

Advisory Panel - People

Agenda

Date: Monday, 19th January, 2009
Time: 2.00 pm
Venue: The Capesthorne Room - Town Hall, Macclesfield SK10 1DX

The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any personal and/or prejudicial interests in any item on the agenda

3. **Public Speaking Time/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a total period of 10 minutes is allocated for members of the public to address the Committee on any matter relevant to the work of the Committee.

Individual members of the public may speak for up to 5 minutes but the Chairman will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers.

Note: In order for officers to undertake any background research it would be helpful if questions were submitted at least one working day before the meeting.

4. **Minutes of Previous meeting** (Pages 1 - 6)

5. **Lifelong Learning and Employment Support** (Pages 7 - 8)

Please contact Julie North on 01270 529728 or 01270 529644
E-Mail: julie.north@cheshireeast.gov.uk with any apologies or requests for further
information or to give notice of a question to be asked by a member of the public

To give consideration to a position paper on Lifelong Learning and Employment Support

6. **Social Care Re-Design Update** (Pages 9 - 10)

To give consideration to a summary on Social Care Redesign (Adults)

7. **Sensory Impairment** (Pages 11 - 14)

To give consideration to a report on the whole systems review of Cheshire Sensory Impairment Services

8. **Safeguarding Adults**

To receive a verbal update on Safeguarding Adults

9. **Member Induction**

Report to follow

10. **Work Programme**

To receive a verbal update on the work programme

CHESHIRE EAST COUNCIL

Minutes of a meeting of the Advisory Panel - People
held on Monday, 8th December, 2008 at Tatton Room, Macclesfield Town
Hall

PRESENT

Councillor R Westwood (Chairman)
Councillor Miss C Andrew (Vice-Chairman)

Councillors C Beard, D Beckford, D Brown, J Crockatt, P Findlow, R Fletcher,
A Knowles, W Livesley, M Parsons and Mrs C Tomlinson

Apologies

Councillors R Domleo and Mrs D Flude.

30 APOLOGIES FOR ABSENCE

Councillors R Domleo and Mrs D Flude.

31 DECLARATIONS OF INTEREST

None.

32 PUBLIC SPEAKING TIME/OPEN SESSION

A representative from the Older People's Network attended the meeting and gave a presentation to the Panel on the role of the OPN. In addition she expressed concern in respect of a letter she had received which stated that funding for the OPN would not continue for the period 2009/2010. Furthermore she raised concerns that the new structure for the People Directorate did not refer to Older People.

In response to the concerns expressed by the OPN, the Strategic Director Designate (People) gave his assurances that Cheshire East Council had a commitment to providing funding beyond 2009. In respect of the change in name of the structure to Adult Services, the Director confirmed very few Authorities distinguished between Older People and Adult Services. The term 'Adult Services' had been used generically to incorporate all people over the age of 18. He reassured the representative from the OPN that the choice of structure did not reflect a weakening of the Council's commitment to older people.

The Panel were concerned that the OPN had received a letter, which stated that funding from 2009 would cease to exist. Members requested that the Director confirm in writing his assurances, that funding for the Organisation would continue in 2009.

RESOLVED

That the Strategic Director Designate (People), confirm in writing to the OPN that funding for 2009 would continue.

33 MINUTES OF PREVIOUS MEETING

RESOLVED

That the minutes of the meeting be approved as a correct record subject to the inclusion of Councillor J Findlow in the list of those present.

34 CHILDREN'S TRUST IMPLEMENTATION

Consideration was given to a report on the implementation arrangements in relation to the establishment of a Children's Trust.

The report highlighted to Members the key issues which needed to be addressed over the next 12 months as well as including a number of recommendations for how best to develop and implement future Trust arrangements taking account of current legislation, emerging DCSF guidance and local experience of setting up and operating the current Children's Trust.

