

Notice of Meeting

Adult Social Care Select Committee



Date & time
Friday, 19
December 2014
at 10.00 am

Place
Ashcombe Suite,
County Hall, Kingston
upon Thames, Surrey
KT1 2DN

Contact
Ross Pike or Andrew Baird
Room 122, County Hall
Tel 020 8541 7368 or 020
8541 7609

Chief Executive
David McNulty

ross.pike@surreycc.gov.uk or
andrew.baird@surreycc.gov.uk

If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9068, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email ross.pike@surreycc.gov.uk or andrew.baird@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Ross Pike or Andrew Baird on 020 8541 7368 or 020 8541 7609.

Members

Mr Keith Witham (Chairman), Mrs Margaret Hicks (Vice-Chairman), Mr Graham Ellwood, Miss Marisa Heath, Mr Saj Hussain, Mr George Johnson, Mr Colin Kemp, Mr Ernest Mallett MBE, Ms Barbara Thomson, Mrs Fiona White and Mr Richard Walsh

Ex Officio Members:

Mr David Munro (Chairman of the County Council) and Mrs Sally Ann B Marks (Vice Chairman of the County Council)

TERMS OF REFERENCE

The Select Committee is responsible for the following areas:

- Services for people with:
 - Mental health needs, including those with problems with memory, language or other mental functions
 - Learning disabilities
 - Physical impairments
 - Long-term health conditions, such as HIV or AIDS
 - Sensory impairments
 - Multiple impairments and complex needs
- Services for Carers
- Safeguarding

PART 1 IN PUBLIC

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

2 MINUTES OF THE PREVIOUS MEETING: 23 OCTOBER 2014

(Pages 1
- 12)

To agree the minutes as a true record of the meeting.

3 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

Notes:

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

4 QUESTIONS AND PETITIONS

To receive any questions or petitions.

Notes:

1. The deadline for Member's questions is 12.00pm four working days before the meeting (Monday 15 December 2015).
2. The deadline for public questions is seven days before the meeting (Friday 12 December 2014).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE

The recommendations made at the last meeting will be made to Cabinet on 16 December 2014. A response will be included in the next Committee meeting papers.

6 DIRECTOR'S UPDATE

The Strategic Director for Adult Social Care will update the Committee on important news and announcements.

7 INTERAGENCY YOUNG CARERS STRATEGY FOR SURREY

(Pages
13 - 44)

Purpose of report: *Policy Development and Review*

Surrey's Young Carers Strategy "Making It Real for Young Carers" is a three year plan. It sets out how the Council, NHS and other partners will work together to improve support for young carers. The process is coordinated by Adult Social Care but young carers have been central to the development of the strategy. This report summarises the key issues for Adult Social Care and describes how plans involving young carers will drive implementation, including new young carers assessment tools.

8 ADULT SOCIAL CARE DIRECTORATE OCTOBER 2014 BUDGET MONITORING REPORT (Pages 45 - 56)

Purpose of report: *Scrutiny of Budgets/ Performance Management*

This report provides an opportunity for the Committee to scrutinise the Adult Social Care budget.

9 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME (Pages 57 - 68)

The Committee is asked to monitor progress on the implementation of recommendations from previous meetings, and to review its Forward Work Programme.

10 DATE OF NEXT MEETING

The next meeting of the Committee will be held at 10.00 am on Thursday 15 January 2015.

David McNulty
Chief Executive

Published: Thursday, 11 December 2014

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MINUTES of the meeting of the **ADULT SOCIAL CARE SELECT COMMITTEE** held at 10.00 am on 23 October 2014 at Ashcombe Suite, County Hall, Kingston upon Thames, Surrey KT1 2DN.

These minutes are subject to confirmation by the Committee at its meeting on Thursday, 13 November 2014.

Elected Members:

- * Mr Keith Witham (Chairman)
- * Mrs Margaret Hicks (Vice-Chairman)
- * Mr Graham Ellwood
- * Miss Marisa Heath
- * Mr Saj Hussain
- * Mr George Johnson
- Mr Colin Kemp
- * Mr Ernest Mallett MBE
- * Ms Barbara Thomson
- * Mrs Fiona White
- * Mr Richard Walsh
- * Mr Bill Chapman
- * Mr Chris Pitt

Ex officio Members:

Mr David Munro, Chairman of the County Council
Mrs Sally Ann B Marks, Vice Chairman of the County Council

Substitutes

- * Mr Bill Chapman
- * Mr Chris Pitt

70/14 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Colin Kemp. Chris Pitt acted as a substitute for Colin Kemp and Bill Chapman substituted for the vacant position on the Committee.

71/14 MINUTES OF THE PREVIOUS MEETING: [Item 2]

These were agreed as an accurate record of the meeting.

72/14 DECLARATIONS OF INTEREST [Item 3]

None

73/14 QUESTIONS AND PETITIONS [Item 4]

None

74/14 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE [Item 5]

Response received to one recommendation referred at September's meeting. The response was published in the agenda papers

Witnesses:

Mel Few, Cabinet Member for Adult Social Care
Steve Cosser, Cabinet Associate for Adult Social Care

Declarations of interest: None

Key points raised during the discussion: None

75/14 DIRECTOR'S UPDATE [Item 6]**Witnesses:**

Dave Sargeant, Strategic Director for Adult Social Care

Mel Few, Cabinet Member for Adult Social Care
Steve Cosser, Cabinet Associate for Adult Social Care
Cliff Bush, Chair, Surrey Coalition of Disabled People

Declarations of interest: None

Key points raised during the discussion

The Cabinet Member for Adult Social Care wished to update the Select Committee on a recent Cabinet decision. His update follows:

1. The Committee were informed that the Cabinet had approved a consultation on the future of six in-house residential care homes for older people in Surrey. It was acknowledged that there may be some tough decisions ahead. It was noted that that the care homes included in the consultation were under occupied and were not fit for purpose in the long term. It was highlighted that renovating the care homes would cost in the region of £60 million to make the structural changes required to bring the homes to the standard required for modern day residential care. The Committee was advised that all local Members in the areas where the homes are have been briefed on the process. Following the consultation, should there be a decision to close any of the care homes, the Committee was assured that residents would not be moved during the winter months so that their health was protected.
2. Members asked for clarification on the consultation process with the residents and requested assurances that this would be a transparent process. The Cabinet Member for Adult Social Care indicated that the consultation would be a fair and frank process to ensure that the views and opinions gathered were accurate. It was further highlighted that every effort would be made to gather the thoughts of the friends and families of those residing in the care homes.
3. The Committee asked what the future might hold for staff working in these homes should, following the consultation, there be a decision to close any of them, and whether there were an opportunities for them to continue their employment elsewhere within Surrey County Council, alternatively the adult social care sector is an area which currently has a high demand for staff.
4. The Cabinet Member was asked by the Committee whether it would be possible to amalgamate the residents into a few of the homes and close the remaining ones given that they are operating below capacity. The Cabinet Member stressed that the primary problem was with the condition of the homes and the fact that they will become unfit for purpose rather than it being an issue of having additional capacity. The Strategic Director highlighted that the care homes meet current regulatory standards but indicated that under the new CQC framework could be viewed as sub-standard by inspectors. The Committee was also advised that these homes had now stopped accepting permanent new admissions residents to relieve pressure on staff.

5. The Strategic Director (SD) informed the Committee that Surrey has now submitted its plans for the Better Care Fund (BCF). Members were advised that all partners had been involved in the process and that the council worked closely with the six CCGs to develop an innovative strategy for the delivery of adult health and social care services. The plans for BCF funding have been accepted with conditions based on further engagement with acute hospitals in Surrey.
6. The SD provided further information about the realignment of the Adult Social Care (ASC) Directorate. The SD highlighted that, to allow for closer collaboration and a more integrated approach to commissioning, the structure of ASC in Surrey had been amended to bring it in line with the number of Clinical Commissioning Groups (CCGs) operating in Surrey. The small caveat to this is that, while there are six CCGs in Surrey there are five Area Directors (AD) one of which will work with two CCGs. It was highlighted that the Directorate is currently working to disaggregate the county-wide commissioning function to the 6 CCG areas thereby amalgamating operational and commissioning functions. Staff affected by this exercise are now in the 30 day consultation process. The SD further advised that the realignment had saved the Directorate £500k in management costs.
7. Members expressed concern with the flow of information between the boards and committees scrutinising health and social care in Surrey and suggested that communication between Health and Wellbeing Board, Health Scrutiny Committee and Adult Social Care Select Committee should be encouraged especially given that they frequently consider similar issues. The SD commented that there is certainly an overlap between the work of these committees and suggested exploring how these priorities should be considered in the near future to ensure that they function most effectively. The Chairman was advised that guidance on local authority health scrutiny clarifies the governance. It was agreed these would be circulated to each Member of the Committee.
8. The Committee highlighted the growing trend towards the integration of healthcare and adult social care and concerns were raised by Members about the potential loss of democratic accountability as integration deepens over time. The Chair of Surrey Coalition of Disabled People advised that his organisation was supportive of further integration but cautioned the Committee about

the operation and leadership of an integrated care service for service users.

9. The SD advised that work on finding savings in the ASC Directorate's budget was continuing. Particular attention was being paid to transition services in order to integrate these services more. It is hoped that, by ensuring that all services involved in transitions are integrated, savings can be made while providing a better, more – rounded service for users aged 0 to 25 years old. As such, the SD advised that, in conjunction with the Strategic Director for Children, Schools and Families, a piece of work has been commissioned which will explore how transition services can be more closely integrated and that they could learn from other authorities such as Kingston, Richmond and Suffolk who are doing similar work. The results of this project would be fed back to the Committee once it had been completed. Members asked whether there would be any opportunity for them to get involved in the piece of work to which the SD responded that he would very much welcome input on the project from Members of the Committee.
10. Members were advised by the SD that the guidance documents on the Care Act are forthcoming. Once this guidance has been received, further information and plans on the implementation of the Care Act will be shared with the Committee.

