

Adult Social Care and Health Committee

Monday, 07 September 2015 at 10:30

County Hall, County Hall, West Bridgford, Nottingham, NG2 7QP

AGENDA

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| 1 | Minutes of the last meeting held on 15 July 2015 | 3 - 4 |
| 2 | Apologies for Absence | |
| 3 | Declarations of Interests by Members and Officers:- (see note below)
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary) | |
| 4 | Personal Health Budget Update including Proposals from the Vanguard Site | 5 - 8 |
| 5 | Consultation about the Future of the County Horticulture Service | 9 - 24 |
| 6 | Transforming Care (Winterbourne) Update Report | 25 - 28 |
| 7 | Work Programme | 29 - 36 |

Notes

- (1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.
- (2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Paul Davies (Tel. 0115 977 3299) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

Meeting ADULT SOCIAL CARE AND HEALTH COMMITTEE

Date 15 July 2015 (commencing at 2.00 pm)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

Muriel Weisz (Chair)
Alan Bell (Vice-Chair)

Chris Barnfather
John Cottee
Kevin Greaves
Sheila Place
Andy Sissons

Pam Skelding
Stuart Wallace
Jacky Williams
Yvonne Woodhead

OFFICERS IN ATTENDANCE

Sue Batty, Service Director, ASCH&PP
Rebecca Croxson, Extra Care Project Manager, ASCH&PP
Paul Davies, Advanced Democratic Services Officer, PPCS
Peter Davis, Interim Service Director, ASCH&PP
Cherry Dunk, Group Manager, Strategic Commissioning
Jennie Kennington, Senior Executive Officer, ASCH&PP
Robert Knott, Group Manager ASCH & PPS, Credit Control & Payments
David Pearson, Corporate Director, ASCH&PP

ALSO IN ATTENDANCE

Peter Ware, Browne Jacobson Solicitors

MINUTES OF THE LAST MEETING

The minutes of the meeting held on 29 June 2015 were confirmed and signed by the Chair.

MEMBERSHIP

It was reported that Councillors Barnfather, Greaves and Place had been appointed in place of Councillors Yates, Fielding and Payne, for this meeting only.

DECLARATIONS OF INTEREST

There were no declarations of interest.

UPDATE ON DEVELOPMENT OF RETFORD EXTRA CARE

After the report had been introduced and the recommendations moved and seconded, the Committee agreed to vote on the recommendations after consideration of the exempt appendix to the report.

EXCLUSION OF THE PUBLIC

RESOLVED 2015/058

That the public be excluded for the remainder of the meeting on the grounds that the discussions are likely to involve disclosure of exempt information described in paragraph 3 of the Local Government (Access to Information) (Variation) Order 2006 and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

EXEMPT INFORMATION ITEM

UPDATE ON DEVELOPMENT OF RETFORD EXTRA CARE

Cherry Dunk and Peter Ware gave a presentation about to the proposals for development of the extra care scheme in Retford. Officers responded to members' questions and comments.

RESOLVED 2015/059

- (1) That the update on progress of the Retford Extra Care Scheme be noted.
- (2) That approval in principle be given to the arrangements set out in the exempt appendix to the report, and to delegate authority to the Corporate Director, Adult Social Care, Health and Public Protection in consultation with the Group Manager (Legal and Democratic Services) or Corporate Director (Planning, Policy and Corporate Services), after consultation with the Chair of the Committee, to approve the consents required under the Strategic Partnering and Development Agreement (SPDA) and supporting contract documentation and to finalise the revised documentation and take all necessary steps required to bring the scheme into effect and protect the Council's interests.

The meeting closed at 3.00 pm.

CHAIR

7 September 2015**Agenda Item: 4****REPORT OF THE SERVICE DIRECTOR, MID-NOTTINGHAMSHIRE****PERSONAL HEALTH BUDGET UPDATE INCLUDING PROPOSALS FROM
THE VANGUARD SITE****Purpose of the Report**

1. To update the Committee on the work taking place with South and Mid Nottinghamshire County Clinical Commissioning Groups (CCG), Bassetlaw CCG and Nottingham City CCG to deliver Personal Health Budgets for people with Continuing Healthcare and Long Term Conditions. The work includes developing models to deliver a single direct payment for people receiving health and/or social care funding.

Information and Advice

2. From April 2014 patients in receipt of NHS funded Continuing Healthcare (CHC) had a right to ask for a Personal Health Budget, extended from October 2014 to a right to have a Personal Health Budget. This includes both Adults' CHC and Children and Young People's Continuing Care.
3. In 2014 Bassetlaw CCG and Nottinghamshire County Council (the Council) carried out a piece of work to develop a model of integrated delivery of Personal Health Budgets utilising the Council's payment processes and infrastructure for joint health and social care and fully health funded patients. The 12 month pilot, which was supported by a Section 75 Agreement under NHS Act 2006 (an Agreement including arrangements for pooling resources and delegating certain NHS and local authority health related functions to the other partner) and a Personal Health Budget Steering Group, included the hosting of a Personal Health Budget Commissioning Manager in Adult Social Care, Health and Public Protection (ASCH&PP), Strategic Commissioning and a Finance Assistant in Adult Care Finance Services (ACFS). The pilot saw one service user in Bassetlaw receive a Personal Health Budget as a Direct Payment through the model. The pilot has now ended; the Personal Health Budget Commissioning Manager post has ended and CCG funding for the ACFS post is agreed to 30 September 2015 after which the post ends.
4. Nottinghamshire County CCGs (excluding Bassetlaw) commissioned the Greater East Midlands Commissioning Support Unit (GEM) to deliver on Personal Health Budgets for CHC patients. This meant that the model differed from that developed with Bassetlaw CCG through different commissioning and funding arrangements. The County CCGs had 25 Personal Health Budgets in place and has, following retender, commissioned

Nottingham City Care Partnership to undertake the provision of Personal Health Budgets for CHC patients beyond April 2015.

