

Health and Adult Social Care Overview and Scrutiny Committee

Agenda

Date: Thursday, 1st December, 2016
Time: 10.00 am
Venue: Committee Suite 1,2 & 3, Westfields, Middlewich Road,
Sandbach CW11 1HZ

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. **Minutes of Previous meeting** (Pages 3 - 6)

To approve the minutes of the meeting held on 3 November 2016.

3. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

4. **Declaration of Party Whip**

To provide an opportunity for Members to declare the existence of a party whip in relation to any item on the Agenda

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

For requests for further information

Contact: Mark Nedderman

Tel: 01270 686469

E-Mail: mark.nedderman@cheshireeast.gov.uk with any apologies

A total period of 15 minutes is allocated for members of the public to make a statement(s) on any matter that falls within the remit 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 and background research, it would be helpful if members of the public notified the Scrutiny Officer listed at the foot of the Agenda at least one working day before the meeting with brief details of the matter to be covered.

6. **Joint Strategy for Carers** (Pages 7 - 34)

To consider a report of the Director of Adult Social Care and Health.

7. **Work Programme** (Pages 35 - 40)

To review the current Work Programme

8. **Forward Plan** (Pages 41 - 52)

To note the current forward plan, identify any new items, and to determine whether any further examination of new issues is appropriate.

CHESHIRE EAST COUNCIL**Minutes of a meeting of the Health and Adult Social Care Overview and Scrutiny Committee**

held on Thursday, 3rd November, 2016 at Committee Suite 1,2 & 3,
Westfields, Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor J Saunders (Chairman)
Councillor B Dooley (Vice-Chairman)

Councillors Rhoda Bailey, G Merry, A Moran and S Brookfield(substitute), D Flude (substitute)

Apologies

Councillors D Bailey and L Jeuda

29 MINUTES OF PREVIOUS MEETING

Resolved – That the minutes of the meeting held on 6 October 2016 be confirmed as a correct record and signed by the Chairman.

30 ALSO PRESENT

Councillor Janet Clowes - Adult Care and Integration Portfolio Holder
Mark Palethorpe - Strategic Director of Adult Social Care and Health
Sarah Smith - Corporate Commissioning Manager
Dr Tanya Stanway - CWP
Tim Welch - CWP
Julie Cottier - CWP
Neil Evans - Eastern Cheshire CCG
Julie Curtis Eastern Cheshire CCG
Tracy Parker Priest – South Cheshire CCG

31 DECLARATIONS OF INTEREST

There were no declarations of interest.

32 DECLARATION OF PARTY WHIP

There were no declarations of the existence of a party whip.

33 PUBLIC SPEAKING TIME/OPEN SESSION

David Wood from Macclesfield referred to respite carer facilities in the borough. He informed the Committee that he had conducted an independent anonymous survey involving a small number of existing users of the service. The results of his survey were in marked contrast to the results outlined in the Council's own survey contained in the report on today's agenda. He therefore asked officers to take

note of the comments received in his independent survey which he contended were well founded and genuine.

David spoke favourably about the new booking arrangements which were similar to the previous arrangements. However, he expressed concern about the availability of local beds which meant that service users were occasionally having to go outside of their local area. Not all the providers supplied respite services and some users had expressed a preference to not use some providers in future.

He expressed his disappointment that in a time when dementia was on the increase, the Council was proposing to reduce the number of respite beds available by three.

Mr Wood was asked by the Chairman to forward his independent survey onto Sarah Smith Corporate Commissioning Manager.

Jean Bennett also spoke about respite carer facilities. She also contended that experience of service users did not concur with the positive responses reported in the Council document on today's agenda. She asked for clarification as to the location of the respite bed referred to in paragraph 6.11 of the report which was situated in the north of the borough. She also asked if the Council had carried out an investigation to explain the small usage of respite beds referred to in paragraph 6.20.

Finally, she enquired as to what the Council's intentions were with regard to the additional savings that would be made if three further beds were closed which would be in addition to the £1.6 million saved as a result of closing permanent respite care facilities.

34 CHESHIRE AND WIRRAL PARTNERSHIP (CWP) NHS FOUNDATION TRUST QUALITY ACCOUNT 2015/16

Dr Tania Stanway, Julia Cottier and Tim Welch attended the meeting and reported on additional detail requested by the Committee in May 2016 when CWP had presented its quality accounts for 2015/16.

The Chairman explained to CWP that when the quality accounts had been presented to the Committee in May, the report lacked specific performance data on outcomes. For instance, the Committee had sought additional information relating to programmes that had been considered to have been successful, and on specific matters such as suicide reduction, complaints, how Patient Advice and Liaison Service (PALS) was resourced, and Children and Adolescent Mental Health Services (CAMHS)

RESOLVED – That CWP be invited back to a future meeting of the Committee and in the meantime, the Chairman be requested to have further discussions with representatives of CWP outside of the meeting regarding the level of detail required by the Committee.

35 CHESHIRE AND WIRRAL COMMISSIONING POLICY

Neil Evans and Julie Curtis from Eastern Cheshire CCG and Tracy Parker Priest from South Cheshire CCG attended the meeting and gave a presentation relating

to a consultation process to review the Cheshire and Wirral Commissioning Policy. The proposed changes involved six clinical areas covering fifteen conditions in total.

Neil explained that when feedback had been collated following the period of consultation, the matter would be referred to each governing body of the five CCGs covered by the consultation with a view to the publication of a new standard policy across all five CCG areas.

RESOLVED – That the presentation be received and noted

36 UPDATE ON LOCAL AND PERSONALISED CARER RESPITE FOR OLDER PEOPLE IN CHESHIRE EAST

The Committee considered a report of the Director of Adult Social Care and Health providing an update on Local and Personalised Carer respite for older people in Cheshire East.

The report provided information on usage and feedback concerning the implementation of local and personalised respite in Cheshire East following a competitive tendering exercise for respite carer facilities which had resulted in contracts being awarded to seven care providers for twenty one respite care beds in fifteen care homes located across the borough.

A review of the arrangements had been undertaken which had revealed that the number of respite nights within the current level of provision exceeded the number needed to provide a like for like replacement for the care previously provided at Hollins View and Lincoln House. For that reason, the number of basic residential carer respite beds could be reduced by three beds which would release £83,000 per annum to be allocated on other services for carers.

RESOLVED -

(a) That the report be received;

(b) That the Director of Adult Social Care and Health be requested to provide additional information at a future meeting of the Committee on the implications of reducing the number of respite carer beds by three.

37 WORK PROGRAMME

The Committee reviewed its work programme.

RESOLVED – That the report be received and noted.

38 FORWARD PLAN

The Committee reviewed the forward plan.

RESOLVED – that the forward plan be received and noted.

The meeting commenced at 10.00 am and concluded at 1.00 pm

Councillor J Saunders (Chairman)

Cheshire East Council

Informal Cabinet

Date of Meeting:	11 th October 2016
Report of:	Mark Palethorpe, Strategic Director of Adult Social Care and Health Kath O'Dwyer Deputy Chief Executive and Executive Director of People
Subject/Title:	Joint Strategy for Carers of All Ages in Cheshire East: Progress Report
Portfolio Holder:	Cllr. Janet Clowes (Adults) Cllr. Liz Durham (Children and Families)

1. Report Summary

- 1.1. This Progress Report provides the first six month update on progress against the Joint Strategy for Carers of All Ages in Cheshire East. Appendix 1 details case studies where the updates contained within this report are evidenced. The supporting Delivery Plan 2016 – 2018 can be seen in Appendix 2. This outlines how Cheshire East Council Adult Social Care, Cheshire East Council Children's and Families, NHS South Cheshire and NHS Eastern Cheshire Clinical Commissioning Groups are delivering against the five key priorities set within the delivery plan.
- 1.2. The Carers' Strategy and Delivery Plan continues to be a driver for change, focussing upon those key areas that carers have told us are important to them and will make a real impact upon improving their health and wellbeing.