Recommendations:

- That the Committee is updated on the co-design process for a new 0-25 service.

Action points/ further information to be provided:

- The Chairman to distribute governance guidelines for the Health Scrutiny Committee to Members.
- Adult Social Care will share weekly updates on the preparations for the Care Act, following the publication of the guidance, in the Directorate's 'e-brief'. If Members have specific information requests they can contact Tristram Gardner (Care Act Project Manager).

Committee next steps:

None

76/14 HEALTH AND WELLBEING PRIORITIES: OLDER ADULTS & PREVENTION AND DEMENTIA FRIENDLY SURREY [Item 7]

Witnesses:

Jo-anne Alner, Director of Quality and Innovation, North West Surrey CCG

Jean Boddy, Area Director: NE Hants and Farnham CCG, Surrey Heath CCG, Surrey Heath Borough Council, Adult Social Care

Helen Atkinson, Director of Public Health

Jen Henderson, Assistant Senior Manager, Adult Social Care

Cliff Bush, Chair, Surrey Coalition of Disabled People

Sue Zirps, Chief Executive Officer, Age UK Surrey

Peter Gordon, Independent Non-Executive Director and Chair, Healthwatch Surrey

Declarations of interest:

Mr Chris Pitt advised the Committee that he was a Trustee of Age UK Surrey. This was noted by the Chairman.

Key points raised during the discussion:

Health and Wellbeing Priorities: Older Adults Supporting People in Surrey to Live and Age Well:

1. The Director of Quality and Innovation at North West Surrey CCG (DQI) gave a presentation to the Committees on some of the challenges that CCGs in Surrey face given the healthcare demands of an ever-increasing elderly population. The Committee were advised that effective collaboration between health and adult social care providers is vital in ensuring that this demand is met and to reduce the number of hospital admissions. Members were also given information on an action plan which had been agreed by all CCGs and healthcare providers in Surrey to ensure a joined-up approach is taken to the delivery of sustainable care services that can cope with the pressures of an ageing population.
2. Members were concerned that the strategies created by each of the six CCGs in Surrey looked disparate and requested assurances that residents would experience the same outcomes in practice. The DQI highlighted that the CCGs were implementing the same schemes in line with the agreed strategy but many of them differed in how they are implementing the strategy. There may be some differences in how each CCG implemented the strategy to take account of the needs of the local population but the primary priorities and outcomes were the same for each of the CCGs.

3. The Committee also asked whether it was also possible to ensure that people die well in Surrey. The DQI highlighted that NW Surrey CCG does have a strategy on this and indicated that this is something that all CCGs will have. There has been real investment and efforts made to improve end of life care but this can sometimes be hampered by the fact that terminally ill patients can be reluctant to discuss the care they want at the end of their life which makes the arrangement of provisions more problematic. The Area Director (AD) indicated that work is currently ongoing to map people's preferred place to die so that they can gather more information on patients' preferences for the delivery of palliative care. The DQI advised Members that a quality of nursing offer will be introduced for care homes so that patients will feel more comfortable ending their lives in care homes with nursing support rather than in a hospital setting

Developing a Preventative Approach Priority Action Plan

1. The DPH outlined the importance of preventative measures in reducing the strain on the NHS, highlighting key priorities such as stopping smoking, promoting more responsible attitudes towards alcohol consumption as well as encouraging a healthy diet and regular exercise among residents. Members were advised that Surrey Public Health takes a life course approach which means promoting healthy attitudes from pre-birth but also wants to get the message out to residents that it is never too late to adopt a healthy lifestyle. The DPH confirmed that Public Health is currently working with the CCGs to develop a prevention plan which the Committee was told each CCG would tailor slightly differently in order to take account of differences within the county but that each CCG will have the same overarching strategy. Public Health will work with General Practices to embed a preventative approach at the primary care level and in CCG commissioning plans.
2. Members asked whether there was a particular strategy in place to focus on deprived areas where people experience worse outcomes and more health problems. The DPH stated that Public Health do take a targeted approach to deprived communities and have introduced measures such as training members of the Troubled Families teams on how to conduct health interventions while also working with Children's Centres to promote healthy lifestyles amongst younger people.
3. The Committee expressed support for the prevention strategy developed by Public Health and recognised the key role that prevention can play in reducing pressure on the NHS and other health services in the future. Members also suggested that they

could get involved by talking to Surrey MPs in an attempt to get preventative approaches to healthcare on the national agenda as the NHS has traditionally been an ill-health service.

4. The Cabinet Member for Adult Social did express some concern with relying too heavily on promoting healthy living to reduce pressure on the NHS and suggested that it was a challenge to get people to change their lifestyles to become more health conscious. He advised that it was crucial to engage people at a young age as it could be harder to change attitudes amongst the adult population.

Stakeholder Perspective

1. The Chairman asked representatives from Healthwatch Surrey, Age UK Surrey and Surrey Coalition of Disabled People to offer their perspective on some of the key issues and challenges for adult social care in Surrey.
2. The Independent Non-Executive Director and Chair of Healthwatch Surrey provided Members with a brief overview of the role of Healthwatch within the Surrey health and social care system and highlighted that it is not simply the voice of residents but also highlighted its role in furnishing SCC, the CCGs and healthcare providers with the tools to engage with patients to get the best possible outcomes. The Committee was advised that Healthwatch very much supports preventative approaches to reduce the pressure on the NHS but highlighted the difficulty of making people think differently about their lifestyle. It was stressed that Healthwatch are eager to work with Public Health and the CCGs in order to develop these strategies further and introduce the perspective of the consumer to these strategies.
3. The Chief Executive Officer of Age UK Surrey drew the Committee's attention to the role played by the voluntary sector in the delivery adult social care services in Surrey and the role it could continue to play under the new processes arising from the Better Care Fund. Members were advised that there were numerous examples of health services and the voluntary sector working together in order to keep people out of hospital, models of collaboration which Age UK had rolled out nationally and that are now being brought to Surrey. Isolation was highlighted as one of the biggest problems for the elderly population and had led to a huge number of people over 65 suffering from depression, a problem requiring urgent attention. It was advised that the development of a single IT system that could

be used as a point of contact used by all services was vital in ensuring that Surrey's older, vulnerable residents receive the care they require.

4. The Chair of Surrey Coalition of Disabled People advised the Committee of problems arising from the transfer of care which need to be addressed particularly in relation to transferring patients from hospital back home and ensuring that prescriptions are accessible. Members asked whether the problem of organisation was a result of individual department and organisations within the NHS protecting their budgets and whether this was a problem across the system. The Cabinet Member for Adult Social Care indicated that he had recently attended a workshop designed to streamline the process of discharging patients and which had revealed different approaches between different parts of the NHS regarding who would provide the required services to the patient and cover the cost of their treatment. The Strategic Director for Adult Social Care advised that there were various factors which could affect the amount of time it took to discharge patients from hospital including the fact that occasionally certain services may not be operating on the day that the patient is supposed to be released from hospital. It was highlighted that action was being taken to make the discharge process more seamless to ensure that patients would be let out of hospital within a reasonable timeframe of their discharge being approved.

Dementia Friendly Surrey

1. The Committee was given an update on the performance of the Dementia Friendly initiative. Members were advised that responses were still being analysed and collated from the programme so it was too early to draw any decisive conclusions on its achievements. Against the Directorate's own objectives, however, the initiative appears to have recorded some significant successes not least the fact that over 100 organisations in Surrey, including Surrey Police, have received dementia awareness training in the first 18 months of the initiative against a target of 50.
2. Public awareness campaigns were further highlighted as one of the main pillars of the initiative and that this was set to continue with the launch of a social media campaign in February. Members were also advised that the Living and Ageing Well awards had been initiated and which give recognition those organisations in Surrey that are providing a good service. The awards further provide the opportunity

to learn what these organisations are doing well and to share best practice throughout the community.

3. The Cabinet Associate for Adult Social Care echoed the sentiments of the Officer in highlighting the success of the Dementia Friendly Surrey programme. The Committee were told that the next step was to evaluate the initiative. It was further advised that a project is about to begin exploring outcomes and Members were encouraged to provide assistance to this project.
4. The Committee requested information about the funding for Dementia Friendly Surrey and asked whether money would be received to continue the project next year. It was stated that the funding for the programme had come from the Department of Health and it wasn't expected that this would be made available next year. The Cabinet Associate for Adult Social Care indicated that the success of the initiative was such that it would receive some kind of funding next year to continue the good work it had been doing.

Recommendations:

- The Committee recommends that the Strategic Director and Cabinet review the working of social care teams in acute hospital over the operation of discharge services.

Action points/ further information to be provided:

- Scrutiny Officer to circulate slides from the Director of Public Health's presentation on preventative approaches to the Committee.
- Members to provide any feedback on the project to the Associate Cabinet Member to inform his analysis of the Dementia Friendly Surrey project.

