

Rutland County Council

Catmose, Oakham, Rutland, LE15 6HP Telephone 01572 722577 Facsimile 01572 758307 DX28340 Oakham

Meeting:	PEOPLE (ADULTS & HEALTH) SCRUTINY PANEL
Date and Time:	Thursday, 2 February 2017 at 7.00 pm
Venue: RUTLAND, LE15 6HP	COUNCIL CHAMBER, CATMOSE, OAKHAM,
Clerk to the Panel:	Corporate Support 01572 720954 email: <u>corporatesupport@rutland.gov.uk</u>

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Helen Briggs Chief Executive

AGENDA

APOLOGIES FOR ABSENCE

1) RECORD OF MEETING

To confirm the record of the meeting of the People (Adults & Health) Scrutiny Panel held on 1 December 2016 (previously circulated).

2) DECLARATIONS OF INTEREST

In accordance with the Regulations, Members are invited to declare any personal or prejudicial interests they may have and the nature of those interests in respect of items on this Agenda and/or indicate if Section 106 of the Local Government Finance Act 1992 applies to them.

3) PETITIONS, DEPUTATIONS AND QUESTIONS

To receive any petitions, deputations and questions received from Members of the Public in accordance with the provisions of Procedure Rule 217.

The total time allowed for this item shall be 30 minutes. Petitions, declarations

and questions shall be dealt with in the order in which they are received. Questions may also be submitted at short notice by giving a written copy to the Committee Administrator 15 minutes before the start of the meeting.

The total time allowed for questions at short notice is 15 minutes out of the total time of 30 minutes. Any petitions, deputations and questions that have been submitted with prior formal notice will take precedence over questions submitted at short notice. Any questions that are not considered within the time limit shall receive a written response after the meeting and be the subject of a report to the next meeting.

4) QUESTIONS WITH NOTICE FROM MEMBERS

To consider any questions with notice from Members received in accordance with the provisions of Procedure Rule No 219 and No 219A.

5) NOTICES OF MOTION FROM MEMBERS

To consider any Notices of Motion from Members submitted in accordance with the provisions of Procedure Rule No 220.

6) CONSIDERATION OF ANY MATTER REFERRED TO THE PANEL FOR A DECISIONS IN RELATION TO CALL IN OF A DECISION

To consider any matter referred to the Panel for a decision in relation to call in of a decision in accordance with Procedure Rule 206.

SCRUTINY

Scrutiny provides the appropriate mechanism and forum for members to ask any questions which relate to this Scrutiny Panel's remit and items on this Agenda.

7) DRAFT BUSINESS PLAN PRIORITIES 2017/18 OF THE LEICESTERSHIRE AND RUTLAND SAFEGUARDING ADULTS BOARD (LRSAB)

To receive Report No. 38/2017 from Paul Burnett, Independent Chair, Leicestershire and Rutland Safeguarding Adults Board (Pages 5 - 10)

8) HOME CARE: RECOMMISSIONING - SERVICE USER AND PRACTITIONER PERSPECTIVE

To receive Report Number 28/2017 from the Director for People. (Pages 11 - 24)

9) SOCIAL VALUE POLICY

To receive Report No 30/2017 from the Director for People. (Pages 25 - 38)

10) POVERTY IN RUTLAND PROJECT - FUEL POVERTY

To receive Report No. 25/2017 from the Director for People. (Pages 39 - 48)

11) PROGRAMME OF MEETINGS AND TOPICS

SCRUTINY PROGRAMME 2015/16 & REVIEW OF FORWARD PLAN a)

To consider Scrutiny issues to review.

Copies of the Forward Plan will be available at the meeting.

12) ANY OTHER URGENT BUSINESS

To receive any other items of urgent business which have been previously notified to the person presiding.

13) DATE AND PREVIEW OF NEXT MEETING

Thursday 6 April 2017 at 7 pm

Agenda items: Director of Public Health: Annual Report Q3 Performance Monitoring Q3 Finance Report **External Provider Quality Assurance Report** Poverty in Rutland – White paper

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TO: ELECTED MEMBERS OF THE PEOPLE (ADULTS & HEALTH) SCRUTINY PANEL

Mr G Conde (Chairman)

Mr N Begy	Miss R Burkitt
Mr W Cross	Mr R Gale
Mr A Mann	Mr C Parsons
Mrs L Stephenson	Miss G Waller
Mr A Walters	

OTHER MEMBERS FOR INFORMATION

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Agenda Item 7

Report No: 38/2017 PUBLIC REPORT

PEOPLE (ADULTS & HEALTH) SCRUTINY PANEL

2 February 2017

DRAFT BUSINESS PLAN PRIORITIES 2017/18 OF THE LEICESTERSHIRE AND RUTLAND SAFEGUARDING ADULTS BOARD (LRSAB)