2. Recommendation

- 2.1. That Informal Cabinet review and comment on progress against the five key priorities set within the Delivery Plan.
- 2.2. That Informal Cabinet approve this report to go Overview and Scrutiny Committee on 3rd November.

3. Other Options Considered

- 3.1. This is an update report and as such an options appraisal was not required.

4. Reasons for Recommendation

- 4.1. This is an update report and as such an options appraisal was not required.

5. Background/Chronology

- 5.1. Following the formal sign off by the Health and Wellbeing Board in March 2016 of the Joint Strategy for Carers officers have identified and concentrated on a number of target areas within the first six months of delivery against the plan.
- 5.2. The strategy and delivery plan has been produced as part of the Council's statutory obligations under the Care Act 2014, the Children and Families Act 2014 and other allied legislation and sets the basis for compliance with the Council's strategic aims and policies for carers. Carers and other key stakeholders have been involved in the development of the strategy and local carers have agreed our vision and five local priorities. The delivery plan priorities are being implemented by lead officers from Cheshire East Council, NHS South Cheshire and NHS Eastern Cheshire Clinical Commissioning Groups.
- 5.3. A Carers' Project Manager joint position is now in place and has been ensuring identified delivery plan leads are progressing actions. Quarterly highlight reports on the delivery plan are reported to the Joint Commissioning Leadership Team for routine governance.
- 5.4. This approach will ensure that all aspects of the delivery plan will be met over the two year life time prior to a further refresh of the strategy and delivery plan in 2018. Any slippage in priority area delivery will be mitigated by regular monitoring and JCLT governance procedures.
- 5.5. Continuing engagement with carers is taking place to develop a feedback card that will be given to carers following assessment to monitor and identify the level of satisfaction around the assessment and support they received. Feedback from carers is also being sought routinely following a period of carers respite; feedback can also be evidenced from Carers' services quarterly monitoring returns and this is a broader way of engagement reducing the need for carers' time to be taken in completing survey type questionnaires.
- 5.6. The Carers' Breaks Grants for 2016/2017 have been awarded to a range of third sector and volunteer-led providers and details can be seen in Appendix 3. The priorities for these breaks were informed by carer engagement. It is important to note the vital contribution that carers make to the health and social care system by keeping people out of hospital and care settings. If this were to breakdown, there would be significantly higher emergency

admissions, delayed transfers of care and admissions to residential care, in a time when the system is already being significantly challenged.

- 5.7. The following sections (5.7.1-5.7.5) detail progress against the five key priorities within the Carers' Strategy Delivery Plan.

5.7.1. Respite and Carer Breaks:

5.7.1.1. This year we have used the information we received from carers about what was important to them and what was reflected in the Joint Carers' Strategy delivery plan to inform 'The Carers' Breaks Fund Grant Awards' bidding criteria for 2016/17. A full list of the services that were awarded funding, through the Better Care Fund, can be seen in Appendix 3. Funding was made available to support the delivery of services that enable and facilitate a range of carer breaks, where one or more of the following key objectives must be met:

- **Realising and Releasing Potential**
Enabling those with caring responsibilities to fulfil their potential by removing barriers to opportunity and promoting access to learning.
- **Supporting Carers to Stay Healthy**
Supporting carers to remain mentally and physically well by offering services that provide positive outcomes to an individual's health and wellbeing.
- **Life Outside of Caring**
Support to carers which enables them to have a family and community life, alleviating the impact of the caring role.

5.7.2. Realising Carer Potential:

- 5.7.2.1. Carers' week took place at the beginning of June and the CEC website was updated to showcase the links to local organisations and national websites. Carers were able to view what events/activities were taking place during Carers' Week across the borough. The website was also updated with information regarding support services available. Both CCGs promoted Carers' Week on their websites and the link for the National Carers' Week website was highlighted.
- 5.7.2.2. Both CCGs took this opportunity to promote carer awareness and to encourage people to register with their GPs and highlighted the benefits of doing so.
- 5.7.2.3. Cheshire East Council was approached by Barclays Bank, Radbroke Hall, Knutsford to work in partnership to support and facilitate their annual "Barclays Working Carers Forum". The aim of the forum was to enable employees based at Radbroke Hall who also care for a relative or friend, young carer or parent carer, to talk to care providers, find out what help is available and understand the

changes for carers following the implementation of the Care Act 2014 or talk informally to other carers. As well as having council staff present and support from Cllr Steve Edgar, CEC also invited commissioned providers to attend. This proved to be an exciting opportunity to work with Barclays who have a strong commitment to customers and staff who have caring responsibilities. Officers from Adult commissioning and Operational Adult Social care will be working with Barclays staff on an ongoing basis and will be supporting the development of the forum in 2017. Further work is being undertaken by CEC Local Area Co-ordinators in developing additional links following the event with Barclay's staff to facilitate targeted support to staff and also to carry out possible volunteer work. The delivery plan seeks to encourage all local employers to be carer friendly. The learning from this event will be used for planning next year's forum and in future with other employers.

5.7.3. Information Service:

- 5.7.3.1. Cheshire East Council communications team have assigned an officer, funded by the Better care Fund, to work with the Carers' Project Manager in developing the strategy and delivery plan presentation in a simplified range of formats. This will then be sent to the carers who are featured within the strategy for their comment. This will then be available in community settings for carers to access. Additional work is being undertaken with the Local Area Coordinators' to develop a carers pack and information for hospital social work teams.
- 5.7.3.2. Good links continue to be made with other organisations and carers to continually update on services being offered. The Cheshire East Council, South Cheshire CCG and Eastern Cheshire CCG websites have been updated to reflect the most up to date information for carers.

5.7.4. Assessment of Carer Needs and Crisis Support:

- 5.7.4.1. During Carers' Week both CCGs sought ways to raise awareness of carers and to encourage them to register with their GPs using variety of media platforms to attract a large number of people for example via websites and "Health Matters" articles.
- 5.7.4.2. Contact has been made with all GP surgeries across Eastern Cheshire and South Cheshire asking for all surgeries to complete a small questionnaire on how practices support carers. In Eastern Cheshire, out of 22 surgeries asked, 18 responses were received. In South Cheshire out of 18 surgeries asked, 16 responses were received. The results of the questionnaire have helped to identify gaps where there is no carers' champion in place at surgeries. The results have also informed how each surgery proactively promotes the registration of carers and has highlighted examples of best practice. Further engagement work will now take place in the next 6 months with carers to understand what would encourage them to

register and what support they would like to see from their GP carer champion and surgeries. Engagement work will then take place with the carers' champions to embed standardised processes and ensure best practice is shared across each GP surgery.

- 5.7.4.3. Initial discussions have taken place regarding the development of a local carer's survey, to be conducted after the national carer's survey. The Business Intelligence team have also created an assessment survey that will be piloted from September 2016 within the Wilmslow and Macclesfield teams. This survey will be for people who use the services and have had an assessment. This will help capture information on outcomes and help to inform the future development of carer's services.
- 5.7.4.4. Planning is currently taking place with the purpose for carrying out training workshops during SMART team meetings, to share the RIPFA (Research in Practice for Adults) Training Tool, working around carers assessments. A carer and their care worker will be involved in leading the sessions to share their experiences of the carer's assessment process and outcomes. Not only is training being planned for social workers but, research is being carried out looking into options for carer awareness training for a variety of audiences including GP staff and our own organisations. It has been identified that there is a demand for this type of awareness training with such organisations as Healthwatch members and volunteers, who consistently engage with their local community and have partnerships with local organisations.
- 5.7.4.5. Wider investigation is taking place into a new mobile application which has been launched by Carers UK called "Jointly". The new mobile application is a tool to help families manage care for loved ones. Engagement with range of carers groups will take place to identify if carers would find the app useful and to pilot this across Cheshire East. Feedback will be captured on how this assisted them in their caring role. The feedback from carers will inform how stakeholders can raise the benefits of the app to carers.