5. From April 2015 Personal Health Budgets have been introduced for Long Term Conditions (LTC) with CHC patients continuing to be eligible for a Personal Health Budget. CCGs have a statutory duty to offer Personal Health Budgets, giving people control of their money for their health and wellbeing. This will include people with a Learning Disability being offered a Personal Health Budget from April 2016.
6. Currently Bassetlaw CCG is reviewing how it will extend Personal Health Budgets for both CHC and LTC patients beyond the integrated model developed through the pilot in 2014.
7. South and Mid Nottinghamshire County CCGs are 'Vanguard' sites for the New Care Models Programme, one of the first steps towards delivering the NHS "Five Year Forward View". Supporting improvement and integration of services, Vanguard sites are testing new models of care as part of the national programme. Led by Rushcliffe CCG, the Vanguards have expressed an interest in evaluating Personal Health Budgets. To support this, the CCGs have established a Personalisation Commissioning Oversight Group (PCOG) to provide strategic direction and oversight for all CHC and Personal Health Budget commissioning arrangements.
8. The PCOG has approved the establishment of a Personal Health Budget Workstream to take forward the programme which will ensure that the CCGs meet the expectations on leading the major expansion in the offer and delivery of Personal Health Budgets to people who could benefit.
9. There are four work programmes that the Personal Health Budget Workstream will oversee, to be delivered by Expert Delivery Groups. The work is to be delivered over two phases:
 - Phase 1 (September 2015 to March 2016) will focus on Mental Health and Learning Disability
 - Phase 2 (January 2016 to December 2016) will focus on Children's Expert Delivery Groups and Care Homes
10. The work of the Expert Delivery Groups will be supported through the recruitment of a CCG Personal Health Budget Project Manager post for six months. In addition the Expert Delivery Groups will utilise clinical and expert input from Strategic Clinical Network and East Midlands Academic Health Science Network for evaluation, innovation and spread of best practice. Implementation plans for Personal Health Budgets include developing an integrated model of delivering health and social care Personal Budgets for people receiving a direct payment. This reflects the model developed with Bassetlaw CCG in 2014.
11. Nottinghamshire ASCH&PP is a member of the Workstream and will work closely with the CCGs to deliver on the work programmes and new models of care for Nottinghamshire.
12. Reporting of the work of the Personal Health Budget Workstream and Expert Delivery Groups will be through the PCOG with feedback into the Health and Wellbeing Board.

13. The Committee should note that the Council has a Section 75 Agreement with Nottingham City CCG for five CHC cases where County residents have a Nottingham City GP. This may increase as Personal Health Budgets for LTCs are introduced and the delivery of integrated personal budgets as a direct payment is taken up.
14. Feedback to the Senior Leadership Team (SLT) at the Council and the Committee will be on an annual basis or sooner if appropriate for updates on the work with all CCGs.

Other Options Considered

15. None to be considered.

Reason/s for Recommendation/s

16. The report is for noting only.

Statutory and Policy Implications

17. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Implications for Service Users

18. The integrated working of ASCH&PP department and the CCGs in the delivery of a personal health budget and personal budget as a single direct payment will improve people's experiences of receiving their personal budget and the services they receive.

RECOMMENDATION/S

- 1) That the Committee notes the update on the work being carried out in partnership with Bassetlaw CCG, the South and Mid Nottinghamshire County CCGs and Nottingham City CCG to deliver Personal Health Budgets for people with Continuing Healthcare and Long Term Conditions.

Sue Batty
Service Director, Mid Nottinghamshire

For any enquiries about this report please contact:

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Constitutional Comments

19. As this report is for noting only, no Constitutional Comments are required

Financial Comments (PF 12/08/2015)

20. There are no direct financial implications to Nottinghamshire County Council. The outcomes of the pilot may result in changes to the way packages are funded from Continuing Healthcare, but this is not anticipated to affect the net cost to the Authority

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

ASCH331

7 September 2015**Agenda Item: 5****REPORT OF THE INTERIM SERVICE DIRECTOR FOR NORTH
NOTTINGHAMSHIRE AND DIRECT SERVICES****CONSULTATION ABOUT THE FUTURE OF THE COUNTY HORTICULTURE
SERVICE****Purpose of the Report**

1. This report provides Committee with details of the consultation exercise that was undertaken between 15 December 2014 and 9 February 2015 about the future of the County Horticulture Service. Following the consultation Members are requested to approve the development of a time-limited Employment and Skills Training Hub at Brooke Farm (Option 1), in conjunction with allowing current service users to continue to attend.
2. The report also seeks approval of the recommended option to develop an Employment and Skills Training Hub within County Horticulture and the investment into staffing additional posts for three years.

Information and Advice

3. The current County Horticulture Work Training Service (the Service) comprises:
 - i. Three horticulture sites at Linby, Skegby and Balderton, known as “Brooke Farm”, where service users with learning disabilities and people with Asperger’s Syndrome are supported by staff to gain horticulture skills and grow seasonal produce and plants, which are sold in a shop at the Linby site and at other locations around the County (e.g. County Hall, special events). There are currently sixty-four service users attending the three sites across the week (ranging from one to five days per person)
 - ii. The Grounds Maintenance and Golden Gardens Service, employing people with disabilities, which delivers garden maintenance and gardening to County facilities, private establishments and local residents
 - iii. A Farm Shop based at Brooke Farm, Linby, which also employs people with disabilities.