Members expressed the importance of ensuring that the implementation arrangements went ahead as soon as possible. It was felt that Cabinet should be recommended to expedite the process without delay.

It was requested that a statement outlining the differences between a Children's Trust and Local Safeguarding Board be circulated to Members on the Panel, in order to assess if there was an overlap between the two, how one could be held accountable over the other, their respective functions and how in practice they should operate. In addition it was considered appropriate that an electronic link be emailed to Members on the Panel in order for them to access copy of the Government's report and that a report be brought back to the Panel once further Government guidance on the matter became available.

Furthermore the Chairman suggested it would be useful if an induction programme for all Members of the Council was devised in order to address the complex nature of the subject combined with the fact that the majority of Members had little experience in this field.

RESOLVED

1. That Cheshire East Council be recommended to approve the creation of a Children's Trust Implementation Board with a mandate to consider the issues raised in the report and its appendices and take forward the future Children's Trust arrangements.

2. That the Executive be recommended to delegate authority on behalf of Cheshire East to the Lead Member for Children and the Strategic Director - People to ensure that the Trust is set up in a timely fashion in order to be sufficiently operational for 1 April 2009.

3. That final decisions in relation to the Governance Documents for the Trust, would, as with the (statutory) Children Plan and the LSP/LAA, be subject to the consideration and advice by the Cabinet and the final decisions of Council and partners.

35 AREA BASED GRANT

Consideration was given to a report updating Panel Members on the implications of the Area Base Grant and any potential budgetary consequences.

Concern was expressed that funding for Cheshire East was considerably lower than that of Cheshire West and Chester.

The Panel were advised that the formula used to calculate how much funding would be awarded to each of the Authorities included the severity of deprivation that a particular Local Authority was faced with.

RESOLVED

That the implications of the Area Base Grant and any potential budgetary consequences be noted.

36 COMMISSIONING STRATEGY - ADVOCACY

Consideration was given to a report highlighting to Panel Members the range of provision in East Cheshire and to propose, in high-level terms, the commissioning approach for the future, in partnership with the Primary Care Trust (PCT).

Members were informed that the report had already been considered by Cabinet and therefore was for information purposes only.

Reference was made to whether or not work on the disaggregation of funding for self-advocacy had been completed. In response to this Members were informed that work was ongoing with a number of Organisations.

RESOLVED

That the report be noted.

37 DEPRIVATION OF LIBERTY SAFEGUARDS

Consideration was given to a report informing Panel Members of a new statutory responsibility, the Deprivation of Liberty Safeguards, which would come into force in April 2009. In addition Members were requested to consider the appropriate administrative and procedural machinery that would be required to ensure their successful implementation.

With reference to the new legislation it was queried if additional posts would be advertised or if current employees would be used from existing Cheshire County Council.

In response it was anticipated that depending on the workload existing staff could be used, however if the workload was considerably larger than expected then Officers might need to consider looking at employing external staff.

With reference to paragraph 6.2 of the report Members queried how the Council ensured there was a sufficient number of Doctors available to undertake the assessments. The Panel was informed that the primary Care Trust charged the

Council for hiring out Section 12 Doctors trained specifically under the Mental Health Act. Availability of Doctors was not considered to be a serious issue as long as contractual arrangements could be resolved.

RESOLVED

That Cabinet be recommended to approve the appropriate mechanisms for the receipt and scrutiny of assessments for the Deprivation of Liberty Safeguards with the Primary Care Trust as outlined in the report.

38 LEASING CONTRACTS FOR SCHOOLS

Consideration was given to a report informing Panel Members of the change in process for schools taking out leasing agreements.

RESOLVED

That Cabinet be recommended to approve the proposed new procedures in order to enable schools to benefit from the Office of Government Commerce (OCG) contracts.

