

NOTICE  
OF  
MEETING



**ADULT SERVICES AND HEALTH OVERVIEW AND SCRUTINY  
PANEL**

will meet on

**THURSDAY, 19TH NOVEMBER, 2015**

**7.00 pm**

**COUNCIL CHAMBER - TOWN HALL,**

TO: MEMBERS OF THE ADULT SERVICES AND HEALTH OVERVIEW AND  
SCRUTINY PANEL

COUNCILLORS MOHAMMED ILYAS (CHAIRMAN), MICHAEL AIREY (VICE-  
CHAIRMAN), CHARLES HOLLINGSWORTH, LYNNE JONES, JOHN LENTON  
AND LYNDA YONG

SHEILA HOLMES (HEALTHWATCH WAM)

SUBSTITUTE MEMBERS

COUNCILLORS MALCOLM BEER, DR LILLY EVANS, SAYONARA LUXTON,  
ASGHAR MAJEED, MARION MILLS, NICOLA PRYER, JOHN STORY AND  
SIMON WERNER

Karen Shepherd - Democratic Services Manager - Issued: Wednesday, 11 November  
2015

Members of the Press and Public are welcome to attend this meeting.

The agenda is available on the Council's web site at [www.rbwm.gov.uk](http://www.rbwm.gov.uk) or contact the Panel  
Administrator **David Cook**

**Fire Alarm** - In the event of the fire alarm sounding or other emergency, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Congregate in the Town Hall Car Park, Park Street, Maidenhead (immediately adjacent to the Town Hall) and do not re-enter the building until told to do so by a member of staff.

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## AGENDA

### PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<u>APOLOGIES</u>  To receive any apologies for absence.	
2.	<u>DECLARATIONS OF INTEREST</u>  To receive any declarations of interest.	5 - 6
3.	<u>MINUTES</u>  To approve the part I minutes of the meeting held on 16 September 2015.	7 - 12
4.	<u>FRIMLEY PARK TRUST UPDATE</u>  To receive an update on the Frimley Park Trust.	Verbal
5.	<u>FOOD IN HOSPITALS</u>  To consider the mealtime experience in Wexham Park Hospital – <a href="#">Healthwatch WAM</a>	Verbal
6.	<u>MEDICAL PROVISION DURING ROYAL ASCOT</u>  To consider the emergency provision during Royal Ascot.	Verbal
7.	<u>COUNCIL STRATEGIC PLAN 2016-2020</u>  To comment on the report being consider by Cabinet and Council.	To Follow
8.	<u>FINANCE UPDATE</u>  To consider the report being considered by Cabinet.	To Follow
9.	<u>WORK PROGRAMME</u>  To note the Panel's work programme for the next 4 months.	13 - 16

## PART II

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
10.	<u>MINUTES</u>  To consider the Part II minutes of the meeting held on 16 September 2015.  <b><i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></b>	17 - 18
11.	<u>IMPROVING SERVICES FOR PEOPLE WITH LEARNING DISABILITIES - RE-PROVISION OF CARE AND SUPPORT FROM MOKATTAM RESIDENTIAL CARE HOME</u>  To comment on the Cabinet report.  <b><i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></b>	To Follow

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## MEMBERS' GUIDANCE NOTE

### DECLARING INTERESTS IN MEETINGS

#### **DISCLOSABLE PECUNIARY INTERESTS (DPIs)**

DPIs include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any license to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where
  - a) that body has a piece of business or land in the area of the relevant authority, and
  - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

#### **PREJUDICIAL INTERESTS**

This is an interest which a reasonable fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs your ability to judge the public interest. That is, your decision making is influenced by your interest that you are not able to impartially consider only relevant issues.

#### **DECLARING INTERESTS**

If you have not disclosed your interest in the register, you **must make** the declaration of interest at the beginning of the meeting, or as soon as you are aware that you have a DPI or Prejudicial Interest. If you have already disclosed the interest in your Register of Interests you are still required to disclose this in the meeting if it relates to the matter being discussed. A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in discussion or vote at a meeting.** The term 'discussion' has been taken to mean a discussion by the members of the committee or other body determining the issue. You should notify Democratic Services before the meeting of your intention to speak. In order to avoid any accusations of taking part in the discussion or vote, you must move to the public area, having made your representations.

If you have any queries then you should obtain advice from the Legal or Democratic Services Officer before participating in the meeting.

If the interest declared has not been entered on to your Register of Interests, you must notify the Monitoring Officer in writing within the next 28 days following the meeting.

