

## SCRUTINY COMMISSION FOR HEALTH ISSUES

**TUESDAY 10 NOVEMBER 2009**

**7.00 PM**

**Bourges and Viersen Rooms  
Town Hall  
Peterborough**

### AGENDA

**Page No**

**1. Apologies**

**2. Declarations of Interest and Whipping Declarations**

*At this point Members must declare whether they have an interest, whether personal or prejudicial, in any of the items on the agenda. Members must also declare if they are subject to their party group whip in relation to any items under consideration.*

**3. Minutes of the meeting held on 8 September 2009**

**1 - 6**

**4. Call In of any Cabinet, Cabinet Member or Key Officer Decisions**

*The decision notice for each decision will bear the date on which it is published and will specify that the decision may then be implemented on the expiry of 3 working days after the publication of the decision (not including the date of publication), unless a request for call-in of the decision is received from any two Members of a Scrutiny Committee or Scrutiny Commissions.. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant Scrutiny Committee or Commission.*

**5. Safe Sharps Disposal Pilot Project**

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**6. Coronary Heart Disease**

**11 - 12**

**7. Adult Social Care Inspection Action Plan**

**13 - 24**

**8. Peterborough Safeguarding Adults - June 2009 to August 2009**

**25 - 30**

**9. Quarterly Performance Report on Adult Social Care Services in Peterborough**

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**10. Forward Plan of Key Decisions**

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**11. Work Programme**

**57 - 62**

## 12. Date of Next Meeting



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Lindsay Tomlinson on 01733 452238 as soon as possible.

### **Emergency Evacuation Procedure – Outside Normal Office Hours**

*In the event of the fire alarm sounding everyone should leave the building by the nearest escape route and go directly to the assembly point in front of the Cathedral. The duty Beadle will assume overall control during any evacuation; however in the unlikely event the Beadle is unavailable this responsibility will be assumed by the Commission Chairman.*

#### Committee Members:

Councillors: B Rush (Chairman), M Fazal (Vice Chairman), D Fower, Y Lowndes, P Nash, J Peach and K Sharp

Substitutes: Councillors: D Harrington, W Trueman and R Dobbs

Further information about this meeting can be obtained from Lindsay Tomlinson on telephone 01733 452238 or by email – [lindsay.tomlinson@peterborough.gov.uk](mailto:lindsay.tomlinson@peterborough.gov.uk)

**MINUTES OF A MEETING OF THE SCRUTINY COMMISSION FOR HEALTH ISSUES  
HELD ON TUESDAY 8 SEPTEMBER 2009 IN THE  
BOURGES/VIERSEN ROOM - TOWN HALL**

**Present:** Councillors Rush (Chairman), Fower, Lowndes, Peach and Sharp

**Officers** Denise Radley, Executive Director, Adult Social Care

**Present:** Karen Kibblewhite, Community Safety & Substance Misuse Manager  
Angela Bailey, Chief Executive, NHS Peterborough  
Caroline Hall, Assistant Director of Finance, NHS Peterborough  
Chris Wilkinson, Peterborough & Stamford Hospitals NHS Foundation Trust  
Cara Charles-Barks, Peterborough & Stamford Hospitals NHS Foundation Trust  
Emma Black, Head of Legal  
Lindsay Tomlinson, Senior Governance Officer

**1. Apologies for Absence**

Apologies had been received from Councillors M Burton and Nash.

**2. Declarations of Interest and Whipping Declarations**

There were no declarations.

**3. Minutes of the Meeting held on 14 July 2009**

The minutes of the meeting held on 14 July 2009 were approved.

**4. Call in of any Cabinet, Cabinet or Key Officer Decisions**

There were no call ins to consider.

**5. The Future of Hyperbaric Services at Peterborough and Stamford Hospitals NHS Foundation Trust**

The hyperbaric service was used to treat carbon monoxide poisoning, assist with wound healing and infection and, most commonly, to treat radiation injury. Patients were referred to the service by consultants and the Commission received figures for the last 5 years showing the numbers of patients using the service and their geographic spread. Numbers had declined for a number of reasons, including the opening of a new hyperbaric service at the Hospital of St Cross in Rugby and Commissioner concerns over the clinical evidence base for hyperbaric therapy. The charges per patient did not cover the running costs of the service, and this was currently running at a loss.

It was therefore proposed to close the service provided locally. Referring clinicians had been consulted and current patients informed of the proposals; there had been no issues raised. The service was funded by individual Primary Care Trusts on a per patient basis; all relevant PCTs had been contacted and supported the cessation of the service.

Observations and questions were raised and responses given including:

- Is there any use made of the service in treating carbon monoxide poisoning? If so, how many people are treated?
- The majority of patients use the service for radiation therapy support and only very few are treated for other conditions.

- Will anyone be put at risk following the closure?
- No, patients will be directed to the service at Rugby.
- Will there be transport implications for patients from our area having to travel further afield?
- No, transport needs will be supported.
- Will the extra travel involved have an impact on the health of patients?
- That will depend on the individual patients and their circumstances, but patients currently travel to us from a wide area with no adverse effects.
- How much will you save by ending the service?
- The service costs £70,000 per year – we are currently running at a loss.
- There are a number of diving centres in the area. How quickly do people suffering from the bends need to get treatment?
- We do not treat the bends at Peterborough. Norfolk has a bends related service so people would be able to receive treatment there.
- How much does the service cost per patient treated?
- The information will be sent to the member after the meeting.

## **ACTION AGREED**

The Commission considered the evidence submitted and the answers received to their questions, and agreed that no further action was needed.

## **6. Safe Sharps Disposal Pilot Project**

The Safe Sharps Disposal Project would place special bins for injecting equipment and other sharp implements in public places to reduce the risk of injury and potential transmission of blood borne viruses to members of the public. The original decision to implement the programme had been made in February 2007 and in November 2008, members of the Health and Adult Social Care Scrutiny Panel had been advised that the project had not yet been completed.

Since then the project had not progressed as swiftly as hoped due to a number of issues including changes to neighbourhood management, through which consultation for the sites of the bins was due to be undertaken.

The following progress had now been made:

- the bins had been purchased, manufactured to order and delivered ready for installation;
- an agreement was in place with City Services for the installation, maintenance and emptying of the bins;
- revised hotspots based on up-to-date data of drug-related litter had been identified;
- appropriate locations for the actual installation of the bins within the hotspots had been identified and landowners contacted.

In order to ensure that the project is complete, it would in future be led by the relevant new Neighbourhood Manager who would ensure that all appropriate stakeholders were consulted prior to installation of the bins and the bins installed as quickly as possible following consultation.

Observations and questions were raised and responses given including:

- How many bins been purchased?
- We have 9 bins which are currently stored at the City Services depot. So far we have identified 6 sites.
- Members visited a similar scheme in Cambridge some years ago and they had sited their bins in public toilets, which seemed to be a good location.

- Members are very concerned that we are in the same position as over 2 years ago. We were told 18 months ago that the bins had been purchased. We need to concentrate on solving this problem and getting the project implemented.
- Officers share this frustration, and apologise that this has taken so long. The bins were purchased at the end of the last financial year and we have the most up-to-date and safest bins. We have looked at best practice elsewhere and now we only need to go through a consultation exercise to decide on specific locations. We are confident that the new neighbourhood management teams will make good progress. Details of the sites identified will be sent to the Chairman.
- The bins will also be used by diabetics – we need to stress this point. We need to have specific dates for implementation.
- The diabetic issue is a good point to make. We need to manage people's fear around drug users and crime. We will be raising awareness through pharmacies and GP surgeries. The bins can't be located in public toilets as they need to be bolted to the floor but we will look at areas around public toilets.
- Will 9 bins be sufficient? We need to have them in the right places all the time.
- We purchased 9 bins based on the data we had at that time. We will be able to purchase more if appropriate.

### **ACTION AGREED**

The Commission agreed that, because of the urgent need to see progress with the project, update reports be brought to its next 2 meetings.

## **7. Finance Report of NHS Peterborough April to July 2009**

NHS Peterborough received a total of £303m (including around £40m from the city council for Adult Social Care) to commission health and adult social care for the residents of Peterborough. The Commission received a the NHS Peterborough Finance Report for the four months to 31 July 2009, which gave details on how that money was being invested, the financial pressures that were being experienced and how they were being dealt with.

Overall NHS Peterborough was reporting an overspend to date of £1.9m but was forecasting a breakeven position for the financial year to 31<sup>ST</sup> March 2010. Members were advised that actions were in place to address the overspend to date and manage the delivery of demand management and disinvestments schemes to achieve the breakeven position for the year as a whole.

Observations and questions were raised and responses given including:

- Have overspends or underspends been highlighted before? Which areas has NHS Peterborough identified for business transformation to look at?
- We have balanced our books every year and are determined to do so again. We are working closely with the business transformation team and in the longer term we are working as an organisation and across the health system locally and in the region on transformational projects. We need to grasp the prevention agenda to support people in avoiding ill health. For example the falls prevention programme, supporting people in their own home rather than in hospital makes the best use of resources. We have many other similar projects plus we are looking at partnership arrangements for back office support.
- What will be the consequence of the current overspend?
- We are not aiming at any service cuts, but are looking at redesign and efficiencies.
- Will there be any penalties as a result of the overspend?
- Any overspend will be carried forward to next year.
- Will there be any impact on any of the developments currently in the pipeline?
- We indicated at the beginning of the year that we would not progress some projects if there were budget pressures. Some projects have slipped to the second half of the year to ensure that they are funded. Details of any significant projects that are affected will be brought to the Commission's attention.

- How much is it costing to run individual budgets and how much did it cost to gain foundation trust status?
- Social Care has always used a range of providers and we now have a broader range which will support us in becoming more efficient.
- Prevention has always been a necessity, perhaps now we should focus on social care as a prevention measure.
- The benefits of prevention are recognised; in the past prevention has not been properly recognised or funded and that is now changing.
- Is there any scope for extra funding from the local authority?
- No, we have budgets and we need to manage them. Our contingencies are at expected levels; our concern is that we have allocated the majority of them at this point in the year. We want to develop a savings plan to roll into next year for the full year.
- What advice are you receiving from your auditors?
- We are following the Strategic Health Authority's advice on contingencies and have more put aside than advised. We have not sought advice on the use of contingencies.
- Are there any areas of concern that the Commission could review?
- Officers will report back with suggestions.
- We have already had a report about the hyperbaric service which is being cut because of underuse - are there any other areas that are profoundly underused and which could be cut?
- We are not looking at cutting services but at working more effectively.

