

## **APPENDIX 1**

### **Extract of Executive Board and Executive Board Sub Committee Minutes Relevant to the Health Policy and Performance Board**

#### **EXECUTIVE BOARD MEETING HELD ON 8 APRIL 2010**

##### **EXB108 PREVENTION & EARLY INTERVENTION STRATEGY**

The Board received a report of the Strategic Director, Adult and Community which set out the Prevention and Early Intervention Strategy.

It was reported that the Prevention and Early Intervention Strategy was important as it aimed to address some of the challenges that Health and Social Care would face in the future. The Strategy was appended to the report for information.

It was further noted that a number of National documents had been identified to support the shift towards prevention services and the Local Prevention and Early Intervention Strategy aimed to identify the direction of travel in Halton. Members were advised that a series of consultation events had already been undertaken details of which were outlined in the report. In addition to these events a number of one to one meetings and a multi-agency steering group were carried out to ensure that a wide range of views were covered.

It was further noted that the Prevention and Early Intervention Strategy complemented a range of other policy documents, both nationally and locally to help shape services. Therefore, the main elements of this Strategy were reflected in the documents appended to the report.

RESOLVED: That the Prevention and Early Intervention Strategy be received.

##### **EXB109 HEALTH AND SOCIAL CARE INTEGRATION**

The Board considered a report of the Strategic Director, Adult and Community and the Strategic Director, Children and Young People which advised members of the Department of Health's announcements surrounding the modernisation of the NHS and put forward proposals that the Council, in conjunction with St. Helens Council could deliver community health and social care services currently provided by NHS Halton and St. Helens.

It was reported that in 2009 the NHS publicised how it intended to develop and modernise its NHS services. This set out a five-year vision for the NHS and on 16<sup>th</sup> December 2009, the Department of Health (DH)

published the “NHS Operational Framework” guidance for PCTs which described the National priorities, system requirements and a timetable for delivery. The five National key priorities were set out in the report.

It was reported that DH had identified a number of “vital signs” that was a range of system leavers and enablers as well as mechanisms to ensure delivery of National priorities. This had been produced in a tiered approach which was detailed in the report for information.

The DH had also outlined their approach to workforce described their reforms for commissioning and provided details of how this would be achieved.

The process to partner and options was detailed in the report in that the Strategic Health Authority and DH had issued some broad guidelines for PCTs to adopt when considering partner arrangements and contact management. In addition, the PCT had produced detailed guidance on the selection criteria and processes and invited organisations to bid for their services.

It was further reported that after preliminary discussions with the Council and with St. Helens, three options were possible and were detailed in the report for information. The report outlined that Option 2 appeared the most viable as it presented less risk, could yield greater efficiency and, if delivered effectively, could provide a greater range of health improvements within the Borough.

Members were advised that initial expressions of interest had been invited by the PCT, and the Council recently presented proposals to the PCT outlining the benefits of Option 2. The PCT had now invited the Council to develop a full specification for the delivery of:

- Services for Children and Families (excluding Midwifery)
- Health and Well Being Services
- Rehabilitation and Long Term Neurological Services

RESOLVED: That the Executive Board

- 1) note the current position report;
- 2) agree to pursue Option 2 to a worked up specification ; and

that a more detailed and comprehensive report be submitted to a future Executive Board for approval

**EXB110      REVISED BLUE BADGE POLICY, PROCEDURE AND PRACTICE**

The Board received a report of the Strategic Director, Adults and Community which set out the revised Blue Badge Policy, Procedure and Practice document.

It was reported that the review of the Blue Badge Policy Procedure and Practice had been carried out in conjunction with Direct Link and the Contact Centre who were responsible for administering the Scheme on behalf of the Directorate.

The Scheme provided a national arrangement of parking concessions to some people with disabilities who travelled either as drivers or passengers. It was noted the Scheme allowed badge holders to park close to their destination without charge or time limit in the on-street parking environment and for up to three hours on yellow lines, unless a loading ban was in place.

Members were advised that in January 2008 the Department for Transport (DfT) published the current Guidance for Local Authorities on the Blue Badge Scheme and the Guidance intended to promote assessment and enforcement of the Scheme in order to promote consistency and prevent fraud and abuse.

The reasons for reviewing the Blue Badge Policy Procedure and Practice were outlined in the report in addition to details of the main changes.

Appended to the report for information was a comprehensive Blue Badge Scheme Policy Procedure and Practice.

RESOLVED: That the revised Blue Badge Policy, Procedure and Practice at Appendix 1 to the report be endorsed.

## **EXECUTIVE BOARD MEETING HELD ON 1 APRIL 2010**

### **EXB20 TELECARE STRATEGY 2010 - 2015- KEY DECISION**

The Board received a report of the Strategic Director, Adults and Community on the Telecare Strategy 2010-2015.