5.7.5 Engagement and Co-Production

- 5.7.5.1 There is a new working group led by Cheshire and Wirral Partnership (CWP) supporting the ongoing implementation of 'The Triangle of Care' principles across the Trust. The 'Triangle of Care' is an alliance between service user, staff member and carer that promotes safety, supports recovery and sustains well-being. The Group shares current best practice in all CWP localities. More recently all localities within CWP came together with the aim of starting a process to create a Person Centred Framework. The outcome goal was to come away with the first set of principles for the Person Centred Framework for wider consultation. There are six key elements suggested as good practice examples required in 'The Triangle of

Care' to achieve better collaboration and partnership with carers and the service user and carer's journey through a typical acute episode. The learning from this working group will provide valuable information to support the principles being standardised across other services as the strategy develops.

- 5.7.5.2 Work is currently being carried out with one of our Young Carers (whose story features in the Joint carers' strategy) to make one of her ideas come to fruition. This is to produce a leaflet which will be handed out to all students in schools to find hidden young carers and to raise awareness of carers. The Young carer, with the help of other young carers will design the leaflet themselves so that it is relevant and speaks to young people. The idea is to contact local schools across Cheshire to see which ones are willing to work with us and then pilot the idea with one school in Eastern Cheshire and one in South Cheshire.
- 5.7.5.3 A Young carer's forum has recently been set up which includes members from Cheshire East Council, Health and third sector organisations. The first meeting was focused upon how we ensure this group is young people led (so looking at ways to link into existing groups and reach some of our hidden young carers). Then to look at developing the action plan as outlined in the Carers' Strategy.
- 5.7.5.4 Links continue to be made with organisations across Cheshire east to identify which areas of the delivery plan they can support through engagement with carers to ask for their input and support in providing a wider range of feedback on their experiences of caring and the impact that the strategy delivery plan has had in supporting them in their caring role. In addition, the Carers' Project Manager has engaged with the Dementia Steering Group, Substance Misuse Forum and the Think Local Act Personal Steering group and has identified avenues to work with other colleagues for the benefits of carers and also ensure no duplication is taking place across different teams and services. An asset mapping exercise is currently being carried out by the Substance misuse forum and the carers' services that have recently been awarded funding, have been added to this. The involvement with these different forums of people and organisations is a great example of a collaborative approach that wasn't there before and a good way of ensuring duplication is not taking place and any gaps in services are being identified.

6. Wards Affected and Local Ward Members

- 6.1. All wards

7. Implications of Recommendation

7.1. Policy Implications

7.1.1. Policy implications, including the Council's duty to carers, have been considered and accounted for in the process that led to the development and agreement of the Carers' Strategy. There are no additional implications arising from this paper.

7.2. Legal Implications

7.2.1. No implications.

7.3. Financial Implications

7.3.1. Financial implications have been considered in the process that led to the development and agreement of the Carers' Strategy. There are no additional implications arising from this paper.

7.4. Equality Implications

7.4.1. Equality implications, including the Council's duty to ensure that carers have the same opportunities as non-carers, have been considered in the process that led to the development and agreement of the Carers' Strategy. There are no additional implications arising from this paper.

7.5. Rural Community Implications

7.5.1. Implications for rural communities, including ensuring that rural communities have access to services, have been considered in the process that led to the development and agreement of the Carers' Strategy. There are no additional implications arising from this paper.

7.6. Human Resources Implications

7.6.1. Human resources implications, including the joint appointment of a Carers' Strategy Lead (hosted by Eastern Cheshire CCG on behalf of Cheshire East Council and the two CCGs), have been considered in the process that led to the development and agreement of the Carers' Strategy. There are no additional implications arising from this paper.

7.7. Public Health Implications

7.7.1. Public health implications, such as ensuring carers do not suffer adverse health and wellbeing impacts due to their carer roles, have been considered in the process that led to the development and

agreement of the Carers' Strategy. There are no additional implications arising from this paper.

7.8. Implications for Children and Young People

- 7.8.1. Implications for children and young people, namely young carers, have been considered in the process that led to the development and agreement of the Carers' Strategy. There are no additional implications arising from this paper.

7.9. Other Implications (Please Specify)

- 7.9.1. No other implications.

8. Risk Management

- 8.1. The content of this report poses no risks to the achievement of Council outcomes.

9. Access to Information/Bibliography

- 9.1. Case studies illustrating the progress detailed in Sections 5.7.1-5.7 can be seen in Appendix 1.
- 9.2. The Joint Carers' Strategy Delivery Plan can be seen in Appendix 2.
- 9.3. Details of the Carers' Breaks awards for 2016/17 can be seen in Appendix 3.

10. Contact Information

Contact details for this report are as follows:

Name: Rachel Wood
Designation: Joint Commissioned Project Manager for Carers
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Email: rachel.wood11@nhs.net

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Progress Report for the Joint Carers Strategy

Cheshire East Council has worked in partnership with carers, Eastern Cheshire Clinical Commissioning Group and South Cheshire Clinical Commissioning Group to improve and strengthen their two year strategy for carers. The strategy got final agreement in May 2016.

The three organisations have jointly funded a Project Manager for carer's post that will lead the implementation of the agreed plans.

Engagement with carers took place and the five priority areas that emerged are:

- 1) **Respite and carer breaks**
- 2) **Realising carer potential**
- 3) **Information service**
- 4) **Assessment of carer needs and crisis support**
- 5) **Engagement and co-production**

Each of these priorities is supported by an implementation action plan which describes in relevant detail the timeline to achieve the outcomes required, monitor and review progress, and measure success. Clear lines of both organisational and individual officer accountabilities are included for each area.

It was agreed that a baseline would need to be developed in year one for a number of areas and some areas of the delivery plan cannot be updated on until the next report.

Below are good news stories and case study examples from the work being carried out.

Case Study 1: Good News story from Carers Week

Cheshire and Warrington Carers Trust held events across the borough to both identify new carers and also to celebrate the contribution carers make to the lives of those they care for.

Here are 3 positive examples of outcomes achieved for carers during Carers Week. A new carer came to the information day in Nantwich. They had been walking past and came in to find out more. As a result they are now engaging with us, have had support to complete a benefits form and will now receive ongoing support as they have been added to the mailing list.

During Carers Week Cheshire and Warrington Carers promoted their service through GP practices and one carer saw a poster. They contacted CWCT who supported her with a benefits claim which was successful, accessed a relaxation session and also attended an information event.

Each year, in partnership with East Cheshire Hospice, CWCT organise a summer garden party. This year's event attracted over 30 carers. One carer was rather quiet and not joining in with activities. A Carer Support Worker spoke to her and found she was having a particularly difficult time. As a result the support worker was able to make an appointment for emotional support and to access an emergency fund, for a new cooker.

Progress Report for the Joint Carers Strategy

Case Study 2: Finding hidden carers

Audlem and District Community Action currently run the carers group in Audlem. They ran a carers information day during carers week. They had 10 information stalls, refreshments and free raffle. From this they got 2 new members.