39 WORK PROGRAMME

The Strategic Director Designate (People) advised Members that the following items would need to be considered in the future:-

- (i) Transition for disabled people.
- (ii) Proposals for undertaking a comprehensive review of Sensory and Impairment Services.
- (iii) Requirement to establish the Independent Safeguarding Authority and to ensure anyone who has contact with vulnerable people had been vetted.
- (iv) Proposals in securing Lifelong Learning Services.

It was agreed that the Strategic Director Designate (People) would produce a list of items for the Panel to consider at the next meeting.

RESOLVED

That a list of items to be included on the work programme be considered at the next meeting of the Panel.

40 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 & 2 of Part 1 of Schedule 12(A) of the Act.

41 PEOPLE DIRECTORATE STRUCTURE - UPDATE REPORT

Consideration was given to a report updating the Advisory Panel Members on the progress of work to implement a structure for the People Directorate of Cheshire East Council.

Disappointment was expressed that three Managers working in the Children's Services Department at Cheshire County Council had obtained new posts outside of Cheshire.

RESOLVED

That the progress made on implementing the structure be noted.

The meeting commenced at 2.00 pm and concluded at 3.40 pm

Councillor R Westwood (Chairman)

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People Panel (Cheshire East)
Position Paper 9.1.2009
Lifelong Learning and Employment Support

CONTEXT

- Service delivery comprises two main areas, Learning and Skills and Employment Support, both making an invaluable contribution to wellbeing, regeneration and social inclusion.
- It is a key role of Local Authorities to ensure the availability of all kinds of learning opportunities to contribute to the wellbeing of all of their residents.
- The service aims to take learning to where people can best access it and currently delivers at around 150 venues in Cheshire East. Annually there are approximately 5,500 learners.
- Support into work and training is especially important at a time of economic uncertainty and for those most disadvantaged. The Employment Support service works with individuals with learning difficulties and /or disabilities. Volumes are around 200 individuals supported annually.
- The base budget for the service currently stands at £250k. This levers in around £1m of external funding annually. Learning and Skills Council (LSC) funding of £970k annually is in place until 31.7.2009. Job Centre Plus (JC+) funding of £208k annually is in place until October 2009.
- The service is performing well. It achieved MATRIX (National Guidance quality standard) re-accreditation in December 2008. At the last OfSTED inspection Lifelong Learning achieved the second highest grade profile nationally of local authority adult education services. The Workstep provision is due for inspection in February 2009.
- Maintaining high standards is essential for people using the services but also as the continuation of external funding is dependant on this.

AREAS OF SERVICE DELIVERY

- **Adult and Community Learning** (non- accredited). This is delivered through commissioning and there are currently around 20 contracted providers operating in East Cheshire, including 3 Further Education Colleges, 1 independent Adult Learning provider and various Third Sector organisations.
- **Skills for life** delivery – the “Move On” team directly deliver national English and maths qualifications up to Level 2 (GCSE A*-C grade equivalent)
- **Parenting Support and Family Learning** are a key part of the “core” offer, contributing to Every Child Matters outcomes as part of the Narrowing the Gap and Think Family national policies. The team work in partnership with Schools and Children’s Centres providing an offer addressing the adults’ own learning needs, raising standards for children and supporting adults with their parenting needs.
- **Continuing Professional Development** is offered to all providers, including the Children’s workforce, in these specialist areas.
- **Workforce Development** is focussed on specific local authority delivery areas and supported through draw down of LSC Train to Gain funds. This

delivers NVQs to level 3, through the in-house assessment centre and some specialist contracts, alongside the Skills for Life qualifications through the Move On team.

- **Supported Employment** – works with Social Care users to support those who are able into work and maintain support to ensure job retention where this is needed.
- **Workstep Provision** – delivers a Job Centre + funded scheme for disabled people
- **Routefinders** - continuation of a successful Public Service agreement programme which enables people to progress into employment who may not otherwise be able to do so due to the complexities associated with their disability.

