



MEETING: OVERVIEW AND SCRUTINY COMMITTEE
(HEALTH AND SOCIAL CARE)

DATE: Tuesday 25 January 2011

TIME: 6.30 pm

VENUE: Town Hall, Southport

Member

Councillor
Hill (Chair)
McGuire (Vice-Chair)
L. Cluskey
Howe
Jones
Larkin
McGinnity
Pearson (Spokesperson)
Veidman
Webster (Spokesperson)

Substitute

Councillor
Dodd
S Mainey
Tweed
C Mainey
Barber
Hubbard
Hardy
Ibbs
Carr
Bradshaw

COMMITTEE OFFICER: Debbie Campbell
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If you have any special needs that may require arrangements to facilitate your attendance at this meeting, please contact the Committee Officer named above, who will endeavour to assist.

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A G E N D A

1. **Apologies for Absence**

2. **Declarations of Interest**

Members and Officers are requested to give notice of any personal or prejudicial interest and the nature of that interest, relating to any item on the agenda in accordance with the relevant Code of Conduct.

3. **Minutes** (Pages 5 - 12)

Minutes of the meeting held on 14th December 2010.

4. **Future Delivery of Paediatric Services in Southport**

Presentation to be made by Janet Atherton, Acting Chief Executive, NHS Sefton.

5. **"Liberating the NHS" White Paper**

Presentation to be made by Hannah Chellaswamy, Acting Director of Public Health, NHS Sefton and Sefton Council.

6. **Protocol for Working Together: NHS Sefton and Sefton Council's Overview and Scrutiny Committee (Health and Social Care)** TO FOLLOW

Draft Protocol to be circulated.

7. **NHS Sefton - Update Report** (Pages 13 - 16)

Report of the Acting Chief Executive, NHS Sefton.

8. **Adult Social Care Department I.T. Capital Programme** (Pages 17 - 24)

Report of the Strategic Director - Social Care and Well-Being.

9. **Work Programme Key Decision Forward Plan** (Pages 25 - 32)

Report of the Assistant Chief Executive.

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THIS SET OF MINUTES IS NOT SUBJECT TO "CALL IN".

**OVERVIEW AND SCRUTINY COMMITTEE
(HEALTH AND SOCIAL CARE)**

**Overview
& Scrutiny**



MEETING HELD AT THE TOWN HALL, BOOTLE
ON TUESDAY 14TH DECEMBER, 2010

PRESENT: Councillor Hill (in the Chair);

Councillors Barber (Substitute Member for Councillor Jones), L. Cluskey, Larkin, Veidman and Webster.

Also Present: Ann Bisbrown-Lee, Sefton LINK;
Colin Speight, Principal Manager, Social Care & Well-Being; Sefton MBC;
Dr. Janet Atherton, Acting Chief Executive, NHS Sefton;
John Doyle, Mersey Care NHS Trust;
Karen Lawrenson, Mersey Care NHS Trust;
Kim Crowe, Executive Director of Service Development & Delivery, Mersey Care NHS Trust; &
Lyn Cooke, Head of Communications, NHS Sefton.

70. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Howe and his Substitute, Councillor C. Mainey; Councillors Jones and McGinnity; Councillor Pearson and his Substitute Councillor Ibbs; Diane Blair, Acting Manager, Sefton LINK Support; Fin McNicol, Director of Communications, Aintree University Hospitals Foundation Trust; and Jonathan Parry, Chief Executive, Southport & Ormskirk Hospital NHS Trust.

71. DECLARATIONS OF INTEREST

The following declarations of interest were received:-

Member	Minute No.	Reason	Action
Councillor Hill	No. 76 – NHS Sefton – Update Report	Personal – his wife is employed by Southport and Ormskirk Hospital NHS Trust	Took part in consideration of the item and voted thereon;
Councillor Larkin	No. 75 – Mersey Care NHS Trust – Briefing Paper	Personal – he is a carer of a relative	Took part in consideration of the item and voted thereon.

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72. MINUTES

That the Minutes of the meeting held on 16 November 2010, be confirmed as a correct record.

73. MATTERS ARISING

A. Invitation by Southport and Ormskirk Hospital NHS Trust

The Chair reported that the Chair of Southport and Ormskirk Hospital NHS Trust had invited Members of this Committee to visit Southport and Formby District General Hospital early in 2011. The visit would provide Members with an opportunity to meet members of the Trust Board and to view recent developments, such as the refurbishment of the Accident and Emergency Department. The date suggested for the visit was Monday, 14th February 2011, for a morning visit.

RESOLVED: That the invitation be accepted.

B. Development of Protocol on Substantial Changes/Variations in Services

Further to Minute No. 64 of 16 November 2010, the Chair reported that NHS Sefton was currently preparing a draft protocol to be used in conjunction with this Committee when consulting on substantial changes or variations in services provided by NHS Sefton. The draft protocol would be submitted to the next meeting of this Committee for consideration.

RESOLVED: That the matter be supported.

74. SOUTHPORT & ORMSKIRK HOSPITAL NHS TRUST

The Committee received a presentation from Colin Throp, Deputy Chief Executive and Finance Director, Southport and Ormskirk Hospital NHS Trust; on the establishment and vision of an Integrated Care Organisation (ICO).

The presentation included the following:-

- the vision for the scheme in terms of benefits of an ICO for both the patients and the staff; and
- the process involved including Governance, Clinical Senate Membership, and the Function of the Clinical Senate.