#### **ACTION AGREED**

The Commission accepted the report and agreed to consider reviewing at a future meeting any specific areas of concern.

#### **8. Green Paper on Funding Adult Social Care – “Shaping the Future of Care Together”**

The Commission received a report and short summary of the Green Paper, Shaping the Future of Care Together, which set out a vision for a new care and support system. The Green Paper highlighted the challenges faced by the current care system and the need for radical reform, to develop a National care service that was fair, simple and affordable for everyone.

Within the existing social care system some people qualified for support through disability benefits. Social care was provided by the state only to those who could not pay for themselves. Those who could pay for themselves were expected to do so with no support from the state, sometimes having to use their life savings and the value of their house. For the large number of people who were expected to make provision for themselves this system could appear very unfair. With rising life expectancy and care costs becoming higher, families faced uncertainty about the costs they were likely to incur and how best to plan for them.

The Green Paper set out the fundamental principles of what people should be able to expect and then explored five different funding options. Two of these were ruled out, leaving three proposals:

- **Partnership** - everyone who qualified for care and support from the state would be entitled to have a set proportion – for example, a quarter or a third – of their basic care and support costs paid for by the state. People who were less well-off would have more care and support paid for – for example, two-thirds – while the least well-off people would continue to get all their care and support for free.
- **Insurance** - everyone would be entitled to have a share of their care and support costs met, just as in the Partnership model. But this system would go further to help

people cover the additional costs of their care and support through insurance, if they wanted to. The state could play different roles to enable this.

- **Comprehensive** - everyone over retirement age who had the resources to do so would be required to pay into a state insurance scheme. Everyone who was able to pay would pay their contribution, and then everyone whose needs meant that they qualified for care and support from the state would get all of their basic care and support for free when they needed it. There may also be proposals for a free care and support system for people of working age alongside this.

Observations and questions were raised and responses given including:

- Will people who can't afford to contribute to a scheme get the same care as those who can?
- The options all have provision for people on low incomes to access care. In addition, people's assets will be protected more than at present.
- Will there be a phasing in of the new scheme?
- Yes, the changes will be phased in.
- All members should be given the opportunity to hear about this – perhaps All Party Policy would be the best forum.
- It seems harsh that people who may have invested their money into their homes may be penalised more than those who haven't.
- The green paper centres on the fact that there currently isn't enough money to fund the system in the future because of the ageing population. The paper is trying to address the issue around housing and assets.

#### **ACTION AGREED**

The Commission noted the report and agreed to submit individual views on the consultation to the Executive Director, Adult Social Care.

#### **9. Forward Plan of Key Decisions**

The Commission received the Council's Forward Plan which outlined forthcoming Executive Decisions for the period September to December 2009.

#### **ACTION AGREED**

The Panel noted the report.

#### **10. Work Programme**

The Commission approved the current work programme and asked officers to look at rescheduling some of the November meeting's items.

The meeting began at 7.00pm and ended at 8.40pm

CHAIRMAN

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<b>SCRUTINY COMMISSION FOR HEALTH ISSUES</b>	<b>Agenda Item No. 5</b>
<b>10 November 2009</b>	<b>Public Report</b>

## **Report of the Director of Operations**

**Report Author – Karen Kibblewhite, Community Safety & Substance Misuse Manager**  
**Contact Details – 01733 864122**

### **SAFE SHARPS DISPOSAL PILOT PROJECT**

#### **1. PURPOSE**

This report updates on the progress of the Safe Sharps Disposal Pilot.

#### **2. RECOMMENDATIONS**

The Commission is asked to accept the update and the actions described which will be taken to complete the project.

#### **3. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT**

The Sustainable Community Strategy and the Local Area Agreement aim to deliver a bigger and better Peterborough, through improving the quality of life for all. Drug-related litter and the unsafe disposal of sharp implements impacts on the safety of our communities through the increased risk of injury and transmission of blood borne viruses, and therefore by addressing it we contribute directly to the outcome of 'Making Peterborough Safer'.

#### **4. BACKGROUND**

The Safe Sharps Disposal Pilot will place special bins for injecting equipment and other sharp implements in public places to reduce the risk of injury and potential transmission of blood borne viruses to members of the public.

At its meeting in September 2009, members of this Scrutiny Panel were advised that following successful identification of potential sites and the bins having been purchased, the project was being passed to Leonie McCarthy, Neighbourhood Manager, in order to ensure appropriate consultation and agreement for installation of the bins.

#### **5. KEY ISSUES**

Attached is the timetable for installation, review and evaluation of the project.

#### **6. IMPLICATIONS**

The implications of the pilot project are city-wide.

#### **7. CONSULTATION**

Extensive consultation took place to develop and agree the Adult Drug Treatment Plan for 2009/10, in which the project is described.

Initial consultation with key stakeholders was undertaken at the project's inception. Further consultation with stakeholders in respect of the specific bin locations is being undertaken by the Neighbourhood Manager.

**8. EXPECTED OUTCOMES**

The Commission is asked to accept the timetable for completion of the project.

**9. NEXT STEPS**

The timetable will be progressed as detailed. It is anticipated that updates of the uptake and impact of the project will be reported back to the Scrutiny Commission as requested.

**10. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

Timetable for the implementation of the Safe Sharps Disposal Project.

**11. APPENDICES**

None.

## SHARP BINS DELIVERY PLAN

Progress Report - October 2009			
<b>Division:</b>	Neighbourhood Services	<b>Owner:</b>	Karen Kibblewhite Community Safety & Substance Misuse Manager Leonie McCarthy City Wide Neighbourhood Manager
<b>Target</b>	<ol style="list-style-type: none"> <li>1. Safe sharp bins installed in identified localities in Peterborough</li> <li>2. Monitoring of usage and public feedback</li> <li>3. Evaluation of project and implementation of recommended changes (including additional bins, if required)</li> </ol>	<b>Time scale:</b>	Target 1: 15 October - 26 November 2009 (6 weeks) Target 2: 26 November – 26 May 2010 (6 months) Target 3: 26 May 2010 - 23 June 2010 (4 weeks)
Tasks	Outcomes	Responsible	Progress
Analysis of the data from Peterborough City Services and Peterborough Drug Agency to determine current hot spot areas.	Map of hot spots produced	Kasia Chiva	Completed
To consult public, councillors and appropriate agencies	Letter of public recommendations and feelings produced	Kasia Chiva	This task will be divided by wards (localities) in which we are planning to place the bins. 1. First Locality – completed
To set up logistics for the actual delivery of the bins. This will include: seeking permission from appropriate landlords, setting up maintenance procedure, training staff and installing bins	All processes and documents in place, ready to deliver bins	Mark Horsley Senior Street Officer Kasia Chiva	Ongoing
Installation of the bins	First bin installed	Mark Horsley	Completed
	All bins installed	Mark Horsley	End of November
Maintenance of the bins		Mark Horsley	Not yet started
Review of impact of bins	Quarterly following installation of bins	Mike Morley	Not yet started – first review February

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<b>SCRUTINY COMMISSION FOR HEALTH ISSUES</b>	<b>Agenda Item No. 6</b>
<b>10 NOVEMBER 2009</b>	<b>Public Report</b>

## **Report of the Chief Executive**

**Report Author** – Lindsay Tomlinson, Senior Governance Officer

**Contact Details** – 01733 452238 or email [lindsay.tomlinson@peterborough.gov.uk](mailto:lindsay.tomlinson@peterborough.gov.uk)

## **CORONARY HEART DISEASE**

### **1. PURPOSE**

- 1.1 To identify areas of work to scrutinise.

### **2. RECOMMENDATIONS**

- 2.1 That the Commission identifies which areas of coronary heart disease care to include within their work programme.

### **3. BACKGROUND**

- 3.1 In June 2009 the Commission held a briefing session to discuss the programme of work for the coming year and how it could effectively carry out its role in scrutinising the provision of health and adult social care services.
- 3.2 It was decided at that meeting to identify an area of work within which there would be a number of issues which could be scrutinised in depth. Members agreed that the area of work to be looked at would be coronary heart disease.
- 3.3 Officers from NHS Peterborough will be present at the Commission's meeting to give a presentation which will include an overview of the current situation so that members can decide on which areas of work they would like to focus.

### **5. EXPECTED OUTCOMES**

- 5.1 That the Commission debates the various options available and makes a decision as to which areas of coronary heart disease care they would like to scrutinise.

### **6. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None

### **7. APPENDICES**

None

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<b>SCRUTINY COMMISSION FOR HEALTH ISSUES</b>	<b>Agenda Item No. 7</b>
<b>10 NOVEMBER 2009</b>	<b>Public Report</b>

## **Report of the Director of Adult Social Services**

**Report Author – Denise Radley**  
**Contact Details – 01733 758444**

### **ADULT SOCIAL CARE INSPECTION ACTION PLAN**

#### **1. PURPOSE**

- 1.1 To present the action plan and progress update arising from the inspection of adult social care, undertaken in January 2009, to the Scrutiny Commission and to seek members' comments on progressing the work.

#### **2. RECOMMENDATION**

- 2.1 That the Scrutiny Commission notes and comments on the action plan and progress to date, identifying any further actions to improve performance in these services.
- 2.2 That the Scrutiny Commission agrees to receive updates on progress quarterly, either at meetings or via the bulletin.

#### **3. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT**

- 3.1 Adult Social Services is a statutory function of the City Council and is reflected in the Sustainable Community Strategy/Corporate Plan through priorities around creating opportunities and tackling inequalities, promoting independence, choice and control and supporting and safeguarding the most vulnerable in our communities. The Local Area Agreement contains a number of targets which support these priorities.

#### **4. BACKGROUND**

- 4.1 The inspection took place in January 2009 and the report was published on 3 August 2009. Following the inspection, an action plan to address the inspection recommendations has been drawn up (attached). Key aspects include:
- Safeguarding – the actions are extracted from a comprehensive three year action plan overseen by the Peterborough Adult Safeguarding Board.
  - Carers – a new strategy and action plan is in place and progress in this area is good.
  - Self-directed support – key milestones this year have been met and the number of individual budgets is increasing. This marks a significant shift in how services are delivered and will achieve a step change in delivering more personalised services in line with our strategy.
  - User involvement, information and advice – a number of recommendations related to this theme and work is on-going in a number of areas.
  - Services for people with physical disabilities and sensory needs – a number of recommendations were made and work is being progressed.

## **5. CONSULTATION**

- 5.1 A wide range of stakeholders were involved in the inspection. The action plan has been drawn up with input from NHS Peterborough staff, the NHS Peterborough Board and the Care Quality Commission.