Case Study 3: Supporting carers through communication and training

(Email from a carer to carers project manager)

Hi Rachel, unfortunately I had taken my wife on holiday, during carers week therefore could not attend any of the events in our area.
Re enforced by the course, I attended last year, (Caring With Confidence) I do make time for my needs, and we together also live quite an active life within limitations mainly centred around our canal systems.
I am conscious that as I age/ or my wife's condition gets worse I will need support and only hope that some of the activities available now continue to be so.
Re the Cheshire East Web site, I do visit it when I need information about all manner of things - and I do browse it occasionally to view what might be useful to carers.
I do find your emails informative and that is often a trigger to investigate further by following the links.
I hope this feedback has been useful,
Regards Ken.

Case Study 4: Good news story of support given

(Email from a carer to carers project manager)

Rachel,
Thanks for your reply and concerns and the link which I will have a look at. Glad my comments have been useful.
My biggest problem for many things is having enough time to fit things in!! My husband is retired and we get out as much as possible, when family don't require a favour and we are actively involved with our church and U3A. So we are pretty busy, the weeks fly by. It is only since Dad went into care that I feel relaxed enough to enjoy all this stuff. Dad never wanted to end his life in care, he said he would rather shoot himself, so you can imagine the emotional trauma that came with accepting that for his own safety it was the best option, and being an only child there was no-one else to make the decision with me.

Support from social services and Alzheimers group (I attended an excellent course on dementia) was welcome.

Yes I am registered with my GP surgery, though in the first instance it was suggested it was Dad's surgery I had to register with!! I also came to a "carer's support course at Sandbach Ashfields one time but heard nothing more.

I did have a carers needs assessment done one time, and true I could have had a carers holiday break but with Dad in care this last year I have been able to take

Progress Report for the Joint Carers Strategy

several holidays with my husband (without worrying about my Dad...well not all the time) and with limited carer's funds I felt that someone in a more needy position should have that entitlement.

Having in this last year encountered others in similar positions, we have jollied each other along and that "understanding" friendship is invaluable.

You are quite right, being a carer doesn't stop when your folks are in a care home. In some ways it's harder because on your own you have it under control and surrendering that care to someone else is a challenge.

Case Study 5: Room for Improvement

From feedback received regarding carers week it has been noted that we need to ensure we work with providers to start working on ideas for next year's carers week and organising events to suit more people. There seems to be a lack of events being held in Macclesfield and at times that would suit carers.

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Caring for Carers.....A Joint Strategy for Carers of All Ages in Cheshire East 2016-18

Delivery Plan

In the first year following its implementation Cheshire East Council are establishing a baseline against which future targets can be set. An Annual review of targets will need to take account of the anticipated need and annual financial allocations. Plans for an independent audit will be undertaken.

1.

Assessment of Carer Needs and Crisis Support

Improved uptake and quality of carer assessments and support plans. The assessments are accessible to carers and reinforce the collaborative approach to assessing carer needs and planning for the future. Understanding of Carer Needs and how these will be met achieved through:

	Actions	What will we measure...	Who is responsible	CEC	ECCCG	SCCCG
1.1	Work with Primary care (GP surgeries) to increase number of carers being recognised and added to the Carers register	Increased number of carers on GP registers and carer outcomes captured. Target: Every practice should have a Carers champion	CCG commissioners of primary care. Practice Engagement Managers Children's Services Commissioned Services	RW	Practice Engagement Managers	Practice Engagement Managers
1.2	Identify the support offered to carers by GPs.					
1.3	Develop Carer Champion role in GP Surgeries					
1.4	Carer awareness training to be given to community based professionals.	Increased number of carers identified on GP registers and carer outcomes captured. Increase number of services being accessed by carers.	CCG commissioners of primary care.	RW	Sarah Sewell	Amanda Best
1.5	Development of self-assessment tool	Number of carers accessing the tool	CEC Strategic Commissioning Managers	Sarah Smith/Sandra M/Nicola Philips	N/A	N/A
1.6	Work with discharge teams to implement Discharge planning to	Evidence of carer support required and plan agreed prior to discharge from hospital or	Acute Care Providers	Lesley Hall	N/A	N/A

	include carers assessment for support and local offer information pack on discharge.	community service. Number of carers with local offer information pack on discharge.	Community care providers Principal Manager CEC	LACS (for distribution)		
1.7	Continuously collate identified carer needs through assessments and surveys to inform future commissioning needs of carer's services.	Carer feedback.	JCPM (Joint Commissioned Project Manager) Strategic Commissioning Managers Children's Services Commissioned Services Director of Children's Social Care / Head of Service – Preventative Services CEC	Adrian Heath (Mental Health/LD) Lesley Hall Sandra M Nicola Philips Louise Egan (performance and TLAP) Dave Caudwell (analyst)	N/A	N/A
1.8	Training to be made available for all staff providing assessments	Number of assessors receiving training Carer satisfaction feedback. Ace card feedback	Principal Manager CEC/ Principal Social Worker CEC Children's Services Commissioned Services Director of Children's Social Care /Head of Service – Preventative Services CEC	Sheila Woods	N/A	N/A
1.9	Feedback card to be created and given to carer following assessment.	Number of cards completed following assessment.	JCPM, Service Manager CEC, Director of Children's Social Care / Head of Service – Preventative Services CEC	Susan Heap (for community equipment feedback) Sue Jones (OT) Damian (feedback from providers)	N/A	N/A

1.10	Help prevent potential safeguarding incidents by Including risk assessments within: <ul style="list-style-type: none"> Carer assessments Health checks 	Spot check case audits to check risks identified are dealt with appropriately Carer feedback on whether risks identified/understood and managed effectively and report they feel safe following intervention.	Health and Social care safeguarding leads	Annette Lomas Sandra Murphy	Safeguarding (Moiray Ratapana)	Judi Thorley
1.11	Evaluate through the pilot STAIRRS Project carers presenting needs in crisis.	Number of carers supported through the STAIRRS project.	Service Manager, Adult Social Care CEC	Susan Heap	Jacki Wilkes	N/A
1.12	Ensure carer assessment identifies advocacy needs and the resource pack includes information on advocacy services.	To be developed with advocacy services and social care assessment. Number of carers who have been offered and accessed advocacy service (Demand vs Capacity).	Principal Manager CEC Director of Children's Social Care /Head of Service – Preventative Services CEC	Damian Lally (service returns on requests for advocates) Sandra M/Nicola Philips/Lesley Hall/Adrian	N/A	N/A
1.13	Ensure carers are aware of the Ace Card.	Work with peaks and plains to understand what information is captured on registration and following crisis.	JCPM CEC Commissioning Lead CCG Commissioners of Primary care	Nicola Detheridge Diane Hutter	N/A	N/A
1.14	Ensure assessment includes information on ACE Card.	Number of new carers who are registered for an ACE card.	Principal Manager CEC	April 16	N/A	N/A
2.0	<p align="center">Information Service</p> <p>Timely accurate and good quality information and advice is available for someone new to caring and information which assists “Hidden Carers” to recognise that they are undertaking a caring role achieved through:</p>					
	Actions	What will we measure...	Who is responsible	Start by	Complete by	
2.1	Create a range of information for both Adult and Young Carers using different	Monitoring website hits. Carer feedback via survey and engagement	Corporate Commissioning Manager CEC	Nicola Detheridge		