Committee next steps:

None

77/14 UPDATE FROM THE PERFORMANCE AND FINANCE SUB-GROUP [Item 8]

Witnesses: Ernest Mallet, Margaret Hicks, Saj Hussain, Richard Walsh, Fiona White, Keith Witham

Declarations of interest: None

Key points raised during the discussion:

1. The Chairman and Members of the Adult Social Care Select Committee Performance and Finance Sub-Group advised the Committee that the Sub-Group were still in the early stages of looking at the Adult Social Care Directorate's budget projections for 2015/16 and where potential savings could be made. Members were, however, told that the Sub-Group were looking into statutory and non-statutory responsibilities undertaken by the Directorate and that a report was being prepared on voluntary sector grants by the Vice-Chairman to present to the Sub-Group.

Recommendations:

None

Action points/ further information to be provided:

None

Committee next steps:

- Private Performance and Finance Workshop for the Committee to be held in late November.

78/14 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME [Item 9]

Witnesses: None

Declarations of interest: None

Key points raised during the discussion:

1. The Committee were advised that a report on the Surrey Joint Mental Health Strategy for Older Adults which was scheduled to be presented to the Select Committee at its meeting in December had been moved until 2015.
2. Members asked whether it would be possible to add an item to the forward programme for the Committee, in six months, to receive a monitoring report on the amount of time care workers spend with their clients.

Recommendations:

None

Action points/ further information to be provided:

- Scrutiny Officer to add item on receiving a monitoring report detailing the amount of time care workers spend with their patients to the forward programme.

Committee next steps:

None

79/14 DATE OF NEXT MEETING [Item 10]

The Committee noted its next meeting would be 19 December 2014 at 10am.

Meeting ended at: 1.00 pm

Chairman

Adult Social Care Select Committee
19 December 2014

Interagency Young Carers Strategy for Surrey

Purpose of the report: Policy Development and Review

Surrey's Young Carers Strategy "Making It Real for Young Carers" is a three year plan. It sets out how the Council, NHS and other partners will work together to improve support for young carers. The process is coordinated by Adult Social Care but young carers have been central to the development of the strategy. This report summarises the key issues for Adult Social Care and describes how plans involving young carers will drive implementation, including new young carers assessment tools.

Introduction:

1. The term "Young Carer" applies to: "anyone under the age of 18 Years who helps to look after someone with a physical or long term illness. This may be a physical disability, frailty due to old age, a learning disability like autism, a mental problem like depression or a drug or alcohol problem" (definition from the Strategy).
2. The Surrey Young Carers Strategy (attached as Annex 1) was launched on 28 October 2014 following a joint meeting between the Cabinet and Young Carers Forum. The strategy, which runs from 2015 to 2018, is based on what young carers have said and changes to the law that give important new rights to young carers. Many organisations touch the lives of young carers and their families, so working together to improve support for young carers is crucial.

Young Carers in Surrey

Numbers of Young Carers

3. Research by Nottingham University "**Kids who Care**" 2010, undertaken for the BBC, suggests that there are about 700,000 young carers in Britain which equates to about 14,000 in Surrey. More details of the numbers of young carers in Surrey are included in the Joint Strategic Needs Assessment chapter on young carers.
4. The young carers service "Surrey Young Carers" supports 1650 young carers a year; a service highly valued by professionals in social care, health and education. It now supports double the numbers helped 5 years ago but this still represents only 12% of all young carers; so there is much more to be done. The types of help provided by the young carers service include:

- a) Fun days and residential activities
 - b) Issue based workshops
 - c) One to one support and advocacy
 - d) Work to identify and support young carers in schools
 - e) Helping arrange young carer support payments
 - f) A Young Carers Forum to represent the views and opinions of young carers
5. Young carers are also currently supported through packages of support from Adult Social Care to the people they look after. At present 167 young carers are identified in this way on the adult social care database (AIS). Progress in this area is monitored through the service's Carers Practice and Performance Group and will inform future reports to the Select Committee on work with carers in the light of the Care Act.
 6. A new set of assessment tools have been produced, working in partnership with Surrey Young Carers. The result is a pictorial version for those under twelve year olds and a more text based but friendly version for older young carers. Young carers who tested the new assessment tools said these helped them feel much better able to talk about their lives and what they need. Copies of these will be tabled.
 7. There is also a substantial amount of work undertaken in Surrey Schools. A "Members Motion on Young Carers Research Group" reported to Council July 2014 about how this can be enhanced. A further report will be made to the Childrens Select Committee following a Young Carers Audit being undertaken with Surrey Schools.

New Rights for Young Carers

8. The Government have significantly strengthened the rights of young carers. An amendment to Section 17 of the Children Act gives young carers new rights to assessments from 1 April 2015. These changes have also been reinforced through the Regulations and Statutory Guidance for the Care Act 2014. These changes to the law apply equally to adult and childrens services. Young carers will either be entitled to a young carers assessment, or the assessment of the person they look after will need to ensure sufficient support to avoid young carers having to undertake inappropriate care.
9. The assessor will also be required to establish whether the young carer is a "child in need" who may need to be referred to Children's Services. Councils also have new responsibilities to identify young carers in the community and to take steps to reduce their need for support by providing early help and preventative services.
10. The Care Act will require councils to consider what support disabled parents and adult carers need to help them in their parenting role. There is a key responsibility to ensure that adults are supported so that inappropriate caring responsibilities do not fall to children or young people.
11. Young carers have often said that they need more help with the transition to adulthood and more help is needed for young adult carers (aged 18 to 24). Councils have new duties through the Care Act to support young carers in transition (aged 14 to 17). The Government are setting up a national Task and Finish Group to improve support for young adult carers. In Surrey, research on the needs of young adult carers has already led to work aimed at supporting this group.
12. The Care Act reinforces the need for partnership work with health. A Young carers health survey highlighted the need to do more to address young carers health needs and NHS England are planning new initiatives to promote better support for young

carers. Adult Social Care staff are working with the NHS locally on the improvements young carers have asked for.

Updating the Strategy

- 13. Our challenge was to ensure that young carers were involved from the start when reviewing the strategy. Twelve members of the Surrey Young Carers Forum helped run a conference in May. Two young carers co-chaired this and all 150 attendees at the conference joined a workshop run by a young carers themselves. The views expressed by young carers have underpinned the development of the strategy.
- 14. It is also hoped that each organisation that signs up to support this strategy will develop its own set of complementary priorities so that young carers needs are recognised and supported across the whole system. These are called “to do lists” in the strategy. Issues identified for inclusion in an Adult Social Care “to do list” are detailed below:
 - a) Use of new young carers assessment forms (designed together with young carers)
 - b) Staff training including use of e-learning
 - c) An updated joint protocol between adult and childrens services to ensure that practitioners have clear advice about who does what
 - d) Named key workers
 - e) Supporting young carers in their transition to adulthood
 - f) Improved support for young adult carers including opportunities for peer support and to help enable them to fulfil their education and employment potential
 - g) More age appropriate information for young carers
 - h) Explore options for increasing capacity of the young carers service
 - i) Work with surrey schools and colleges to promote identification of young carers and their support within the educational setting

Conclusions:

- 15. The multi agency Young Carers Strategy is based on a whole system and whole Council approach to responding to young carers new rights. It is designed to provide a mechanism for ensuring that young carers are centrally involved in this work.

Recommendations:

- 16. It is recommended that:
 - a) The Committee express views about how an implementation plan is developed as described in Paragraph 14
 - b) That future reports on the implementation of the Care Act, where appropriate, include consideration of its impact on young carers and their families

Next steps:

The Multi agency Surrey Young Carers will coordinate work between all the agency supporting the Strategy and work with the Surrey young carers forum to ensure that their views are central to implementation.

Report contact: John Bangs, Senior Manager Carers Commissioning
Contact details: Tel 01483 519145 Email john.bangs@surreycc.gov.uk

Sources/background papers:

Multi agency Young Carers Strategy for Surrey – 28 October 2014

[http://carersworldradio.ihoststudio.com/carersnet/Strategy%20PDF%20\(FINAL%20VERSION%20FOR%20ONLINE\).pdf](http://carersworldradio.ihoststudio.com/carersnet/Strategy%20PDF%20(FINAL%20VERSION%20FOR%20ONLINE).pdf)

More information about the numbers of young carers and their needs can be read in the Surrey Joint Strategic Needs Assessment: Chapter on Young Carers and Young Adult Carers

<http://www.surreyi.gov.uk/ViewPage1.aspx?C=resource&ResourceID=659&cookieCheck=true&JScript=1>

Motion on Young Carers Research Group – report to Council July 2014

Young Carers Assessment tools (launched November 2014)

The term "Young Carer" applies to: anyone under the age of 18 Years who helps to look after someone with a physical or long term illness. This may be a physical disability, frailty due to old age, a learning disability like autism, a mental problem like depression or a drug or alcohol problem.

Contents Page

About the strategy - Page 4

What Young Carers said - Page 10

Quotes from Professionals - Page 12

"To do lists" (Our action plans) - Page 14 to 27



About this Strategy

Our Surrey Young Carers Strategy for 2015 to 2018 is based on:

- What Young Carers have said
- Pledges from professionals to improve support for young carers
- Changes to the law that give important new rights to young carers
- A need to ensure young carers are not left unsupported when they reach 18

It is a three year plan supported by a lot of organisations in Surrey to help them work together to improve support for young carers. So many organisations touch on the lives of young carers and their families - so working together to improve support for young carers is crucial.

Numbers of Young Carers

Research by Nottingham University "Kids who Care" 2010 undertaken for the BBC suggests that there are about 700,000 young carers in Britain. This equates to about 14,000 in Surrey.

More information about the numbers of young carers and research about their needs can be read in a document called the Joint Strategic Needs Assessment. This also includes lots of facts and figures as well as information about young adult carers (aged 18 to 24).