The presentation also set out a list of acute services provided by Southport and Ormskirk Hospital NHS Trust, services provided in North Sefton and West Lancashire. The number of staff affected, together with the budget involved were also set out.

Mr. Throp answered Members' queries on the matter.

RESOLVED: That

- (1) Mr. Throp be thanked for his informative presentation; and
- (2) this Committee looks forward to receiving reports on developments in the future, including comments and views from relevant communities.

75. MERSEY CARE NHS TRUST - BRIEFING PAPER

The Committee considered a briefing paper from the Chief Executive of Mersey Care NHS Trust on current issues impacting upon that Trust. Information was provided on the following:-

A. Trust Board

The Integrated Business Plan set out the Trust's vision, strategy and planned service developments for the next five years. The business plan also formed the basis of the Trust's application to become a Foundation Trust equivalent.

B. New-Look Website

The Trust's website would be re-launched in the near future, in order to continue to improve the quality of its information and the way people increasingly accessed that information, to ensure the website's content system was quick, straightforward and non-technical.

C. Awards Round-Up

Communications Team

The Trust's in-house Communications Team, working with colleagues in finance and graphic design company Ewens Limited of Hull, produced the 2008/09 Annual Report on a theme of human rights, which won the Chartered Institute of Public Relations North West PRide Best Publication Gold Award in November 2010, at the Manchester Hilton.

Ashworth Hospital BeFrienders Project

The Befriending Project at Ashworth Hospital had won the regional finals of the 'Mentoring and Befriending Recognition Awards 2010'. The awards recognised individuals and organisations that had made a difference to people's lives through mentoring and befriending services.

The project took the North of England title for the Supporting Life's Journeys Mentoring and Befriending Recognition Awards, held at Manchester Town Hall in November 2010.

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The Mersey Care team would be joining winners from the other regional ceremonies at the UK-wide Mentoring and Befriending Recognition Award ceremony in London in December 2010 when an overall winner would be announced.

Ashworth Hospital BeFriender Takes Top Award

An Ashworth Hospital volunteer had won the Greater Merseyside Befriender of the Year 2010 award, presented at Volunteer Centre Sefton, recognising the work of volunteer mentors and befrienders across Merseyside. The volunteer, who has been a befriender for 15 years, received the award from the Mayor of Sefton and Anne Wheelan, the Mentoring and Befriending Foundation's regional co-ordinator in a ceremony at Bootle Town Hall.

D. Performance

The NHS Performance Framework for 2010/11 provided an assessment of the performance of NHS Trusts that were not yet NHS Foundation Trusts. The Trust was required to achieve a performance score of 1.9 or more to be rated as a performing organisation. The current performance score for the Trust was 1.9, the forecast being 3.0.

The Trust was on target to achieve all financial targets and duties. The forecast for the year end surplus was £3m and the Financial Risk Rating was 3.

E. TIME Project

The Committee received a verbal presentation from Kim Crowe, Executive Director, John Doyle, Project Director for the TIME Project and Karen Lawrenson, Service Director, Mersey Care NHS Trust, on the above project. A leaflet on developments at the former Walton Hospital site in particular, which represented Phase I of the project, was circulated for the attention of Members. The new developments would provide privacy and dignity for service users in the form of en suite facilities.

The Committee was advised that the Trust hoped to redevelop the old Southport General Infirmary site, currently housing the Boothroyd Ward, and the Hesketh Centre, Southport, as Phase II of the project, although there were no timescales for such developments at the current time.

The representatives from the Trust responded to queries from Members.

RESOLVED: That

- (1) Mersey Care NHS Trust be thanked for presenting the information provided, together with prompt responses to Members' queries from the last Committee meeting;

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- (2) this Committee supports and welcomes the developments at the former Walton Hospital site;
- (3) the requirement to provide privacy and dignity in care, together with equality of service, be recognised; and
- (4) the Trust be supported in developing Phase II of the TIME Project.

76. NHS SEFTON - UPDATE REPORT

The Committee considered the report of the Acting Chief Executive, NHS Sefton, on current issues impacting on healthcare provision within Sefton. Information was provided on the following:-

A. Sefton Health and Social Care Quality Awards

Health professionals from across the Borough were celebrated at the first Sefton Health and Social Care Quality Awards, staged by NHS Sefton and the Council, and sponsored by Hill Dickinson solicitors. The ceremony, held at the end of November 2010, was held at the Crosby Lakeside Adventure Centre. The judging panel included a member of Sefton's Local Involvement Network, Sefton's Lead Nurse, an NHS Sefton Non-Executive Director and a representative from Sefton Council. There were two winners in each of the main categories for a community and a hospital based service. A special Chief Executive's Award was also announced on the night. The winners in each of the main categories were set out within the report.

B. Healthy Sefton Gets National Attention

The healthy lifestyle information and advice phonenumber "Healthy Sefton" was showcased at the recent NHS Alliance conference. The service, which offered Sefton residents and health professionals' access to a range of lifestyle advice and services, was chosen by organisers to feature in a special documentary. The film included the experiences of service users and professionals who had been benefited from Healthy Sefton's introduction. ITN newsreader, Martin Lewis, introduced the programme, which was screened at the conference in Bournemouth.

