

# **Overview and Scrutiny Management Committee**

## **Monitoring Appendix**

Thursday, 9th November, 2017  
at 5.30 pm

MEMBERS ROOM DOCUMENTS ATTACHED TO THE  
LISTED REPORTS

### **Contacts**

Committee Administrator

Judy Cordell

Tel: 023 8083 2766

Email: [judy.cordell@southampton.gov.uk](mailto:judy.cordell@southampton.gov.uk)

# MEMBERS ROOM DOCUMENTS

## 7 **FORWARD PLAN** (Pages 1 - 12)

Monitoring Appendix – Kentish Road Respite Centre

Monitoring Appendix – Tower Block Safety

Wednesday, 1 November  
2017

SERVICE DIRECTOR, LEGAL AND GOVERNANCE

# Overview and Scrutiny Management Committee: Holding the Executive to Account

Scrutiny Monitoring – 9 November 2017

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
14/09/17	Housing and Adult Care	Proposed Closure of Kentish Road Respite Service	1) That the Cabinet Member removes the proposed closure date of 31 October and re-considers the timeframe for the closure of Kentish Road Respite Centre at a meeting of Cabinet.	The proposed closure date of 31 October 2017 was lifted at a meeting of full Council on 20 September 2017 and the future of Kentish Road Respite Centre is being considered at a Cabinet Meeting on 14 November 2017.	Complete
			2) That, to inform the proposed Cabinet decision, the report to Cabinet includes a re-assessment of the financial business case associated with the closure of Kentish Road Respite Service.	The report to Cabinet includes a re-assessment of the financial business case associated with the proposed closure (paragraphs 34 to 39 and Appendix 1 to the report).	Complete
			3) That, if Cabinet agree to postpone the closure, a communications and transition plan is developed and published to support the process.	<p>A media statement was issued following the full Council meeting on 20 September 2017 and an update was published on the council's website on 5 October 2017 at <a href="http://www.southampton.gov.uk/news/article.aspx?id=tcm:63-396018">http://www.southampton.gov.uk/news/article.aspx?id=tcm:63-396018</a></p> <p>A letter was sent to all carers of individuals being supported at Kentish Road on 18 October 2017 confirming opening times for the scheme until the end of November 2017 and the date of the Cabinet decision.</p> <p>Information regarding the alternative respite provision has been published on the council's website and has been sent out to carers (see also item 7 below).</p> <p>A transition plan template has been developed (attached), which can be adapted to take account of individual</p>	Complete

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
Page 2				needs and requirements to ensure an effective transition.	
			4) That, if Cabinet agree to postpone the closure, the Cabinet Member ensures that every effort be made to adequately staff Kentish Road Respite Service whilst it remains open.	All reasonable endeavours have been taken to staff the scheme pending determination of its future, as set out in paragraphs 29 to 31 of the Cabinet report.	Complete
			5) That the Cabinet Member clarifies and communicates to carers and service users the message about respite care at Kentish Road being available during weekends in October to those in the process of transitioning to alternative provision, or have not yet agreed an alternative provision.	A letter was sent to all carers of individuals being supported at Kentish Road on 18 October 2017 confirming opening times for the scheme until the end of November 2017 and the date of the Cabinet decision.	Complete
			<p>6) That the Committee are provided with a briefing paper outlining the current position as it relates to the individuals that are still using Kentish Road, with regards to:</p> <ul style="list-style-type: none"> <li>Completed and outstanding assessments;</li> <li>Completed and outstanding care and support plans;</li> <li>The number that have not received an offer of alternative provision;</li> <li>The number that have accepted offers of alternative provision;</li> <li>The number that have received an offer but have not reached agreement with the Council with regards to alternative provision.</li> </ul> <p>It is recommended that, where practical, external validation is provided of the statistics requested and that the briefing paper</p>	<p>This is set out in paragraphs 25 and 26 of the Cabinet report. In summary:</p> <ul style="list-style-type: none"> <li>All assessments have been completed;</li> <li>All care and support plans have been drafted;</li> <li>The assessment and draft care and support plan were sent out with a covering letter and booklet with details of alternative respite options by 29 September 2017;</li> <li>Suitable alternative provision has been identified for all 30 people who continue to use Kentish Road;</li> <li>7 people have agreed to the alternative and 13 have agreed this in principle, but have not signed the support plan;</li> <li>10 people have not reached agreement with regards to alternative provision.</li> </ul>	Complete