4. Although income is generated through the retail and Golden Gardens service, the Service depends on a net budget of £608,000 per annum provided by Nottinghamshire County Council (the Council).
5. Senior Management of Brooke Farm was reorganised in April 2014. Historically the Service has aimed to provide time-limited work training, and service users have agreed to this on admission. However, in practice, few people have moved into work and people have remained in continual training.
6. People are not allocated a personal budget to fund their places in the Service and do not pay any contribution towards the Service.
7. In understanding the Service operations since April 2014, historic practices remain and all service users who attend Brooke Farm have different transport arrangements.
8. The future of the Brooke Farm service was considered as part of the Adult Social Care and Health (ASCH) Targeted Review carried out through the Redefining Your Council process. As a result of this work, a proposal has been developed to transform the Service into a focused, time-limited Employment and Skills Training Hub (the Hub), operated via an innovative partnership. The Hub would support people with a range of needs (including learning disability, physical disability, autistic spectrum disorders and mental illness) to develop skills in horticulture, retail and administration work, for a defined period of time that would be agreed on an individual basis. After this, staff from the Hub would assist people to find paid work or other vocational opportunities. The suggested defined period of time was a maximum of three years.
9. No savings target was set for the Service, which shows the extent of political support for the Service and recognition that paid work and meaningful occupation bring people many benefits of a financial and non-financial nature, which significantly enhance wellbeing, confidence and quality of life.
10. At the ASCH Committee meeting on 1 December 2014, Members approved the implementation of a consultation process, to canvas views about adapting the current Brooke Farm Horticultural Training Unit to become a focused Employment and Training Skills Hub. Reasons for proposing this change were detailed in the Committee report, Direct Services Delivery Group Update Report on 1 December 2014.
11. Consultation involved a series of meetings with service users and carers, facilitated by an independent advocate where appropriate, across the different venues (Linby, Skegby and Balderton). At these meetings, the proposal was explained and then people were invited to make comments and ask questions. All the comments were recorded. The Consultation feedback will be available on the website as per standard good practice. People were given a written briefing about the proposal in a standard and easy-read version, as well as an easy-read questionnaire that could be handed back to the Council. People who could not attend the meetings could request these papers from the Service.
12. Staff working in the services were briefed prior to service users and carers, so that they could give support to the service users and carers and also understand how to submit their own personal view.

13. The following twenty-two external organisations were invited to participate in the consultation:
- Job Centre Plus, the Skills Funding Agency, the Shaw Trust, Ingeous, Remploy, A4E, Support In Work, Futures, Central College Nottingham, West Nottinghamshire College, New College Nottingham, Lincoln College, North Notts College, Landmarks Specialist College, Portland College, Brackenhurst College, Sutton Community Academy, Reach Southwell, Sherwood Forest Trust, the Joint Forces Alliance, Reed in Partnership, and Indigo Brave.
14. User Forums that were sent consultation details include the Learning Disability and Autism Partnership Board, the Involvement Group and the North Nottinghamshire and South Nottinghamshire Learning Disability Carer Forums.
15. Within the Council, comments were requested from the Youth Service, Public Health, Special Education Needs and Disability (SEND) policy and provision, all Younger Adults Commissioning teams and Strategic Commissioning staff.
16. There were a number of responses to the consultation and these are detailed in **Appendix B**.
17. The Service User Forum from the Learning Disability and Autism Partnership Board is supportive of the proposal. The majority of external organisations and staff working in strategic roles within the Council were positive about the overall vision, aims and ethos of the proposal and its potential to generate new income streams.
18. Many respondents could see positive aspects to the proposal but were also worried about the implications on the current service users and their families. These respondents included some carers, staff from the Younger Adults Commissioning teams, Direct Payments Service Users Limited (DIPSU) and Reach Learning Disability.
19. Most carers rejected the proposal for a wide variety of reasons and some of the comments from Community Learning Disability Teams and a small number of external partners opposed the idea of a time-limited service for current service users.
20. Many comments were given about how the proposal could be developed to ensure its future success and how to support the current service users and their families through any change. Comments on supporting younger people with disabilities with vocational training were made.
21. There is potential for new income generation through an Employment Hub via the Adult Community Learning Service (Skills Funding Agency), colleges, Job Centre Plus, European funding and possibly also NHS sources (e.g. Clinical Commissioning Groups). The Service would require capacity in order to enter into this type of partnership working.
22. It was confirmed that, given capacity, other clients would benefit from access to the new Hub, including people with mental health issues, people with physical disabilities and sensory impairments, people with mild learning disability and clients from Job Centre Plus, the latter possibly on short-term placements.

23. The following organisations and services would like to participate in further discussions to support the Council to develop the proposal further, should it be approved:
- i. Skills for Employment
 - ii. Engage to Employ
 - iii. Futures
 - iv. Portland College
 - v. EHC Commissioning Hub
 - vi. Reach Learning Disability
 - vii. Job Centre Plus
 - viii. Remploy
24. Post consultation and after further discussion, it is now recommended for a three year period that an Employment and Skills Training Hub be developed, which allows present service users to remain at Brooke Farm.
25. In response to concerns raised by people who participated in the consultation, the Council proposes that the following actions are taken:
- a) Meetings will take place following the Committee decision to outline detail and address concerns that have been raised in consultation.
 - b) To address uncertainties about other options and other questions raised during the consultation, written information will be produced using a 'Questions and Answers' format. Further meetings will be arranged with current service users and carers as soon as possible following the Committee decision to explain this information, as well as what has been agreed and what the implications are for people.
 - c) If people choose to move onto employment, options for supporting people to maintain friendships and relationships beyond the service will be explored.
 - d) There will be dialogue with all current service users and their carers, so that a clear picture of the needs and aspirations of each individual person can be established and outcomes for ongoing support and planning identified.
 - e) There will be opportunities for service users and carers to meet other people with learning disabilities who are currently engaged in successful paid employment. The aims will be to:
 - Enable service users and carers to understand how this has been achieved and what benefits those workers experience due to working
 - Raise the aspirations and expectations of current service users and carers
 - Help service users and carers to understand how people are supported to manage risks
 - Support service users to understand how their current experience at Brooke Farm is different to having paid employment.
 - f) There will be opportunities for service users and carers to receive benefits advice so that they understand the implications of engaging in paid work.