C. Keeping Well This Winter

NHS Sefton was advising people how they could stay warm and well this winter as freezing temperatures took a grip on the region. The cold weather could be associated with serious health problems such as heart attacks, strokes, pneumonia and depression. Eligible people were encouraged to have a flu vaccination to protect against the serious effects of influenza, while eating well and keeping active could help people stay healthy and warm. Sefton residents were also encouraged to look out for elderly and vulnerable friends and neighbours, making sure they were warm enough, particularly at night, and had enough food and medicines so they did not need to go out during cold, icy weather. As the health service approached its busiest time of the year, people were also reminded about the range of local health services

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that could help when they were ill. Many minor illnesses could be safely treated at home with a well stocked medicine cabinet, while chemists offered free advice. People were reminded of the services offered at their local GP surgery and that the out of hours GP service provided people access to care around the clock. Every Sefton resident aged 65 years and over would be sent a letter from their GP practice setting out the help and support that was available to them.

D. Improving Children's Services in North Sefton

A survey of parents carried out in November 2010 would inform work to improve children's services for minor illnesses, long term conditions and complex disabilities. The Patient and Public Involvement Team had spoken to families in Children's Centres, clinics, GP practices and at the Children's Accident and Emergency Department at Ormskirk Hospital. Families and carers were asked to complete a questionnaire, asking for their views about current services and how they could be improved in the future. Focus groups would be held during December 2010, further exploring the results of the survey. All the information gathered would be used to help develop options for children's services in the north of the Borough, particularly in the light of the independent clinical review undertaken by the Royal college of Paediatrics and the Child Health External Clinical Advisory Service.

E. CAB Outreach Service Does Good Work in Sefton GP Practices

A new report highlighted the benefits of the NHS Sefton supported Citizens' Advice Bureau (CAB) Outreach Service. The CAB service was offered in nine GP practices in the Borough, covering a total of 56,419 patients. The report into the effectiveness of the service was carried out by Liverpool John Moores University and found that practice managers, GPs and CAB staff all agreed that the service was beneficial to patients. The report authors considered the service to be open and accessible. It reached a different client group from those using the regular CAB drop-in service, including many with mental health problems. Authors concluded that the CAB Health Outreach Service demonstrated actual and perceived benefits to the NHS in terms of staff time and prescribing costs.

Councillor Larkin requested a list of GP practices that offered the CAB GP outreach service, together with details of the contracts. It was agreed that this information would be provided to all Members of this Committee.

F. Transforming Community Services Update

A number of GP practices that were currently managed and directly run by NHS Sefton had exercised their 'right to request' to become social enterprises. They were currently working on business cases, involving patients and stakeholders, which would be presented to the NHS Sefton Board at its meeting on 20th December 2010.

Other practices currently run by NHS Sefton had been offered independent contracts, similar to the majority of other GP practices in Sefton. NHS Sefton

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practices that did not choose to become a social enterprise or to take on an independent contract would initially transfer to the management of Liverpool Community Health NHS Trust from April 2011, pending a tendering exercise to identify a new provider or providers to host the remaining practices.

The Chair indicated that he had requested NHS Sefton to invite a GP from both the north and the south of the Borough to attend a future meeting of this Committee, to address Members on GP commissioning consortiums.

G. Praise for Sefton Projects

The interactive digital TV service “Looking Local” had been named a finalist at the recent How Do Public Services Communications Awards in Manchester. Smokefree North West, hosted by NHS Sefton, also made it through to the shortlist, as did the Council’s Children, Schools and Families Directorate. The NHS Sefton supported Active Lifestyles Service and Heart of Mersey both won a North West Public Health Award, while Smokefree North West was named the winner in the prestigious European Drug Prevention Prize 2010 for its Smoke and Mirrors campaign.

H. “Liberating the NHS” White Paper

Further to Minute No. 40 of 7 September 2010, Dr. Janet Atherton reported that further information relating to the above White Paper was about to be published and that she would report any relevant developments back to Members of this Committee.

RESOLVED: That

- (1) NHS Sefton be thanked for the report;
- (2) NHS Sefton’s actions against recommendations and proposals contained in the report, and reported verbally at the meeting, be monitored as appropriate; and
- (3) NHS Sefton be requested to respond to the issues raised under E, F and H above.

77. OVERVIEW AND SCRUTINY AWAY DAY - OUTCOMES

Further to Minute No. 28 (3) of 29 June 2010, the Committee considered the report of the Assistant Chief Executive concerning the outcomes of the Scrutiny Away Day, held on 21 June 2010, to review the structure of Sefton’s Overview and Scrutiny function, and presenting the Action Plan agreed by the Scrutiny Management Board at its meeting on 24 August 2010.

The Chair considered that the matter had been somewhat overtaken by recent financial considerations and outcomes might be dependent on the Council’s financial processes.

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RESOLVED: That the report be received.

78. CABINET MEMBER REPORT

The Committee considered the report of the Assistant Chief Executive, submitting the most recent report by the Cabinet Member – Health and Social Care, submitted to the Cabinet on 25 November 2010.

RESOLVED:

That the Cabinet Member report be received.

79. WORK PROGRAMME KEY DECISION FORWARD PLAN

The Committee considered the report of the Assistant Chief Executive in relation to the Committee's programme of work. There were a number of Decisions within the latest Key Decision Forward Plan that fell under this Committee's remit, although there were no new items on this occasion.

Work was continuing for the cross-cutting Working Group, comprised of the four Overview and Scrutiny Chairs, plus two Labour Members. A number of discussion meetings with parents/carers, health professional and other stakeholders had taken place recently. It was anticipated that the Working Group would begin to reach conclusions in the near future and a final report with any agreed recommendations would be produced.

The Chair reported that he and the Overview and Scrutiny Officer had recently attended an event in London hosted by the Centre for Public Scrutiny.