## **6. EXPECTED OUTCOMES**

- 6.1 Support for the action plan is essential to ensure that the services provided are delivered to a consistently high standard. Oversight and challenge by the Scrutiny Commission will ensure that agreed improvements are delivered.

## **7. NEXT STEPS**

- 7.1 Work to progress the action plan will continue and it is recommended that the Scrutiny Commission receives quarterly updates.

## **8. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

"Independence, Wellbeing and Choice – Safeguarding Adults, Delivering Personalised Services, Working in Partnership, January 2009".



**Post-CSCI Inspection Action Plan (Final – 27/10/09)  
NHS Peterborough**

This action plan is structured around the themes of the January 2009 inspection – safeguarding, personalisation, partnership, leadership and commissioning.

**Theme 1 – Safeguarding Adults**

Note the actions in this section are all part of the existing three year safeguarding action plan which is reported on quarterly to the Peterborough Adult Safeguarding Board.

RECOMMENDATION	ACTION	BY WHEN	BY WHOM (DIRECTOR)	OUTCOME MEASURES	RESOURCES	POSITION STATEMENT
Develop and implement robust governance, performance management and quality assurance arrangements to ensure effective safeguarding arrangements (procedural compliance, managerial oversight, case recording).	Develop quality assurance (QA) process to ensure policy and procedures are adhered to and deliver effective outcomes (consider the need for a quality assurance sub-group of the Board as part of this)	May 2009	Richard Spiers/June Stefanelli – NHS Peterborough quality leads (RS)	Improved internal checks on quality of case work within PCS and MH Trust, clear commissioning approach requiring robust QA. Evidence in regular reporting that qualitative information from audits is informing learning and development and improving outcomes.	Existing officer time and NHS Peterborough Quality sub-group	<b>Requires further work</b> - case work monthly audit in place. Need to improve reporting of outcomes and learning. <b>Review of progress to link to safeguarding action plan refresh.</b>
	Ensure all standard forms/templates on RAISE are completed and that there is management sign off of case work supported by a range of data quality reports around safeguarding.	Ongoing from 1 January 2009	KW (AR) Mary Hanna, Social Work Associate Director, MH Trust (DR)	Consistent, good quality case recording evidenced through case file sampling and auditing. Project plan showing systematic auditing and how progress is tracked.	Officer time plus costs of external audit (see below)	<b>In place.</b> Audit work beginning to evidence progress. <b>Further work required to achieve timescales consistently.</b>

**Post-CSCI Inspection Action Plan (Final – 27/10/09)  
NHS Peterborough**

	Derive performance indicators for safeguarding adults work.	December 2009	Steve Lloyd, Performance Manager, NHS Peterborough (SS)	Clearer measures for the Partnership and Board, awareness of effectiveness of safeguarding arrangements	Existing post.	<b>On Track</b> - New procedures contain indicators for case work. Performance indicators included in PCT five year Strategic Plan.
	Ensure training on new procedures was effective through supervision and management oversight.	Ongoing from 1/1/09.	KW (AR) and AN (DR)	Understanding of the importance of safeguarding, staff aware of abuse issues and who to notify of such issues	Existing resources	<b>Ongoing.</b>
Ensure that all staff and managers undertaking key safeguarding roles receive competency based specialised skills training and that the impact of this training is evaluated	Develop a multi-agency training strategy based on a learning needs analysis and evaluation of current training plan	February 2009	Jenny McIntyre (DR)	Clear outcomes within strategy, take up of learning and development opportunities and improved awareness and competency of workforce	Existing Workforce Development Officer time	<b>Delayed</b> - Board input into shaping the strategy - February 2009. Draft awaited. Report to November 2009 Board.
	Formalise training, learning and development sub-group	February 2009	Jenny McIntyre - JM (DR)	Clarity of purpose of group within the partnership and formal reporting role to Board, increased accountability	Existing resources across partners	<b>Completed.</b>
Ensure the annual safeguarding report sets out comprehensive activity data and performance analysis set against a	Produce annual report and present to key forums	March 2010 March 2011 March 2012	DR	Clear summary of work of the partnership and Board to inform and further raise awareness	Officer time	March 2009 version – <b>completed.</b>

**Post-CSCI Inspection Action Plan (Final – 27/10/09)  
NHS Peterborough**

measurable work programme and objectives to track improvements year on year						
Ensure that people who have been or consider themselves to be at risk of harm have effective opportunities to contribute to developing and improving the safeguarding arrangements	Develop a user and carer involvement policy including engagement with hard to reach and least represented groups.	February 2010 Board	DR	Policy developed in consultation with service users and carers, policy signed off by Board.	Cost of commissioning this – estimated maximum £10,000.	<b>Commissioned using interim consultant – August 2009.</b>

**Theme 2 – Delivering Personalised Services**

RECOMMENDATION	ACTIONS	BY WHEN	BY WHOM (DIRECTOR)	OUTCOME MEASURES	RESOURCES	POSITION STATEMENT
There is partnership working with people who use services to improve the availability and access to multi-media information about social care, leisure and wellbeing opportunities.	Redesign and launch a new 'NHS Peterborough' website ensuring alternative language options reflect the local population and meet the needs of those with a learning disability or sensory needs.	March 2010	AB (AF)	An information resource accessible by all with information available in a variety of formats including large font, easy read and audio.	Staff time, contracted hours with ASP, design costs. Resourcing currently under review given re-prioritisation linked to swine flu response.	<b>Amber - in progress with resources currently under review</b> - work has commenced with several internal meetings of the project team and two session with the various service user groups.
	Include service user representation in the website re-	April 2009	AB (AF)	A sound understanding of	Staff time and facilitation	<b>Green - completed</b> - Service user

Post-CSCI Inspection Action Plan (Final – 27/10/09)  
NHS Peterborough

RECOMMENDATION	ACTIONS	BY WHEN	BY WHOM (DIRECTOR)	OUTCOME MEASURES	RESOURCES	POSITION STATEMENT
	development group.			service user needs and expectations.	costs – met from existing budgets.	groups in place including older people, disabled people and those with sensory needs.
	Increase knowledge and expertise of social marketing techniques within communication team and amongst PCT staff and incorporate social marketing techniques into communication practice.	May 2008 onwards	AB (AF)	Targeted communication to have maximum impact with particular (including hard to reach) groups.	Requires the input of external expertise – to be costed.	<b>Amber</b> – in progress, further consideration is needed of how to measure outcomes.
	Redevelop City Council website and ensure that these issues are addressed.	December 2009	(DR)	An information resource accessible by all with information available in a variety of formats including large font, easy read and audio	Staff time.	<b>Green</b> – work is on track.
Services with a preventative focus are fully developed, including at evening and weekends.	Conduct a full review of out of hours services and examine current pathways of care. (Peterborough Community Services Development Plan 2009-10 & PCT Five Year Strategic Plan)	December 2009	KW (AR)	Service users and carers can access support at time of need and this is not restricted to normal office hours.	Staff time: PCT and PCS	<b>Green</b> – “Time to Care” review completed. Outcomes from this will be taken forward through the Emergency Network.
The needs of carers are fully identified and met.  (Actions are part of the Carers’ Strategy 2009-	Ensure the new Carers’ Strategy addresses all CSCI findings and recommendations prior to sign-off or on first review.	November 2009	NG (DR)	The Carers’ Strategy meets expected standards and uses the learning from the inspection. New assessment in place.	Staff time.	<b>Green</b> – on track.

Post-CSCI Inspection Action Plan (Final – 27/10/09)  
NHS Peterborough

RECOMMENDATION	ACTIONS	BY WHEN	BY WHOM (DIRECTOR)	OUTCOME MEASURES	RESOURCES	POSITION STATEMENT
2011)						
	Redraft carers' assessment to be more user friendly and to include consideration of carers' aspirations around work, education and leisure.	December 2009	NG/SO (DR)	Carers' needs are fully addressed and care plans are person-centred. Evidence of impact of feedback.	Staff time	<b>Green</b> – work in progress.
	Develop and carry out carers' surveys as a tool to measure year on year improvements in carers' experience.	March 2009	NG/SO (DR)	A clearer picture of what is working well, carers' expectations, unmet need and areas for development.	Staff time & postage costs – existing budgets.	<b>Green</b> – first survey has taken place with c200 responses which are shaping the ongoing service development
	Improve the quality and quantity of completed carers assessments in line with planned trajectories	Year on year improvements	NG/KW (DR)	Increase in the number of carers' assessments and reviews.	Staff time – existing budgets.	<b>Green</b> – performance against indicator is on track.
	Improve outcomes from Carers assessments by increasing numbers of Carers receiving direct services as a result of an assessment	Year on year improvements	NG/KW (DR)	Improvement in the health and wellbeing of carers. Increased use of the Carers' Opportunities Fund.	Staff time/budget costs – existing budgets in place.	<b>Green</b> – performance against indicator is on track.
	Carer awareness to be included in the PCT and ASC induction programmes	End September 2009.	NG/HL (DR)	All staff possess an understand of, and give consideration to, carer needs in frontline and commissioning work.	Staff time	<b>Green</b> – completed.

**Theme 3 – Working in Partnership**

OBJECTIVE	ACTION	BY WHEN	BY WHOM	OUTCOME MEASURES	RESOURCES	POSITION STATEMENT
Systems are in place to facilitate the implementation of the Single Assessment Process (SAP) in accordance with national expectations.	Produce business case and timeline/milestones for the replacement of the RAISE system	December 2009	TH/KS (DR)	Business case and clear milestones for complete replacement of social care IT system.	Officer time (Nigel Lunt and Karen Spearing, NHS Peterborough), additional capital (c435k) and revenue costs (55kpa) – both submitted in 2010/11 PCC budget process	<b>Green</b> – draft business case produced September 2009
All duties undertaken by the PCT on behalf of the council are delivered and met.	Review partnership agreement and put new Section 75 agreement in place	End March 2010	DR	Clear, updated agreement covering partnership including duties the PCT will undertake and how delivery will be monitored	Officer time – in place. Partnership review – c20k – costs met by PCC.	<b>Green – review on track</b> , discussions at Governance Group in private in September 2009, on forward plan for decisions in November/January.
Service users with physical and sensory needs are supported in their parenting role.	Review the existing range of support in Peterborough, including voluntary sector and council-funded services such as transport, to identify current gaps.	End March 2010	JS (AR)	Service users feel supported and able to meet the demands of parenting. Access to support services is not hindered by the organisation's inability to accommodate minors.	Staff time	<b>Red – formal review not yet underway as vacant post – short-listing stage.</b>

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**Post-CSCI Inspection Action Plan (Final – 27/10/09)  
NHS Peterborough**

	Issue a policy/protocol offering best practice guidelines for staff on supporting disabled adults in their parenting role, ensuring full input from, and consultation with, the Disability Forum, Partnership Boards, Children's Services and Education.	End March 2010	JS/KW (AR)	Increased awareness among staff and more confidence among service users in asking for help without fear of intrusion.	Staff time/Facilitation costs	<b>Red – not yet underway as vacant post – short-listing stage.</b>
	Ensure assessment and care planning addresses the needs of all dependents within the household.	December 2009	KW (AR)	Care planning is holistic, with service users reporting improved outcomes during review.	Existing staff resources	<b>Green – on track.</b> Case audit of PCS files will take place in January 2010 to evidence progress and outcomes.