- g) An ongoing communications process will be designed so that people have many opportunities and ways to ask questions and receive information updates over time, e.g. using the internet, newsletters, meetings, and discussion groups. Ideas from current service users and carers will be welcomed.

Other Options Considered

26. The Council has also considered the following options:

Option 2: A therapeutic horticultural day service model being delivered alongside an Employment Hub

27. In March 2015, following the detailed consultation on the options for the future of Brooke Farm, Members requested a further option be explored in order to give additional consideration to the current vulnerable service users of the site.
28. This option centres on allowing the Grounds Maintenance, Golden Gardens and Farm Shop to remain unchanged and splits Brooke Farm into two services, A and B.
- **Service A:** A therapeutic horticultural day service, which would allow current eligible service users to remain at the bases in Linby, Skegby and Balderton.
 - **Service B:** The development of a separate, focussed, time-limited Employment and Skills Training Hub based at Linby.
29. There are currently sixty-four service users attending the three sites across the week, (ranging from one to five days per person).
30. In July 2015, the service user split per site is as follows:
- Linby: 36 people
 - Skegby: 18 people
 - Balderton: 10 people
31. Whilst consultation activities from December 2014 to February 2015 have confirmed that the Service is well regarded by all, new referral numbers have not been significant over the last year with only eight people joining the service, as it currently operates, over the three sites.
32. Under Option 2, Service A would not take any new referrals and this service would remain for existing service users only. It is envisaged that this service would reduce over time.
33. Although County Horticulture generates income, the Service is currently reliant on a subsidy of £608,000 per annum provided by the Council.
34. In order to provide a therapeutic horticultural day service and an Employment Hub, the Council would need to recruit an additional staffing team.

35. It is envisaged that investment of £307,031 into staffing would be required to create the Employment Hub. Current employees would be utilised in the support and provision of the therapeutic horticultural day service.
36. Option 2 would therefore increase the current subsidy from £608,000 per annum to approximately £915,000 per annum.
37. The reasons for rejecting this option are:
- i. Success of the Employment Hub (Service B) could create capacity issues for the site at Brooke Farm and without throughput there would be no immediate opportunity for new people to access the service, unless staffing capacity and service offer is increased or significant numbers of current service users leave
 - ii. There would be significant additional costs for staffing to undertake the training role, as current staff would be required to meet the needs of current attendees
 - iii. The nature of this option is potentially very confusing for both existing service users and new service users of the Hub in terms of pathways and outcomes
 - iv. There would be less potential to attract new funding streams and partnership working around the training element, since partners / grant agencies would not invest in a service that was not delivering work-related outcomes in a significant way and did not have a coherent vision or intention to deliver this
 - v. For some people the resources at all sites (Linby, Skegby and Balderton) pose a number of challenges regarding accessibility
 - vi. Current service users who are not eligible for support and service from the Council would not be able to continue to attend
 - vii. Some eligible service users may not be assessed as requiring the number of days' service they currently receive.

Option 3: Maintain the existing service but establish it clearly as a long term day service

38. The reasons for rejecting this option are:
- i. The Council would have no service that offers a work training environment and so would be unable to respond to those people with eligible needs, including young people with disabilities who are within educational provision, who are looking to engage with this type of service. The potential to create a new innovative service that will meet the needs of future generations of people with learning disabilities and a wider group of people will remain unrealised
 - ii. Although the shop at Linby would still be retained for the Community, more produce would need to be brought in. The expectations for day service users will be different to the expectations placed on current attendees and therefore the range of produce would decline.
 - iii. It is likely that service users and carers will believe that setting up the service as a day service will be a way for the current service to continue as it is. The fact that this will not be the case could generate further disappointment and frustration

- iv. Current service users who are not eligible for support and service from the Council would not be able to continue to attend
- v. Some eligible service users may not be assessed as requiring the number of days' service they currently receive
- vi. In order to staff Brooke Farm effectively as a day service, additional staffing will be needed to maintain all three sites in operation as a day service.

Reasons for Recommendations

Option 1

39. The benefits of the recommended option to develop an Employment and Skills Training Hub are that:
- i. The overall purpose of the service is clarified as an Employment and Skills Training Hub
 - ii. The proposal fits with the principle of the Adult Social Care Strategy and Redefining your Council
 - iii. In the new service there will be one progression route which all service users will follow
 - iv. Those aspiring to employment will continue the pathway to paid outcomes
 - v. Those current service users who do not wish / are not able to move on to employment will engage in horticultural activity at Brooke Farm. This means that without agreement these people will not progress to paid outcomes.
 - vi. Horticulture will form part of the employment skills programme but will not be the only focus of activity
 - vii. It is proposed, following appropriate consultation, that the Council seeks to charge for transport and meals in line with other Council charges
 - viii. New service users engaging with the full programme (those who wish to move on to paid employment) would be expected to travel independently to the Hub unless Access to work funding can be obtained. Some new service users may be assessed as being eligible for social care support, which may include direct payments which could be utilised for travel
 - ix. The Hub aims to follow a programme of activity encompassing elements of employment preparation and training. A sample programme is shown at **Appendix A**
 - x. The Employment Hub will operate on a maximum capacity of:
 - Brooke Farm: 30 places (*for people with low level needs)
 - Skegby: 15 places (*for people with low level needs)
 - Balderton: 10 places (*for people with low level needs)