See link:

<http://www.surrey.gov.uk/ViewPage1.aspx?C=resource&ResourceID=659&cookieCheck=true&JScript=1>





Young Carers Supported

Our young carers service "Surrey Young Carers" now supports 1650 young carers a year; a service that is very highly valued by professionals in social care, health and education teams. Surrey Young Carers provide a wide range of support including:

- Young Carers Groups
- Fun days and residential activities
- Issue based workshops
- One to one support and advocacy
- Work to identify and support young carers in schools
- Helping arrange young carer support payments
- A Young Carers Forum to represent the views and opinions of young carers

The level of support provided is to double the numbers helped 5 years ago but still represents only 12% of all young carers; so there is much more to be done.

Some support is also provided through "statutory services". Both Adult Social Care and Childrens Services provide support to some young carers and their families but again there is more to do: particularly as there will soon be new legal requirements.





Young Carers and the Children Act

The change to Section 17 of the Children Act means that the outcomes of young carers assessments must be taken into account as part of statutory assessments; again ensuring that young carers are not left with inappropriate caring responsibilities.

The "Early Help" system for providing preventive support to children and families will be adjusted to ensure better recognition and support for young carers.

Our Surrey protocol between Adult and Childrens Services about support for young carers will be updated to make sure that practitioners are clear about who does what so that there are no gaps in response.

Page 23

Young Carers in Schools

There is already a lot of work going on with Surrey Schools including the work of Surrey Young Carers Education Advisers but we need to redouble our efforts to get the help of all Surrey Schools and colleges in identifying and supporting young carers. A major new programme of awareness raising in schools is being organised to help make this happen.

Raising awareness across the whole system

Many professionals come into contact with young carers and their families so a wide range of organisations work together through a Multi Agency Young Carers Strategy Group. This includes people from the NHS (Clinical Commissioning Groups, NHS Trusts and other health provider services), the County Council (Childrens and Adult Social Care and Service for Young People), Voluntary, Faith & Community Sector and representatives of the Young Carers Forum.

Our E-learning Course "Young Carer Aware" is now widely used by partner agencies to help support their staff in understanding young carers needs. A new more detailed follow on course for professionals is also being developed.





Young Carers Health

A Young Carers Health Survey has been undertaken and highlighted the need to do more to address young carers health needs and the national organisation NHS England are planning new initiatives to promote better support for young carers.

People in the NHS locally have begun working on the improvements young carers have asked for. This will include more work with doctors, nurses (including school nurses) and other health professionals throughout Surrey. Young Carers issues have been highlighted in the Surrey Carers Pathway for health services to help support this.

Growing up: "transition" to adulthood

Young carers have told the Government and professionals in Surrey that they need more help with the transition to adulthood and that better support is needed for young adult carers (aged 18 to 24).

As a result the Government has given councils new duties through the Care Act to support young carers in transition (aged 14 to 17).

The Government has also said that there is a need for more work to support young adult carers. They are setting up a national "Task and Finish Group" to improve support for young adult carers. In Surrey research on the needs of young adult carers has already led to support being given to establish work to improve support for this group.

The Voice of Young Carers

The Surrey Young Carers Forum have done a fantastic job in helping raise awareness of young carers needs. Young carers from Surrey played a key role in developing the national guideline "Making It Real for Young Carers" which forms the basis of our new strategy. See: <http://www.thinklocalactpersonal.org.uk/Latest/Resource/?cid=9629>

Young Carers Forum members are also heavily involved in updating and implementing our multi agency young carers strategy; making real improvements for young carers.





A New Strategy; Much more to do

A lot has been achieved through the last plan but there is much more to do. We held a conference in May 2014 to look at what need to be done over the next 3 years based on the commitments in "Making It Real for Young Carers". Many of the conversations at the event were led by young carers themselves. We have an action plan (our "To do lists") based on priorities identified by young carers and pledges made by professionals to help improve support.

A short film about what was said on the day can be seen here

<http://youtu.be/YO24P9rvJzs>

Progress with these actions will be monitored by our multi agency Surrey Young Carers Strategy Group and regular feedback will be given to young carers.

It is also hoped that each organisation that signs up to support this Strategy will develop it's own set of complementary priorities/ actions so that young carers needs are recognised and supported across the whole system.





For teachers to listen and cut some slack. Also to help.

I just want people to understand

I wish GP's would see me as a young carer

Make disability forms and process more easier and less stressfull

I wish I could have more time for myself. Also doing things when I want to do them

I would like professionals to believe what I say

School could understand what it's like to be a young carer

Page 27





Examples of Pledges from Professionals

To help make the NHS listen better. Epsom general and GP's

I will ensure that our staff become young carer aware and do the e-learning package

To ensure joined up support and commissioning throughout health and social care

Raise awareness of young carers and help them be their own young person

I pledge to think about support to siblings when commissioning services for children and young people with disabilities

I will always focus on the views of young carers and not make assumptions over what they want or need

I promise to treat young carers as individuals

I promise to listen to you

To make sure Surrey Down CCG is doing its bit

I promise to raise awareness of young carers needs amongst GP's and hospital staff





I will make sure I always remember young carers in all training I deliver

I pledge to ensure that the emotional and mental health needs of young carers and priorities

I will ensure that staff think of adult referral as more family referral. Focus on all family members

I promise to raise awareness of young carers in the teams I manage and ensure young carers needs are not missed in mental health

I will take the time to explain things to them so they understand

I promise to learn more about young carers in Elmbridge and work to increase their support

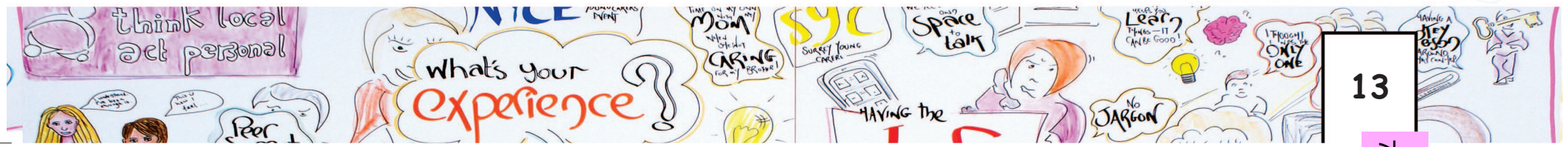
I will offer to run young carer drop in regularly within adult social care

I pledge to take your story and requests to the GP's and pharmacists in Surrey Health

To ensure I identify young carers within the household and invite to meeting as appropriate

I pledge to FIGHT for funding for young carers services across Surrey

Page 29





Young Carer Guardian Angels

Surrey Young Carers Forum wanted a way of identifying professionals who "would be there to help and support us and our families". The name 'ambassador' or 'young carer lead' didn't really appeal to us. Both names sounded like there would be lots of extra work to do! So, we came up with the guardian angel concept. The idea behind this is that an angel is assigned to protect, guide and watch over a particular group or person. In this case, it's young carers.

When you all made your pledge, you were given an angel pin. This shows that you have become one of Surrey Young Carers guardian angels.

When you promise in your job to look after us and our families, you'll become one of our guardian angels. You'll watch out for us in your everyday working life and always try to do your best for us.

To ask about becoming a Young Carers Guardian Angel phone **01483 568269**





Young Carers Action Plan: "Our to do lists"

Our strategy is based on the national guidelines "Making it Real for Young Carers". Our action plan is designed to turn this into action in Surrey and is divided into six themes:

- Information and advice - having the information I need, when I need it
- Active and supportive communities - keeping friends, family and place
- Flexible and integrated support - my support, my own way
- Workforce - my support staff
- Risk enablement - feeling in control and safe
- Personal Budgets and self funding - my money.

Each section has a "to do list" that highlights some of the things young carers have said are most important to them. The "to do list" identifies actions to build on existing support. The Surrey Young Carers Strategy Group will regularly monitor progress on these issues and give feedback to young carers through the Surrey Young Carers Forum.

Each organisation that signs up to support the strategy will also be asked to make some commitments to improve their response to young carers. This should include agreeing their own "to do list".





1. Information and Advice - having the information I need, when I need it

"At 11 years, I started managing mum's medicine. No one spoke to me or told me about mum's condition; no one explained the behaviour. The pharmacist didn't speak to me when I picked up the prescription. Doctors don't tell you what's going on. They didn't register me as a carer and didn't explain what services would be available to me."

- Talk to me, really listen and don't make assumptions about what I do or don't know. Give me a chance to ask questions.
- Be open about what's going on with the person I care for. Don't keep useful information too private.
- Don't underestimate my expertise and knowledge. Ask my opinion. What is my experience?
- Make sure information is easily available at times that suit young people, like evenings and weekends. I should also be able to access information whilst at school or college e.g. via school library.

Page 32



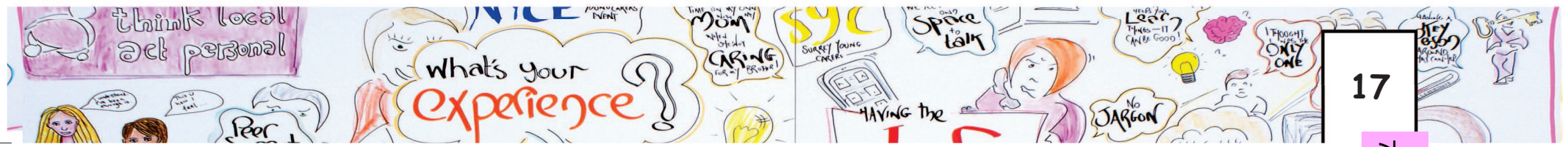


Information and Advice - To do list

What we are we going to do to make things better for young carers?