Report of the Independent Chair of the LRSAB

Strategic Aim:		nis contributes to the corporate objective of 'Creating a brighter future r all'.		
Exempt Informa	atior	า	No.	
Cabinet Member(s) Responsible:		Councillor Richard Clifton, Portfolio Holder for Adult Social Care & Health		
Contact Officer(s):	Paul Burnet the LRLSCE		, Independent Chair of	Tel: 0116 305 7130 sbbo@leics.gov.uk
		Dr Tim O'Neill, Director for People		Tel: 01572 758307 toneill@rutland.gov.uk
Ward Councillo	rs	All		

DECISION RECOMMENDATIONS

That the Panel:

1. Notes the Draft Business Plan Priorities and makes any comments, proposed additions or amendments to the priorities that will be addressed prior to the final version of the Business Plan being agreed.

1 PURPOSE OF THE REPORT

1.1 To present the Draft Business Plan Priorities of the Leicestershire and Rutland Safeguarding Adults Board (LRSAB) for 2017/18 for consideration and comment by the Scrutiny Panel.

2 BACKGROUND AND MAIN CONSIDERATIONS

2.1 The LRSAB became a statutory body on 1st April 2015 as a result of the Care Act 2014. The Act requires that the SAB must lead adult safeguarding arrangements across its locality and oversee and coordinate the effectiveness of the safeguarding work of its member and partner agencies. It requires the SAB to

develop and actively promote a culture with its members, partners and the local community that recognises the values and principles contained in 'Making Safeguarding Personal'. It should also concern itself with a range of issues which can contribute to the wellbeing of its community and the prevention of abuse and neglect, such as:

- the safety of people who use services in local health settings, including mental health
- the safety of adults with care and support needs living in social housing
- effective interventions with adults who self-neglect, for whatever reason
- the quality of local care and support services
- the effectiveness of prisons in safeguarding offenders
- making connections between adult safeguarding and domestic abuse.
- 2.2 These points have been considered in identifying priorities for our Business Plan for 2017/18 and will be addressed in the final plan.
- 2.3 SABs have three core duties. They must:
 - develop and publish a strategic plan setting out how they will meet their objectives and how their member and partner agencies will contribute
 - publish an annual report detailing how effective their work has been
 - commission safeguarding adults reviews (SARs) for any cases which meet the criteria for these.
- 2.4 It is the first of these duties to which the Business Plan relates since this plan essentially outlines our strategy for improvement.
- 2.5 The Annual Report of the LRLSCB and LRSAB was considered by this Scrutiny Panel in October 2016 and emerging priorities for the new Business Plan for 2017/18 were discussed at that meeting.
- 2.6 As in 2016/17 the LRSAB is formulating an individual Business Plan supplemented by a plan that addresses priorities it will share with the Leicestershire and Rutland Local Safeguarding Children Board. This is intended to secure a balance between achieving a strong focus on adult safeguarding issues and recognising that some safeguarding matters require approaches that cross-cut adults and children's services and focus on whole family issues.
- 2.7 The future improvement priorities identified in the Annual Report 2015/16 have been built into the Business Plan priorities for 2017/18. In addition to issues arising from the Annual Report the new Business Plans' priorities have been identified against a range of national and local drivers including:
 - national safeguarding policy initiatives and drivers;
 - recommendations from regulatory inspections across partner agencies;
 - the outcomes of Safeguarding Adults Reviews (SARs), Domestic Homicide Reviews (DHRs) and other review processes both national and local;
 - evaluation of the Business Plans for 2016/17 including analysis of impact afforded by our Quality Assurance and Performance Management Framework;
 - best practice reports issued at both national and local levels;
 - the views expressed by both service users and frontline staff through the Boards' engagement and participation arrangements.

- 2.8 The new Business Plan has been informed by discussions that have taken place in a number of forums since the autumn of 2016. These include:
 - the annual Safeguarding Summit of chief officers from partner agencies held on 23 November 2016
 - meetings of the Scrutiny Panels in both Leicestershire and Rutland at which both the Annual Report 2015/16 and future priorities for action have been debated;
 - meetings of the Leicestershire and Rutland Health and Well-Being Boards at which both the Annual Report 2015/16 and future priorities for action have been debated;
 - discussions within individual agencies.
- 2.9 The proposed strategic priorities were formulated through the annual Development Session of the two Safeguarding Boards held on 2 December 2016.
- 2.10 The Board is considering making a differentiation between Development priorities and Assurance priorities. Assurance priorities are solely identified as priorities for seeking assurance regarding safeguarding practice, risk or impact, rather than carrying out any specific development work. Development priorities are ones that require specific development work led by the Board, these may also include some element of assurance.
- 2.11 The proposed Business Plan Priorities for 2017-18 considered at the LRSAB meeting on 27th January 2017 are outlined in the tables below.