*For people requiring higher levels of support, the numbers will be adjusted to reflect support required

Referrals will be accepted on two cohorts per year determined by availability of places as service users move into paid employment
 - xi. Over time the proposal aims to open access to the service to a wider range of people who need this kind of experience and support (particularly younger people with disabilities in college or in transition from school) and more people will move through the programme. All current service users will have the option to continue at Brooke Farm within the Hub, whether or not they meet the criteria for social care

support under the Care Act 2014. It is intended to undertake individual reviews of all service users who attend Brooke Farm in consultation with the users, carers and their families

- xii. People accessing support in obtaining paid employment benefit from an opportunity to increase their independence and decrease their reliance on support services
- xiii. Participation in the Employment and Skills Training Hub offers people the opportunity to improve their confidence and enhances their wellbeing and quality of life
- xiv. People securing employment raises the visibility of individuals with disabilities in the workplace and demonstrates their positive contribution to the community
- xv. This brings the Brooke Farm service in line with the national agenda (Housing, Health, Employment, Welfare, Further Education)
- xvi. If people are successful in attaining paid work the Council would increase its performance towards the National Indicator NI146 PSA16 (data collected by Nottinghamshire County Council in relation to the percentage of adults with Learning Disabilities who are assessed or review during the year and are in paid employment at the time of their latest assessment or review)
- xvii. The proposal does not impact on the twelve disabled employees who work within the Grounds Maintenance and Farm Shop
- xviii. The operating hours of the Employment Hub will be from 9.00am to 5.00pm Monday to Thursday and 9.00am to 4.30pm on Friday. This change will enable the Hub to maximise its facilities and deliver an employment programme from its sites
- xix. A restructure of the staff will be required to implement the new Employment Hub programme. It is proposed that jobs will be restructured under a single service structure to support all elements of the Hub whether people are actively seeking employment or not. This change will be the subject of a separate consultation exercise with staff.

40. The implementation implications of this recommendation are:

- i. An extra investment of £62,500 per annum for three years will be incurred to employ additional staff to support people within the Employment Hub. After three years it is proposed that there will be a review of the service and its achievements over this period.
- ii. A full consultation programme will be undertaken with all staff in relation to proposed staffing changes
- iii. Until any additional income is achieved, the Council will need to continue to support the service with the current budget
- iv. A significant cultural change will need to be implemented for the new service to be successful
- v. The shop at Linby will be retained for the local community.

Statutory and Policy Implications

41. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

42. In relation to the transformation proposal for County Horticulture, initial financial work has suggested that the overall net cost of the Employment and Skills Training Hub will increase from £608,000 per annum to £670,500 per annum. This increased investment of £62,500 per annum on the current subsidy is due to the requirement for additional staff within the Employment Hub.

Human Resources Implications

43. Additional posts for the Employment Hub will be established for three years. These posts will reflect the support element required to assist current staff to develop the employment service.
44. Subject to consultation, the service will be redesigned and staff will be enabled into the new structure. Job Descriptions will be reviewed and rewritten to reflect the new service. A further report will be submitted to Committee proposing a staffing structure for this service.
45. If required, staff will be provided with additional training, so that they can deliver all elements of the Employment Hub required. The staff group will work together, potentially with staff from other organisations, and this will support the cultural change required to establish the new Employment and Skills Training Hub.

Public Sector Equality Duty implications

46. The proposal to transform the County Horticulture Service will affect the current service users, who are people with learning disabilities and Asperger's Syndrome. In addition, the proposal will potentially widen access to the new service, which will bring benefits to a wider range of young adults with disabilities and mental health needs. An Equality Impact Assessment has been produced for this proposal and is available as a background paper.

Implications for Service Users

47. The proposal to transform the County Horticulture Service would change the service to an Employment and Skills Training Hub. Existing service users of Brooke Farm would only move out of the service if it is their wish to seek paid employment.
48. There would be an expectation that new people starting the programme wish to secure paid employment. Their programme will cease once this is achieved. It is expected that new service users of the Employment Hub will remain in the service for a period no longer than three years.
49. People will only be able to join when (or if) there is capacity to do so ie when current service users move on.
50. If the proposal is agreed, there will be a commitment to service users' engagement plans which will determine existing service user aspirations for the future.

RECOMMENDATIONS

That the Committee:

- 1) Notes the results of the consultation exercise.
- 2) Approves the recommended option to establish an Employment and Skills Training Hub within the County Horticulture Service.
- 3) Approves consultation on the proposal that current service users are subject to the agreed Council charges for transport and meals provision.
- 4) Approves the investment of £62,500 into staffing for 3 years.
- 5) Receives a further report in due course proposing a revised staffing structure for the new service following consultation.

PETER DAVIS

Interim Service Director, North Nottinghamshire and Direct Services

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Constitutional Comments (SMG 13/08/2015)

51. The Committee has the responsibility for adult social care matters and approval of departmental staffing structures. The proposals in this report fall within the remit of this Committee.
52. The Employment Procedure Rules provide that the report to Committee include the required advice and HR comments and that the recognised trade unions be consulted on all proposed changes to staffing structures (and any views given should be fully considered prior to a decision being made).