1. Provide information that young carers want/need - ask them - don't assume what they want
2. Young carer friendly materials in accessible and age appropriate formats - offered by everyone who comes into contact with young carers (supported by awareness raising for professionals)
3. Age appropriate accessible information about new rights including young carers assessments
4. Not just leaflets - somebody to talk to help young carers access the right service
5. Right information at the right time, right away
6. Target at key areas (including schools, GP surgeries, Youth centres local information points)
7. Promote Young Carers issues during carers week (including the Young Carers awareness day)
8. Work with Pharmacists to ensure young carers have medicines explained to them
9. Information for young carers on school and college websites and Surrey Information Point
10. Include information about young carers on the Surge website created by Surrey young people, for Surrey young people: www.wearesurge.co.uk
11. Work to embed the provision of timely information, advice and guidance at pivotal stages of transition in school: e.g. year 11-12 and (pre) post 16 (Education, training and employment options)
12. Use local radio and papers to raise awareness of young carers needs
13. Social media - better use for supporting young carers

Page 33





2. Active and Supportive Communities - keeping friends, family and place

"I need time to be my mum's daughter as well as her carer."

- We need the chance to have fun as a family.
- I need time to be a young person and to look after myself. Young carers should have the same opportunities and expectations as their friends.
- It helps to meet other young people in similar situations and to have our own space to talk.
- Young carers should be helped to understand how the skills we have developed in caring can be useful in the world of work eg prioritisation, planning, sorting out and managing emergencies.
- We need support to think about the future and information on the opportunities available to us and how to access these.





Active and Supportive Communities - To do list

What are we going to do to make things better for young carers?

1. Whole family approach is essential - Could be supported by regular family events
2. Promote Around the Family Support for them; identify responsibilities and referral routes
3. Peer events for peer support
4. Information days
5. PSHE lessons (Personal Social Health and Economic education) to include teaching on young carers issues
6. Work with school governors
7. Life skills to help young carers
8. Work with local community groups to raise awareness of young carers issues and explain how local groups can help
9. Directory of help available to community based organisations (should be on Surrey Information Point)
10. Libraries could have a role in information sharing
11. Identified advocates for young carers
12. Address young carers transport needs (in discussion with Services for Young People)





3. Flexible integrated care and support - my support, my own way

"Don't promise what you cannot deliver, but deliver what you promise."

- We need really good support for the person we care for so we are not relied on to do too much which affects our wellbeing and education.
- Arrange assessments, reviews at a time when I can be available so that you can hear my opinion and include me in planning support.
- Have one named person who makes all the arrangements and one phone number.
- We need support for the whole family and to think about the needs of the adult as a parent to support the young carer.
- We shouldn't go from loads of support to nothing when we are 18. It's almost impossible to think about having a life and caring at the same time with nothing.

Page 36

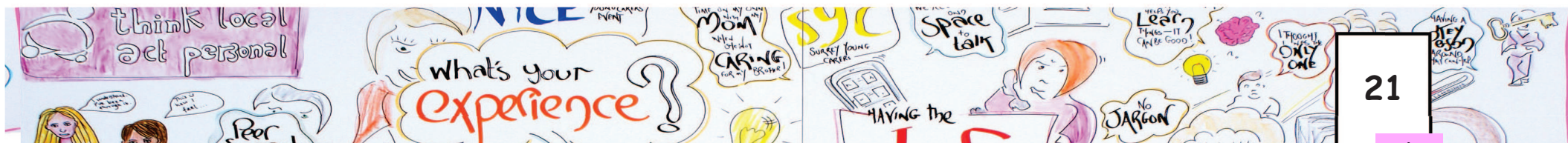




Flexible integrated care and support - To do list

What we are we going to do to make things better for young carers?

1. Use new child/ young person friendly young carers assessment forms (young carers have helped design these)
2. Ask Health and Well Being Board to promote a whole system message about support for young carers
3. Early Help (CAF) system needs to fully address young carers needs with professionals appropriately trained/ briefed
4. Address young carers emotional well being (sometimes a gap in service provision for young carers)
5. "Transition" - help for 18 to 25 year olds - help in considering the future needs to start earlier
6. Clear "pathways" so people know who is responsible for what
7. Develop internal support in schools and colleges, including education support plans for young carers
8. Help for young carers to consider future options; about education, work and independent living - with support to acquire transferable skills to help young carers with this
9. Help with preparing CVs
10. Employer days to help young carers understand future options
11. Lead professionals to coordinate and talk to young carers
12. Promote Surrey Young Carers Guardian Angel Scheme
13. Extended opening times for services can be helpful: make sure young carers know where these are in place
14. Increase awareness raising for schools encouraging them to link with other organisations
15. A named person essential (not just held on duty)
16. Be clear about need to support sibling young carers (now to be a legal duty)
17. Joint work between Surrey Young Carers and Surrey Domestic Abuse Service; promoting health relationships.





4. Workforce - my support staff

"It was scary (reference to being assessed by social services). We were scared we were going to be taken away. It felt like it was like a quiz and I might get the answers wrong. They should make you feel comfortable."

- Don't talk down to me, or at me, or ignore me
- Give us basic information about who's who. I don't get the jargon. Tell us who you are, what your role is and leave us with a card / contact details.
- Respect my expertise and knowledge and think about how to support me to express my views.
- Schools need to know you are a young carer. There should be an identified teacher for young carers.
- I need staff with good listening skills who get things sorted and know how to signpost to the right support and services.

Page 38





5. Risk Enablement - Keeping me safe

"Young carers often don't say about safety issues e.g. moving and handling or child protection matters for fear of being removed from the family home or the parent getting in trouble for not being able to look after the young carer."

- I need a back-up plan to help me feel more secure about leaving to go out, or leaving to go to university and a support worker to contact in an emergency.
- As a young carer, I need to learn about first aid and taking care of my body when I am providing care.
- Be open with me about what's going on with the person I care for.
- There are real issues about time for homework, I am busy doing other things like washing, making coffee for mum etc.

Page 40





Risk Enablement - To do list

What are we going to do to make things better for young carers?

1. Highlight need for support to prevent "inappropriate care" (a legal requirement from April 2015)
2. Make sure young carers get advice on keeping safe (and knowing what is "normal")
3. Robust contingency plans
4. Well informed GPs and other local health staff
5. Schools being well informed and supportive
6. Don't use confidentiality as a barrier - lack of information harms young carers
7. Skills training for young people in keeping safe
8. Support to avoid young carers being pressured into providing inappropriate care (more than is age appropriate)
9. Raising awareness with professionals about safeguarding issues for young carers
10. Support around mental /emotional wellbeing
11. Recognise need to support Young Carers in school bullying policies





6. Personal Budgets and Self-funding - my money

"I got a grand last summer for one year" "I got a new laptop. I could use the laptop for course work"

- We should have free travel and help with costs of activities. The cost of transport and high cost of some activities is a big problem.
- Make sure any money earmarked to support me is not just absorbed into the family budget.
- There can be worry and extra work for me and my family managing money and support arrangements. We need good information and good support.
- Help us understand how to manage money and budget.

Page 42





Personal Budgets and Self-funding - To do list

What we are we going to do to make things better for young carers?

1. Young carers payments have been really helpful for some young carers so more use should be made of this system
2. More use of direct payments to support young carers in "transition" (transition to adulthood)
3. Provide age appropriate information about direct payments
4. Payment cards could be used - Could pre paid store cards - or pre paid Visa/MasterCard
5. Managing money skills at school - what works/ what's available
6. Managing money particularly needs to be addressed as part of transition for young carers
7. Make sure young carers families get benefits advice where needed





Making It Real for Young Carers in Surrey is a three year plan to improve recognition and support for young carers. It is supported by a wide range of partners including Surrey County Council, Voluntary, Community and Faith Sector organisations and the NHS in Surrey. The views of young carers have been central to the development and particular thanks are due to members of the Surrey Young Carers Forum.



Adult Social Care Select Committee
19 December 2014

Adult Social Care Directorate October 2014 Budget Monitoring Report

Purpose of the report: Scrutiny of Budgets/Performance Management

This report provides an opportunity for the Committee to scrutinise the Adult Social Care budget.

Introduction:

1. This report:

- provides a high level summary of spend to date and of efficiencies achieved for 2014/15.
- outlines the current monitoring position, updates on progress in delivering the Directorate's savings plans and explains key budget variances.
- sets out in appendices fuller details of the management actions being taken, the effects across years of the position shown, and the capital budget.

Highlights:

2. The main highlights in the current monitoring position can be summarised as follows:

- £3.4m overspend projected for ASC in 2014/15 as at the end October 2014. This is an increase of £1.5m from the August monitoring position reported to Select Committee in September.
- £39.9m of savings forecast to be achieved, which would be the highest amount of savings achieved in any of the last five years.
- Family, Friends and Community Support programme progressing well, with £9.9m of savings projected to be achieved this year.
- Demand for new care packages is increasing at a faster rate than budgeted and in previous years. This has led to additional pressures of £1.3m this year.

Commentary:

3. 2014/15 was highlighted as a challenging year in the budget planning process with a significant **savings target of £42m** plus additional income of £4m to be generated. Since the beginning of the year, £1.3m of extra demand pressures have occurred meaning that total **savings of £43.3m are now required**. The Directorate has made good progress in many of its savings actions and judges that **£29.1m of savings** have either **been achieved or will be achieved without needing further management action**.

8 4. The current year end projection relies on the Directorate implementing **£10.8m of management action** savings. A full list of the management actions included in the October projections is outlined in Appendix 5.