Members of this Committee had visited Aintree Hospital NHS Trust premises on 22nd November 2010, and a brief itinerary of the visit was set out in the report.

RESOLVED: That

- (1) the contents of the Key Decision Forward Plan for the period 1 December 2010 – 31 March 2011 be accepted;
- (2) the progress and actions of the cross-cutting Working Group, to scrutinise health inequalities within the Borough, be supported; and
- (3) the information on the visit to Aintree Hospital NHS Trust premises in November 2010 be received.



NHS Sefton update for Overview and Scrutiny Committee (Health and Social Care) January 2011

If you would like more information about any of the items contained in this update, or if you have any questions about local health services, or any particular issues you would like to raise, please contact NHS Sefton directly on 0151 247 7051.

Welcome back Paul

At the start of the year NHS Sefton welcomed back Paul Acres as Chair of the primary care trust. Paul has been away from NHS Sefton since August due to illness. Frances Street has been carrying out the role of Interim Chair in Paul's absence. NHS Sefton thanks Frances for her work and commitment during this time. Her robust leadership has ensured the continued smooth running of the primary care trust at a challenging time. Frances has been appointed Chairman of the new Community Health Trust in Wirral. The Trust is operating in shadow and will function as an entirely separate organisation from the primary care trust from 1st April 2011.

Update on NHS reforms

At the end of 2010, two key documents were published paving the way for the reforms outlined in the White Paper for Health, 'Equity and Excellence: Liberating the NHS'. On 15th December, the government released its response to the public consultation about the white paper. As a result of the 6,000 responses, the government has refined its plans including the extension of councils' formal scrutiny powers to cover all NHS funded services, and giving them greater freedom in how these are exercised. GP consortia are expected to be the commissioners of maternity services, and not the NHS Commissioning Board as the government had originally planned. A health and social care bill is expected before parliament early in the year that will signal the implementation of the reforms. Key actions to support NHS organisations during the transitional period have been set out in the Operating Framework 2011-2012, released on the same day as the consultation response. It gives more detailed timescales for the transition, including the 'clustering' of primary care trusts by June 2011 and greater support for emerging GP consortia to ensure they are ready to take over their responsibilities in April 2013. The first Outcomes Framework for the NHS was also published in December, setting out 50 indicators in five key domains around patient safety and clinical quality.

Have your say on NHS reforms

There are a number of consultations taking place associated with the planned reforms. If you would like to contribute to a local response, email NHS Sefton with your views to whitepaperconsultation@sefton.nhs.uk

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- White paper for public health, 'Healthy Lives, Healthy People' – deadline 8th March
- Public health outcomes framework – deadline 31st March
- Funding and commissioning routes for Public Health – deadline 31st March
- Developing the NHS workforce – 31st March

The consultation documents can be viewed via the NHS Sefton website

www.sefton.nhs.uk or the Department of Health's (DH's) website www.dh.gov.uk

Coping with winter pressures on the NHS

NHS organisations across the North West have been working together to manage the additional pressures on health services caused by the colder weather and extended holiday period. NHS Sefton and its partners across North Mersey have been supporting each other to deal with the increased demands and to ensure the continued priority care for those who need it most. Alongside this we have been reminding people to choose the right service for them when they are ill. The vast majority of normally healthy people can self-treat for a range of common complaints, including flu. Pharmacists can provide free advice on minor illnesses and NHS Direct can be contacted 24 hours a day. Choosing the right treatment will help ensure that our A&E, 999 and GP teams can focus on those people who need expert treatment.

Are you protected against seasonal flu?

There is still time for eligible Sefton residents to get protected against seasonal flu by having their annual vaccination. This year's vaccine protects against three types of flu, including H1N1. Cases of seasonal flu are at their height during the winter months, which provide the perfect conditions for the illness to take hold. Most people with flu will see their symptoms peak within two to three days and start to feel better within four to five days. However, flu can be extremely serious for those with conditions like asthma, diabetes and heart disease, those over 65 years and pregnant women. The annual vaccination is the best way to protect people against the effects of flu. By getting immunised, people are also protecting those around them from the illness too. Anyone who thinks they are eligible for a flu jab should speak to their GP surgery.

Preventing winter illnesses

There are some easy precautions we can all take to help ward off winter bugs, such as flu, colds and the winter vomiting illness, norovirus. Good hand hygiene is essential, especially at this time of year. Regular washing of surfaces, including door handles can also help to stop the spread of infection. The following simple three step approach can also really help to banish bugs – 'catch it, bin it, kill it' - use a tissue when you've got a runny nose, bin it immediately and then give your hands a thorough wash to prevent germs spreading.

New Year, new you

Keeping your New Year resolution is easier with help support from our Healthy Sefton service. In January, there are a number of free weight management courses running in venues across the borough for anyone who feels they have overindulged over the festive period. Those wanting to quit smoking can get help

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from SUPPORT, NHS Sefton's stop smoking service. Healthy Sefton can put people in contact with these services and many more for a healthier 2011. Others include Active Sefton, alcohol advice, lifestyle checks, Chlamydia screening and a range of wellbeing support. Healthy Sefton also offers advice to health professionals on services that their patients can access. Contact Healthy Sefton on **0300 100 1000** to find out about services near to where you live.