**Leadership and Commissioning**

<b>OBJECTIVE</b>	<b>ACTION</b>	<b>BY WHEN</b>	<b>BY WHOM</b>	<b>OUTCOME MEASURES</b>	<b>RESOURCES</b>	<b>POSITION STATEMENT</b>
Strengthen the leadership role of the Council by ensuring the knowledgeable and close engagement of councillors in scrutiny and evaluation of arrangements and outcomes	Commission for Health Issues Scrutiny Panel members to receive half-day Adult Safeguarding Awareness training.	December 2009	JMcl (DR)	All those involved in scrutiny work have a good understanding of adult safeguarding issues and receive an appropriate level of guidance and training to assist them in their role.  Councillors have the skills to identify a possible safeguarding concern and know how to raise an alert.	Learning and Development Team staff time. Councillor/Panel Member time.	<b>Green –</b> previous Panel members had received this and agreement for new Panel members to do this also.

**Post-CSCI Inspection Action Plan (Final – 27/10/09)  
NHS Peterborough**

	Make safeguarding a quarterly agenda item at Scrutiny meetings.	April 2009	DR	Scrutiny of safeguarding work is commonplace and effective.	Existing resources	<b>Green</b> – completed and in place.
	Deliver All Party Policy Forum to City Councillors (now includes Parish Council chairs) – Safeguarding Action Plan	26 March 2009	KW and DR	Increased levels of awareness among councillors	Officer time.	<b>Completed with excellent feedback.</b>
	Hold annual away day for the Board and invite chair of Health Scrutiny Commission – Safeguarding Action Plan	December 2009 December 2010 December 2011	DR	Develop the Board to improve performance	Existing Budgets	<b>On track</b> - First awayday December 2008. December 2009 date booked.
	Develop plan to Increase leadership role of city councillors in relation to safeguarding – Safeguarding Action Plan	February 2010	New AD (DR)	Plan presented to Board	TBC with plan.	<b>On track.</b>
Beneficial outcomes for people with physical and sensory needs are delivered and monitored.	Establish a Partnership Board focused on Physical and Sensory Needs and look at ways of integrating this with the work of the Disability Forum.	End March 2010	JS/KC (AR)	A fully embedded, multi-agency strategic driver, co-chaired by a service user, which ensures local and national standards are being consistently met.	Staff time/Facilitation costs	<b>Amber – initial meetings have taken place and work needed now to extend membership and set up as Partnership Board model</b>
	Implement Independent Living support Service alongside Individual Budgets to increase choice and control	1 October 2009	JS (AR)	A framework of flexible services with accredited providers which supports choice and service user control in line with Putting People First.	As per plan – officer time, project management, external input funded by existing budgets plus Social Care	<b>Green</b> – on track for launch with excellent provider responses and engagement.

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Post-CSCI Inspection Action Plan (Final – 27/10/09)  
NHS Peterborough

					Transformation Grant. Also to deliver efficiencies.	
	Conduct a review of, and subsequent action plan for, sensory support services.	September 2009 (Operational Plan)	JS/KC (AR)	There is a clear work programme in place to address any gaps identified during the service review.  Increased choice and control for people with sensory needs.	Existing staff resources	<b>Red – formal review not yet underway as vacant post – short-listing stage. However progress has been made on introducing Individual Budgets and a new service framework.</b>
A system is in place to monitor continuous improvement at both team and staff level.	All staff to have a completed KSF outline and associated plan, receive routine management supervision and to have had an annual appraisal in the last 12 months.	March 2010	MS (AMB)	All staff within PCT and PCS to have a personal development plan identifying training needs and career aspirations.	Existing staff resources	<b>Amber –</b> improvements have been made and work is ongoing to achieve full compliance.
	Develop new business planning process for NHS Peterborough	December 2009	AR	Clearly defined goals and departmental targets to guide managers in their role, and allow for better scrutiny of service delivery and performance between teams, clearer prioritisation and deployment of resources.	Commissioned external expertise to deliver cost c£80k	<b>Green –</b> work has commenced and is on track.

**Post-CSCI Inspection Action Plan (Final – 27/10/09)  
NHS Peterborough**

	Develop new business planning process for Peterborough Community Services in the context of development as an independent organisation		RF (AR)	Clearly defined goals and departmental targets to guide managers in their role, and allow for better scrutiny of service delivery and performance between teams, clearer prioritisation and deployment of resources.		
A multi-agency workforce strategy is in place to support the delivery of service objectives and expected outcomes.	Develop an Integrated Local Area Workforce Strategy in line with Putting People First	March 2011	TBC – scoping work underway. (AMB)	Multi-agency workforce strategy in place which commissions the required workforce across the sector in line with guidance.	Regional support from Skills for Care – funded via JIP	Green – 2009/10 will involve regional engagement with a view to completing this work during 2010/11.

<b>SCRUTINY COMMISSION FOR HEALTH ISSUES</b>	<b>Agenda Item No. 8</b>
<b>10 NOVEMBER 2009</b>	<b>Public Report</b>

## **Report of the Director of Adult Social Services**

**Report Author – Denise Radley**  
**Contact Details – 01733 758444**

### **PETERBOROUGH SAFEGUARDING ADULTS – JUNE 2009 TO AUGUST 2009**

#### **1. PURPOSE**

- 1.1 The purpose of this report is to ask the Scrutiny Commission to consider, challenge and comment on the quarterly report on adult safeguarding.

#### **2. RECOMMENDATION**

- 2.1 That the Scrutiny Commission notes and comments on the quarterly report on adult safeguarding.

#### **3. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT**

- 3.1 Safeguarding vulnerable adults is at the heart of the Sustainable Community Strategy. Our ambition includes working to help the people of Peterborough "be protected from abuse, discrimination and harassment". The Local Area Agreement targets relating to vulnerable people have particular links to this area.

#### **4. PERFORMANCE**

- 4.1 The alerts since the last report are attached at appendix 1 and, for the first time, information on the number of cases and the outcomes is attached at appendix 2.
- 4.2 Points of note from the data are:
- Hospital referrals have increased.
  - High proportion of financial abuse, showing increased awareness amongst care staff, financial assessment officers and carers.

#### **5. PETERBOROUGH SAFEGUARDING ADULTS BOARD**

At its meeting on 14 August 2009, the Board's discussion included the following:

- 5.1 New Vetting and Barring Scheme – these new Home Office procedures came into force on 12 October 2009 and will be rolled out over a five-year programme. The UK already has one of the most advanced systems in the world for checking those who work in positions of trust with children and vulnerable adults. The implementation of the new VBS will introduce further increased safeguards to prevent unsuitable people gaining access to vulnerable adults and children through work or volunteering, and builds on current legislation around pre and post employment checks. Additional safeguards include:
- replacing the current Government lists under the Protection of Children's Act (PoCA), Protection of Vulnerable Adults Act (PoVA) and List 99. Introducing two main registers, one to cover working with children and one to cover working with vulnerable adults.

- the introduction of barring from regulated activities. People included on the new barred lists by the ISA will be barred from a far wider range of jobs and activities than previously, e.g. extending to people working with vulnerable adults in the NHS.
- placing a new duty to share information. Employers, social services and professional regulators will have to notify the ISA of all relevant information so individuals who pose a threat to vulnerable groups can be identified and barred from working with these groups.
- introduces new criminal offences from November 2010. Employers will commit an offence if they knowingly employ someone who is barred from working with vulnerable adults or children. It will also be a criminal offence for barred individuals to seek or undertake work with vulnerable groups.

5.2 Establishment of budget – the Board agreed in principle to the establishment of a pooled budget to secure an officer dedicated to supporting, managing and developing the Board. This would allow a more focused approach to agenda planning, paper preparation and presentation, better reviewing and reporting and oversight of the action plan. The model would be similar to that in place in children’s services and would comprise financial contributions from NHS Peterborough, Peterborough City Council, Cambridgeshire Constabulary, Cambridgeshire and Peterborough NHS Foundation Trust and Peterborough and Stamford Hospitals Foundation Trust.

5.3 Serious case review – it was reported that all organisations had submitted their management review reports and the Independent Chair of the Serious Case Review Panel will present his final report to the Board at its meeting on 20 November 2009.

## 6. SAFEGUARDING FORUM

6.1 Topics discussed at the Forum included:

- A presentation from the Safer Peterborough Partnership Team focusing on domestic violence and the MARAC process.
- A report and discussion about the review of No Secrets.
- General discussion about the safeguarding process, how this is progressing and some of the current issues for providers, such as being given sufficient feedback about the safeguarding referrals they make.

## 7. RAISING AWARENESS OF SAFEGUARDING IN THE GENERAL PUBLIC

7.1 No specific work has been undertaken during this period with regard to raising awareness in the general public, although the new edition of the Community Care Directory includes a section on safeguarding and is given out to those looking for information or as part of a social work intervention.