	media: Resource pack developed age/context specific Evidence of multimedia information services Signposting to information on benefit entitlement	events	Director of Children's Social Care/Head of Service – Preventative Services CEC			
2.2	Carers are provided with support plans and information on long term/end of life care support if appropriate.	Support plans in place (if required) to manage long term care. Number of people who make an advanced decision.	Principal Manager CEC End of Life Partnership (South Cheshire CCG).	Guy K (living well dying well)	Tracey Wright	
2.3	Increase the numbers of carers who have been signposted to benefits advice.	Total number of carers signposted Numbers of carers maximising their income. Carer feedback.	Business manager CEC Service manager Client finance CEC	Liz Hopper/Alison McCudden	N/A	N/A
3.0	Respite and Carer Breaks Flexible, personalised short breaks provision, leading to better outcomes for carers and the people they care for through:					
	Actions	What will we measure...	Who is responsible	CEC	ECCCG	SCCCG
3.1	Increase the number of carers who access a break/respite from their caring role.	Number of Adult/Young and Parent carers who need a break/respite(Inc. Relaxation vouchers) identified via: <ul style="list-style-type: none"> Adult social care and children's services 3rd sector organisations: numbers for carer breaks to help measure demand (initial number vs number taking up the service) Number of carers accessing the carer breaks/carers relaxation vouchers/service - Adult/Young carers and 3rd sector providers 	Principal Manager CEC Children's Services Commissioned Service – Young Carers	RW	N/A	N/A
3.2	Capture information on capacity and demand.		JCPM CEC Performance team	Louise Egan	N/A	N/A
3.3	A wide ranging menu of choices published in the local offer.		(JCPM)	Include Care choices directory	N/A	N/A
3.4	Establish processes (for example feedback/reviews) to evaluate the quality of respite services currently commissioned and re-commission		Commissioning Manager Contracts & Quality Assurance CEC	Kate Philips (Quality Assurance)	Cath Jarvis	Jo Vitta

	/decommission services. (To occur annually – April 16 and April 17)	<ul style="list-style-type: none"> Carer feedback on quality of break/service Personal Health Budgets <p>Target: an increase of 10% in the number of carer's assessments completed.</p>		Sandra M (PDPs and challenge sessions)		
4.0	<p align="center"><u>Realising Carer Potential</u></p> <p>Improved access to education, employment and Health and Wellbeing outcomes for Children and Adults in caring role in Cheshire East through:</p>					
	Actions	What will we measure...	Who is responsible	CEC	ECCCG	SCCCG
4.1	Ensure our own organisations are carer friendly.	Carry out survey with staff (CEC and CCGs) to find hidden carers/their perceived needs / whether their needs are being met/whether they have accessed carer services or a carers assessment and quality of life.	Cheshire East Council Commissioning Manager JCPM Commissioning Support Unit Survey team.	Sheila Woods / HR / Ruth O'Brien	JW / MC	Jo Vitta
4.2	Work with the Cheshire East Council Business Development Team to ensure new businesses in Cheshire East are 'Carer Friendly' (pilot).	Pilot scheme measures to be developed through scheme	JCPM CEC Carers Commissioning Lead	Rob Walker	N/A	N/A
4.3	Research the demand and opportunities for carers to share skills and undertake voluntary work.	Increased numbers of carers who have been supported to retrain, gain confidence and retain or enter employment.	JCPM CEC Carers Commissioning lead Director of Children's Social Care/Head of Service – Preventative Services CEC CEC	Louise Egan Damian Lally Jill Greenwood (Digital Champion training)	N/A	N/A
4.4	Ensure carers have the opportunity to access education, training and employment in Cheshire East. To link the Carers strategy with the proposed Cheshire East Council Skills and Growth company and the services	<p>Capturing the demand for volunteer work and the opportunities available to meet this demand.</p> <p>Improved educational outcomes and those entering post school full time education seen in improved NEET Statistics (not in education, employment or training).</p>	JCPM CEC Carers Commissioning Lead Director of Children's Social Care/ Head of Service – Preventative Services CEC			N/A

	they will deliver supporting access to education, training and employment in Cheshire East.					
4.5	Develop carer outcomes (capturing what outcomes carers want to achieve).	Outcome measure to be developed/ongoing.	Principal Manager Director of Children's Social Care/ Head of Service – Preventative Services CEC	Sheila Wood	Jane Stairmand	Jo Vitta
4.6	Promote training to carers on how to be a carer.	Quarterly monitoring reports	Principal Manager	RW (Bill Swan)	N/A	N/A
4.7	Ensure carers are supported by Community Occupational therapy staff and at discharge from hospital with the use of equipment, interventions such as, tube feeding.	Sample a group of carers who are supported through the district nursing service/Speech and Language Therapist.	Occupational Therapy Team manager Speech and Language Therapists/ District Nurses.	Sue Jones	Gill Pickford Head of Therapies for MDGH and MCHFT	
5.0	Engagement and Co-Production Carers will be further involved in the planning, shaping and delivery of services and support with increasing evidence of personalisation through:					
	Actions	Success Measures	Who is responsible	CEC	ECCCG	SCCCG
5.1	Work with carers to help develop the role and purpose of carer champions across health and social care.	Measure to be developed once the role is agreed.	Principal Manager CEC Head of Service – Preventative Services CEC	RW	N/A	N/A
5.2	Provide education and training on co-production.	Number of staff attending training. Number of carers attending training. Carer feedback (feedback card to include question on whether included in decision making about support and care plans for carer and cared for).	Workforce Development Manager CEC	Sheila Wood	JW	Jo Vitta
5.3	Hold engagement events with carers.	Numbers of carers attending the events. Number of events held. Carer's feedback. Using the events sessions to find out whether carers feel they are valued and involved in service development and delivery.	Workforce Development Manager CEC JCPM Communications and Engagement Teams CCG Director of Children's Social	Katie (engagement Team) RW LACs (Jill Greenwood)	Nicola Detheridge	

			Care/Head of Service – Preventative Services CEC	Louise Egan (TLAP)		
5.4	Ask a young and adult carer to join a panel of people (adult and young person in an advisory role) that allocate funds to third sector organisations who provide carer break services.	All carers feedback	JCPM MST Programme Manager	RW	N/A	N/A
5.5	Develop: <ul style="list-style-type: none"> local carers surveys feedback cards (pilot scheme) Develop a communication plan to engage with schools, colleges and key partners which promotes a better appreciation for the support that young carers may need to be able to get to school on time. 	Data measure and evaluation of the results of the survey/feedback cards. The number of schools and colleges who have been contacted and have made reasonable adjustments for young carers.	JCPM	RW Nicola Detheridge	N/A	N/A
5.6	Promote the Expert Patient Programme amongst carers.	Increased numbers of carers aware of programme <ul style="list-style-type: none"> Engagement events Survey Review number of carers involved Target: Deliver a minimum of 7 engagement events annually	JCPM Existing groups and channels – Patient Participation Group and Expert Patients via CCG Communications and Engagement Team	RW Nicola Detheridge Karen Porter (safeguarding in schools) Lucy Heath Katie	N/A	N/A

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Carer Breaks – Grant Awards 25th July 2016 to 31st March 2017