5. The most significant element of ASC's savings plans in 2014/15 is the **Family, Friends and Community (FFC)** support strategy. There are **three key measures** through which the service plans to achieve the FFC savings. Firstly through an improved assessment process for individuals requiring **new care packages**, supported by a recalibration of the Resource Allocation System (RAS) which was implemented in mid-May. The second element is a **programme of re-assessments** of existing packages to ensure that FFC is fully incorporated into their personalised support plans. Locality Teams have drawn up local project plans for the delivery of the re-assessments. The third element is identification of **Direct Payments refunds** to ensure that any surpluses are reclaimed and the impact of that is factored into the re-assessment programme.

6. In addition to the three main elements of the FFC strategy, the Directorate is also working on plans to deliver other FFC related savings in order to offset in-year programme delays. The Directorate aims to achieve a further £1.6m of catch up savings in the remainder of the year.

Table 1: Current FFC performance is outlined below: (this includes all clients groups and transition)

FCC Project Stream	Saving Target £'000	Achieved to date April - October £'000	Revised Projection November - March £'000	Total Latest Forecast £'000	Current Year Variance	Full Year Target	Full Year Effect £'000	Full Year Variance
FFC DP Surplus	-3,000	-3,582	-918	-4,500	-1,500	0	0	0
Reassessments	-6,400	-1,546	-1,931	-3,477	2,923	-6,400	-10,106	-3,706
New Packages - non-Transition	-3,489	-614	-713	-1,326	2,163	-3,489	-2,920	569
FFC Catch up	0	0	-1,630	-1,630	-1,630	0	0	0
Sub-total excluding Transition news	-12,889	-5,741	-5,191	-10,933	1,956	-9,889	-13,026	-3,137
New Packages - Transition	-438	1,129	-89	1,040	1,478	-438	-652	-214
Grand Total	-13,326	-4,612	-5,281	-9,893	3,434	-10,326	-13,678	-3,351

7. Table 1 shows that savings are progressing in all areas other than new Transition care packages for individuals who have transferred from Children's, Schools and Families to Adult Social Care during this financial year. Costs for these individuals are historically volatile and the number of high costs cases the service have had to pick up so far this year has led to overall additional costs of £1.1m to date. **Excluding new Transition packages, £5.7m of savings** have been **achieved to date** and **£9.9m** are forecast for the year as a whole.

8. Although the overall savings target of £13.3m for the FFC programme is not expected to be achieved on an in-year basis by the end of financial year, there is clear evidence that the programme is working, both in terms of delivering financial savings and improved outcomes for individuals. The average amount saved per reassessment is currently 21%. Progress on the commissioning of new packages is also now more promising with five out of 10 key cost measures at or below the target levels in October. Therefore, whilst delays in the programme becoming fully operational in the early part of the year have meant that the in-year target is not projected to be fully achieved, the actions being taken are anticipated to secure £13.7m on a full year basis and the £25m of savings planned over the next three years are still on track to be achieved.

9. Challenges remain in five other significant areas of planned savings:

- Securing **£4m of social care benefit** from the **Whole Systems Funds** (discussions continue as part of the local planning processes jointly with CCGs which feed into that aim).
- Identification of additional savings to go towards the **£2.6m target for savings that were not identified during the budget planning process**. It was originally hoped that re-negotiation of the main block contract would contribute to this savings target but this has not proved possible. The Directorate is actively working to identify alternative savings options but currently no firm plans are in place to deliver these savings. As such the savings forecast has now been reduced to £0.72m.
- The correct application of **Continuing Health Care** arrangements is still anticipated to deliver £0.9m of savings in the remainder of the year. Progress is slowly improving in this savings stream but challenges remain in delivering the full value of savings projected in the remainder of the year.
- The **LD PVR** plans to secure £1.5m of savings in 2014/15, with a full year effect of £3m. To date £1.0m of savings have been achieved. The remaining £0.5m savings are largely reliant on the agreement of other local authorities to pick up funding for a number of Ordinary Residence cases. The Strategic Director is liaising with his DASS colleagues in these authorities and legal services are supporting the Directorate in negotiating the funding transfers, but there is a risk that not all of the transfers may have been concluded by year end. From April 2015 current Ordinary Residency regulations will cease to exist as a result of the Care Act.
- As outlined above there is an aim to deliver £1.6m of **FFC catch up** savings in the remainder of the year to offset slippage against the original savings target. At present detailed plans for these savings are still being worked through to determine whether this is achievable.

10. In recognition of the challenges outlined above, a **risk contingency of £3.9m** has been included within the Management Actions plan to account for the possibility of an element of these and other risks materialising.

Summary of Adult Social Care Forecast

	£m	£m
ASC MTFP Efficiency Target		(42.0)
Additional savings required to meet demand pressures		(1.3)
Revised savings requirement		<hr style="width: 100%; border: 0.5px solid black;"/> (43.3)

Total savings achieved (or not needing further management action) to date*	(29.1)
Savings forecast in remainder of the year through use of FFC against original project plans	(4.4)
FFC applied to DP reclaims	(1.4)
Other savings forecast in the remainder of the year and included as Management Actions	(9.4)
Risk contingency of savings not being achieved	3.9
	(10.8)
Total savings forecast	(39.9)
Under / (Over) performance vs MTFP target	3.4

*A breakdown of the savings identified in the current projections can be found in Appendix 2

Conclusions:

As at the end October a 1% overspend is projected for Adult Social Care compared to the Directorate's budget for 2014/15. Whilst every effort will be made to recover this position in the remainder of the financial year, given the pressures the service faces and the risks in delivering some of the remaining management action savings plans it is not considered likely that it will significantly improve by year end. Indeed, the overspend could be greater because of these factors.

It is important to view the projected overspend though in the context of the challenges the Directorate faces in managing growing demand pressures and delivering an extensive savings programme. The Directorate is forecast to achieve 92% of its original £42m savings target excluding the need to cover additional demand pressures. Therefore, although a small overspend proportionate to the budget is projected, the Directorate is successfully implementing a wide range of actions to contain the position to this level.

Recommendations:

It is recommended that the Committee notes the current position.

Report contact:

William House
 Finance Manager for Adult Social Care
 01483 518 905

Appendix 1- Adult Social Care Budget by Key Policy Area

Table 1: 2014/15 Revenue Policy Line

	YTD Budget	Year to Date Actual	YTD Variance	Full Year Budget	Remaining Forecast	Outturn Forecast	Forecast Variance	Previous Month Variance	Change From Last Month
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<u>Income</u>									
UK Government Grants	(137)	(179)	(42)	(235)	(116)	(295)	(60)	(35)	(25)
Other Bodies Grants	(7,904)	(6,939)	965	(18,309)	(10,370)	(17,309)	1,000	1,000	0
Fees & Charges	(24,461)	(25,311)	(849)	(41,907)	(17,601)	(42,912)	(1,005)	(873)	(132)
Joint Working Income	(4,901)	(6,451)	(1,549)	(8,402)	(1,769)	(8,219)	183	187	(3)
Joint Funded Care Package Income	(1,075)	(1,323)	(248)	(1,843)	(874)	(2,197)	(354)	(298)	(55)
Reimbursements & recovery of costs	(1,730)	(1,373)	357	(2,910)	(612)	(1,985)	926	529	397
Property Income	0	0	0	0	0	0	0	0	0
Income	(40,209)	(41,575)	(1,366)	(73,607)	(31,342)	(72,916)	690	509	181
<u>Expenditure</u>									
Older People	96,676	94,615	(2,061)	168,553	74,560	169,176	623	(56)	679
Physical Disabilities	27,827	26,999	(829)	48,050	20,469	47,467	(582)	(486)	(96)
Learning Disabilities	72,909	73,365	456	130,066	59,049	132,414	2,348	2,003	344
Mental Health	6,278	4,907	(1,371)	10,848	5,945	10,852	4	(0)	4
Other Expenditure	33,988	36,095	2,107	58,045	22,275	58,370	325	773	(448)
Expenditure	237,678	235,980	(1,697)	415,561	182,298	418,279	2,717	2,234	483
Net Position	197,469	194,406	(3,063)	341,955	150,957	345,362	3,408	2,743	665

The Year to Date position is distorted due to timing issues in relation to Whole System funding and expenditure – the budgets are being re-profiled for the next month's monitoring. The November report should then reflect a truer year to date position to compare against the full year projection.