## 8. TRAINING

8.1 Training provided in the period 1 June 2009 – 31 August 2009 is listed below:

Course title	Length	No. of participants
Safeguarding raising awareness, including induction sessions	3 hours	142
Safeguarding raising awareness – bespoke sessions	3 hours	38
Safeguarding enhanced awareness	7 hours	32
Leading safeguarding investigations	14 hours	38
Mental Capacity Act awareness	3 hours	87
Mental Capacity Act – bespoke sessions	3 hours	38

Mental Capacity Act – in depth (now capacity assessment)	7 hours	42
Deprivation of Liberty for registered managers, nurses, social workers and other care staff	3 hours	90

**9. EXPECTED OUTCOMES**

9.1 The Scrutiny Commission is asked to note and discuss the content of the report.

**10. NEXT STEPS**

10.1 Safeguarding adults reports will be submitted to the Scrutiny Commission on a quarterly basis.

**11. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None.

**CONCERNS, SUSPICIONS OR ALLEGATIONS OF ABUSE  
REPORTED JUNE 2009 – AUGUST 2009**

	<b>June 2009</b>	<b>July 2009</b>	<b>August 2009</b>
<b>TOTAL NUMBER OF ALERTS</b>	<b>41</b>	<b>47</b>	<b>34</b>
<b>Age breakdown</b>			
18 to 30	2	8	3
31 to 45	10	3	5
46 to 64	6	12	10
65 to 79	4	8	6
80+	19	16	10
Unknown	-	0	0
<b>Whereabouts at time of alert</b>			
Own home	21	25	13
Care home	13	9	9
Hospital	-	3	2
Other	7	7	8
Unknown as yet		3	2
<b>Gender</b>			
Female	30	28	16
Male	10	19	18
Unknown as yet	1	0	0
<b>Ethnic origin</b>			
White British	34	37	27
Other white	1	3	4
Pakistani	2	2	2
Other Asian	-	2	0
Unknown as yet/not recorded	4	3	1
<b>Vulnerable adult client group</b>			
Physical disability	8	7	3
Mental health	7	3	2
Learning disability	8	11	12
Frailty and temporary illness	13	21	12
Dementia	5	4	2
Other vulnerable people	-	0	2
Unknown/not recorded	-	1	1
Visual Impairment		0	0
<b>Self funding</b>			
Yes	4	0	1
No	33	46	32
Not known/not recorded	4	1	1
Funded by another authority	-	3	1
<b>Type of abuse</b>			
Financial	5	8	6
Neglect	2	5	7
Physical	24	22	13
Discriminatory	0	0	0
Sexual	0	3	2
Emotional	6	8	4
Psychological	4	0	1

During the period 1 June to 31 August 2009, in addition to the above 122 alerts, there were also 78 calls into the Safeguarding Team that did not result in progression into a full investigation process as they did not meet the criteria for safeguarding but required some advice, guidance or clarification work to be given/undertaken by the Safeguarding Team.

This equates to about a 40/60 split of work that is dealt with directly by the Safeguarding Team compared to the work that gets allocated to community teams for further on-going safeguarding work.

**NUMBER OF CASES AND OUTCOMES****June – August 2009**

1. It is only possible to identify substantiated/partially substantiated/unsubstantiated, unresolved and not proceed cases once the work is completed on them. There have been closures and checklists that confirm:
  - 6 substantiated allegations
  - 6 unsubstantiated allegations
  - 3 partially substantiated
  - 2 unresolved
  - 9 not proceed
2. Outcomes have been able to be identified from case recording as well as completed checklists. Outcomes to date have been:
  - Change of placement
  - Appointeeship arrangements put in place and improved financial support
  - Increased contract monitoring
  - Criminal conviction and reporting to POVA scheme
  - Court of Protection arrangements
  - Updated care plans
  - Change of agency
  - Improved procedures in a care home
  - Improved monitoring of recording and clarity of reporting arrangements in both care agencies and care homes
  - Improved clarity of procedures were made on an acute ward
  - Improved training for staff
3. The main category of high numbers of alerts is still older people in the community and those people with a learning disability.
4. The unresolved cases have been where a person with capacity did not wish to proceed at all having understood the risks, or where a person did not meet the criteria as a vulnerable person under Peterborough Safeguarding Procedures. There have been cases where a person has died and the death was unrelated to the safeguarding incident and the case has subsequently been closed.



<b>SCRUTINY COMMISSION FOR HEALTH ISSUES</b>	<b>Agenda Item No. 9</b>
<b>10 NOVEMBER 2009</b>	<b>Public Report</b>

## **Report of the Executive Director of Adult Social Services**

**Contact Officer(s) – Tina Hornsby**  
**Contact Details – 01733 758558**

### **QUARTERLY PERFORMANCE REPORT ON ADULT SOCIAL CARE SERVICES IN PETERBOROUGH**

#### **1. PURPOSE**

1.1 To report progress against agreed adult social care key outcomes and targets.

#### **2. RECOMMENDATIONS**

2.1 This report recommends that the Scrutiny Panel:

- Reviews and notes the quarter 2 position on adult social care targets (attached).
- Reviews areas of identified risk and considers proposed remedial actions.

#### **3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT**

3.1 Supporting vulnerable people is an important part of the Sustainable Community Strategy and a key priority for the Local Area Agreement. Key performance targets from the new National Indicator set have been identified as priorities within the Local Area Agreement.

#### **4. BACKGROUND**

4.1 The key outcomes and targets for delivery for adult social care are agreed annually between the Council and the PCT and incorporated into the Annual Accountability Agreement. This report seeks to provide assurance of progress against these outcomes and targets.

4.2 Appendix 1 provides a full list of national Comprehensive Area Agreement targets and other local targets pertaining to adult social care, and shows current attainment at quarter 2 compared to the agreed target and to 2008-09 comparator performance where available.

#### **5. KEY ISSUES**

##### **5.1 Key Objectives**

5.1.1 Of the 18 key objectives set within the Annual Accountability Agreement, 13 are currently on target for delivery, and rated green by the responsible manager, and five are rated amber. There are no red rated objectives.

5.1.2 The amber rated objectives are summarised in the table below.

Objective	Current issues	Actions
Effective performance management and quality monitoring of all aspects of adult social care.	There are still some gaps relating to data from the Mental Health Trust and voluntary sector grant funded services.	Contracts management processes with the Mental Health Trust are being reviewed. Future Jobs Fund placements are being recruited to enhance data collecting and reporting for services provided via the voluntary sector.
Implementation of national and local service reforms.	Individual budget levels are below target.	The PCT has developed an action plan which seeks to ensure that individualised budgets are fully embedded into processes by December 2009.
Long term and acute mental health services.	There are a number of gaps in data received from the Mental Health Trust.	The Mental Health Trust has been given a deadline to deliver the required data. Failure to do so will result in a performance notice being issued by the PCT.
Major developments to be delivered for learning disability services	Due to the current economic climate there are some concerns around the objective of supporting people with learning disabilities into paid and unpaid employment.	The PCT continues to work closely with local employers. In September, 74 adults with learning disabilities were being supported in paid employment (12.33%) which is around twice the comparator average (5.2%).
Well-being and prevention – mental health	Currently looking at capacity issues to undertake day care review.	Capacity to be reviewed and options considered.

## Targets

- 5.2
- 5.2.1 Appendix 1 gives a full breakdown of performance against national and local adult social care targets.
- 5.2.2 Of the 13 national CAA targets, five are currently rated red. Of these, two are performing below target and the comparator average for 2008-09, two have missing data, and one is performing below target but is above the comparator average for 2008-09.
- 5.2.3 The red CAA targets are summarised in the table below.

Target	Actions / Comments
N125 The proportion of people achieving independence three months after entering intermediate of rehabilitative care.	The service has moved to the City Care Centre from May 2009. Performance improved in July to 80.49%, which will reflect some of the first people to receive care in the new facility.
NI130 Percentage of adults receiving their social care support via an individualised budget or direct payment.	Due to delays in embedding the processes in quarter 1, performance on the target is significantly behind the target trajectory of 24% at 8.73%.
NI131 Average number of weekly delayed	Mental health delays have fallen to below the

<p>transfers of care per 100,000 of the population</p>	<p>target set but hospital (acute) delays have risen. The analysis of root causes of delays, their duration and potential resolution is currently being undertaken as part of the production of a Delayed Transfer of Care Recovery Plan. The root causes of non-alignment in timing and emphasis of processes and procedures both within PSHFT and through links with community services are currently being addressed. This includes procedures relating to the exercise of patient choice, processes relating to planned and actual dates of discharge and the ease of undertaking individual mental capacity assessments to ensure a patient is exercising their own choices in care after discharge from hospital. In addition, a sub-group of the Peterborough Emergency Care Network is evaluating how to achieve greater throughput and capacity in intermediate care services both within the City Care Centre and in people's own homes.</p>
<p>NI 149 Proportion of adults in contact with secondary mental health services in settled accommodation.</p>	<p>No data available - The Mental Health Trust has been given a deadline to deliver the required data. Failure to do so will result in a performance notice being issued by the PCT.</p>
<p>NI 150 Proportion of adults in contact with secondary mental health service in paid employment.</p>	

**6. IMPLICATIONS**

6.1 None.

**7. CONSULTATION**

7.1 Not applicable.

**8. NEXT STEPS**

8.1 Performance will continue to be closely monitored with regular reporting to the NHS Peterborough Board and Scrutiny Commission for Health Issues.

**9. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

9.1 None

**10. APPENDICES**

10.1 Appendix 1 AAA Performance Indicator 09-10

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## AAA Performance Indicators 09-10

### Local Targets

Accountability Title	PI Milestone Name	Target	Actual	RAG	Var	Comments
<b>C51 Direct Payments</b>						
C51 Direct Payments	QTR 2 200910		249.16			? This relates to 305 PCS and MH direct payments as at 30 September 09 calculated by the mid year population estimates produced by ONS (Figure is per 100,000). High is good
<b>C72 Admissions of older people to residential care (new definition)</b>						
C72 Admissions of older people to residential care (new definition)	QTR 2 - 2009-10	79	12.72			PCS NI Figures ONLY Jul=12.72 Projected year end of 38.16 (Aug and Sep data not received.) Low is good
C72a Older People admitted to residential care per 10,000 of the population.aged65+ - Peterborough Community Services	Jul to Sept 2009		12.72			Jul=7 people equalling an indicator figure of 12.72. Projected year end is 38.16. (Aug and Sep data not yet received.)
C72b Older People admitted to residential care per 10,000 of the population.aged65+ - Mental Health Trust	Jul to Sept 2009		0			? Data not yet available/received.
<b>C73 Admissions of adults (18-64) to residential care (new definition)</b>						
C73 Admissions of adults (18-64) to residential care (new definition)	QTR 2 2009-10	1.1	0.29			PCS NI Figures ONLY Jul=0.29 PCS Projected year end figure is 0.88 (Aug and Sep data not yet received.) Low is good
C73a Adults under 65 admitted to residential care per 10,000 pop aged 18-64.- Phys Dis - Peterborough Community Services	Jul to Sept 2009		0.2			? Jul=0 which equals 0.20 year to date (Aug and Sep data not yet received.)
C73b Adults under 65 admitted to residential care per 10,000 pop aged 18-64.- L Dis - Peterborough Community Services	Jul to Sept 2009		0.1			? Jul=0 which gives a total of 0.10 year to date. (Aug and Sep data not yet received.)
C73c Adults under 65 admitted to residential care per 10,000 pop aged 18-64.- Mental Health Trust	Jul to Sept 2009		0			? No data available/received
<b>D40 Number of Social Care clients receiving a review</b>						
D40 Number of Social Care clients receiving a review	QTR 2 2009/10	79	70.3			PCS ONLY - Jul=69.73 and Aug=70.30 (No PCS Data received for Sep) High is good
D40a - Percentage of clients receiving a review - PCS	QTR 2 - 2009-10	85	70.3			Jul=69.73% Aug=70.30% (No data received for Sep)
D40b - Percentage of service users receiving a review MHT	QTR 2 - 2009-10	100	0			No data available/received.
D40c - Percentage of service users receiving a review - voluntary sector	QTR 2 - 2009-10		0			? No data available/received.
<b>D54 % of items of equipment and adaptations delivered in seven working days</b>						
D54 % of items of equipment and adaptations delivered in seven	QTR 2 - 2009-10	96	95.6			Overall Year to Date figure 95.6% (In Month percentages are - Jul=93.7%