Members were advised that the Griffiths report into community care in 1988, placed a strong emphasis on the importance of establishing services to help people live in their own homes and retain independence, dignity and choice with an emphasis on early intervention. A number of policy documents had reinforced this approach and the use of technology had proven increasingly effective in maintaining people's independence without the need for intrusive costly care.

Attached to the report was the Telecare Service Evaluation document. Telecare had been operating successfully in Halton for over three years and had helped to improve people's independence and confidence by allowing them to remain at home longer. The lifeline service was provided to 1765 people and 70 people received a service using environmental telecare sensors. The aim was to increase this service using environmental sensors to an additional 283 people.

RESOLVED: That

- 1) the Strategy and Implementation Plan be approved; and
- 2) the establishment of a dedicated telecare team be approved.

## **EXECUTIVE BOARD MEETING HELD ON 15 JULY 2010**

### **EXB25 SAFER MANUAL HANDLING POLICY & PROCEDURES**

The Board considered a report of the Strategic Director – Adults and Community which presented the revised Safer Manual Handling Policy, Procedure and Practice document for endorsement.

The Board was advised that The Safer Handling Policy Procedures and Practice document had been originally developed in partnership with representatives from Halton and St Helens Primary Care Trust and closely mirrored the current PCT Safer Handling Policy prepared in 2007 and the Council's policies developed in 2005.

The Board was further advised that the reason for reviewing Halton's policy, procedures and practice was:-

- To update Halton's policy, procedures and practice in line with that of partner organisations, to reflect developments in guidance and in preparation for the development of an integrated service;
- There are increasing numbers of service users with complex disabilities being supported at home by domiciliary care services, family carers and personal assistants and use of complex equipment requiring regular review; and
- To update procedural arrangements covering risk assessments and reviews, training and the role and responsibilities of Manual Handling Advisors acknowledging the complexity of social care and health service provision.

RESOLVED: That the Safer Manual Handling Policy, Procedures and Practice document be endorsed.

## **EXB26 FAIR ACCESS TO CARE SERVICES POLICY- KEY DECISION**

The Board considered a report of the Strategic Director – Adults and Community which presented the updated PACS Policy in light of the Department of Health's (DoH) guidance on eligibility entitled "Prioritising need in the context of 'Putting People First' – a whole system approach to eligibility for social care", published in March 2010.

The Board was advised that the revised guidance reflected the current responsibility held by local authorities for identifying local priorities and allocating their own resources accordingly. In doing so, it ensured that those individuals who did not meet the eligibility threshold were adequately signposted to alternative sources of support such as: luncheon clubs, befriending, volunteering etc. Such universal services improved outcomes for the wider population and could help some individuals avoid or delay having to rely on health or social care services for support. If councils based their approach to needs on achieving outcomes rather than providing specific services, then people with similar needs within the same local authority area should expect to receive a similar quality of outcome.

The Board was further advised that this approach required councils to prioritise their support to individuals in a hierarchical way. Those whose needs had immediate and longer term critical consequences for their independence and safety should be supported ahead of those with needs that had substantial consequences and so on. In addition, the policy sets out how decisions would be made in Halton about 'what sorts of people with what kinds of needs qualify for what types of services.' Since the publication of the new national guidance, paragraphs 3.4 –3.5 summarised the main aspects of FACS that were the same, those that have changed and those that were either new or enhanced as a result of policy wider developments.

### **REASON FOR THE DECISION**

To update the Fair Access to Care Services Policy following the Department of Health's guidance "Putting People First – a whole system approach to eligibility for social care" (March 2010).

### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

The revised guidance from the Department of Health reflects the current responsibility held by local authorities for identifying local priorities and allocating their own resources accordingly.

Halton's Fair Access to Care Services Policy needs to be updated in order to uphold its responsibility and ensure that those individuals who

do not meet the eligibility threshold are adequately signposted to alternative sources.

#### IMPLEMENTATION DATE

July 2010.

RESOLVED: That the enhanced Fair Access to Care Services Policy to comply with the March 2010 Department of Health Guidance "Putting People First" be approved.

#### **EXB27      ADULTS & COMMUNITY CAPITAL PROGRAMME OUTTURN**

The Board considered a report of the Strategic Director – Adults and Community which informed the Members of the 2009/10 capital programme outturn and the provisional capital programme for 2010/11.

The Board was advised that the 2009/10 underspend mainly related to two areas:-

- Developments at Runcorn Town Hall Park, original delays in the scheme identified in the year had caused succession projects for the Skate Park and Multi Use Games Area to also be delayed; and
- Within Housing Strategy, Renovation/Home Repairs had received approximately £70k income for repayment of works already completed due to houses being sold. RSL adaptations budget was fully committed but due to contractors being delayed, consultation with clients and the backlog of adaptations being prioritised the budget had not been fully spent in 2009/10 but the expenditure would be realised in the first half of 2010/11.

