICY DEVELOPMENT AND OTHER ITEMS

A CARE SERVICES PORTFOLIO PLAN 2017/18 UPDATE

Report CS18149

The Committee considered a report providing an update on the Care Services Portfolio Plan 2017/18 and presenting the proposed Adult Care and Health Portfolio Plan for 2018/19.

The Care Services Portfolio Plan 2017/18 focused on four priority outcomes which reflected the 'Building a Better Bromley' vision for supporting adults and older people, and the Education, Care and Health Services Department's Business Plan. Key achievements of the Portfolio Plan included a number of measures to support continued service improvement, such as the introduction of home care reviews and an increased focus on the use of Direct Payments. A wider range of initiatives to promote health and wellbeing had also been delivered including the launch of the Bromley Well Service and the Connecting Bromley campaign to reduce social isolation. The new Adult Care and Health Portfolio Plan 2018/19 sought to align the organisational goals of the Council and the Education, Care and Health Services Department via a golden thread and focused on four priority areas which comprised safeguarding, life chances, resilience and wellbeing, integrated health and social care and ensuring efficiency and effectiveness.

In considering the Care Services Portfolio Plan 2017/18, the Assistant Director: Strategy, Performance and Business Support (ECHS) explained that the RAG status used within the report marked actions that had been delivered or were on track to be delivered as 'Green', whilst 'Amber' indicated an action where more work was required. A Member noted a performance measure for

Priority Outcome 1 which measured the number of unique visitors to the Bromley Mylife Portal, and emphasised the need for qualitative performance measures to be used wherever possible. The Assistant Director: Strategy, Performance and Business Support (ECHS) confirmed that more robust performance measures had been developed to support the Adult Care and Health Portfolio Plan 2018/19, and this would include a suite of key performance indicators developed as part of the Adult Services Performance Management Framework.

A Member queried why work to review the market position statement for health and social care had been postponed until later in 2018. The Assistant Director: Strategy, Performance and Business Support (ECHS) explained that following the agreement of the Portfolio Plan, it had been decided to develop a joint market position statement with the Bromley Clinical Commissioning Group and that additional time was required to complete this work. Another Member underlined the importance of updating the Bromley website to reflect the key priorities of the Education, Care and Health Services Department, including the aspirations outlined in the Adult Care and Health Portfolio Plan 2018/19.

RESOLVED that:

- 1) Progress on the actions associated with the Care Services Portfolio Plan 2017/18 be noted; and,**
- 2) Members' comments on the proposed Adult Care and Health Portfolio Plan for 2018/19 be noted.**

B REABLEMENT INSPECTION OUTCOME

Report CS18156

The Committee considered a report that outlined the outcome of a comprehensive inspection of the Reablement Service (Home Care) by the Care Quality Commission on 2nd May 2018, which had rated the service as 'Good' in all areas.

Reablement was intensive short-term support which helped people to re-learn daily skills and regain confidence to live independently following an illness, injury or admission into hospital. Reablement was also offered to Bromley residents where it had been identified that reablement would prove beneficial to their independent functioning. Following an inspection of the Reablement Service (Home Care) by the Care Quality Commission in November 2016, the service had been given an overall rating of 'Requires Improvement' following which an improvement action plan had been developed which was supported by robust monitoring measures. Following the inspection of the Reablement Service (Home Care) by the Care Quality Commission on 2nd May 2018 which had rated the service as 'Good' in all areas, work was ongoing to further improve service provision and maximise the ability of Bromley residents to live independently for longer.

A Member noted the aim of the Reablement Service to achieve an 'Outstanding' rating in the next Care Quality Commission inspection. The Director: Adult Social Care confirmed that to achieve this, an increased focus would be placed on safeguarding, partnership working and the auditing process, and measures would also be put in place to maintain a stable, well-trained workforce supported by robust feedback mechanisms. A Member requested an update on an issue previously identified around the dispensing of medication by care workers. The Director: Adult Social Care reported that after withdrawing dosset boxes which had not been considered an effective way of managing social care clients' medical needs, the Bromley Clinical Commissioning group had provided additional resources for training, which included medication training. All new starters received medication training with annual refresher courses for other staff, and it was intended to introduce infection training for all staff shortly. This was further supported by an annual review of the medical training policy and a robust auditing process.