**AAA Performance Indicators 09-10**  
**Local Targets**

Accountability Title	PI Milestone Name	Target	Actual	RAG	Var	Comments
<b>E47 Ethnicity of older people receiving assessment</b>						
E47 Ethnicity of older people receiving assessment	QTR 2 - 2009-10	2	2.64			PCS NI Figure ONLY - July 09 figure of 9.14%/3.46% High is good (No Aug or Sep data received.)
E47a Ethnicity of older people receiving assessment - Peterborough Community Services	Jul to Sept 2009		2.64			July figure of 9.14%/3.46% = 2.64 High is good (No Aug or Sep data received.)
E47b Ethnicity of older people receiving assessment - Mental Health Trust	Jul to Sept 2009		0			No data available/received.
<b>E48 Ethnicity of older people receiving services</b>						
E48 Ethnicity of older people receiving services	QTR 2 - 2009-10	1	1			PCS Figure ONLY for July 09 ONLY 9.13%/9.14% (Aug and Sep data not received.) Ideal performance = 1-2
E48a Ethnicity of older people receiving services following assessment - Peterborough Community Services	Jul to Sept 2009	1	1			July 09 figure ONLY 9.13%/9.14% (No Aug or Sep data received.)
E48b Ethnicity of older people receiving services following assessment - Mental Health Trust	Jul to Sept 2009		0			No data available/received.

## AAA Performance Indicators 09-10

### Local Targets




























### National CAA Targets

Accountability Title	PI Milestone Name	Target	Actual	RAG	Var	Comments	Benchmarking	
<b>NI 125 Proportion of people achieving independence 3 months after entering care/ re-hab</b>								
NI 125 Proportion of people achieving independence 3 months after entering care/ re-hab	Sep 09	85	75.24	R	▲ R	July 09 average year to date figure was 75.24% (No data received for Aug or Sep) High is good	77.6	
<b>NI 130 / VSC17 Percentage of Adults and older people receiving Self Directed Support (direct payments and/or individual budgets) (aged 18 and over)</b>								
NI 130 / VSC17 Percentage of Adults and older people receiving Self Directed Support (direct payments and/or individual budgets) (aged 18 and over)	Sep 09	47 FYO YTD	24	8.73	R	▲ R	Figure based on 548 clients (MH=52 PCS=496) receiving a direct payment and/or individual budget. (Figure excludes RAS scores below 3 on RAS Assessment, unless a Direct Payment is in place. 71 clients with various RAS scores are currently logged on the review panel list.) No further data received from Mental Health, so figure based on direct payments as at Aug 09 for mental health clients. Denominator based on 09-10 year end trajectory figure 6274. High is good	5.1
NI 130a Social Care clients receiving Self Directed Support (Direct Payments and Individual Budgets) Peterborough Community Services	Sept 09	23.4	7.91	R	▼ R	Figure based on 496 PCS clients receiving a direct payment and/or individual budget. (Figure excludes RAS scores below 3 on RAS Assessment, unless a Direct Payment is in place. 69 clients with various RAS scores are currently logged on the review panel list.) Denominator based on the Trust 09-10 year end trajectory figure 6274.		
NI 130b Social Care clients receiving Self Directed Support (Direct Payments and Individual Budgets - Mental Health Trust	Sept 2009		0.83	R	▶ ?	Figure based on 52 MH clients receiving a direct payment and/or individual budget. (Figure excludes RAS scores below 3 on RAS Assessment, unless a Direct Payment is in place. 1 clients with a RAS score below 3 is currently logged on the review panel list.) No further data received from Mental Health, so figure based on direct payments as at Aug 09 for mental health clients. Denominator based on the Trust 09-10 year end trajectory figure		
<b>Accountability Title</b>								
<b>PI Milestone Name</b>								
<b>Target</b>								
<b>Actual</b>								
<b>RAG</b>								
<b>Var</b>								
<b>Comments</b>								
<b>Benchmarking</b>								
<b>NI 131 / VSC10 Number of delayed transfers of care per 100,000 population (aged 18 and over)</b>								
NI 131 / VSC10 Number of delayed transfers of care per 100,000 population (aged 18 and over)	Sep 09	6.7	8.27	R	▲ R	Year to date data for MHT 2.47 and Acute 5.80 using W/E 25/09/2009 (W/E 25/09/2009 for Acute had 4 Delayed Discharges all 4 NHS. Reasons - 2 Residential Home, 1 Nursing Home and 1 Patient or family choice.) Low is good	6.12	
NI 131a Acute delays	Sept 09	3.5	5.8	R	▲ R	Year to date data for Acute 5.80 calculated from 188 delays/26 weeks /124708 population figures *100,000 using W/E 25/09/2009 (W/E 25/09/2009 for Acute had 4 Delayed Discharges all 4 NHS. Reasons - 2 Residential Home, 1 Nursing Home and 1 Patient or family choice.)		
NI 131b Mental Health Delays - Mental Health Trust	Sept 09	4	2.47	G	▲ G	Year to date data for MHT 2.47 using W/E 25/09/2009 calculated from 80 delays/26 weeks/124708 population figures * 100,000		
<b>NI 132 / VSC12 Timeliness of social care assessment</b>								
NI 132 / VSC12 Timeliness of social care assessment	Sep 09	85	85.18	G	▼ G	PCS ONLY - This figure equates to 730 assessments completed within time, out of a total of 857. High is good	81.9	

## Appendix 1

### AAA Performance Indicators 09-10

#### Local Targets

NI 132a Timeliness of social care assessment - Peterborough Community Services	Sept 09	85	85.18			Figure equates to 730 assessments completed within time, out of a total of 857	
NI 132b Timeliness of social care assessment - Mental Health Trust	Sept 09	97	0			No data available/received	
<b>NI 133 / VSC13 Timeliness of social care packages</b>							
NI 133 / VSC13 Timeliness of social care packages	Qtr 2 09/10	94	100			NRS ONLY 100% No data available/received from PCS or MH - High is good	91
NI 133a Timeliness of social care packages - Peterborough Community Services	Sept 09	94	0			No data received	
NI 133b Timeliness of social care packages - Mental Health Trust	Sept 09	100	0			No data received	
NI 133c Timeliness of social care packages - NRS Equipment	Sept 09	100	100			Year to date up to end of August 09 (Sep data not yet received)	
<b>NI 135 / VSC18 Proportion of carers receiving a 'carer's break' or a specific carers' service as a percentage of clients receiving community based services</b>							
NI 135 / VSC18 Proportion of carers receiving a 'carer's break' or a specific carers' service as a percentage of clients receiving community based services	Sept 09	32	32.9			Figure for PCS ONLY. UNVALIDATED figure of 1608 carers received an assessment/review and service/information against a total of 4887 service users counted within denominator. This is a 12 month rolling figure, and has been cross referenced with carers and clients. Amber due to unvalidated figure.	22.5
NI 135a Carers receiving needs assessment or review and a specific carer's service, or advice and information - Peterborough Community Services	Sept 09	35	32.9			UNVALIDATED Figure. 12 month rolling period. 1608 carers received an assessment/review and services/information against a total of 4887 service users counted within denominator. Figure has been cross referenced with carers and clients.	
NI 135b Carers receiving needs assessment or review and a specific carer's service, or advice and information - Mental Health Trust	Sept 09	32	0			No data available/received	
<b>Accountability Title</b>	<b>PI Milestone Name</b>	<b>Target</b>	<b>Actual</b>	<b>RAG</b>	<b>Var</b>	<b>Comments</b>	
<b>NI 136 / VSC03 Proportion of adults (18 and over) supported directly through social care to live independently at home</b>							
NI 136 / VSC03 Proportion of adults (18 and over) supported directly through social care to live independently at home	Sept 09	42.25	38.98			PCS July Figure ONLY, with 08-09 Mental Health and 08-09 GFS RAP Figures. (Aug and Sep data not received) High is good	33.57
NI 136a People supported to live independently through social services Peterborough Community Services	Sept 09	19.24	19.87			July figure only (Aug and Sep data not received)	
NI 136b People supported to live independently through social services Mental Health Trust	Sept 09	5.26	3.1			No data available/received. Still using the 08-09 RAP figure for the whole calculation of 3.10 for mental health.	
NI 136c People supported to live independently through social services - grant funded - vol sector services	Sept 09	17.75	17.01			No data available/received. (Still using the 08-09 GFS figure for the whole calculation of 17.01)	
<b>NI 138 Satisfaction of people over 65 with both home and neighbourhood PSA 17</b>							
NI 138 Satisfaction of people over 65 with both home and neighbourhood PSA 17	2008		85.6			There is no baseline, as this was the first year of the Place survey. The out-turn is significantly higher than the comparator average.	83.8
<b>NI 139 / VSC26 People over 65 who say that they receive the information, assistance and support needed to exercise choice and control to live independently PSA 17</b>							