Appendix 2 – Adult Social Care Budget by Subjective Type

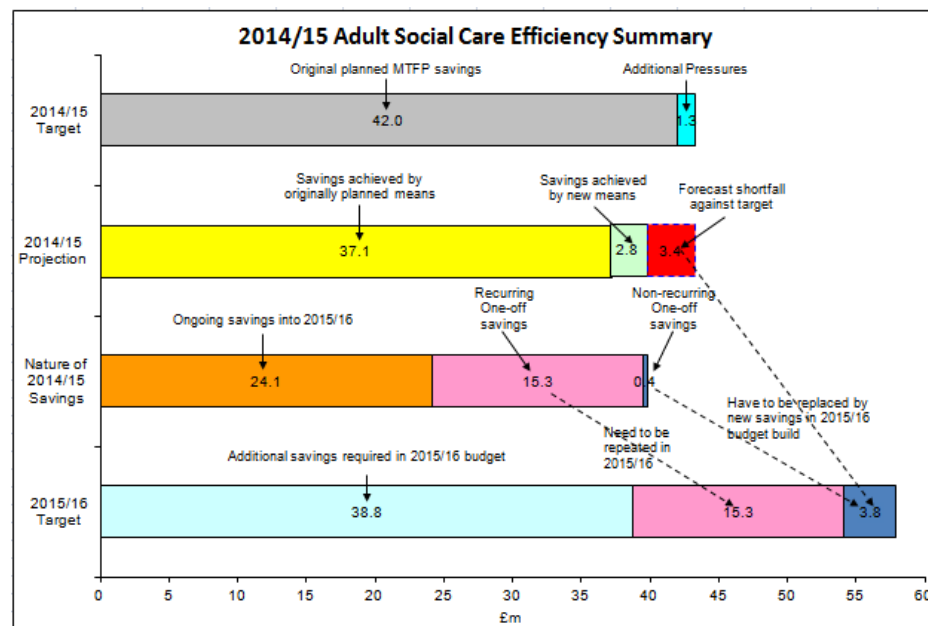
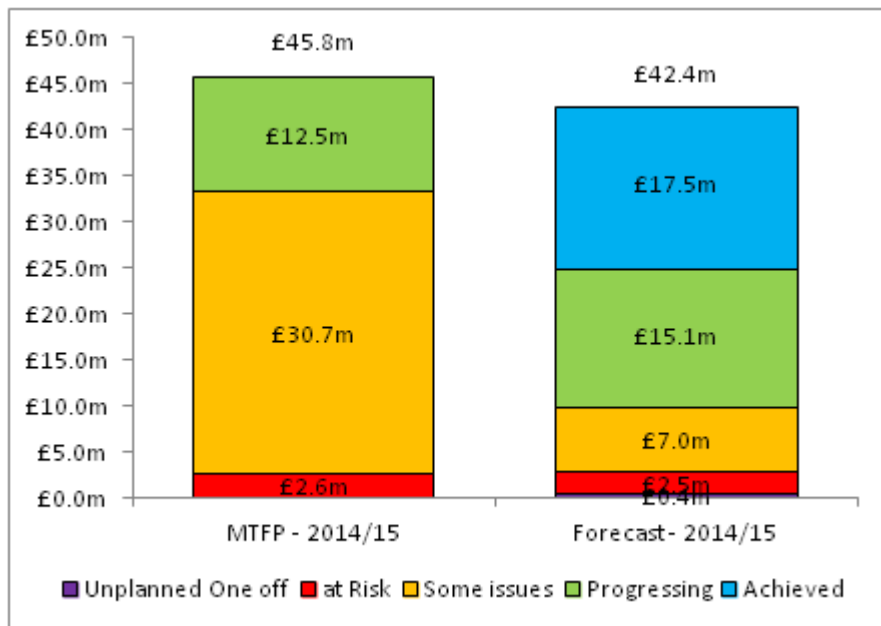
Table 2: 2014/15 Subjective Summary

	YTD Budget	Year to Date Actual	YTD Variance	Full Year Budget	Remaining Forecast	Outturn Forecast	Forecast Variance	Previous Month Variance	Change From Last Month
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<u>Income</u>									
Local Taxation	0	0	0	0	0	0	0	0	0
Government Grants	(137)	(179)	(42)	(235)	(116)	(295)	(60)	(35)	(25)
Other Income	(40,072)	(41,396)	(1,324)	(73,372)	(31,225)	(72,621)	751	545	206
Income	(40,209)	(41,575)	(1,366)	(73,607)	(31,342)	(72,916)	690	509	181
<u>Expenditure</u>									
Staffing	39,725	39,594	(130)	68,099	27,178	66,772	(1,327)	(961)	(366)
Non Staffing	197,953	196,386	(1,567)	347,462	155,120	351,506	4,044	3,195	849
School Expenditure	0	0	0	0	0	0	0	0	0
Expenditure	237,678	235,980	(1,697)	415,561	182,298	418,279	2,717	2,234	483
Net expenditure	197,469	194,406	(3,063)	341,955	150,957	345,362	3,408	2,743	665

Appendix 3 – Summary of Adult Social Care Efficiencies

Graph 1: 2014/15 Progress on Efficiencies

Graph 2: Impact of 2014/15 Efficiencies on Future Years



The Directorate has already achieved savings of £17.5m this year. A further £15.1m is on target to be achieved by year-end with no difficulties anticipated, and largely without further action being required. Management actions will be necessary to deliver the remaining £9.8m of savings judged to be amber or red risk.

Appendix 4 – Adult Social Care Capital Programme

Table 4: 2014/15 Capital Projects Summary

	Revised Full Year Budget	YTD Actual	Committed	Apr - Oct YTD & Committed	Remaining Forecast	Full Year Forecast	Full Year Variance
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Significant Schemes							
Major Adaptations	800	224	83	307	493	800	0
D&B developments - wellbeing centres	160	-25	98	73	-43	30	-130
In-house capital improvement schemes	325	122	12	134	125	259	-66
User led organisational hubs	100	8	0	8	61	69	31
NHS Campus Reprovision	0	-6	0	-6	6	0	0
Total	1,386	325	193	518	641	1,158	-227

Re-Profile requested for D&B Developments – Wellbeing Centres – of £55k into 2015/16 due to delay in the set up of Waverley Wellbeing centre.

Appendix 5 – Adult Social Care Management Action Plans

£m	Management Action
<u>Family, Friends and Community support (FFC) savings</u>	
(4.4)	Savings through the application of FFC against the original project plans.
(0.9)	Effective level of FFC on DP reclaims. (£2.5)m already achieved
(5.3)	
<u>Other forecast efficiency savings in the remainder of 2014/15</u>	
(0.24)	S256 Attrition - £1.8m of attrition savings achieved to date, a further £0.2414m savings are anticipated in the remainder of 2014/15
(0.002)	Strategic Shift - the transfer from residential to community placements is expected to continue in 2014/15 resulting in care cost savings
(0.53)	The on-going implementation of the LD PVR team project plan is expected to deliver £(1.5)m of savings which is £(0.5)m over target. £0.97m has already been achieved with a further £(0.58)m forecast in the remainder of the year.
(0.1)	Strategic Supplier on-going savings – additional savings anticipated from negotiation with providers in relation to reduced unit costs. Underachievement in this target is being off-set against Strategic Supplier one-off savings.
(4.0)	Protection of Social Care through Whole Systems - negotiations are ongoing through the Better Care Board, but at present ASC are still assuming that £4m of funding towards its core budget is received
(0.9)	Total CHC savings for 2014/15 currently projected to be £1.5m. This represents an underachievement of £1m against the MTFP target and is reflective of the challenges posed by the new processes introduced by Surrey Downs CCG and the number of previously health funded cases ASC is having to pick up funding for.
(0.72)	£2.6m of savings were still to be identified when the budget for 2014/15 was set. These savings were forecast to start being achieved from July, but no new plans have yet been formulated.
(1.9)	Over-projection due to breaks in care packages - based on trends of previous years and current activity for Home Based Care and Supported Living services. The equivalent position last year was a decrease of £3m.
(0.63)	Over-projection due to reduction in call-offs - based on trends of previous years and current activity.
(0.36)	In-House Savings are anticipated by end of the financial year
(9.4)	
3.9	Risk Contingency - this takes a prudent view of the volatility of care demand, potential impact of market forces and current level and challenges faced in delivering the service's management action plans.
(10.8)	Total Management Action Plans included in projections

Appendix 6 – Savings identified in current projections

£m	Saving
(1.0)	Family, Friends & Community Support reassessments & new packages savings
(3.6)	FFC applied to Direct Payments reclaims
(4.6)	Total FFC related savings achieved to date
(4.8)	Staffing related savings
(6.3)	Constrain inflation for individually commissioned services
(3.2)	Block contracts & Grants
(1.3)	Housing related support savings
(2.2)	Forecast AIS over-projection
(0.6)	Continuing Health Care savings
(1.9)	Attrition savings for Former S256 clients
(0.3)	Optimisation of Transition Pathways
(1.0)	Learning Disabilities Public Value Review
(1.3)	Strategic Supplier Review
(0.6)	Savings through LATC
(0.6)	Care Fees & Charges
(0.5)	Other Savings
(29.1)	

**ADULT SOCIAL CARE SELECT COMMITTEE
ACTIONS AND RECOMMENDATIONS TRACKER – UPDATED December 2014**

The recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each Select Committee. Once an action has been completed, it will be shaded out to indicate that it will be removed from the tracker at the next meeting. The next progress check will highlight to members where actions have not been dealt with.