The Chairman led the Committee in thanking Joy Bennett, Group Manager: Homecare and Adesina Suleiman, Interim Manager: Direct Care Services and their teams for their excellent work which had resulted in the positive outcome of the Reablement Inspection.

RESOLVED that the Members' comments be noted.

C OT BACKLOG FINAL UPDATE

Report CS18151

The Committee considered a report providing an update on the measures put in place to address the Occupational Therapy waiting list in Adult Social Care.

Occupational Therapy uses assessment and intervention to develop, recover, and maintain the independence and wellbeing of individuals. Occupational Therapy services were provided by the Local Authority through the Housing, Initial Response and Complex Care (East and West) teams. An Occupational Therapy backlog of 196 waiting clients had been reported in December 2017, primarily related to the Initial Response and Complex Care (East and West) teams. In December 2017, additional fixed term resources had been agreed to reduce the backlog of clients waiting for an Occupational Therapy assessment and intervention. These resources were used to fund a twofold approach in which a fixed term contract was placed with an independent disability consultancy to address the backlog for non-complex cases, and additional local Occupational Therapists (equating to 1.4 whole time equivalent) for the Complex Care (East) Team were funded through Winter Resilience and Backlog Funding to address complex cases and large adaption schemes. In parallel to this, an Occupational Therapy Review had been undertaken which sought to develop a fit-for-purpose service structure to avoid a similar backlog in future. A number of proposals had subsequently been developed, including the creation of a permanent Occupational Therapy Service Lead and merging the waiting lists for Complex Care (East and West)

teams into a single list for which there would be a period of staff consultation in Summer 2018.

The Chairman led the Committee in thanking Jane Campbell, Project Lead: Occupational Therapy and the Occupational Therapy teams for their hard work in achieving the reduction of the Occupational Therapy waiting list.

RESOLVED that the measures put in place to address the Occupational Therapy waiting list in Adult Social Care be noted.

**D EDUCATION, CARE AND HEALTH SERVICES RISK REGISTER
QUARTER 4 2017/18**

Report CS18152

The Committee considered a report outlining the current Risk Register for Education, Care and Health Services and existing controls in place to mitigate identified risks which contributed to the Corporate Risk Register.

Risk management was the identification, analysis and overall control of risks that could impact on the Local Authority's ability to deliver its priorities and objectives. The Education, Care and Health Services' Risk Register included all risks which impacted on the ability of the Education, Care and Health Services Department to achieve its priorities and objectives and was updated on a quarterly basis. Since November 2017, an additional risk had been added which comprised Risk 22: Failure to deliver partial implementation of Health and Social Care Integration.

In considering the Risk Register, the Vice-Chairman requested that a narrative on risk changes over time be provided in future reports. Another Member noted that recruitment and retention had been included as risk and stressed the importance of ensuring that social worker support for foster carers was maintained during care placements. A Member queried the inclusion of the Local Authority's education role in the Risk Register. The Deputy Chief Executive confirmed that there were eight remaining Local Authority Maintained Schools and that the Local Authority also retained a statutory duty around safeguarding for all Bromley schools, including academies and free schools.

RESOLVED that the Education, Care and Health Services' Risk Register be noted.

E NURSING CARE BEDS CONTRACT UPDATE

Report CS18153

The Committee considered a report providing an update on a block contract recently awarded to Mission Care for the provision of 70 nursing care beds for a period of seven years from 2nd January 2018 to 1st January 2025, with the option to extend the contract for a further three year period.