AAA Performance Indicators 09-10

Local Targets

NI 139 / VSC26 People over 65 who say that they receive the information, assistance and support needed to exercise choice and control to live independently PSA 17	2008		29.9				In 2008-09 Peterborough performed above the comparator average of 29.72%. Targets have been raised to the national average of 30.42%	29.72
<b>NI 145 / VSC05 Proportion of adults with learning disabilities in settled accommodation</b>								
NI 145 / VSC05 Proportion of adults with learning disabilities in settled accommodation	Sep 09	71	62.01				UNVALIDATED figure of 431 out of 695 (62.01%) in settled accommodation. (Amber due to 33.53% with "unknown" accommodation status) High is good	70.4
<b>NI 146 / VSC07 Proportion of adults with learning disabilities in employment</b>								
NI 146 / VSC07 Proportion of adults with learning disabilities in employment	Sep 09	17	12.33				In Sep 74 adults with learning disabilities were in paid employment - compared to the total number of 600 know to the PCT as at 31 March 2009. This equates to 12.33% of our known LD population being in employment.	5.2
<b>NI 149 / VSC06 Proportion of adults in contact with secondary mental health services in settled accommodation</b>								
NI 149 / VSC06 Proportion of adults in contact with secondary mental health services in settled accommodation	Sep 09		0				No data available/received.	25.1
<b>NI 150 / VSC08 Proportion of adults in contact with secondary mental health services in employment</b>								
NI 150 / VSC08 Proportion of adults in contact with secondary mental health services in employment	Sep 09	26	0				No data available/received.	3.6

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<b>SCRUTINY COMMISSION FOR HEALTH ISSUES</b>	<b>Agenda Item No. 10</b>
<b>10 NOVEMBER 2009</b>	<b>Public Report</b>

## Report of the Chief Executive

**Report Author** – Lindsay Tomlinson, Senior Governance Officer

**Contact Details** – 01733 452238 or email [lindsay.tomlinson@peterborough.gov.uk](mailto:lindsay.tomlinson@peterborough.gov.uk)

### FORWARD PLAN – NOVEMBER TO FEBRUARY 2009

#### 1. PURPOSE

- 1.1 This is a regular report to the Scrutiny Commission for Issues, outlining the content of the Council's Forward Plan.

#### 2. RECOMMENDATIONS

- 2.1 That the Commission identifies any areas for inclusion within their work programme.

#### 3. BACKGROUND

- 3.1 The latest version of the Forward Plan is attached at Appendix 1. The Plan contains those key decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) will be making over the next four months.
- 3.2 The Commission may wish to include some of the items highlighted on the Plan onto their future work programme or to request additional information from the Executive before a decision is made. Any comments about the format of the Plan would also be welcomed.
- 3.3 In accordance with the Council's Executive procedure rules, the Cabinet or Cabinet Member will not make any key decision until at least five clear days after the receipt of the report relating to that decision. The Group representatives of this Commission and of the Scrutiny Committees are sent a copy of these reports at the same time as the Cabinet Member and any comments can be passed onto the Member before a decision is made.

#### 4. CONSULTATION

- 4.1 Details of any consultation on individual decisions are contained within the Forward Plan.

#### 5. EXPECTED OUTCOMES

- 5.1 That the Commission notes the latest version of the Forward Plan, agrees any areas for inclusion within its work programme and submits any observations concerning the Plan to the Executive.

#### 6. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None

#### 7. APPENDICES

Appendix 1 – Forward Plan of Executive Decisions

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**PETERBOROUGH CITY  
COUNCIL'S FORWARD PLAN  
1 NOVEMBER 2009 TO 28 FEBRUARY 2010**

## FORWARD PLAN OF KEY DECISIONS - 1 NOVEMBER 2009 TO 28 FEBRUARY 2010

During the period from 1 November 2009 To 28 February 2010 Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

This Forward Plan should be seen as an outline of the proposed decisions and it will be updated on a monthly basis. The dates detailed within the Plan are subject to change and those items amended or identified for decision more than one month in advance will be carried over to forthcoming plans. Each new plan supersedes the previous plan. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to Lindsay Tomlinson, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483). Alternatively, you can submit your views via e-mail to [lindsay.tomlinson@peterborough.gov.uk](mailto:lindsay.tomlinson@peterborough.gov.uk) or by telephone on 01733 452238.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed and the papers listed on the Plan can be viewed free of charge although there will be a postage and photocopying charge for any copies made. All decisions will be posted on the Council's website: [www.peterborough.gov.uk](http://www.peterborough.gov.uk). If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Governance Support Officer using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this plan.

### NEW ITEMS THIS MONTH:

- New Growth Delivery Arrangements
- Green Shoots: Building New Approaches to Service Delivery

## NOVEMBER

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>New Growth Delivery Arrangements</b>                      The economic downturn has meant that “traditional” approaches to encouraging growth no longer work; for Peterborough to realise its growth ambitions new approaches and techniques are necessary. This item will discuss the capacity and capability necessary to realise our growth ambitions.</p>	November 2009	<b>Cabinet</b>	Sustainable Growth	Internal departments as appropriate	Shahin Ismail Head of Delivery Tel: 01733 452484 <a href="mailto:shahin.ismail@peterborough.gov.uk">shahin.ismail@peterborough.gov.uk</a>	Public report will be available from the Governance Team one week before the decision is made

<p><b>Green Shoots: Building New Approaches to Service Delivery</b> This builds on an earlier paper that set out the pressures that local authorities will face over the coming years and new approaches that need to be adopted to effectively manage these. This item will provide additional detail about how these new approaches can be implemented.</p>	November 2009	<b>Cabinet</b>	Environment Capital	Internal departments as appropriate	Ben Ticehurst Deputy Chief Executive Tel: 01733 452303 <a href="mailto:ben.ticehurst@petebrorough.gov.uk">ben.ticehurst@petebrorough.gov.uk</a>	Public report will be available from the Governance Team one week before the decision is made
<p><b>Midland Highway Alliance - Junction 8 Roundabout Improvements and Welland Road Traffic Mitigation Projects</b> To appoint a contractor for the works.</p>	November 2009	<b>Cabinet Member for Neighbourhoods, Housing and Community Development</b>	Environment Capital	Internal stakeholders as appropriate.	Stuart Mounfield Senior Engineer Tel: 01733 453598 <a href="mailto:stuart.mounfield@peterborough.gov.uk">stuart.mounfield@peterborough.gov.uk</a>	Public report will be available from the Governance Team one week before the decision is made
<p><b>Extension to Woodston Primary School</b> Authority to award the contract for the construction of an extension to Woodston Primary School</p>	November 2009	<b>Cabinet Member for Education, Skills and University</b>	Creating Opportunities & Tackling Inequalities	Consultation will take place with relevant stakeholders, internal departments and ward councillors as appropriate.	Isabel Clark Planning & Development Manager Tel: 01733 863914 <a href="mailto:isabel.clark@peterborough.gov.uk">isabel.clark@peterborough.gov.uk</a>	Public report will be available from the Senior Governance Officer one week before the decision is made



<p><b>Extension to Hampton Hargate School</b>          Authority to award contract for the construction of an extension to Hampton Hargate Primary School</p>	<p>November 2009</p>	<p><b>Cabinet Member for Education, Skills and University</b></p>	<p>Creating Opportunities &amp; Tackling Inequalities</p>	<p>Consultation will take place with relevant stakeholders, internal departments and ward councillors as appropriate.</p>	<p>Isabel Clark          Planning &amp; Development Manager          Tel: 01733 863914  <a href="mailto:isabel.clark@peterborough.gov.uk">isabel.clark@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Team one week before the decision is made</p>
<p><b>Lot 1 : Energy from Waste Facility, Lot 2: Materials Recycling Facility and Lot 3 Operational Services</b>          To approve the shortlist of bidders in respect of the individual and combined lots to take forward to competitive dialogue; to approve the methodology for further reducing the number of bidders during the competitive dialogue and tender stages, to approve any other matters as these stages develop to ensure smooth running of the procurement process.</p>	<p>November 2009</p>	<p><b>Deputy Leader and Cabinet Member for Environment Capital and Culture</b></p>	<p>Environment Capital</p>	<p>Consultation will take place with relevant stakeholders, internal departments and other Cabinet Members as appropriate</p>	<p>Margaret Welton          Principal Lawyer - Waste 2020          Tel: 01733 452226  <a href="mailto:margaret.welton@peterborough.gov.uk">margaret.welton@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance team one week before the decision is made</p>

<p><b>Joint Service Centre at Hampton</b> To commence the procurement process for a design and build contract for the provision of new leisure and library facilities at Hampton as part of the joint service centre in partnership with NHS Peterborough</p>	<p>November 2009</p>	<p><b>Deputy Leader and Cabinet Member for Environment Capital and Culture</b></p>	<p>Strong &amp; Supportive Communities</p>	<p>Consultation will take place with the Cabinet Member of Community Services, ward councillors, affected divisions within PCC and potential user groups in Hampton.</p>	<p>Fiona O'Mahony Hampton Joint Service Centre Project Director Tel: 01733 863856 <a href="mailto:fiona.o'mahony@peterborough.gov.uk">fiona.o'mahony@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Team one week before the decision is made</p>
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<p><b>Section 75 Pooled funding arrangements for substance misuse services</b> Variation to the existing partnership agreement under the National Health Act 2006 to pool funding from NHS Peterborough and PCC to commission drugs services. The variation takes into account the slight changes to governance and structure of the former Drug and Alcohol Action Team, now part of the Safer Peterborough Partnership, and additional funding made available to NHS Peterborough for integrated drug treatment within HMP Peterborough.</p>	November 2009	<b>Cabinet Member for Resources</b>	Commission for Health Issues	Internal stakeholders as appropriate	Denise Radley Director of Adult Social Services & Performance Tel: 01733 758444 <a href="mailto:denise.radley@peterborough.gov.uk">denise.radley@peterborough.gov.uk</a>	Public report will be available from the Governance team one week before the decision is made
<p><b>Arthur Mellows Village College Gym and Innovation Centre</b> Authority to award the contract for the construction of the gym and innovation centre at Arthur Mellows Village College</p>	November 2009	<b>Cabinet Member for Resources</b>	Creating Opportunities & Tackling Inequalities	Ward councillors and relevant stakeholders.	Isabel Clark Planning & Development Manager Tel: 01733 863914 <a href="mailto:isabel.clark@peterborough.gov.uk">isabel.clark@peterborough.gov.uk</a>	Public report will be available from the Governance Team one week before the decision is made

<p><b>Stationery Contract</b>          Authorisation to award the contract for stationery to the successful supplier following the procurement exercise</p>	<p>November 2009</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth</p>	<p>Consultation will be undertaken with Heads of Service and other users of the contract</p>	<p>Lisa Osborne          Project Manager          Tel: 01733 452276  <a href="mailto:lisa.osborne@peterborough.gov.uk">lisa.osborne@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance team one week before the decision is made</p>
<p><b>Debt Collection</b>          To give authority to award the contract for the authority's debt collection</p>	<p>November 2009</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth</p>	<p>Consultation will be undertaken with relevant departments.</p>	<p>Lisa Osborne          Project Manager          Tel: 01733 452276  <a href="mailto:lisa.osborne@peterborough.gov.uk">lisa.osborne@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Team one week before the decision is made</p>