CURRENT POSITION

- The new authority offers some exciting opportunities to work differently. However it also throws up some challenges which will have to be met alongside a response to significant external change for these areas of work.
- The staffing in the East currently stands at 22 officers, with areas of specialism in Adult Learning, Skills for Life, Family learning and Parenting Support and vocational qualifications in a range of subject areas relevant to local authority delivery.
- There are gaps in experience and skills in post 19 education at senior management level within the service and development officer level, there are no IAG(Information Advice and Guidance) qualified staff, no experience of contract and finance management of externally funded provision and limited direct delivery capacity in Skills for Life and Family Learning. An agreement is in place to share the MIS function across the 2 new authorities until such time as resources can be made available for new systems.
- The recent DCFS / DIUS Raising Expectations (March 2008 - Machinery of Government) paper leaves post compulsory education (excluding HE) facing its most significant change in many years, with the creation of a new funding body and the transfer of 16-19 education planning to Local Authorities. There will be a need for all areas of the local authority affected by these changes to work closely together to ensure a robust response which will prevent our most vulnerable individuals and communities from facing further disadvantage.
- The new welfare reforms in the DWP recent white paper, "Raising Expectations and Increasing Support" (Dec 2008) will lead to integrated employment and skills delivery. The progress already made along these lines needs to be further developed in the new authority

People Advisory Panel 19 January 2009
Social Care Redesign (Adults) Update - Summary

Model agreed by East Cabinet in Autumn 2008:

- Prevention and re-ablement funded from efficiencies in administration / management and assumption that high quality, upfront service will reduce pressure on social care budget
- Local patch teams will provide responsive & personalised services with early resolution for users
- Eligibility criteria for care services is not changing but information, prevention and re-ablement will be widely available
- Provision separated and run on a more commercial basis
- Users to have personal budgets set by resource allocation system

Activities in place to achieve Transition and Transformation:

- Organisational structures currently out for formal staff consultation
- Public consultation in progress until 16th February. Evaluation to be published in March
- Advisory Task & Finish Group set up to monitor and challenge performance and implementation
- Approval for Resource Allocation System & new Charging policy to be sought in April 2009. Extensive testing currently underway.
- Implementation plan & risk register is fully established
- Shadow East Management Team now set up and planning the transition on the basis of the safe balance between continuity and change

Organisation issues:

- 2009-10 budget proposals to achieve Scenario and deliver New Model are challenging – They are achievable BUT are contingent on retention of skilled and experienced staff, reliable financial information, application of all SCR reform grant and other temporary monies to phase reductions safely, realising staff reductions and personalising service delivery
- Staffing policies need to be attractive and flexible (Voluntary Redundancy packages / Flexible and Mobile working etc)
- East Localities need to be established quickly and reflect user demands
- Strong corporate support will be required as there are several Legal, Personnel and Financial implications to manage
- Personalisation of services is a whole council response and requires synergy and co-operation across the organisation
- Strong member support & leadership is required for some difficult decisions!

Risks:

- Retention of key staff (service and support) is critical
- Robust ICT and information systems are essential
- Scale of change / available resource must be balanced
- Safeguarding & growth must be adequately resourced

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Whole Systems Review of Cheshire Sensory Impairment Services - 2008 / 09