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ADULT SERVICES AND HEALTH OVERVIEW AND SCRUTINY PANEL

16 SEPTEMBER 2015

PRESENT: Councillors Mohammed Ilyas, Marion Mills, John Lenton, Lynda Yong and Lynne Jones.

ALSO PRESENT: Sheila Holmes (WAM Healthwatch), Councillor Coppinger, Councillor Carroll and Councillor Bullock.

Officers: Nick Davies, Alan Abrahamson, Sue Longden, Michael Llewellyn and David Cook.

27/15 APOLOGIES FOR ABSENCE

Apologies were received on behalf of Councillors Michael Airey and Charles Hollingsworth.

28/15 DECLARATIONS OF INTEREST

No declarations of interest were received.

29/15 MINUTES

The part I minutes of the meetings held on the 18 August 2015 were approved as a true and correct record.

With regards to minute point 26/15 the Panel were informed that the £100k savings had come from the Better Care Fund and that clarification would be emailed to the Panel.

It was agreed that an item about dementia services within the borough be added to the work programme.

30/15 DRUG AND ALCOHOL SERVICE MODEL FOR RBWM

The Panel considered the report that proposed the procurement of a joint substitute prescribing and recovery service contract for the Drug and Alcohol Service. Members were informed that RBWM currently held two separate contracts for the delivery of substitute prescribing and recovery services. As both of these contracts were due to expire in March 2016 it had been decided to investigate a more targeted approach.

The Panel felt that they could not endorse all of the recommendations within the report because there was insufficient data to make an informed comment to Cabinet.

The Panel agreed with the proposed draft specification (Appendix A) but felt that there should be a further more detailed report prior to going to tender.

Concern was also raised that as this related to a fundamental service review the report could have been better structured with an executive summary showing the scope, recommendations, benefits (financial and none financial) and justification.

The report lacked adequate clarity for the future provision to all present users of the service and the Panel were of the consensus that the paper did not address, amongst others, the issues of alternate provision for all residents.

There were around 500 service users at present and the proposal suggests that 200 would receive the similar service that they are receiving at present. What about those remaining? How would their needs be met adequately. The panel had concerns.

In addition, another major concern with the reduction of service may result in greater law and order issues, leading to increase in crime should the level of service decrease as read from the report, to this vulnerable sector of the community.

It is always positive to make efficiency savings, but key to this was that they did not result in reduced services or provision to especially the vulnerable in our communities.

**RESOLVED UNANIMOUSLY: The Panel did not endorse the report.**

31/15 SMOKING CESSATION TENDER SPECIFICATION

The Panel were informed that the authority had decided to focus on prevention, early intervention and targeted messaging to provide maximum benefit to residents, whilst maintaining value for money.

The report proposed a new stop smoking service for RBWM from April 2016, replacing the current Berkshire wide agreement which ceases March 2016. The new service would focus on preventing uptake of smoking, particularly in young people and groups where greatest health inequalities.

For the priority groups identified in the report the new service would offer intensive smoking support. The council believed that it could best meet the needs of residents by targeting the new contract towards groups with specific needs: young people, pregnant women, people with mental health conditions and people with learning difficulties.

Councillor Lenton questioned if electronic cigarettes should be included within the report and asked if there was a link between smoking and dementia. In response the Panel were informed electronic cigarettes had not been included; a recent public health report had concluded that they were not harmful.

With regards to dementia as smoking was bad for the heart, lungs, and vascular system - including the blood vessels to the brain. It had been shown that smoking was a significant risk factor for vascular dementia and Alzheimer's disease.

Councillor Jones reported we needed to be mindful that the change in approach and that the decrease in funding under this approach did not have a detrimental impact on



other groups of smokers. Sue Longden replied that we should not assume that the pan Berkshire model worked and that any public health savings would be spent on public health. Other groups of smokers would still be supported and sign posted to available support.

Councillor Jones mentioned that as there was a proposed 50% reduction in spending and that part of the service was to be ring fenced then there needed to be more comparative data within the report.