Financial Comments (DLM 13/08/15)

53. The financial implications are contained within paragraphs 40 and 42 of the report.

Background Papers and Published Documents

54. Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Direct Service Delivery Group Update – report to Adult Social Care and Health Committee on 1 December 2014
- No Health without Mental Health – Nottinghamshire's Mental Health Framework for Action – approved by the Health and Wellbeing Board meeting held on 3 September 2014
- Adult Social Care Strategy – approved at Full Council meeting held on 27 March 2014.
- Redefining your Council strategy – approved at the policy Committee meeting on 7 May 2014.
- Summary of comments received on the consultation on the proposal to change Brooke Farm into an employment and skills training hub.
- Equality Impact Assessment.

Electoral Division(s) and Member(s) Affected

- All

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Module	Aim	Duration	Sample Activities Included	Staffing
Jobseeker Training	Developing confidence and competency in the skills required to identify, apply for and secure suitable employment	26 weeks	<ul style="list-style-type: none"> • Writing a Curriculum Vitae and cover letter • Job search methods • Completing application forms • Developing interview skills • Mock interview practice • Travel training • In work etiquette 	1 course leader with 1-2 support staff depending on group size
Work Readiness	Offers opportunity to explore the world of work	12- 26 weeks	<ul style="list-style-type: none"> • Identifying the benefits of work • Visits to workplaces • Meeting employers • Internal work experience at Brooke Farm • Developing transferable skills 	1 course leader with 1-2 support staff depending on group size
Work Placement	Practical supported exposure to the workplace to develop readiness for paid employment	12- 26 weeks	<ul style="list-style-type: none"> • Work placement of 1-37 hours per week in an environment and role suitable for the needs of the individual 	1:1 initially with phased support
Apprentice-ships	Practical development of work related skills and experience whilst studying for a relevant qualification	Dependent on role and individual requirements but usually 12 months	<ul style="list-style-type: none"> • Workplace experience and skills development • Training • Support and mentoring 	Working in partnership with NCC recruitment and an appropriate apprenticeship provider to develop this
Employer Training	Promoting disability awareness and the benefits if a diverse workplace	2 hours- 1 day	<ul style="list-style-type: none"> • Integrated inductions • Tailored training to meet the needs of the employer 	1 trainer

Appendix B – County Horticulture Service

Responses to the Consultation.

61 service users and carers attended the briefing meetings

29 service users attended the meetings with the independent advocate

3 meetings were requested by external organisations as part of the consultation:

- Job Centre Plus
- Remploy
- West Nottinghamshire College

17 questionnaires were returned by:

- 1 group response from 22 people (service users and carers) *
- 14 individual carers *
- 1 service user
- 1 group reply from the Service User Forum of the Learning Disability and Autism Partnership Board.

34 letters and emails were sent by:

- 16 carers *
- 8 responses from NCC staff and teams (Gedling Community Learning Disability team, Broxtowe Community Learning Disability Team, Newark Community Learning Disability Team, New Lifestyles team, Ashfield Young People's Service, Economic Development, EHC Commissioning Hub SEND Policy and Provision)
- 7 external organisations (Remploy, Portland College, Job Centre Plus, Reach Learning Disability, Futures, Reed in Partnership, Direct Payment Service Users Ltd)
- 1 member of the public who teaches horticulture at Brooke Farm
- 1 member of the public who volunteers at Balderton

**some of these carers are the same people and one carer sent in 2 separate letters as a response.*

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7 September 2015**Agenda Item: 6**

REPORT OF THE SERVICE DIRECTOR FOR SOUTH NOTTINGHAMSHIRE TRANSFORMING CARE (WINTERBOURNE) UPDATE REPORT

Purpose of the Report

1. To inform Committee members of the progress made towards the local response to the Department of Health report, 'Transforming Care; A National Response to Winterbourne View Hospital'.

Information and Advice

2. In December 2012, the Department of Health's (DH) report Transforming Care: 'A National Response to Winterbourne View Hospital' was published. The report identified a range of actions required at a national and local level to drive up the quality of support provided to people with learning disabilities and / or autism, particularly those that are identified as having challenging behaviour, so they can receive high quality healthcare and be supported to live in the community. At the same time a national Concordat Programme of Action was published backed up by a joint improvement programme led by the Local Government Association (LGA) and NHS England.
3. In June 2015, Nottinghamshire (Nottingham City, Nottinghamshire County and the seven Clinical Commissioning Groups (CCGs)) was identified by NHS England as one of five 'fast track areas' required to undertake a programme of work to transform services for people with learning disabilities and / or autism.
4. There is an expectation that the work undertaken across these five initial sites will be rolled out across the rest of the country.
5. As Nottinghamshire is one of the fast track sites, it will now be eligible for extra support to help us transform services. This is in the form of facilitation from NHS England, an initial £100,000 for the area and a chance to bid for a share of £10m one off funding, although it is likely this funding will have to be matched by the CCGs.
6. The other sites are:
 - Greater Manchester and Lancashire
 - Cumbria and the North East
 - Arden, Herefordshire and Worcestershire
 - Hertfordshire