Changes to Looking Local on Sky

Now it is even easier for Sky subscribers to access our 'Looking Local' health TV service. Visit channel 539 and press the red button for a wealth of information about staying healthy in Sefton. Users can book appointments at some local GP practices, find out about health conditions and view pages from Transport Direct, JobCentre Plus, NHS Choices and Sefton's Family Information Directory. NHS Sefton was the first primary care trust to have a Looking Local site after seeing how many councils use it to provide information to the thousands of people who do not have internet at home. Looking Local is available on Virgin Media and many other interactive digital TV services by pressing the interactive button on your remote. The service can also be accessed on web-enabled phones by visiting www.lookinglocal.gov.uk/nhssefton Looking Local can be downloaded as a free app for iPhones.

Meet the NHS Sefton Board

Your questions and queries about local health services can be put to the NHS Sefton Board and Executive Team at our bi-monthly stakeholder lunch. The next event takes place on 3rd February at Crosby Lakeside Adventure Centre. The event is also an opportunity to hear about the latest developments across NHS Sefton. It begins at 12.30pm before the formal meeting of the Board gets underway an hour later. If you would like to come along to the stakeholder lunch, please contact Nicole Jones on 0151 247 7041 or email Nicole.jones@sefton.nhs.uk to confirm your attendance.

Sefton residents with queries about any aspect of their health or health services should call PALS, our dedicated Patient Advice and Liaison Service, on 0800 218 2333

Our website www.sefton.nhs.uk contains a wealth of information about local community health services, along with advice about improving your health and wellbeing

**Looking Local is our digital TV health information service for Sefton. Virgin Media and many interactive cable and digital TV viewers can access Looking Local by pressing the 'interactive' button. On Sky, go to channel 539 and press the red button. Access Looking Local online or via a web-enabled mobile phone at www.lookinglocal.gov.uk/nhssefton
Download a free Looking Local app for your iPhone**

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REPORT TO: Cabinet Member for Health & Social Care - 19th January 2011
Overview and Scrutiny Committee (Health and Social Care) – 25 January 2011
Cabinet - 27th January 2011

SUBJECT: Adult Social Care Department I.T Capital Programme

WARDS AFFECTED: Non Directly

REPORT OF: Charlie Barker
Strategic Director

CONTACT OFFICER: Robina Critchley
Adult Social Care Director

EXEMPT/ CONFIDENTIAL: No

PURPOSE/SUMMARY:

To present the Cabinet Member with information pertaining to the I.T Capital Programme for the Adult Social Care Department. This report proposes to use the ICT Strategy Capital in conjunction with the Adult Social Care infrastructure grant to support the implementation of a new Client Management Database.

REASON WHY DECISION REQUIRED:

The Cabinet Member has delegated powers to approve the proposed schemes and refer them to Cabinet for release.

RECOMMENDATION(S):

The Cabinet Member is recommended to

- i) approve the proposed schemes detailed in this report
- ii) refer the schemes to Cabinet for release following their deferment after Cabinet and Council on 2nd September 2010.

KEY DECISION: Yes

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FORWARD PLAN: No. – Rule 15 authorised by the Chair of the Overview and Scrutiny Committee (Health and Social Care).

IMPLEMENTATION DATE: Following the expiry of the “call-in” period for the Minutes of the Cabinet Member meeting.

ALTERNATIVE OPTIONS:

None. If the schemes contained in this report are not approved the Adult Social Care Department will not be able to implement a solution for producing electronic assessments /self directed support plans and data quality will not improve. Furthermore, the Department will not achieve safe and accurate information sharing with NHS and this will not enable the development of IT literacy and informatics skills and good practise in recording and use of information on electronic care record systems across the social care workforce.

IMPLICATIONS:

Budget/Policy Framework: As contained in the report

Financial: As contained in the report

<u>CAPITAL EXPENDITURE</u>	2010 2011 £	2011/ 2012 £	2012/ 2013 £	2013/ 2014 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: None

Risk Assessment: None

Asset Management: n/a

CONSULTATION UNDERTAKEN/VIEWS

The Head of Corporate Finance and Information Services has been consulted and has no comments on this report FD580

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities	√		
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being	√		
5	Environmental Sustainability	√		
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Capital Programme Review (Agenda Item 8) September 2010

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Adult Social Care Department IT Capital Programme.

1.

Background

- 1.1 The report to Cabinet and Council on the 2nd September 2010 (Agenda Item.8 – Capital Programme Review) was to provide Members with details of the uncommitted Capital programme to allow Cabinet to determine which uncommitted capital schemes should be approved or abandoned.
- 1.2 Three of the schemes were deferred pending a further report with no contractual commitment to be entered into. The three schemes were:
 - Adult Social Care ICT Strategy. (£194,600)
 - Adult Social Care IT Infrastructure Grant 2008/2011. (£317,052)
 - Capital Investment for Transformation of Adult Social Care. (£197,000)
- 1.3 The Adult Social Care Department require capital funding to develop an adult social care IT infrastructure. This is required for:
 - Improving information sharing between health and social services.
 - Improving the management records of vulnerable adults and streamlining the financial systems.
 - Improving the statutory obligation to safeguard vulnerable adults throughout the borough.
 - Supporting mobile and flexible working to reduce costs and improve service delivery.
 - Improving and streamlining management information to assist service planning and budget management.
- 1.4 The Local Authority in its statutory obligation to safeguard vulnerable adults across the borough requires modern and up to date IT systems to operate in an efficient and effective way and to minimise risk. Current systems do not meet these requirements and this increases risk in this area of service, particularly in relation to safeguarding.
- 1.5 The capital investment in ICT is considered an “invest to save” programme that will allow the Local Authority to comply with the requirements of the White Paper “Our Health, Our Care, Our Say.” Investment in the Adult Social Care IT infrastructure and workforce reform will enable better integration between Health and Adult Social Care, supporting an improvement to the quality and effectiveness of social care

services provided by the Local Authority and enhancing its ability to record, retrieve and share information.