The Board was further advised that for Housing schemes provisional carry forward figures for 2011/12 had been included in the event that underspends could again occur. Demand on some schemes may not reach target budgets and other schemes experience time lags that cross over financial years. Therefore predicted amounts were in line with similar underspends for 2009/10.

RESOLVED: That

- (1) The final 2009/10 outturn figures be noted; and

- (2) the Board recommend that the Council approve the capital project for 2010/11 as set out in Appendix 1 to the report.

## **EXECUTIVE BOARD SUB COMMITTEE MEETING HELD ON 1 APRIL 2010**

### **ES81 PRELIMINARY ESTIMATES ON A FRAMEWORK FOR THE PROVISION OF PERSONAL & HOUSING RELATED SUPPORT FOR ADULTS WITH A LEARNING DISABILITY**

The Board considered a report of the Strategic Director, Adult and Community which gave details of proposals to establish a framework contract for the provision of personal care and housing related support for adults with a learning disability or mental health needs.

The Board was advised that the Framework would enable a greater dialogue between commissioners and providers about how best to develop the right services for individuals, prior to purchasing social care and support for individuals or groups of individuals.

RESOLVED: That

- (1) the report be approved and the Strategic Director of Adult and Community undertake a tender exercise inviting providers of housing and personal care services for adults with learning disabilities or mental health needs to apply for inclusion on a framework agreement; and
- (2) following completion of the Framework tender a further report be presented to the Board to give an update on the outcome of the tender and outline the programme for re-tendering current services.

### **ES82 REVIEW OF THE FAIRER CHARGING FOR NON-RESIDENTIAL SERVICES POLICY 2010-11**

The Board considered a report of the Strategic Director, Adult and Community which outlined the revised Fairer Charging for Non-Residential Services Policy for 2010-11.

The Board was advised that there were two major amendments to the policy. The first was the weekly disregard figure, currently set at Income Support plus Severe Disability Premium (SDP) for all service users, irrespective of whether they received SDP or not. The Council were proposing to change the weekly disregard figure to Income Support plus 25%, in line with Department of Health Guidance.

The Board was further advised that the second amendment was to the percentage charge applied to the service user's disposable income. The term disposable income was the service user's total income less all applicable disregarded amounts. It was what the service user was deemed to have available for charges to be set against. Currently, Halton Borough Council's charge was set at 34% of this disposable income. From 26<sup>th</sup> April 2010 an increase to 50% and for further increases to 60% and 70% in April 2011 and April 2012 had been proposed.

RESOLVED: That

- (1) the contents of the report be noted;
- (2) the charges set out in paragraph 3.2 of the report be approved; and
- (3) the Fairer Charging for Non-Residential Services Policy 2010-11 be approved.

## **EXECUTIVE BOARD SUB COMMITTEE MEETING HELD ON 22 JULY 2010**

### **ES21 SEXUAL VIOLENCE SUPPORT SERVICES**

The Sub-Committee considered a report which sought approval to commit funding to a five year contract of Independent Sexual Violence Advisors (ISVAs) for the Cheshire Area Sexual Assault Referral Centre (SARC) to the value of £20,552 per year. Currently, Halton had one full time ISVA who provided support and advice to adults from the age of 16, including one to one counselling sessions, support through the court process or reporting to the Police, and acute case support. Previously, Halton had been able to maintain this service for £20,000 as the provider had secured match funding from other sources to maintain a full time position which equated to approximately £40,000. In the current economic climate this had proved more difficult and so Halton was facing the prospect of part-time provision of service against the full-time level of demand.

In line with Central Government requirements, Cheshire had been developing a SARC to respond to victims of serious sexual offences. This SARC was designed to develop multi agency partnership working through high quality forensic examination and support services tabled to the needs of the victim. Cheshire SARC was based upon joint commissioning and officially commenced operation in April 2010.

It was noted that through SARC Halton service users would continue to be offered ISVA services in the locality. In addition, the project offered

long term approach to ISVA commissioning with some associated cost savings, such as continued full time ISVA provision for approximately £20,000.

Members noted that the current request for funding was £10,276 from 1<sup>st</sup> October 2010 for the commencement of central commissioning of ISVA services. Partners had then identified the cost for Halton for ongoing ISVA provision for 2011/12 would be £20,552.

At present the Halton Domestic Abuse Forum funded the ISVA provision through Working Neighbourhood Funds. Within the budget for ISVA provision £20,000 was allocated for ISVA provision. This would provide the majority of funding required for this year's commitment with future years funded by the Supporting People Grant with a built in review after three years.

RESOLVED: That

- 1) approval is given to participate in the SARC joint commissioning of after care services for victims of sexual assault, namely ISVAs;
- 2) approval to fund this support service for victims is agreed; and
- 3) this decision be reviewed after three years.