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
Page 3			provides the Committee with an explanation of the stages that need to be followed from assessment to completing the transition.	<p>The care and support plans of the 10 people who have not reached agreement with regards to alternative provision have been independently reviewed by the Principal Social Worker at Portsmouth City Council. She considers that the alternatives offered are appropriate and sufficient to meet individuals' assessed needs.</p> <p>The stages that need to be followed are:</p> <p>(1) Assessment completed</p> <p>(2) Care and support plan drafted for alternative respite provision</p> <p>(3) Agreement to care and support plan</p> <p>(4) Transition to alternative respite provision, in accordance with the transition plan and care and support plan.</p>	
			7) That information clearly identifying the alternative respite provision available, including capacity and facilities, and the various needs that they are able to support is provided to the Committee and is circulated to the carers of individuals that use Kentish Road Respite Centre.	<p>This is available on the council's website at <a href="http://www.southampton.gov.uk/health-social-care/adults/respice-options.aspx">http://www.southampton.gov.uk/health-social-care/adults/respice-options.aspx</a> and has been published as a Members' Room Document to inform the Cabinet decision on 14 November 2017.</p>	Complete
			8) That the Cabinet Member circulates to the Committee the definition that Southampton City Council is working to, as it relates to the users of Kentish Road Respite Service, for the term 'suitable alternative provision'.	<p>There is not a legal definition for 'suitable alternative provision' contained in the Care Act 2014, associated Regulations or statutory guidance. This would be determined as part of the assessment and planning phase. Any alternative needs to meet the unmet eligible need. The council is required to take into account the wishes and feelings of the individual and carer but can also take into account resources, in accordance with the</p>	Complete

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
Page 4				<p>council's Adult Social Care and Support Planning Policy.</p> <p>The care and support plans of the 10 people who have not reached agreement with regards to alternative provision have been independently reviewed by the Principal Social Worker at Portsmouth City Council. She considers that the alternatives offered are appropriate and sufficient to meet individuals' assessed needs.</p>	
			<p>9) That the Committee are provided with:</p> <ul style="list-style-type: none"> <li>• A summary of the legal requirements placed on the Council with regards to engaging with service users and carers and ensuring that their views are taken into consideration.</li> <li>• An overview of the approach to engaging with service users and carers that the Council has employed as it relates to the proposed closure of Kentish Road Respite Service.</li> </ul>	<p>The legal requirements are set out in paragraph 45 of the Cabinet report.</p> <p>In terms of engaging with individuals during the assessment process, the Equality Act 2010 requires reasonable adjustments to be made to support an individual's involvement in the assessment.</p> <p>Under the Care Act 2014 the council should take reasonable steps to agree how needs are met with the individual/carer. Any plan should be person centred with an emphasis on the individual having a reasonable opportunity to be involved. The council should also provide information in a way that is meaningful to the person and ensure the person has the support and time to consider the options available to meet the needs. The Care Act also requires that if an individual has a 'substantial difficulty' in being involved, then an 'appropriate person' should be identified to facilitate their involvement.</p>	Complete

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
Page 5				<p>'Substantial difficulty' includes understanding relevant information; retaining that information; using or weighing that information as part of the process; and communicating the individual's views, wishes or feelings.</p> <p>The individual being assessed must consent or, in the case of mental incapacity, the council must be satisfied that the 'appropriate person' will act in the individual's best interests.</p> <p>Where it is not possible to identify an 'appropriate person' an independent advocate is appointed.</p> <p>The steps taken to facilitate an individual's involvement in the assessment as set out above are recorded on the assessment form.</p> <p>The Principal Social Worker for Portsmouth City Council stated that she could see the opinions of relatives in all of the assessments and that the assessments and support plans have been completed with the client, where possible, with the parents/relatives involved.</p> <p>She has recommended that some of the care and support plans be updated to include all of the choices that have been offered to meet the assessed need since September 2017.</p>	

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
Page 6			10) That a review of Weston Court is undertaken that explores the opportunities and potential of the site to deliver a respite service complete with facilities that enable service users to socialise.	Following a review, the community centre that adjoins Weston Court will now also be available for the scheme's use and, following a consultation, the wider Weston Court community is looking forward to welcoming and engaging with people receiving respite at Weston Court. The new care provider, Way Ahead, has a good track record of engaging with people using their services and the wider community to provide a vibrant service.	Complete
			11) That the Committee is provided with the Administration's current position with regards to the potential use of Weston Court as a facility to accommodate those recently discharged from hospital.	Prior to the proposal to close Kentish Road, it was often not fully utilised. The new scheme at Weston Court will have the ability to provide short stay respite to people being discharged from hospital, for example where there is a delay in setting up a suitable package of care at home. This is expected to be at times when Weston Court is not being used to provide respite for people living with a learning disability. There is not expected to be overlapping use, but if this were to arise we would work with the provider, and potential clients, to ensure that their needs were compatible with each other and that those needs can be managed within Weston Court. If there is increased choice of provision in the market or more people choose to take up direct payments or shared lives in the future, then the capacity of Weston Court to support people being discharged from hospital may increase. The use of the Weston Court Scheme will be in accordance with its registration with the Care Quality Commission to provide short stay replacement care.	Complete



Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
Page 7			12) That, prior to the closure of the service, officers seek to facilitate the development of 'friendship groups' for Kentish Road service users.	<p>The council has met with Choices Advocacy to progress this and a meeting with Mencap is scheduled for 14 November.</p> <p>The council has explored the Friendship Group model that Hampshire County Council used following a closure of one of its services, and understand what worked well and what could be improved. The possibility of respite providers running social events is also being explored.</p> <p>These ideas will be explored and developed further by a focus group for people living with a learning disability and their carers. This will be wider than the Kentish Road group (although they would be a priority group to invite), as maintaining and developing friendships is a key element of the challenge that individuals living with a learning disability face.</p>	Complete
			13) That the Cabinet Member continues to discuss the future use of the Kentish Road facility with the charities that have expressed an interest in the service, and reports progress back to the OSMC.	Progress will be reported back to the Overview and Scrutiny Management Committee at its meeting on 9 November 2017.	

This page is intentionally left blank

# Overview and Scrutiny Management Committee: Holding the Executive to Account

Scrutiny Monitoring – 9 November 2017

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
10/08/17	Housing and Adult Care	Tower Block Safety	1) That the timetable and milestones for the installation of sprinkler systems across the Council's 20 high rise buildings are circulated to the Committee.	Work is now well underway on installations at Shirley Towers, Albion Towers and Sturminster House and is programmed to be complete this calendar year. Work has also commenced at Millbrook, Redbridge and Canberra Towers and is programmed to be complete by March 2018. A programme for remaining blocks will not be finalised until we have confirmation of funding from DCLG.	Completed
			2) That, factoring in the fire risks identified, the Committee are provided with the priority order for the installation of sprinkler systems within the Council's high rise buildings.	The blocks known as 'Scissor blocks' have been prioritised first followed by the tallest blocks with single staircases. The remaining single staircase blocks will follow with the remainder prioritised by height.	Completed
			3) That the Committee are provided with information on the Housing Revenue Account (HRA) borrowing cap and the existing level of borrowing for the HRA.		
			4) That the Cabinet Member outlines to the Committee the funding options that the Administration are considering to enable the installation of sprinkler systems if no Government funding is forthcoming.	The Housing Minister has indicated that it is unlikely that direct funding will be provided by Government. He has indicated that additional borrowing above the current HRA Cap may be permitted but we have had no confirmation of this. If no government support is received then the Cabinet Member will consult tenants' representatives regarding if and how many capital projects should be delayed to accommodate the sprinklers programme. Tenants' representatives	In hand

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
Page 10				have already been advised such talks may be required.	
			5) That the Cabinet Member writes to the Communities and Local Government Secretary / Housing Minister tomorrow requesting authorisation to extend the HRA borrowing cap to enable sprinkler systems to be installed in each of the Council's high rise buildings as soon as possible.	The Cabinet Member has written and a response has been received requesting further information. This has been responded to.	
			6) That the Administration adopts the policy position that it will go ahead with the installation of sprinkler systems in all Council owned high rise buildings regardless of the Government's funding decision.	The Administration (along with many other Councils) is continuing to press government for support for a programme of installations. It will not adopt a final position until a definitive response from Government is received.	Completed
			7) That details are provided to the Committee on: <ul style="list-style-type: none"> <li>The number of flats within the Council's high rise buildings that still have a gas supply</li> <li>The timescales being worked to for the disconnection of the gas supply to these properties.</li> </ul>	<p>208 properties in Tower Blocks were identified (August 2017) as having a live gas supply. The majority of these use gas to supply cookers/hobs. An existing programme of grants to replace these with electric cookers in the ECO blocks has been extended to all tower blocks and a number of these have already been disconnected.</p> <p>Around 20% of the affected flats are Leasehold and around 20 of these flats are believed to rely on gas heating. The Council will therefore need to go through a consultation process to progress the disconnection of those flats. Legal advice is being finalised following which a programme for disconnection will be provided.</p>	In hand

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
			8) That the Committee are provided with: <ul style="list-style-type: none"> <li>A summary of the emergency planning scenarios and outcomes</li> <li>Specific examples of emergency planning scenarios</li> </ul>		
			9) That the Service Lead, Council Housing and Neighbourhoods responds directly to the concerns of the tenants representative relating to the consultation with residents and the accessibility of the communications provided.	The Service Lead has responded directly to the residents.	Completed
10/08/17	Leader's	LATCo for Some Council Services	1) That the Leader circulates to the Committee the timescales and milestones for the establishment of the LATCo and when services will begin to trade commercially.		

This page is intentionally left blank