Organisation	Overview of Carer Breaks	Further Information and Contact Details
Cheshire and Warrington Carers Trust ❖ Wellbeing Fund Crewe/Nantwich ❖ Wellbeing Fund Congleton/Sandbach ❖ Wellbeing Fund Macclesfield ❖ Wellbeing Fund Wilmslow, Poynton and Knutsford	<p>To provide carers of people living in each of the four Cheshire East locality areas of Crewe and Nantwich, Congleton and Sandbach, Wilmslow, Poynton and Knutsford, and Macclesfield, access to a “Wellbeing Fund” that will make individual awards which enables them to have a personalised carer break.</p> <p>This service offers carers the opportunity to apply for funds to meet their needs to take a break from their caring role by providing carers with their own budget. This may be awarded following a referral following a Carers Assessment from either the SMART team or through children's support services (for parent carers) with a comprehensive assessment and a detailed support plan put in place if appropriate.</p> <p>Applications will be taken to panel meeting each month for a decision and any additional recommendations. Once awarded carers will be able to plan how to spend this on individually tailored breaks from caring.</p>	<p>Cheshire and Warrington Carers Trust 146 London Road, Northwich, Cheshire, CW9 5HH</p> <p>Tel: 0800 085 0307</p>
Wishing Well ❖ Young Carers	<p>Wishing Well Young Carers project will provide a service for Young Carers within the area's of Crewe and Nantwich. Young Carers will be able to attend organised sessions each week, outings and activity weekends</p>	<p>The Wishing Well Project Jubilee House St Paul's Street Crewe CW1 2QA 01270 256919 /01270 253551</p>
Audlem & District Community Action ❖ Audlem Carers Support Group	<p>Audlem & District Community Action will continue developing current twice monthly Audlem Carers Support Group during 2016/17. There will be monthly speakers will continue on topics including welfare benefits/healthy living and accessing Cheshire East services. Ensuring access for the 'cared for' to ADCA's other services including day club and coffee clubs attendance and the medical transport services. Providing regular professional input and advice on the health and social care services and putting carers in touch with support</p>	<p>Lynn Morear, ADCA's Assistant Coordinator on 07595 919727</p>

	available including carers' breaks. Audlem & District Community Action produce regular carers' news sheets circulated to all carers, published on local websites and in outlets.	
Wishing Well ❖ Older People Mental Health	The project aims to support carers and the people they care for to continue to have fulfilment in life and to offer services/options to enable this to happen such as, Access to transport for carers (and the person they care for), Volunteer visiting scheme to give freedom to carers while their loved ones are supported, Carers and cared for attending events together. Carers can have access to Wishing Well Lifelong Learning programme which can enable them to gain accreditation in several subjects that will help them get back into employment or volunteering once caring duties are stabilised and supported	The Wishing Well Project Jubilee House St Paul's Street Crewe CW1 2QA 01270 256919 /01270 253551
Deafness Support Network ❖ Specialist support for carers of people who are Deaf	Support to carers of individuals who are either deaf or have a degree of hearing loss (D/deaf). The service will be delivered from 3 locations in Cheshire East with one site being DSN main office in Macclesfield. Providing specialist support for carers and signposting them to the appropriate services within DSN.	Deafness Support Network 144 London Rd, Northwich CW9 5HH Tel : 01606 47831 http://www.dsonline.co.uk/
Cheshire and Warrington Carers Trust ❖ Carers Advocacy	A Pilot service to offer Carers Advocacy which will enable support to be provided to carers that will be available through the development of a programme of self-advocacy and when required the availability of a specialist worker who can support the carer through one to one support. The Pilot will also support carers who access a Carers Assessment under the Care Act 2014	Cheshire and Warrington Carers Trust 146 London Road, Northwich, Cheshire, CW9 5HH Tel: 0800 085 0307
Cheshire and Warrington Carers Trust ❖ When caring comes to an end	The pilot service will support carers who have been bereaved and their caring role has ended	Cheshire and Warrington Carers Trust 146 London Road, Northwich, Cheshire, CW9 5HH Tel: 0800 085 0307
Cheshire Buddies	The Cheshire Buddies-Young Carers	

❖ Young Carers	'sibling group' aims to provide help and support to children and young people with a brother or sister with a disability living in Cheshire East	Stephanie Lawley: 07873423389 or email slawley@btinternet.com Louise Bailey: 07938163103 or email cheshirebuddies@outlook.com
Neuromuscular Centre ❖ Carer Convention	<p>To provide specialist support for carers and signposting to appropriate services which will support them caring for people who have a physical disability or long term condition. The project will include 3 different groups' - young carers, parent carers and carers of people with physical disabilities (muscular dystrophy).</p> <p>The NMC proposes to hold a Carer Convention; this family carer event at Jodrell Bank Macclesfield in February/March 2017 will target whole families including parent and young carers of people with muscular dystrophy (md).</p> <p>The event will introducing the different services at NMC ,include services to support carers to take better care of their health and well-being, enable them to have a life of their own and to present opportunities which will help them realise and release their potential.</p>	<p>The Neuromuscular Centre Woodford Lane West Winsford Cheshire CW7 4EH</p> <p>Tel: 01606 860 911</p>
East Cheshire Hospice ❖ Dementia Carers Support Programme	<p>The Dementia Carers Support Programme at East Cheshire Hospice provides bespoke support to carers of people living with dementia in Cheshire East. Carers can self-refer or be referred by other healthcare professionals.</p> <p>Activities take place in the Hospice Sunflower Centre in Macclesfield and the service is promoted through various healthcare professionals (GPs, Macmillan and district nurses, MDGH). The programme will deliver a range of activities in the period July 2016-March 2017</p>	<p>Telephone Main Reception on 01625 610364</p> <p>General Enquiries Email: admin@echospice.org.uk</p>
Cheshire Buddies ❖ Parent Carers	The project will support parents and carers of a child or young person with a disability living in Cheshire East through the provision of 14 group sessions per	Stephanie Lawley: 07873423389 or email slawley@btinternet.com

	<p>month which will include offer further educational and lifestyle courses eg first aid, food hygiene, hospitality, IT skills, interview skills, pottery, cookery.</p> <p>Helping carers to care effectively and safely – both for themselves and the person they are supporting eg provide advice and training around moving and handling safely, avoiding falls in the home, basic first aid training, using specialist equipment. The project will also support carers to look after their mental health and wellbeing</p>	<p>Louise Bailey: 07938163103 or email cheshirebuddies@outlook.com</p>
<p>Making Space</p> <p>❖ Mental Health Carers</p>	<p>Funding for group breaks will be made available to carers who carer for someone who experiences poor Mental health and wish to participate in group activities, enabling carers to design their own breaks.</p> <p>The service will provide access to a programme of social activities which carers can access in order to take a break from their caring role.</p> <p>The activities will be needs-led and will offer a variety of choice of differing lengths, venues and interests. Breaks will be tailored to the individual carers needs</p>	<p>Jane Reeves Cheshire Team Leader Making Space</p> <p>01606 606694/ 07843 268001</p>
<p>Ruby's Fund</p> <p>❖ Parent Carers Yoga sessions</p>	<p>Ruby's Fund will offer 30 weekly yoga sessions for a group of 15 parent carers during term time, with the aim of increasing physical activity, improving depression and stress levels, aches and pains and offer a social opportunity The session will be led by a trained yoga instructor.</p> <p>Participants will be able to self-refer to the yoga sessions or by referral from other organisations such as Health visitors, children's centres and Parent Carers Support service at Cheshire & Warrington Carers Trust</p>	<p>Meridian House, Roe Street, Congleton, Cheshire, CW12 1PG</p> <p>Tel: 01260 277666</p>

CHESHIRE EAST COUNCIL

REPORT TO: Health and Adult Social Care Overview and Scrutiny Committee

Date of Meeting: 1 December 2016
Report of: Director of Legal Services
Subject/Title: Work Programme update

1.0 Report Summary

- 1.1 To review items in the 2016/17 Work Programme, to consider the efficacy of existing items listed in the schedule attached, together with any other items suggested by Committee Members.

2.0 Recommendations

- 2.1 That the work programme be reviewed and updated following actions from the meeting and other amendments.

3.0 Reasons for Recommendations

- 3.1 It is good practice to agree and review the Work Programme to enable effective management of the Committee's business.

4.0 Wards Affected

- 4.1 All

5.0 Local Ward Members

- 5.1 Not applicable.