- 1.6 The Adult Social Care Department ICT capital programme is directly related to the Children, Schools & Families IT (Single Child Record) Capital Programme. The costs associated with improving the ICT infrastructure will be shared across the two directorates, given the mutual dependency on systems.
- 1.7 Sefton had an unannounced inspection of contact, referral and assessment arrangements within Sefton Metropolitan Borough Council Children, Schools and Families Services on 19th and 20th October 2010. Two of the areas for development were identified as follows:
- Some caseloads within assessment teams are excessively high. This impacts on the worker's ability to complete work and delays some children receiving services in a timely way.
 - The council has a number of non-integrated electronic and paper recording systems which continue to be a barrier to management oversight and to efficient case management by staff at all levels.

The projects under consideration the Children, Schools & Families IT (Single Child Record) Capital Programme will help address both of these areas by enabling staff to work more efficiently and effectively, but this will not be accomplished without the matched investment from the proposed Adult Social Care Department ICT capital programme.

2 Project Breakdown and Benefits

- 2.1 The Adult Social Care ICT Strategy and the IT Infrastructure Grant 2008/2011 include funding for:
- Upgrade or replacement of Adult Social Care Case Management System (CMS) including associated infrastructure and services (£291k)
 - Upgrade of Business Object reporting platforms across the departments' management information systems (£20k)
 - Implementation of the Department of Health's proposal for an "Electronic Social Care Record" (£145k)
 - Implementation of a secure "N3" network connection between the Local Authority and PCT (£15k)
 - Technology to support mobile and flexible working (£40k)
- 2.2 The Local Authority currently uses the Northgate "Swift" product as a social care database. Operational user's record information on service users with supporting information on carers, and involvement from other healthcare practitioners to identify service user needs, identify risk review/reassess continued care. The functionality of the "Swift" system is limited. Feedback from operational users suggests that "Swift" is cumbersome, difficult to navigate through screens and does not retain key information within data fields, which results in frequent duplication of work. The DoH expectation is for Local Authorities to have a social care case management system (CMS) that is easily used by partnering agencies involved in the provision of health

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and social care services. The required system should enable electronic assessments and the sharing of information between health and social care practitioners. The anticipated cost of upgrading or replacing the Adult Social Care Case Management System (CMS), including associated infrastructure and services is £291,000.

If the Local Authority does not commit to the upgrade of the existing social care case management system it will not be able to achieve efficiencies in administering its statutory processes in relation to safeguarding vulnerable adults.

- 2.3 Directly associated with the proposed upgrade of the existing social care case management system, the Local Authority must upgrade its IT based “Business Objects” reporting platform at a cost of £20’000. The SAP “Business Objects” toolsets enable the Local Authority to access, search, query, format and analyze data recorded in the Capita ONE product. The toolsets also enable the authoring of reports which deliver the data as information, which is stored centrally and made selectively available to communities of password-protected users.

If the Local Authority does not commit to the upgrade of the SAP “Business Objects” toolsets it will not be able to turn massive data volumes into information that increases insight, performance and empowers individuals at every level of the organisation to make informed decisions about services for vulnerable adults.

- 2.4 The Electronic Social Care Record (ESCR) brings together all relevant information for a social care user in one place, which typically includes forms, letters, emails, records of phone calls, meetings notes etc. ESCR was successfully piloted pilot in 2008/9 and the capital cost of implementing ESCR for Adult Social Care is £145,000, with a further contribution of £145,000 from Children’s Schools & Families.

Having a record in electronic format enhances the efficiency and responsiveness of the service, making managing the volume of material to be recorded easier, more secure and enabling records to be retrieved simply.

This system will help manage and reduce safeguarding risks.

This links directly to the areas for development highlighted in the unannounced inspection of contact, referral and assessment arrangements within Sefton Metropolitan Borough Council Children, Schools and Families Services, in terms of robust and efficient working. This system will help manage and reduce safeguarding risks for children in need and vulnerable adults.

- 2.5 The proposed upgrade or replacement of the Adult Social Care Case Management System (including associated infrastructure and services) will support a single assessment process, enabling NHS staff from Sefton PCT to directly input/retrieve data or alternatively facilitate the integration of adult social care and NHS case management systems to support information sharing. This sharing of information requires a secured, broadband network connection between the Local Authority and NHS Sefton. The proposed “N3” connection is essential if staffs from both organizations are to use a common system or if data is to be exchanged securely between the organizations separate IT systems. The anticipated cost of implementing the secure “N3” network is £15,000.

If the Local Authority does not commit to installing the secured “N3” network connection it will not be able to achieve efficiencies resulting from a single assessment process and information sharing.

2.6 As part of the Personalisation Agenda, there is a requirement for the joint assessment of the needs of vulnerable people (children and adults), using mobile and remote technology to support workers in the field. To deliver this outcome the Local Authority intends to:

- Provide social service practitioners with secure access to electronic case files, delivered via secure web pages, using dedicated remote devices such as tablets/PDA's or by mediated access over the telephone.
- Ensure that remote access to electronic case files is available whenever officers are working in the community, especially if this is out of normal hours.
- Ensure that electronic case files include full details of contact assessment, referrals and care management, which should include detail of payments, request and delivery dates and the nature of the care being provided.
- Ensure that the integrity and security of information is maintained.
- Work with local partners to implement IT solutions that will enable field workers to perform joint assessments.
- Adopt on or offline connections to back office systems that enable care or health workers to perform a single assessment of the needs of a vulnerable adult or child and trigger the servicing of those needs by multiple agencies.