Recommendations made to Cabinet

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
23 October 2014 055	HEALTH AND WELLBEING PRIORITIES: OLDER ADULTS & PREVENTION AND DEMENTIA FRIENDLY SURREY [Item 7]	The Committee recommends that the Strategic Director and the Cabinet Member reviews the working of social care teams in acute hospital over the operation of discharge services.	Cabinet Member for Adult Social Care	This item was referred to the Cabinet meeting on 16 December 2014. The response will be provided to members thereafter	<i>December 2014</i>

Page 55

Select Committee and Officer Actions

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
24 October 2013 021	SUPPORTING CARERS [Item 8]	That the Directorate explores ways in which it can improve the number of	Carer Development Manager	Briefing note has been circulated to	<i>Complete</i>

Item 9

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
		carers providing feedback through the Carer survey.		Members.	
5 December 2013 023	SERVICE FOR PEOPLE WITH A LEARNING DISABILITY PUBLIC VALUE REVIEW (PVR) UPDATE [Item 8]	<p>a) That officers work to increase the occupancy rate of Surrey assets with Surrey Residents.</p> <p>b) That future reports illustrate the work of community/ self-help groups in relation to each work-stream in the Public Value Review.</p> <p>c) That future reports demonstrate how the service has offered suitable alternatives to short breaks, and seeks more opportunities to identify alternatives.</p> <p>d) That officers report back to the Committee on the progress of the Service for People With A Learning Disability Public Value Review in a year.</p>	Assistant Director for Personal Care and Support	The Committee will receive a further report on the outcomes of the Public Value Review (PVR) in 2014. This will be added to the forward work programme in due course.	<i>December 2014</i>
16 January 2014 031	IMPROVEMENT TO THE ADULTS INFORMATION SYSTEM (AIS) FOLLOWING 'RAPID IMPROVEMENT EVENTS' [Item 8]	That the Directorate involve the Committee in future development of a new system specification.	Assistant Director for Policy & Strategy	This will be reviewed in September as it is dependent on the market response to the Care Act.	<i>September 2014</i>

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
16 January 2014 032	IMPROVEMENT TO THE ADULTS INFORMATION SYSTEM (AIS) FOLLOWING 'RAPID IMPROVEMENT EVENTS' [Item 8]	That the Committee encourages the Directorate to include feedback from officers who use the system in any future update item.	Assistant Director for Policy & Strategy	This will be reviewed in September as it is dependent on the market response to the Care Act.	<i>September 2014</i>
6 March 2014 042	PROGRESS OF RECOMMENDATIONS ARISING FROM THE SERIOUS CASE REVIEW - GLORIA FOSTER [Item 8]	That the Committee is advised of the outcome of recommendation two of the Serious Case Review, and the decision regarding the oversight of all social care cases, including self-funders, in preparation for the passage of the Care Bill.	Interim Strategic Director for Adult Social Care	Officers have noted this recommendation and will provide a response for September 2014.	September 2014
1 May 2014 046	COMMISSIONING AND MANAGING THE MARKET [Item 9)	a) That the private providers meet with the Directorate to explore the mutual challenges in recruiting and retaining high quality staff, and identify areas where they can jointly influence the market. b) That a list of commissioned services is circulated to local Committees with a focus on what services are available locally.	Assistant Director for Commissioning		<i>December 2014</i>
26 June 2014 048	SELF FUNDER STRATEGY [Item 8]	In relation to the Assessment and Review Strategy, the Committee: <ul style="list-style-type: none"> Requested that the outcome of the pilot and draft strategy be 	Assistant Director for Policy & Strategy		<i>March 2015</i>

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
		<p>presented to Adult Social Care Select Committee in December, and;</p> <ul style="list-style-type: none"> Request that officers produce an executive summary/briefing for all County Councillors, to aid understanding of the Care Act's requirements in relation to people who fund their own care. 			
26 June 2014 050	DOMICILIARY CARE TENDER [Item 11]	Put forward Margaret Hicks and Barbara Thomson as Member representative/s to sit on the Domiciliary Care Reference Group. (Action by: Jean Boddy)	Senior Manager - Commissioning		<i>January 2014</i>
5 September 2014 051	DIRECTOR'S UPDATE [item 6]	Give an update on the future of the Transitions Team following implementation of the Children and Families Act.	Strategic Director for Adult Social Care		<i>December 2014</i>
5 September 2014 052	FAMILY, FRIENDS AND COMMUNITY SUPPORT: FINDINGS AND RECOMMENDATIONS	Notes that the Directorate needs to present a clear and positive message to ensure individuals' and families' expectations	Area Director (NW)		<i>Complete</i>

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
	[item 7]	<p>Recommends that information exchanges including Surrey Information Point and Surrey-i are readily available and localised.</p> <p>Recommends that the Directorate provides members with Surrey Information Point business cards to disseminate to residents.</p> <p>Recommends that 'Member Champions' are identified in each district and borough to help develop the programme in their area and link up with contacts such as GPs and their Practice Managers with officer support to gather and share information on the implementation of FFC across Surrey. Local networks which can be collaborated with should also be identified such as Neighbourhood Watch groups, community navigators and other voluntary groups operating at the local level.</p> <p>The Chairman will write to the Chair of Local Committees to ensure that the FF &C Support Programme is scheduled as a formal item.</p>			

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
5 September 2014 053	RECRUITMENT & RETENTION UPDATE AND INTRODUCTION TO WORKFORCE STRATEGY [Item 10]	The Committee supports the urgent creation of a separate, flexible HR policy for ASC to attract, and retain, skilled staff. The Committee will seek an update on this proposal early in 2015.	Strategic Director		<i>January 2015</i>
23 October 2014 054	DIRECTOR'S UPDATE [Item 6]	<p>That the Committee is updated on the co-design process for a new 0-25 service.</p> <p>Adult Social Care will share weekly updates on the preparations for the Care Act, following the publication of the guidance, in the Directorate's 'e-brief'. If Members have specific information requests they can contact the Project Manager</p>	<p>Strategic Director</p> <p>Care Act Project Manager</p>		<i>January 2015</i>

Adult Social Care Select Committee Work Programme 2014-15

Date	Item	Why is this a Scrutiny Item?	Contact Officer	Additional Comments
December 2014				
2 Dec	Interagency Young Carers in Surrey Strategy	Scrutiny of Services/Policy Development – a refreshed Young Carers Strategy was launched in October the Committee will review the strategy and plans for its implementation.	Sonya Sellar, Area Director John Bangs, Commissioning Manager Jane Thornton, Chief Executive - Action for Carers Surrey	
2 Dec	Budget Monitoring	Scrutiny of Budgets – The Committee will scrutinise the most recent budget monitoring information.	William House	
January 2015				
15 Jan	Social Care Debt	Scrutiny of Services – The Committee will scrutinise the most recent social care debt information and the status of actions recommended by Internal Audit in 2014. Reducing social care debt is a priority for the Committee.	Neill Moore, Senior Principal Accountant David John, Audit Performance Manager	

Adult Social Care Select Committee Work Programme 2014-15

Date	Item	Why is this a Scrutiny Item?	Contact Officer	Additional Comments
			Reem Burton, Lead Auditor	
15 Jan	Care Act Preparation	Scrutiny of Services/ Policy – this item will include updates from the Directorate on the preparation for implementation of new Care Act duties from April 2015 including key areas of work such as charging policy and transitions.	Dave Sargeant, Strategic Director Tristram Gardner, Project Manager	
15 Jan	Home Based Care	Scrutiny of Services – The Committee scrutinised the plans for the tender in June 2014. Following the completion of the tender the Committee will receive an update on the outcome and future plans for the service	Jean Boddy, Area Director	
March 2015				
5 March	Care Act Implementation – Self funders, Carers	Scrutiny of Services/Policy Development – the Committee seeks an update on the Directorate’s preparation for the implementation of the Care Act and in particular its self - funder strategy and services for carers.	John Woods, Assistant Director for Policy & Strategy	
5 March	Information and Advice Strategy including update on Surrey Hubs	Scrutiny of Services – Update on the Directorate’s preparation for its new duties under the Care Act including a review of the eight user-led hubs which provide information and advice to help people stay independent after more than a year of operation.	John Woods, Assistant Director for Policy & Strategy Mary Foster,	

Adult Social Care Select Committee Work Programme 2014-15

Date	Item	Why is this a Scrutiny Item?	Contact Officer	Additional Comments
			Carol Pearson, Surrey Coalition of Disabled People, Hub volunteer(s)	
5 March	Outcome of Older People's Homes Consultation	Scrutiny of Services – following the completion of the consultation on the future of six care homes the Committee will receive details of the outcomes and scrutinise the plans to deliver the chosen option.	Dave Sargeant, Strategic Director Philippa Asiliroglu, Interim Assistant Director Service Delivery	
5 March	Budget Monitoring	Scrutiny of Budgets – The Committee will scrutinise the most recent budget monitoring information.	William House, Finance Manager	
May 2015				
14 May	Safeguarding Adults	Scrutiny of Services/Policy Development – The Committee will scrutinise the performance of the safeguarding arrangement in the directorate, including the work done as part of the Surrey Joint Health and Wellbeing Strategy and the recommendations made following the serious case review in 2014.	Dave Sargeant, Strategic Director	
June 2015				
25	Budget Monitoring	Scrutiny of Budgets – The Committee will scrutinise the most recent	William House,	

Adult Social Care Select Committee Work Programme 2014-15

Date	Item	Why is this a Scrutiny Item?	Contact Officer	Additional Comments
June		budget monitoring information.	Finance Manger	
25 June	Social Care Debt	Scrutiny of Services – The Committee will scrutinise the most recent social care debt information. Reducing social care debt is a priority for the Committee.	Neill Moore, Senior Principal Accountant	
To be scheduled				
	Mental Health Crisis Concordat, Adults Joint Mental Health Strategy		Jo Poynter, Area Director Jane Bremner, Assistant Senior Manager	
	Workforce Strategy Implementation		Dave Sargeant, Strategic Director Ken Akers, HR Relationship Manager (Adults)	
	Care Act Implementation: Revised Charging Policy and Deferred Payment Policy for Adult Social Care Services		Toni Carney, Head of Resources William House, Finance Manager	

Adult Social Care Select Committee Work Programme 2014-15

Task and Working Groups

Group	Membership	Purpose	Reporting dates
Family, Friends and Community Support working group	Margaret Hicks, Fiona White	To track project outcomes and deliverables for the Family, Friends and Community Support agenda	
Better Care Fund MRG (Joint with Health Scrutiny)	Margaret Hicks, Fiona White	Scrutinise impact of BCF plans on services and finances and oversee risks	November 2014
Performance & Finance sub-group	Keith Witham (chair), Margaret Hicks, Saj Hussain, Richard Walsh, Fiona White, Ernest Mallett		November 2014

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