**RESOLVED UNANIMOUSLY: That the Adult Services and Health O&S Panel considered the report and fully endorsed the recommendations; with the caveat that comparative data on the groups mentioned within the report are provided before Cabinet if available.**

32/15 SAVINGS IN RESPECT TO THE 2016-17 BUDGET

The Panel were informed that the report proposed £3.7m of savings towards the £5.7m required. For the Adult Services the Panel had been circulated the following note on savings proposed:

<p>Concessionary Fares - Move commencement time of concession from 9.00am to 9.30am subject to consultation.</p> <p>£40k</p>	<p>The statutory requirement for concessionary passes is access from 9.30am – 11pm, Monday to Friday, anytime on Saturday, Sunday and Public Holidays.</p> <p>RBWM currently allows access at anytime across the network, Monday to Sunday and Public Holidays. It is proposed to restrict access to free travel to between 9.30am-11pm, Monday to Friday, anytime on Saturday, Sunday and Public Holidays. We can introduce a variation for people with disabilities and their companions, if we wish to do so, to enable travel to school, work and other activities.</p>
<p>Housing - Restructure of Housing Options function.</p> <p>£60k</p>	<p>To build on the successful transformation of the housing options offer which offers private rented access and effective prevention advice and prevention of homelessness by integrating the Housing Options function into the Customer Service Centre to enhance customer satisfaction, to provide a maidenhead presence of the team and to build resilience. The proposal is currently subject to staff consultation.</p>
<p>Homelessness - Continuation of policy to meet homelessness obligations by use of private rented accommodation.</p> <p>£24k</p>	<p>The successful development of the private rented sector as a housing options offer has delivered cost reductions in housing benefit subsidy losses.</p>
<p>Review Supporting People contracts</p> <p>£100k</p>	<p>The annual budget for Supporting People services is £1.525m. The Council supports those in need of housing related support in a number of ways and it is proposed to review the support provided from all sources to ensure this is used efficiently to meet the needs of the recipients.</p>

Older Peoples Services Review of Low Cost Packages £25k	With the recent introduction of the Care Act, and the ongoing move to Outcome Based Commissioning, there has been some delay in undertaking reviews of low cost and low risk packages of care. A number of these packages are set up for people who are likely to require less care over time and therefore the delay in the review has in some cases resulted in care being provided at higher levels than necessary. It is proposed to allocate additional review time to low cost packages with a view to delivering a net saving.
Older Peoples Services net savings from Direct Payments Clawback -£25k	Direct Payments (DP) are payments to people with eligible social care needs to enable them to manage their own care. With the continuing increase in take up of DPs it is proposed to tighten the controls on how these payments are used. It is proposed to check the use by each person of their DP until it is clear that the rules for their use are being complied with, following which payments will be checked on a sample basis. It is difficult to estimate the impact of a stricter audit of the use of these funds however the budget saving assumes a £25k saving after accounting for the cost of the audit process.
Supported Living Contract savings £130k	Savings from tender as agreed at June 2015 cabinet.
Mental Health - Day Support efficiencies  £50k	A range of day services including an employment support service is provided to people with mental health problems. The services have been reviewed to achieve the same outcomes, but deliver this more efficiently. This will be achieved by reducing duplication; aligning the current offer with public health outcomes and providing an enhanced employment service through Ways-into-Work as well as working on the delivery of a recovery college with CCG input. Also co-location and closer working with the CMHT.

Councillor Jones questioned if the housing restructure would also be covering Windsor and was informed that a presence would be maintained throughout the borough. The savings would be made from the integration of teams into the customer service team.

The Panel were also informed that there had been a decrease in temporary accommodation costs as the number of households in this type of accommodation had reduced from about 30 to 10.

Sheila Holmes (WAM Healthwatch) asked if it was known how many people would be affected by the change to concessionary fares and the review of low cost packages.

With regards to the review of direct payments the Panel felt that officers needed to be mindful of how these were conducted as they would be dealing with venerable elderly service users.

Councillor Jones mentioned that there had been an additional £500k invested into the directorate due to pressures so we needed to be mindful of how accurate the savings

would be in the long term. The Panel were informed that officers had to believe that the savings were achievable and if it became apparent that they were not then the Panel would be informed.

**RESOLVED UNANIMOUSLY: The Adult Services and Health O&S Panel considered the report and fully endorsed the recommendations. The Panel have requested additional information on the number of people who may be affected by the changes to concessionary fares and the review of low cost packages. With regards to direct payments the Panel requested that any reviews that are undertaken be in a sympathetic way as officers would potentially be dealing with vulnerable / elderly people.**

33/15 FINANCE UPDATE

The Panel considered the latest finance update report and were informed that the report recommended an addition of £500,000 to the Adult Social Care budget to alleviate some of the demographic pressures. As previously discussed there had been an unprecedented peak in demand over the winter months that did not dissipate as we entered the summer, this had been a national problem.