The anticipated cost of implementing the technology to support mobile and flexible working is £40,000.

2.7 The Capital Investment for Transformation of Adult Social Care includes funding for:

- Business process remodelling/re-engineering
- Raising the skills and remodelling of the of the Adult Social Care workforce

This funding is predominately aimed at transformation and is specifically aligned to changing the way we work as an organisation and building capacity for the future.

3 Summary

3.1 The project broadly comprises three main elements as detailed above: upgrading existing systems, implementing essential new systems and workforce reform, which should result in improved efficiency and reduced risk for vulnerable adults.

3.2 In future of the local authority will be much smaller and systems such as these are the only way of improving efficiency and effectiveness and to continue to provide high quality services.

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- 3.3 The Local Authority will be able to realise efficiencies through increased productivity and reduced administration from implementing an improved ICT system. The benefits realised will allow the Local Authority to transform its workforce and reduce staffing, resulting in financial savings. This will be based on an existing business case developed by the Business Transformation Team which has identified potential savings of some £200,000 from 2012/13 through implementation of a more robust case management system and the re-organisation and streamlining this will support.
- 3.4 The anticipated outcomes and potential benefits to be realised from the capital investment in ICT from the schemes are:
- Enhance the effectiveness and efficiency of the services provided to vulnerable adults.
 - Reduce the time spent tracking down relevant background information about a vulnerable adult, supporting early and potentially less costly interventions.
 - Improved information sharing in respect of a person in receipt of services from the Local Authority and Health services, giving a complete, holistic picture of interactions and interventions, and to help ensure that people receive the services they need.
 - Support informed decisions by making accurate information accessible to the right people at the right time.
 - Increased productivity and reduced administration by improving workforce practice.
 - Workforce transformation and restructuring, resulting in financial savings.

4 Recommendation(s)

- 4.1 The Cabinet Member is recommended to
- iii) approve the proposed schemes detailed in this report
 - iv) refer the schemes to Cabinet for release following their deferment after Cabinet and Council on 2nd September 2010.

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Meeting: OVERVIEW AND SCRUTINY COMMITTEE
(HEALTH AND SOCIAL CARE)

Date of Meeting: 25 JANUARY 2011

Title of Report: WORK PROGRAMME - KEY DECISION FORWARD PLAN
1 FEBRUARY – 31 MAY 2011

Report of: S.J. Tunney
Assistant Chief Executive

Contact Officer:
Debbie Campbell,
Overview & Scrutiny Officer
(Telephone No.) 0151 934 2254

This report contains	Yes	No
CONFIDENTIAL Information/		√
EXEMPT information by virtue of paragraph(s)..... of Part 1 of Schedule 12A to the Local Government Act, 1972 (If information <u>is</u> marked exempt, the Public Interest Test must be applied and favour the exclusion of the information from the press and public).		√
Is the decision on this report DELEGATED ?	√	

Purpose of Report

To consider items for pre-decision from the latest Key Decision Forward Plan and to update the Committee on its Work Programme.

Recommendations

- 1 That the Committee considers any items for pre-scrutiny from the Key Decision Forward Plan, as appropriate;
- 2 that the progress and actions of the cross-cutting Working Group, to scrutinise health inequalities within the Borough, be supported; and
- 3 that the Committee visit to Southport and Formby District General Hospital premises in February 2011 be supported.

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Corporate Objective Monitoring

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1.	Creating a Learning Community		√	
2.	Creating Safe Communities		√	
3.	Jobs and Prosperity		√	
4.	Improving Health and Well-Being	√		
5.	Environmental Sustainability		√	
6.	Creating Inclusive Communities	√		
7.	Improving the Quality of Council Services and Strengthening local Democracy	√		
8.	Children and Young People		√	

Financial Implications

	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £	2013 2014 £
<i>CAPITAL EXPENDITURE</i>				
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
REVENUE IMPLICATIONS				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

There are no financial implications arising out of this report.

Departments Consulted in the preparation of this Report

None

List of Background Papers relied upon in the preparation of this Report

None

SEFTON M.B.C

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1. PRE - SCRUTINY - PRIOR CONSIDERATION OF REPORTS BEFORE THEY GO TO CABINET

- 1.1 Members may request to pre-scrutinise items from the Key Decision Forward Plan. Such items must fall under the remit (Terms of Reference) of this Committee.
- 1.2 The pre-scrutiny process assists the Cabinet and Cabinet Members to make effective decisions by examining issues beforehand and making recommendations prior to a determination being made.
- 1.3 The Overview & Scrutiny Management Board have requested that only those Key Decisions which fall under the remit of each Overview & Scrutiny Committee should be included on the agenda for consideration.
- 1.4 The latest Forward Plan is attached at **Appendix A** for this purpose. For ease of identification, any items listed on the Forward Plan for the first time appear as shaded.
- 1.5 There is just one item within the current Plan which falls under the remit of this Committee. There are no new items on this occasion. The current item is as follows:-
 - Carers Strategy Progress.
- 1.6 ***The Committee is invited to consider items for pre-scrutiny from the latest Key Decision Forward Plan.***