The contract required Mission Care to ensure that all the homes included within the contract sustained a Care Quality Commission rating of 'Good' or above for the duration of the contact; however rating of the Greenhill and Elmwood Nursing Homes had been reassessed as 'Requires Improvement' during the procurement process. The Local Authority continued to work closely with Mission Care to improve the quality of provision at these homes. Officers were confident that Greenhill Nursing Home was now delivering a 'Good' provision and that Elmwood Nursing Home would shortly be achieving this standard, although the care homes would continue to be rated as 'Requires Improvement' until the Care Quality Commission undertook a further inspection. The Local Authority was not currently making new placements at Elmwood Nursing Home but anticipated making future placements following the successful completion of the Improvement Protocol. The Contact Compliance Team continued to make frequent inspections of Mission Care Homes due to the high number of Council-funded residents, including monthly visits to Elmwood Nursing Home where checks were made to ensure that the requirements of both the Care Quality Commission and the Local Authority's Quality Assessment Framework were met.

In response to a question from the Vice-Chairman, the Head of Programme Delivery confirmed that there was sufficient capacity in the three homes assessed as offering 'Good' provision to meet current demand. It had been permissible to backdate the start date of the contract to 2nd January 2018 on this occasion as there were a number of existing clients already placed with Mission Care and by backdating the contract, an additional three months of cost savings had been realised as a result of the competitive price of the contract.

RESOLVED that the update on the Nursing Care Beds contract and ongoing arrangements for contract monitoring be noted.

F POLICY AND PROTOCOL DOCUMENT FOR PROVISIONS THAT 'REQUIRE IMPROVEMENT' OR 'INADEQUATE'

Report CS18154

The Committee considered a report outlining a Policy and Protocol document that had been developed to set out the actions to be taken where the Care Quality Commission or Ofsted reduced the rating of an adult care provision to 'Requires Improvement' or 'Inadequate'.

A policy had recently been implemented across the Local Authority through which new care placements would only be made with adult care providers rated as 'Good' or above by the Care Quality Commission or Ofsted, reflecting a similar policy already in place for services for children and young people. To support the implementation of the policy, a Policy and Protocol document had been developed which set out the actions to be taken when the rating of an adult care provision changed adversely. The Policy and Protocol document also outlined the process to be used when a provider rated

'Requires Improvement' had satisfactorily completed the actions required of it, both by the Care Quality Commission and Ofsted, as well as by the Local Authority and its partners. In such instances it would be possible for the Directors of Children's or Adult Social Care to agree the resumption of placements with a provision pending the review of their rating.

In considering the report, a Co-opted Member underlined the need for the Portfolio Holder for Adult Care and Health and Chairman, Adult Care and Health PDS Committee to be updated on any issues identified around adult care provision. The Director: Adult Social Care confirmed that he met with the Portfolio Holder for Adult Care and Health on a weekly basis to discuss any areas of concern, and that this information would also be supplied to the Chairman.

The Co-opted Member queried how service users were safeguarded within adult care provision. The Director: Adult Social Care advised that a multi-agency Safeguarding Adults Review was undertaken wherever there were concerns around the safety of a service user and that a full range of safeguarding policies were in place, including for out-of-Borough provision. In response to a question from a Member, the Director: Adult Social Care noted that all Care Quality Commission and Ofsted inspection reports were published to ensure transparency regarding the quality of service provision and the Local Authority worked closely with providers and key partners to maintain good quality and safe adult care provision for Bromley service users.

RESOLVED that the Policy and Protocol document for Provisions that 'Require Improvement' or are 'Inadequate' be noted.

G PERFORMANCE MANAGEMENT FRAMEWORK - ADULTS SERVICES

Report CS18150

The Committee considered a report outlining the Performance Management Framework document and a proposed 'basket' of performance measures to be reported to future meetings of the Adult Care and Health PDS Committee on a quarterly basis.

The Local Authority had strong ambitions to improve the quality of life and outcomes for its residents. In order to better support the achievement of these ambitions, the Local Authority was seeking to strengthen the approach taken to business planning and performance management. As part of this, a Performance Management Framework document had been developed which articulated key roles and responsibilities in respect of performance management for Members, Officers and partners, as well as the arrangements for appropriate oversight of performance which would be supported by a basket of performance measures to be reported to future meetings of the Adult Care and Health PDS Committee on a quarterly basis.