In response to questions the Panel were informed that although this increased demand had been national there seemed to be a particular growth within RBWN that was being investigated and that the projects to keep people in their own homes for longer had not contributed to the problem.

**RESOLVED UNANIMOUSLY: The Adult Services and Health O&S Panel considered the report and fully endorsed the recommendations.**

34/15 SHARED LIVES

(Cllr Carroll left the meeting)

The Panel were informed that the High Cost placements project was on track to deliver £300,000 of efficiencies in the current financial year. Unfortunately it was not the same situation with the Shared Lives project, which sought to provide a service whereby people with learning difficulties or older people could share the home of another family. It also had a target of £300,000 but would only achieve £65,000 in the current financial year.

The provider (Ategi) had not been able to recruit carers locally, even though they had been successful in Buckinghamshire albeit over a longer term. Officers had held talks with West Berkshire who ran schemes with Reading and Wokingham to establish best practice. They had suggested collaboration with fostering recruitment teams and to look to recruit outside the borough.

In response to a question from Councillor Mills the Panel were informed that they had looked at best practice from other authorities via colleagues in the department who had knowledge of such projects.

Councillor Lenton asked how long the placements were for and was informed that they were long term and could last 10 / 15 years.

**RESOLVED UNANIMOUSLY: The Adult Services and Health O&S Panel considered the report and fully endorsed the recommendations.**

LOCAL GOVERNMENT ACT 1972 – EXCLUSION OF THE PUBLIC

**RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion took place on items 8-9 on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act.**

MEETING

The meeting, which began at 7.00pm ended at 9.15pm

Chairman.....

Date.....

**FORWARD PLAN**

<b>ITEM</b>	<b>Private Meeting - contains exempt/confidential information? See categories below.</b>	<b>Short Description</b>	<b>Key Decision, Council or other?</b>	<b>REPORTING MEMBER (to whom representations should be made)</b>	<b>REPORTING OFFICER / DIRECTOR (to whom representations should be made)</b>	<b>Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings</b>	<b>Date of Overview and Scrutiny Panel</b>	<b>Date and name of meeting</b>	<b>Date of Council decision (if required)</b>
<b>December 2015</b>									
13 Shared Lives - Options	-	A review of the Shared Lives arrangements in RBWM and options for the future of the scheme	Yes	Lead Member for Adult Services and Health (Councillor David Coppinger)	Nick Davies	n/a	ASHO&SP via email	Cabinet 17 Dec 2015	
Financial Update	-	Finance Update	Yes	Lead Member for Finance (Councillor Simon Dudley)	Andrew Brooker	n/a	ASHO&SP via email	Cabinet 17 Dec 2015	
<b>January 2016</b>									
Financial Update	-	Finance Update	Yes	Lead Member for Finance (Councillor Simon Dudley)	Andrew Brooker	n/a	ASHO&SP via email	Cabinet 28 Jan 2016	
<b>February 2016</b>									
Budget and Council Tax	-	Report which sets financial context within next year's budget is being set. The report includes a recommendation to Council of a Council Tax, it	Yes	Lead Member for Finance (Councillor Simon Dudley)	Andrew Brooker	Chambers of Commerce	ASHO&SP 2/2	Cabinet 11 Feb 2016	

**Agenda Item 9**

**N.B. All documents to be used by the decision maker to be listed in the report to Cabinet**

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
		recommends a capital programme for the coming year and also confirms Financial Strategy and Treasury Management Policy.							
Financial Update	-	Finance Update	Yes	Lead Member for Finance (Councillor Simon Dudley)	Andrew Brooker	n/a	ASHO&SP 2/2	Cabinet 25 Feb 2016	
<b>March 2016</b>									
PAAT Review - consultation outcomes	Open -	tbc	No	Lead Member for Adult Services and Health (Councillor David Coppinger)	Nick Davies	tbc	ASHO&SP 24/03	Cabinet 31 Mar 2016	
Ways into Work Contract - Annual Review Report 2015- 16	Open -	Update on the outcomes achieved from the supported employment contract	No	Lead Member for Adult Services and Health (Councillor David Coppinger)	Nick Davies	n/a	ASHO&SP 24/03	Cabinet 31 Mar 2016	

**N.B. All documents to be used by the decision maker to be listed in the report to Cabinet**

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### DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4 15	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	Information which reveals that the authority proposes  (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or  (b) to make an order or direction under any enactment.
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

N.B. All documents to be used by the decision maker to be listed in the report to Cabinet

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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