6.0 Background and Options

- 6.1 In reviewing the work programme, Members must pay close attention to the Corporate Priorities and Forward Plan.
- 6.2 Following this meeting the document will be updated so that all the appropriate targets will be included within the schedule.
- 6.3 In reviewing the work programme, Members must have regard to the general criteria which should be applied to all potential items, including Task and Finish reviews, when considering whether any Scrutiny activity is appropriate. Matters should be assessed against the following criteria:

- Does the issue fall within a corporate priority

- Is the issue of key interest to the public
- Does the matter relate to a poor or declining performing service for which there is no obvious explanation
- Is there a pattern of budgetary overspends
- Is it a matter raised by external audit management letters and or audit reports?
- Is there a high level of dissatisfaction with the service

6.4 If during the assessment process any of the following emerge, then the topic should be rejected:

- The topic is already being addressed elsewhere
- The matter is subjudice
- Scrutiny cannot add value or is unlikely to be able to conclude an investigation within the specified timescale

7.0 Access to Information

The background papers relating to this report can be inspected by contacting the report writer:

Name: Mark Nedderman
Designation: Scrutiny Managerr
Tel No: 01270 686459
Email: mark.nedderman@cheshireeast.gov.uk

Health and Adult Social Care Overview and Scrutiny Committee – updated November 2016

Future Meetings

Formal Meeting	Formal Meeting	Informal Meeting	Formal Meeting	Informal meeting
Date: 1 Dec 2016 Time: 10:00am Venue: Committee Suites, Westfields	Date: 12 Jan 2016 Time: 10:00am Venue: Committee Suites, Westfields	Date: 2 Feb 2017 Time: 10:00am Venue: Committee Suites, Westfields	Date: 9 Mar 2017 Time: 10:00am Venue: Committee Suites, Westfields	Date: 6 April 2017 Time: 10:00am Venue: Committee Suites, Westfields

Essential items

Item	Description/purpose of report/comments	Outcome	Lead Officer/organisation/Portfolio Holder	Suggested by	Current position	Key Dates/Deadlines
CCG Recovery Plans	New item to replace review of 'caring together'	People live well and for longer	Eastern and South CCGs		New Item	12 January 2017
Redesigning adult and older people's mental health services.	Consultation on how best to deliver adult and older people mental health services currently provided across Central and Eastern Cheshire with allocated resources.	People live well and for longer	Cheshire and Wirral Partnership(CWP)	CWP	Additional information requested at 8 September and 6 October meetings	2 February 2017
Review of Healthwatch	New Healthwatch contract to be commissioned in the Autumn of 2016.	People live well and for longer	Director of Adult Social Care	The Committee	New item	April 2017
Director of Public Health Annual Report 2013, 2014 and 2015 review	To look at whether the recommendations of the DoPH in previous reports have been implemented and improvements made	People live well and for longer	All Cheshire East commissioner and providers	The Committee	Interim DPH reported on the annual reports Oct 2016. Review of specific aspects of the report to be undertaken in	June 2017

Health and Adult Social Care Overview and Scrutiny Committee – updated November 2016

					response to suggestions to be made by members of the committee.	
Mental Health Reablement	To establish the future delivery of mental health reablement services	People live well and for longer	Council, SCCCCG and ECCCCG	Committee	Commissioners to be requested to provide item. To be linked with BCF	12 January 2016
South Cheshire Mental Health Gateway	To provide Committee's view on proposals relating to a new Mental Health Service	People live well and for longer	South Cheshire CCG	South Cheshire CCG	Presentation considered on 6 July. South CCG agreed to come back to Committee March/April 2017	March/April 2017
Cheshire and Wirral Partnership NHS Trust	To consider performance information specific to Cheshire East following Quality Account meeting in May 2016	People live well and for longer	CWP	Committee	CWP updated the committee 3 Nov 2016. Additional Information requested by Committee	3 Nov 2016 and continuing
Delayed Discharges from Hospital	To undertake a spotlight review of the effect of delayed discharges in Cheshire East.	People live well and for longer	Director of Adult Social Care	Chairman's 1:1	Special meeting Capesthorne Room Macclesfield	18 January 2017
Workforce	To scrutinise an options appraisal on the future delivery of Workforce and provide advice to the Portfolio Holder when considering proposals to implement the recommendations.	People live well and for longer	David Laycock Project Manager	Portfolio Holder		TBA
Electroconvulsive Therapy (ECT)	To review a consultation on ECT services	People live well and for longer	CWP	CWP		TBA

Health and Adult Social Care Overview and Scrutiny Committee – updated November 2016

Monitoring Items

Item	Description/purpose of report/comments	Outcome	Lead Officer/organisation/Portfolio Holder	Suggested by	Current position	Key Dates/Deadlines
Joint Strategy for Carers	Presentation of the draft Joint Carers Strategy 2016-2018 and the planned 3 year action plan to support carers in Cheshire East	People live well and for longer	Commissioning Manager (Rob Walker)	Committee	Further information required. Follow up TBA	1 December 2016
Health and Wellbeing Board	Consider report and action plan developed following a peer review of the HWB in November 2014	People live well and for longer	Head of Health Improvement	Committee	Development of an MoU with the Board and Healthwatch ongoing	On hold
Better Care Fund	To monitor the achievement of health and social care integration and improved health outcomes through BCF schemes	People live well and for longer	Commissioning Manager (Caroline Baines)	Committee	Briefing on 2016/17 funding received at 3 March 2016 meeting	12 January 2017
Local Safeguarding Adults Board	The Committee wishes to receive a presentation from the Board at an informal meeting as part of its scrutiny role to monitor the adult safeguarding	People live well and for longer	Business Manager LSAB	Committee	Robert Templeton invited to present Annual report	12 January 2017
ESAR	To monitor the performance of the Charitable Trust set up to run the Council's leisure facilities	People live well and for longer	Corporate Commissioning Manager: Leisure	Committee	Most recent item received in sept 2015	TBA
Mid Cheshire NHS Trust Quality Accounts	To consider the Quality Accounts of Local NHS Trust	People live well and for longer	NHS Trusts	Committee		May 2017

Health and Adult Social Care Overview and Scrutiny Committee – updated November 2016

Cheshire and Wirral Partnership Quality Accounts	To consider the Quality Accounts of Local NHS Trust	People live well and for longer	NHS Trusts	Committee		May 2017
East Cheshire NHS Trust Quality Accounts	To consider the Quality Accounts of Local NHS Trust	People live well and for longer	NHS Trusts	Committee		May 2017
North West Ambulance Services (NWAS)	Monitor progress made in respect of the recommendations made by this committee in the 2016 spotlight review.	People live well and for longer		Committee		TBA

Possible Future/ desirable items

- Mental Health Services



FORWARD PLAN FOR THE PERIOD ENDING 28TH FEBRUARY 2017

This Plan sets out the key decisions which the Executive expects to take over the period indicated above. The Plan is rolled forward every month. A key decision is defined in the Council's Constitution as:

"an executive decision which is likely –

- (a) to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising one or more wards or electoral divisions in the area of the local authority.

For the purpose of the above, savings or expenditure are "significant" if they are equal to or greater than £1M."

Reports relevant to key decisions, and any listed background documents, may be viewed at any of the Council's Offices/Information Centres 5 days before the decision is to be made. Copies of, or extracts from, these documents may be obtained on the payment of a reasonable fee from the following address:

Democratic Services Team
Cheshire East Council
c/o Westfields, Middlewich Road, Sandbach Cheshire CW11 1HZ
Telephone: 01270 686472

However, it is not possible to make available for viewing or to supply copies of reports or documents the publication of which is restricted due to confidentiality of the information contained.