2. HEALTH INEQUALITIES & SCRUTINY

Cross-Cutting Working Group

- 2.1 Work is continuing for the cross-cutting Working Group, comprised of the four O&S Chairs, plus 2 Labour Members.
- 2.2 At the time of drafting this report a final report for the Working Group has been drafted and Members are due to meet to discuss it.
- 2.3 Any further developments will be reported verbally to this Committee at its meeting.
- 2.4 ***The Committee is requested to support the progress and actions of the cross-cutting Working Group, to scrutinise health inequalities within the Borough.***

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3. COMMITTEE SITE VISIT TO SOUTHPORT & FORMBY DISTRICT GENERAL HOSPITAL

- 3.1 At the last meeting of this Committee, Members agreed to accept the invitation by the Chairman of the Southport and Ormskirk Hospital NHS Trust for Members of the Committee to visit Southport and Formby District General Hospital early in 2011.
- 3.2 The date for the visit has been agreed as **Monday, 14th February 2011**, and will take place at the Southport and Formby District General Hospital premises at the site in Town Lane, Kew.
- 3.3 The visit will allow Committee Members the opportunity to meet members of the Hospital's Trust Board and view some of the recent developments, such as the refurbishment of the A&E Department.
- 3.4 The proposal is for a **morning meeting**, followed by a round-the-table discussion.
- 3.5 Members will be advised of the arrangements regarding exact times, an itinerary for the visit, etc. in due course. In the meantime Members are requested to note the above arrangements in their diaries.
- 3.6 It would also be most helpful if Members could advise the relevant Overview and Scrutiny Officer whether or not they intend to attend this visit, for catering purposes.
- 3.7 ***The Committee is requested to support the visit to Southport and Formby District General Hospital.***

4. RECOMMENDATIONS

- 4.1 That the Committee considers any items for pre-scrutiny from the Key Decision Forward Plan, as appropriate;
- 4.2 that the progress and actions of the cross-cutting Working Group, to scrutinise health inequalities within the Borough, be supported; and
- 4.3 that the Committee visit to Southport and Formby District General Hospital premises in February 2011 be supported.



SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 FEBRUARY 2011 - 31 MAY 2011

This Forward Plan sets out the details of the key decisions which the Cabinet, individual Cabinet Members or Officers expect to take during the next four month period. The Plan is rolled forward every month and is available to the public 14 days before the beginning of each month.

A Key Decision is defined in the Council's Constitution as:

1. any Executive decision that is not in the Annual Revenue Budget and Capital Programme approved by the Council and which requires a gross budget expenditure, saving or virement of more than £100,000 or more than 2% of a Departmental budget, whichever is the greater;
2. any Executive decision where the outcome will have a significant impact on a significant number of people living or working in two or more Wards

As a matter of local choice, the Forward Plan also includes the details of any significant issues to be initially considered by the Executive Cabinet and submitted to the Full Council for approval.

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each Key Decision, within the time period indicated.

Under the Access to Information Procedure Rules set out in the Council's Constitution, a Key Decision may not be taken, unless:

- it is published in the Forward Plan;
- 5 clear days have lapsed since the publication of the Forward Plan; and
- if the decision is to be taken at a meeting of the Cabinet, 5 clear days notice of the meeting has been given.

The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in the Forward Plan in accordance with Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to Information Procedure Rules.

Copies of the following documents may be inspected at the Town Hall, Lord Street, Southport PR8 1DA or accessed from the Council's website: www.sefton.gov.uk

- Council Constitution
- Forward Plan
- Reports on the Key Decisions to be taken
- The minutes for each Key Decision, which will normally be published within 5 working days after having been made

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Members of the public are welcome to attend meetings of the Cabinet and the individual Cabinet Members which are held at the Town Hall, Oriel Road, Bootle or the Town Hall, Lord Street, Southport. Video conferencing facilities are available at both venues for the Cabinet Member meetings. The dates and times of the meetings are published on www.sefton.gov.uk or you may contact the Committee and Member Services Section on telephone number 0151 934 2068.

NOTE:

For ease of identification, items listed within the document for the first time will appear shaded.

Margaret Carney
Chief Executive

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Carers Strategy Progress			
Decision Maker	Cabinet Member - Health and Social Care			
Decision Expected	16 February 2011			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	None			
Method(s) of Consultation	Report of the Strategic Director - Social Care and Well-Being			
List of Background Documents to be Considered by Decision-maker	None			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Robina Critchley, Colin Speight		
	E-mail Address Telephone No	robina.critchley@sefton.gov.uk, colin.speight@sefton.gov.uk Tel: 0151 934 4900, Tel: 0151 934 3743		
	Consultation Deadline Date	12 January 2011		

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CONTACT DETAILS

HOW TO MAKE REPRESENTATIONS TO DECISION TAKER

Political Leadership

Councillor Robertson, Leader, Liberal Democrat Party and Leader of the Council, c/o Town Hall, Lord Street, Southport PR8 1DA

Email: libdems@sefton.gov.uk

Tel: 0151 934 2252

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Councillor P. Dowd, Leader, Labour Party, c/o Town Hall, Oriel Road, Bootle L20 7AE

Email: peter.dowd@sefton.gov.uk

Tel: 0151 934 3361

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Councillor Parry, Leader, Conservative Party, c/o Town Hall, Lord Street, Southport PR8 1DA

Email: conservatives@sefton.gov.uk

Tel: 0151 934 2061

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Note: Additional contact details are also enclosed within the body of the document.