## DECEMBER

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Budget 2010/11 and Medium Term Financial Plan to 2012/13</b> Draft budget for 2010/11 and Medium Term Financial Strategy to 2012/13 to be agreed as a basis for consultation. This will include the Council's Capital Strategy, Asset Management Plan and Draft Annual Accountability Agreement between Peterborough City Council and Peterborough Primary Care Trust.</p>	December 2009	<b>Cabinet</b>	Environment Capital	Report forms the basis of consultation with stakeholders, prior to further consideration by Cabinet in February 2010 and subsequent endorsement at full Council.	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 <a href="mailto:steven.pilsworth@peterborou.gh.gov.uk">steven.pilsworth@peterborou.gh.gov.uk</a>	Public report will be available from the Governance Team one week before the decision is made

<p><b>Council Tax Base</b> To agree the calculation of the council tax base for 2010/11</p>	December 2009	<b>Cabinet</b>	Environment Capital	Internal advice has been received from Finance and Legal Services. No formal consultation will take place regarding proposals	Shirley Pleszkan Interim Revenues and Benefits Manager Tel: 01733 452654 <a href="mailto:shirley.pleszkan@peterborough.gov.uk">shirley.pleszkan@peterborough.gov.uk</a>	Public report will be available from the Governance Team one week before the decision is made
<p><b>Contract for the Supply of Library Stock</b> Authority to award the library book stock contract</p>	December 2009	<b>Deputy Leader and Cabinet Member for Environment Capital and Culture</b>	Strong & Supportive Communities	Internal stakeholders as appropriate	Helen Sherley Service Development Manager Tel: 01733 864273 <a href="mailto:helen.sherley@peterborough.gov.uk">helen.sherley@peterborough.gov.uk</a>	Public report will be available from the Senior Governance Officer one week before the decision is made
<p><b>Integrated Development Programme</b> To set out priorities for infrastructure provision to facilitate growth and regeneration of the city</p>	December 2009	<b>Cabinet Member for Strategic Planning, Growth and Human Resources</b>	Sustainable Growth	Relevant stakeholders as appropriate	Shahin Ismail Head of Delivery Tel: 01733 452484 <a href="mailto:shahin.ismail@peterborough.gov.uk">shahin.ismail@peterborough.gov.uk</a>	Public report will be available from the Governance Team one week before the decision is made.

## **JANUARY**

**THERE ARE CURRENTLY NO DECISIONS SCHEDULED FOR JANUARY**

## FEBRUARY

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Older People's Accommodation Strategy</b> To agree next phase of implementation of the Older People's Accommodation Strategy</p>	February 2010	<b>Cabinet</b>	Commission for Health Issues	Consultation will be undertaken with relevant stakeholders as appropriate.	Denise Radley Director of Adult Social Services & Performance Tel: 01733 758444 <a href="mailto:denise.radley@peterborough.gov.uk">denise.radley@peterborough.gov.uk</a>	Public report will be available from the Governance Team one week before the decision is made.
<p><b>Partnership Agreement between the City Council and the Primary Care Trust for the Provision of Adult Social Care</b> To approve the new partnership agreement between the city council and the primary care trust</p>	February 2010	<b>Cabinet</b>	Commission for Health Issues	All relevant stakeholders as appropriate	Denise Radley Director of Adult Social Services & Performance Tel: 01733 758444 <a href="mailto:denise.radley@peterborough.gov.uk">denise.radley@peterborough.gov.uk</a>	Public report will be available from the Governance Team one week before the decision is made



**CHIEF EXECUTIVE'S DEPARTMENT Town Hall, Bridge Street, Peterborough, PE1 1HG**

Communications  
Strategic Growth and Development Services  
Legal and Democratic Services  
Policy and Research  
Economic and Community Regeneration  
Housing Strategy  
Drug Intervention Programme and Drug and Alcohol Team

**CITY SERVICES DEPARTMENT Nursery Lane, Fengate, Peterborough PE1 5BG**

Property Services  
Building & Maintenance  
Streetscene and Facilities  
Finance and Support Services

**STRATEGIC RESOURCES DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG**

Finance  
Internal Audit  
Information Communications Technology (ICT)  
Business Transformation  
Performance and Programme Management  
Strategic Property  
Human Resources  
Customer Services

**CHILDRENS' SERVICES DEPARTMENT Bayard Place, Broadway, PE1 1FB**

Families and Communities  
Commissioning and Performance  
Learning

**ENVIRONMENTAL AND COMMUNITY SERVICES DEPARTMENT Bridge House, Town Bridge, PE1 1HB**

Planning Services

Building Control Services

Cultural Services

Transport and Engineering Services

EMERGENCY PLANNING

OCCUPATIONAL HEALTH

CITY CENTRE SERVICES

**SCRUTINY COMMISSION FOR HEALTH ISSUES  
WORK PROGRAMME 2009/10**

Meeting Date	Item	Progress
<b>8 September 2009</b>  (Papers to be despatched on 28 August)	<b>Consultation on the Provision of Hyperbaric Services</b>  To consider proposals by the Hospitals Trust to close its hyperbaric service.  <b>Contact Officer: Jane Pigg, Peterborough and Stamford Hospitals</b>	No recommendations – no further action
	<b>Green Paper on Future of Funding for Adult Social Care</b>  To consider and make comments as part of the consultation response  <b>Contact Officer: Denise Radley</b>	Individual comments to be made direct – no further action
	<b>Safe Sharps Disposal Bins</b>  To consider what the current position is with respect to the implementation of the Executive decision made in February 2007 on the installation of sharps bins.  <b>Contact Officer: Karen Kibblewhite</b>	Further reports to every meeting until progress is made
	<b>NHS Peterborough Budgetary Monitoring Report</b>  To receive a budgetary report for NHS Peterborough  <b>Contact Officer: David Bacon, NHS Peterborough</b>	Officers to bring back any areas of concern that members could further scrutinise
<b>10 November 2009</b>  (Papers to be despatched on 2 Nov)	<b>Coronary Heart Disease</b> To consider an introductory report on coronary heart disease, including a briefing on the current position, and to identify areas for future scrutiny.  <b>Contact Officer: Aidan Fallon/Alison Reid, NHS Peterborough</b>	

Meeting Date	Item	Progress
	<p><b>Quarterly Performance Report on Adult Social Care Services in Peterborough</b></p> <p>To receive an update on progress and key achievements on the objectives</p> <p><b>Contact Officer: Tina Hornsby, NHS Peterborough</b></p>	
	<p><b>CSCI/CQC Inspection</b> To consider and comment on the action plan and make any necessary recommendations</p> <p><b>Contact Officer: Denise Radley</b></p>	
	<p><b>Update on Adult Protection</b></p> <p>To consider and comment on the quarterly report and identify any areas of concern.</p> <p><b>Contact Officer: Denise Radley</b></p>	
	<p><b>Safe Sharps Disposal Bins</b></p> <p>To consider what the current position is with respect to the implementation of the Executive decision made in February 2007 on the installation of sharps bins.</p> <p><b>Contact Officer: Karen Kibblewhite</b></p>	
<p><b>12 January 2010</b> <b>(papers despatched 4 January)</b></p>	<p><b>NHS Peterborough Strategic Plan</b></p> <p>To be consulted on the NHS Peterborough Strategic Plan.</p> <p><b>Contact Officer: Angela Bailey</b></p>	
	<p><b>NHS Peterborough Budgetary Monitoring Report/QIPP Report</b></p> <p>To receive a budgetary report for NHS Peterborough, including budget proposals to be recommended to Cabinet</p> <p><b>Contact Officer: David Bacon, NHS Peterborough</b></p>	

Meeting Date	Item	Progress
	<p><b>Annual Review of Performance</b></p> <p>To consider and comment upon the annual review letter on Adult Social Care performance from Commission for Social Care Inspections (CSCI)</p> <p><b>Contact Officer: Denise Radley</b></p>	
	<p><b>Safe Sharps Disposal Bins</b></p> <p>To consider what the current position is with respect to the implementation of the Executive decision made in February 2007 on the installation of sharps bins.</p> <p><b>Contact Officer: Karen Kibblewhite</b></p>	
	<p><b>Older People Accommodation Strategy</b></p> <p>To scrutinise the proposals prior to a Cabinet decision</p> <p><b>Contact Officer: Denise Radley</b></p>	
	<p><b>Draft Revised Partnership agreement between the Council and Peterborough PCT in respect of Adult Social Care Services</b></p> <p>To consider the agreement prior to its submission to Cabinet</p> <p><b>Contact Officer: Denise Radley</b></p>	
<p><b>9 March 2010</b></p> <p>(Papers to be despatched on 1 March)</p>	<p><b>Standards for Better Health (Annual Health Check)</b></p> <ul style="list-style-type: none"> <li>(i) To endorse the Commission's comments for inclusion with all local NHS Trust submissions to the Healthcare Commission</li> <li>(ii) To consider the declarations of compliancy of all the local NHS Trusts prior to their submission to the Healthcare Commission</li> </ul> <p><b>Contact Officer: Lindsay Tomlinson</b></p>	

Meeting Date	Item	Progress
	<p><b>Quarterly Performance Report on Adult Social Care Services in Peterborough</b></p> <p>To receive an update on progress and key achievements on the objectives within the Annual Accountability Agreement 2007/08 and performance against other social care targets</p> <p><b>Contact Officer: Tina Hornsby, NHS Peterborough</b></p>	
	<p><b>NHS Peterborough Budgetary Monitoring Report</b></p> <p>To receive a budgetary report for NHS Peterborough</p> <p><b>Contact Officer: David Bacon, NHS Peterborough</b></p>	
	<p><b>Update on Adult Protection</b></p> <p>To consider and comment on the quarterly report and identify any areas of concern.</p> <p><b>Contact Officer: Denise Radley</b></p>	
	<p><b>Safe Sharps Disposal Bins</b></p> <p>To consider what the current position is with respect to the implementation of the Executive decision made in February 2007 on the installation of sharps bins.</p> <p><b>Contact Officer: Karen Kibblewhite</b></p>	

**Items to be scheduled:**

- Coronary Heart Disease – major item to look at various aspects
- Health Services for people with learning disabilities
- Safe sharps – regular report until progress made

**Bulletin Items:**

- Achieving Valuing People Now Review (DR)

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