7. To date we have done a lot of work around moving people out of in-patient care back into the community – thirty-four people to date, including people admitted to the Assessment and Treatment Unit (ATU) with nowhere to return to upon discharge. The aim of the fast track is to transform the way services are commissioned and delivered to stop people being referred to hospital unnecessarily – this means that there should be less in-patient beds commissioned and alternative crisis services available as well as the development of more on-going long-term accommodation and support solutions.
8. Nottinghamshire has been chosen because there are one hundred and eighty in-patient beds for people with learning disabilities and mental health / challenging behaviours within the county boundaries. However, Nottingham and Nottinghamshire only commission approximately forty-five of these. There are another twenty-two people in hospitals out of county who are from Nottinghamshire or Nottingham City. We are, however, expected to help with the hospital closure programme by reducing the need for in-patient beds so this is likely to mean some work with other authorities to ensure that they are working towards moving people out of Nottinghamshire hospital beds.
9. The initial letter informing us we were a fast track authority was received in early June with an NHS England briefing event taking place on 10 July.
10. Each fast track area is expected to create a plan by early September to show how they will develop services locally to prevent new hospital admissions and support people appropriately within the community.
11. A draft national service model has been produced to help guide the development of these plans, giving suggestions for how future services can be shaped.
12. New guidance has also been released around Community Treatment Reviews (CTR) which should be undertaken for all people in hospital within two weeks of them entering hospital and then at least annually. However, these reviews also need to be undertaken for people deemed to be ‘at risk’ of entering hospital. Health colleagues in the Community and Treatment Teams are keeping a record of people whom they feel may be at risk of hospital admission. The aim of the community CTR is that commissioners and practitioners and family and providers can get together to try and put in place strategies to prevent hospital admission. A key to this is having suitable accommodation and support options when people are at a time of crisis but also to help prevent the crisis in the first place.

Progress in Nottinghamshire

13. In Nottinghamshire we already had a Transforming Care Board which has been working on moving people out of hospital and has also begun to explore issues around prevention of new hospital admissions.
14. To establish cross-system governance arrangements for transformation across city and county, a new programme board has been set up with representatives from all seven CCGs, NHS England Specialised Commissioning (which commissions secure hospital placements on behalf of the CCGs) and both local authorities. The senior Responsible Officer is Sally Seely from Nottingham City CCG with Caroline Baria acting as deputy.

15. The board has worked with NHS England to draw up a package of support to help with the transformation project.
16. The board is drawing up a joint plan for transforming services, against a national template, including bids against a central £10million transformation fund to kick-start service change in the latter half of 2015/16.
17. This is a very challenging timescale but Nottinghamshire is in a good position to be able to carry plans forward.

Financial implications

18. Potentially the CCGs are required to make match funding against the £10million bid, however, this issue has not yet been clarified.
19. Any Adult Social Care and Health (ASCH) spend to date for people leaving hospital and going into the community and the additional specific staff resource has come from a CCG funded 'Winterbourne pot'. However, this pot is not sufficient to cover predicted spend for 2015/16 and further discussions are being held with the CCGs around on-going funding, and a pooled budget is still being explored.
20. In addition to the spend clearly related to the project around moving people out of long stay hospitals, the requirement to keep people out of hospital often means increased levels of support in the community which may be fully or partly funded by social care. There is also an impact on staffing resource due to increased case management and involvement in all CTRs. The full impact of this is not yet known but will be monitored over the coming year.
21. Social care commissioners are also taking the lead in the development and commissioning of appropriate support and accommodation services.

Statutory and Policy Implications

22. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That the Committee notes the national profile of this piece of work and six monthly updates, or more frequently if specific progress or issues to report, are sent to Committee on progress against fast track targets and the action plan.

Constitutional Comments

23. Constitutional Comments are not required as the report is for noting only.

Financial Comments (PF 13/08/2015)

24. Financial implications are contained within paragraphs 18 to 21. The Winterbourne Reserve had a balance of £1.01million as at the 1 April 2015, and additional funding is required to cover predicted spend in 2015/16, with additional long term funding solution required thereafter.

Caroline Baria
Service Director, South Nottinghamshire

For any enquiries about this report please contact:

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Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

ASCH332

7 September 2015**Agenda Item: 7****REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's work programme for 2015/16.

Information and Advice

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The attached work programme has been drafted in consultation with the Chair and Vice-Chair, and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.
4. As part of the transparency introduced by the revised committee arrangements in 2012, committees are expected to review day to day operational decisions made by officers using their delegated powers. It is anticipated that the committee will wish to commission periodic reports on such decisions. The committee is therefore requested to identify activities on which it would like to receive reports for inclusion in the work programme.

Other Options Considered

5. None.

Reason/s for Recommendation/s

6. To assist the committee in preparing its work programme.

Statutory and Policy Implications

7. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such

implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That the committee's work programme be noted, and consideration be given to any changes which the committee wishes to make.

Jayne Francis-Ward
Corporate Director, Policy, Planning and Corporate Services

For any enquiries about this report please contact: Paul Davies, x 73299

Constitutional Comments (HD)

1. The Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

Financial Comments (NS)

2. There are no direct financial implications arising from the contents of this report. Any future reports to Committee on operational activities and officer working groups, will contain relevant financial information and comments.

Background Papers

None.

Electoral Divisions and Members Affected

All.

ADULT SOCIAL CARE AND HEALTH COMMITTEE – WORK PROGRAMME

<u>Report Title</u>	<u>Brief Summary of Agenda Item</u>	<u>Lead Officer</u>	<u>Report Author</u>
5th October 2015			
Adult Social Care and Health – Overview of Current Developments	Overview report to update committee on a range of developments and activities taking place across the department.	Corporate Director, Adult Social Care, Health and Public Protection	Jennie Kennington
Update on Progress for the ICELS Tender and Review Team	Progress report regarding ICELS review team work on improving returns	Service Director, Mid Nottinghamshire	Jessica Chapman
Progress Report on the Delivery of Short Breaks Services and Supported Living Developments	Progress report on the provision of short breaks services and supported living developments across the County	Interim Service Director, North Nottinghamshire and Direct Services	Ian Masson
The Social Care Market	To include the Market Position Statement	Service Director, South Nottinghamshire	Rosamunde Willis-Read / Jane Cashmore / Margaret Pape
Care Home and Home Care Provider Contract Suspensions Update	Overview of live suspensions of care home and home care provider contracts in Nottinghamshire	Service Director, Access and Public Protection	Rosamunde Willis-Read
Performance Update for Adult Social Care and Health	Quarterly update report on the performance of Adult Social Care	Corporate Director, Adult Social Care, Health and Public Protection	Louise Chaplin / Matthew Garrard
Health and Social Care Integration in Mid Nottinghamshire	Progress update on the proposals for integration with health in mid Nottinghamshire	Service Director, Mid Nottinghamshire	Wendy Lippmann