The Assistant Director: Strategy, Performance and Business Support (ECHS) highlighted the performance management responsibilities of elected Members which had been outlined within the Framework.

In considering the report, a Member requested that benchmarking and trend data be provided for Bromley's statistical neighbours, where this information was available. In response to a question from a Member, the Assistant Director: Strategy, Performance and Business Support (ECHS) advised that it was good practice to maintain the same suite of Key Performance Indicators throughout the municipal year; however this would be supported by additional information on the changeable factors influencing performance. The Performance Management Framework would be further supplemented by detailed reports presented to Adult Care and Health PDS Committee throughout the year that would further explore issues identified via the Framework. A Member underlined the need for the Framework to be able to identify issues such as the recent backlog in Occupational Therapy Assessments. The Director: Adult Social Care confirmed that the suite of Key Performance Indicators included measures relating to referral and assessment, and that work would be undertaken to identify an appropriate Key Performance Indicator around review.

The Chairman suggested that the Chairman's Annual Report be expanded to provide a more evidential picture of the support and challenge of the Adult Care and Health PDS Committee, and Members generally agreed this revised approach. The draft Chairman's Annual Report would be presented to the meeting of Adult Care and Health PDS Committee on 24th January 2019 for Members' consideration.

RESOLVED that:

- 1) Members' comments on the Performance Management Framework document be noted; and,**
- 2) The proposed basket of performance measures be reported to future meetings of the Adult Care and Health PDS Committee on a quarterly basis.**

**H CONTRACT REGISTER AND CONTRACTS DATABASE
REPORTS PART 1 (PUBLIC) INFORMATION**

Report CS18155-1

The Committee considered an extract from the Contracts Register which provided key information concerning contracts within the Adult Care and Health Portfolio with a total contract value greater than £50k.

There were 95 contracts within the Adult Care and Health Portfolio with a total value greater than £50k as at 31st March 2018. Three contracts had been flagged as being of concern which comprised the Domiciliary Care Framework and two contracts that were sub-headings of the same Framework. There

were multiple additional sub-headings to the Framework which hadn't been flagged for which the same issues applied. A report outlining the Gateway Review and recommendations for Domiciliary Care would be considered later in the meeting.

In response to a question from a Member, the Head of Programme Delivery confirmed that the Contracts Register provided an overview of all contracts within the Portfolio as well as a status update for Members' information. A Member underlined the Adult Care and Health PDS Committee's responsibility to review the Contract Register and Contracts Database in relation to contracts within the Adult Care and Health Portfolio.

RESOLVED that:

- 1) **The review of the £50k Contracts Register be noted; and,**
- 2) **It be noted that the corresponding Part 2 (Exempt) Contracts Register (Report CS18155-2 contained additional and potentially commercially sensitive information in its commentary.**

15 QUESTIONS ON THE ADULT CARE AND HEALTH PDS INFORMATION BRIEFING

The Care Services PDS Information Briefing comprised one report:

- Annual Public Health Report

RESOLVED that the Information Briefing be noted.

16 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.

17 EXEMPT MINUTES OF THE CARE SERVICES PDS COMMITTEE MEETING HELD ON 14TH MARCH 2018

RESOLVED that the exempt minutes of the Care Services PDS Committee meeting held on 14th March 2018 be agreed.

18 PRE-DECISION SCRUTINY OF PART 2 (EXEMPT) EXECUTIVE REPORTS

A GATEWAY 0 MEMBERS REPORT: REQUEST FOR TWO-YEAR EXTENSION ON CURRENT CONTRACTS AND FUTURE SERVICE REDESIGN AND TENDERING PROJECT - DOMICILIARY CARE

The Committee considered the report and supported the recommendations.

19 PART 2 (EXEMPT) POLICY DEVELOPMENT AND OTHER ITEMS

A CONTRACT REGISTER AND CONTRACTS DATABASE REPORTS PART 2 (EXEMPT) INFORMATION

The Committee considered the report and supported the recommendations.

The Meeting ended at 9.47 pm

Chairman