Objective	Action	Timescale	Current Position
1. Identify current service provision delivered by Social Care, Health, Third Sector and Private Sector	Obtain information from all service providers in Cheshire and outside the area if appropriate.	January 2009	
2. Identify guiding Legislation and policy that influences and shapes the practice of services being delivered.	Research relevant Legislation to clarify statutory responsibilities and check recent influencing policy documents.	January 2009	Legislation obtained. Policy being researched.
3. Identify the current strengths and weaknesses in the systems and service delivery to individuals. Also identify gaps in services.	Issue questionnaire to all stakeholders and compile responses. Share with group, using information to influence action.	December 2008	Comments received from most group members. Information compiled onto single form.
4. Identify the holistic needs of sensory impaired people.	Consult with all stakeholders and others.	January 2009	
5. Investigate how others deliver sensory impairment services.	Research other areas - North West England and wider UK. Visit specific services if helpful.	January 2009	Being researched.
6. a) Outline current Pathway for service user and carer. b) Identify a future Care Pathway to achieve a cohesive, consistent and best value service delivery, giving improved outcomes for individuals, their family and local communities.	a) Map out current service provision and how these services are acquired. Look at processes, criteria and the +/- points identified in 4. b) Agree the desired Care Pathway and the further action required to achieve this.	January 2009 May 2009	
7. Identify a desirable operating option for the future service to ensure an effective response to individuals facing sensory loss.	Look at various viable options and consider which would be most appropriate, effective and achievable. Visit other services if appropriate.	June 2009	Damien briefed group and will remain involved.
8. Consult with wider stakeholders, including service users and carers to determine the preferred options for future delivery.	Present all information to wider stakeholders for serious discussion. Agree recommendations for all aspects of service delivery from initial contact to provision of services.	June 2009	Review group set up including reps from all relevant agencies.

9. Consider the provision of equipment and agree the range and method of provision in the future service.	Clarify current situation. Obtain information from other North West England and UK Services. Consider role of ChoiceEquip and ILC's. Agree future criteria, policy, range and process of equipment provision.	May 2009	Cathrine Ruston briefed review group about ILC role and development. VI team briefed by Susan Heap. Research taking place.
10. Maximise the use and potential use of current resources.	Link to 2, 4, 7, 8.	June 2009 and beyond	
11. Consider the links with, and the role of, others involved in Community Services (Housing, Culture, Leisure, Education, Transport, Roads etc) and how developments in these can be influenced regarding sensory impairment.	Identify appropriate services and named contacts. Look for local opportunities for consultation and negotiation.	July 2009	
12. Develop a comprehensive pack of important information to issue to the service user and / or carer. This could include some personal details as in the 'Information Prescription'.	Look at current information and how it is issued. Identify and agree improved version and distribution method.	April 2009	
13. Provide statistical information about sensory impairment services in East and West Cheshire including costs.	Obtain relevant information and share with group.	February 2009	
14. Ensure all stakeholders are in agreement and supportive to any new proposals regarding service delivery.	Confirm agreement and support of all stakeholders through regular meetings and discussions.	March 2009	
15. Agree how information about sensory impairment services will be made available to the public and other public services.	Consider options (leaflets, Internet) and formats. Plan and agree a more joined up style of service information.	June 2009	
16. Consider how the prevention of sensory loss can be promoted to the wider public.	Look at options and identify key links. Seek opportunities to promote.	June 2009	
17. Consider the role of Local Eye Health Groups and how these can be developed across the area.	Clarify role and current situation. Identify leads for any development.	April 2009	LEHG recently set up in Chester / Ellesmere Port Area and ECLO appointed for trial period.
18. Report the work and recommendations of the group to the new Authorities by July 2009.	Compile a final report including recommendations. Present the report to East Cheshire and West Cheshire and Chester Councils.	July 2009	

Progress Report of Review of Visual Impairment Services as part of a wider Review of Sensory Impairment Services (January 2009)

The work being undertaken continues and the attached Work Plan provides some detail of the main areas of activity and focus.

The review group has wide representation from all services involved in Sensory Impairment, including Childrens Education/Schools Services and Older People Services.

The review has been most recently considering the 'as is' position, with a strengths and weaknesses exercise having been undertaken. Full account has been taken of the legislative base and requirement, funding streams and realities, and alternative models of service provision explored.

The review group have been helped to date in their task by inputs on the adoption of a Whole Systems approach to service development and also Outcome Based Commissioning, its principles and requirements. Regular progress reports have been requested of the Project Manager and will be used to further inform the two new Authorities over the next twelve months.

Jane Colville
Senior Manager

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