A record of each key decision is published within 6 days of it having been made. This is open for public inspection on the Council's Website, at Council Information Centres and at Council Offices.

This Forward Plan also provides notice that the Cabinet, or a Portfolio Holder, may decide to take a decision in private, that is, with the public and press excluded from the meeting. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, 28 clear days' notice must be given of any decision to be taken in private by the Cabinet or a Portfolio Holder, with provision for the public to make representations as to why the decision should be taken in public. In such cases, Members of the Council and the public may make representations in writing to the Democratic Services Team Manager using the contact details below. A further notice of intention to hold the meeting in private must then be published 5 clear days before the

meeting, setting out any representations received about why the meeting should be held in public, together with a response from the Leader and the Cabinet.

The list of decisions in this Forward Plan indicates whether a decision is to be taken in private, with the reason category for the decision being taken in private being drawn from the list overleaf:

1. Information relating to an 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 to authority holding that information)
4. 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 and 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

If you would like to make representations about any decision to be conducted in private at a meeting, please email:

Paul Mountford, Democratic Services Officer paul.mountford@cheshireeast.gov.uk

Such representations must be received at least 10 clear working days before the date of the Cabinet or Portfolio Holder meeting concerned.

Where it has not been possible to meet the 28 clear day rule for publication of notice of a key decision or intention to meet in private, the relevant notices will be published as soon as possible in accordance with the requirements of the Constitution.

The law and the Council's Constitution provide for urgent key decisions to be made. Any decision made in this way will be published in the same way.

Forward Plan

Key Decision and Private Non-Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 16/17-10 Middlewich Eastern Bypass: Selection of Preferred Route, Development of Detailed Design and Outline Business Case	To select a preferred design; develop the detailed design; authorise discussions with landowners and developers; and develop an outline business case, identifying the funding required to deliver the bypass.	Cabinet	8 Nov 2016		Andrew Round, Interim Executive Director of Growth and Prosperity	No
CE 16/17-14 Congleton Link Road - Procurement Strategy	To approve the preferred procurement strategy for Congleton Link Road and to authorise the officers to take the necessary actions to commence the procurement process.	Cabinet	8 Nov 2016		Paul Griffiths	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 15/16-18 Bentley Development Framework	To approve the development framework as a consultation draft document; and to agree to review the development framework following public consultation with a view to considering endorsing the final version of the document as a material consideration when determining future planning applications on the site.	Cabinet	6 Dec 2016		Andrew Round, Interim Executive Director of Growth and Prosperity	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 16/17-12 Expressions of Interest to the DfE Innovation Programme	<p>To authorise the Executive Director People to submit the business cases and proceed to the final stages of the bidding process to the DfE Innovation Programme, and to undertake all necessary negotiations and enter into any funding and associated agreements to secure the funding from the DfE Innovation Programme.</p> <p>To delegate the authority to make decisions on the use of funds for these projects to the Executive Director People, including the procurement of services, provision of grants, entering into partnership agreements and authorising the acceptance and use of funds.</p>	Cabinet	6 Dec 2016		Nigel Moorhouse, Interim Director of Children's Services	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 16/17-18 Connected Communities	To approve the Connected Communities Strategy and to agree the allocation of existing Partnerships and Communities Budget for the delivery of the Strategy; and to authorise officers to take all necessary steps to implement and deliver the Strategy.	Cabinet	6 Dec 2016		Kirstie Hercules	No
CE 16/17-22 Merger between Wulvern Housing Association and the Guinness Partnership	Wulvern Housing Association is seeking the support of Cheshire East Council to merge with the Guinness Partnership. Cabinet will be requested to approve the nominated member to vote in favour of the proposal at the Wulvern Board Special General Meetings in December 2016 and January 2017 which will give formal consent to the merger.	Cabinet	6 Dec 2016		Karen Carsberg	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 16/17-23 Quality of Place	'Quality of Place' is a measure that focuses on the connection of environment and places. Cabinet will be asked to adopt the principles relating to Quality of Place as the overarching strategy for the Council and to inform a revised corporate plan for the Council. The paper will set out the principles and related benefits, noting that 'Quality of Place' will also be used as the key driver behind the refresh of the Local Enterprise Partnership's Strategic Economic Plan. A draft revised corporate plan will be prepared for Cabinet's consideration in due course.	Cabinet	6 Dec 2016		Brendan Flanagan	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 16/17-26 Procurement of Care and Support at Heath View Extra Care Housing Scheme, Congleton	To approve the award of a contract and authorise officers to implement the decision.	Cabinet	6 Dec 2016		Mark Palethorpe	N/A
CE 16/17-19 Highways Service Contract Re-Procurement	To approve the contract model, procurement route and project management framework, and to authorise the officers to progress the re-procurement exercise in consultation with the Portfolio Holder.	Cabinet	17 Jan 2017		Frank Jordan, Executive Director: Place	No
CE 16/17-20 Crewe Nurseries	To give delegated authority to the Executive Director- People and Deputy Chief Executive, in consultation with the Portfolio Holder, to award a contract for the Children's Residential Home tender.	Cabinet	17 Jan 2017		Kath O'Dwyer, Deputy Chief Executive and Executive Director: People	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 15/16-8 Poynton Relief Road - Procurement Strategy and Compulsory Purchase of Land	The Poynton Relief Road forms an important part of the Council's strategy of enabling job creation, delivering housing growth and addressing long standing traffic congestion and environmental issues in the town, as well as delivering an important part of the wider SEMMMS Strategy. One report will outline the work undertaken to identify the procurement process to appoint a contractor in order to construct the scheme. A second report will outline the statutory process. A third report will seek authority for the compulsory purchase of land. The reports will also seek authority for the officers to undertake all necessary actions to implement the proposals.	Cabinet	7 Feb 2017		Paul Griffiths	No
CE 16/17-11 Crewe HS2 Masterplan	To approve the HS2 masterplan for Crewe, and to authorise the Executive Director Place to enter into a public consultation on the masterplan in 2017.	Cabinet	7 Feb 2017		Andrew Ross	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 16/17-24 Cheshire Energy Networks Ltd Business Plan	To seek Cabinet's endorsement of the business plan for Cheshire Energy Networks Ltd. It is intended that the business plan will provide the framework for the company's activities for the next five years.	Cabinet	7 Feb 2017		Frank Jordan, Executive Director: Place	
CE 16/17-27 Determination of Local Authority Co-ordinated Scheme and Admission Arrangements 2018/19	To approve the Council's Co-ordinated Scheme and Admission Arrangements for 2018/19.	Cabinet	7 Feb 2017		Kath O'Dwyer, Deputy Chief Executive and Executive Director: People	N/A
CE 16/17-4 Medium Term Financial Strategy 2017-20	To approve the Medium Term Financial Strategy for 2017-20, incorporating the Council's priorities, budget, policy proposals and capital programme.	Council	23 Feb 2017		Alex Thompson	No
CE 16/17-25 Food Waste Collection Organic Waste Treatment Solution	To authorise officers to take all necessary actions to implement the proposal to bring to final tender the procurement for the treatment of food waste.	Cabinet	14 Mar 2017		Ralph Kemp	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-42 Cheshire East Indoor Facility Strategy	To adopt the Indoor Facility Strategy in support of the Council's Local Plan.	Cabinet	11 Apr 2017		Mark Wheelton	No
CE 16/17-21 Commissioning a Voluntary, Community and Faith Infrastructure Service	To approve the commissioning of a Voluntary, Community and Faith Infrastructure Service from April 2017 and authorise the officers to take all necessary actions to implement the proposal.	Cabinet	11 Apr 2017		Stephanie Cordon, Head of Communities	Exempt by virtue of para 5

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