<u>Report Title</u>	<u>Brief Summary of Agenda Item</u>	<u>Lead Officer</u>	<u>Report Author</u>
Development of Alternative Service Delivery Models within Direct Services	Progress on the development of models for alternative service delivery within this group of internal services	Interim Service Director, North Nottinghamshire and Direct Services	Jennifer Allen / Ian Haines
2nd November 2015			
Savings and Efficiencies Delivery Group Update	Report on progress with savings programmes within this delivery group		Ellie Davies
Direct Services Delivery Group Update	Report on progress with savings programmes within this delivery group		Ian Haines / Jennifer Allen
Market Management Delivery Group Update	Report on progress with savings programmes within this delivery group	Service Director, Access and Public Protection	Rosamunde Willis-Read
East Midlands Sector Led Improvement – outcome of self - assessment and local challenge	Outcome of annual self-assessment and local challenge with regard to performance of the department.	Corporate Director, Adult Social Care, Health and Public Protection	Jennie Kennington
Request to Extend the Principal Social Worker Post	Review of the work undertaken by the post to date and a request to extend the post	Service Director, South Nottinghamshire	Tina Morley-Ramage
Progress Report on the Care Act:	Update on the implementation of the first phase of the reforms under the Care Act	Service Director, South Nottinghamshire	Bronwen Grieves
Appropriate Adults Service			Gill Vasilevskis
Update on the	Update on the development of the process for	Service Director, Access and	Rosamunde Willis-Read

<u>Report Title</u>	<u>Brief Summary of Agenda Item</u>	<u>Lead Officer</u>	<u>Report Author</u>
Development of Members' Visits to Care Homes	involving Members in audit visits to residential and nursing care homes	Public Protection	
30th November 2015			
Care Home and Home Care Provider Contract Suspensions Update	Overview of live suspensions of care home and home care provider contracts in Nottinghamshire	Service Director, Access and Public Protection	Rosamunde Willis-Read
Care Act: Final Guidance for 2015/16		Service Director, South Nottinghamshire	Bronwen Grieves
Social Care Clinics	Report on the outcome of the pilot and proposed recommendations for action	Service Director, Mid Nottinghamshire	Ashleigh Quinn
National Children and Adult Services Conference 2015	Report on attendance at the Conference in October	Corporate Director, Adult Social Care, Health and Public Protection	David Pearson
Proposed Changes to the First Contact Scheme: Outcome of Consultation	Report on the outcomes of the consultation and the recommendations for action	Service Director, Access and Public Protection	Lyn Farrow / Josephine Yousaf / Jessica Chapman
Progress Report on the Delivery of Single Meals Production and Delivery Service	Update on progress with this programme of work	Interim Service Director, North Nottinghamshire and Direct Services	Lorraine Mills
11th January 2016			
Deprivation of Liberty Safeguards Progress Report	Update on the situation in relation to Deprivation of Liberty Safeguards (DoLS) work in the County	Service Director, Mid Nottinghamshire	Tina Morley-Ramage

<u>Report Title</u>	<u>Brief Summary of Agenda Item</u>	<u>Lead Officer</u>	<u>Report Author</u>
Outcome of the Sector Led Improvement Peer Review 2015	Report of the sector led improvement peer review of ASCH&PP in Nov 2015.	Corporate Director, Adult Social Care, Health and Public protection	Jennie Kennington
Performance Update for Adult Social Care and Health	Quarterly update report on the performance of Adult Social Care	Corporate Director, Adult Social Care, Health and Public Protection	Louise Chaplin / Matthew Garrard
8th February 2016			
Carers' Information and Advice Hub and Support Service Progress Report	Update and evaluation on the service being provided following the contract awarded in 2015	Service Director, Mid Nottinghamshire	Penny Spice
7th March 2016			
Care Home and Home Care Provider Contract Suspensions Update	Overview of live suspensions of care home and home care provider contracts in Nottinghamshire	Service Director, Access and Public Protection	Rosamunde Willis-Read
18th April 2016			
Performance Update for Adult Social Care and Health	Quarterly update report on the performance of Adult Social Care	Corporate Director, Adult Social Care, Health and Public Protection	Louise Chaplin / Matthew Garrard
16th May 2016			
13th June 2016			
Care Home and Home Care Provider Contract Suspensions Update	Overview of live suspensions of care home and home care provider contracts in Nottinghamshire.	Service Director, Access and Public Protection	Rosamunde Willis-Read
11th July 2016			

<u>Report Title</u>	<u>Brief Summary of Agenda Item</u>	<u>Lead Officer</u>	<u>Report Author</u>
Update on Integrating Health and Social Care: Two Schemes to Reduce the Length of Stay in Hospital	Progress report since June 2015 on two schemes (SCOPES and EOSS) to reduce the length of stay in hospital	Service Director, Access and Public Protection	Steve Jennings-Hough / Yasmin Raza
Update on the Transfer of the Independent Living Fund	Progress report since June 2015 on the transfer of the Independent Living Fund	Service Director, South Nottinghamshire	Paul Johnson
Performance Update for Adult Social Care and Health	Quarterly update report on the performance of Adult Social Care	Corporate Director, Adult Social Care, Health and Public Protection	Louise Chaplin / Matthew Garrard

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