Development Priority	Summary
1. Prevention	Assurance regarding safeguarding elements of local prevention strategies
2. Making Safeguarding Personal (MSP)	Continuing development of MSP across partners
3. Thresholds	Identifying and addressing gaps re: over and under-reporting
4. Self-Neglect	Establishing and embedding a robust process for practitioners

LRSAB Development Priorities

LRLSCB & LRSAB Joint Development Priorities

Development Priority	Summary
1. The 'Toxic Trio'	Assessing and developing approaches to safeguarding adults and children where domestic abuse, substance misuse and mental health issues are present.

2. Participation and Engagement	Establishing visible effective participation by children and vulnerable adults at Board level.
3. Emotional Health & Wellbeing	Develop understanding of emotional health and well-being across the partnership and gain assurance regarding BCT and STP that work is addressing safeguarding issues, particularly re: mental health
4. Multi-Agency risk management / Supervision	Develop a multi-agency supervision approach for risk management in safeguarding adults and children.
5. Information Sharing (cross- border)	Explore information sharing issues and solutions with a focus on cross-border information sharing.

- 2.12 Against each of these priorities the Board is in the process of identifying key outcomes for improvement and the actions that will need to be taken over the next year to achieve these improved outcomes.
- 2.13 The following are the identified assurance priorities arising from current priorities and the considerations from the development day. Seeking assurance on these would be built into the work of the Safeguarding Effectiveness Group (SEG) and the LSCB and SAB Multi-Agency Audit Groups as appropriate.

Assurance Priorities

SAB	1. Thresholds
	2. MCA DoLS
	Harm Caused by paid staff/ professionals (watching brief)
Joint LSCB	1. Domestic Abuse
and SAB	

- 2.14 The Quality Assurance and Performance Management Framework for the Board will be revised to ensure that it reflects the new Business Plan and enables ongoing monitoring of performance of core business that is not covered in the Business Plan.
- 2.15 The views of a range of forums are being sought on the Business Plans. This includes the Cabinets, Children and Adults and Scrutiny Committees and the Health and Well-Being Boards in both local authority areas.
- 2.16 The Board office are arranging for consultation on the priorities with young people and adult service users through existing forums.
- 2.17 Feedback from this panel and these forums will support the development of the action plans for these priorities. The final Business Plan will be signed off at the meeting of the LRSAB and LRLSCB on 31 March 2017.

3 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

3.1 The Draft Business Plan Priorities for 2017/18 for the Leicestershire & Rutland Safeguarding Adults Board have been drawn up based upon information from a number of sources and will direct the work of the Partnership in improving Safeguarding of Adults in Leicestershire and Rutland. The report is presented so that the Panel may comment and propose changes, amendments or additions that will be reported to the LRSAB for consideration when they consider the final plan at their meeting on 31 March 2017.

4 BACKGROUND PAPERS

4.1 There are no additional background papers to the report.

5 APPENDICES

5.1 There are no appendices.

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Report No: 28/2017 PUBLIC REPORT

SCRUTINY PANEL

2 February 2017

HOMECARE RECOMMISSIONING - SERVICE USER AND CARER FEEDBACK

Report of the Director for People

Strategic Aim: Me	Meeting the health and wellbeing needs of the community		
Exempt Information		No	
Cabinet Member(s) Responsible:		Mr R Clifton, Portfolio Holder for Health and Adult Social Care	
Contact Officer(s):	Mark Andrew People	s, Deputy Director for	01572 758339 mandrews@rutland.gov.uk
	Karen Kibble Commissioni	white, Head of ng	01572 758127 kkibblewhite@rutland.gov.uk

DECISION RECOMMENDATIONS

That the Panel:

1. Notes the content of this report and offer comments.

1 PURPOSE OF THE REPORT

1.1 To note the feedback received so far, in relation to the recommissioning of homecare care in Rutland.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 Scrutiny received a report in July 2016 (Report no:131/2016) setting out details of the extent to which we provide homecare to eligible vulnerable adults in Rutland. The report explained the care, the funding, service user choice and some of the challenges for Rutland. The report also outlined the complexity of providing homecare and noted some of the difficulties which both Rutland County Council and providers face in offering services in the future.
- 2.2 Currently the Council commissions over 58,000 hours of homecare support per year to approximately 80 people. This figure is set to rise in the future due to an ageing population, people living with more complex conditions and people having the choice to remain living at home with appropriate support in place. The Council need to ensure that homecare services are able to meet future demands and are fit for purpose; therefore we are looking at other models for commissioning these services.

- 2.3 Whilst looking at other models of homecare it is important to understand the views of those that are receiving, and providing, homecare support, such as service users, providers and carers/support workers. There have been 4 areas of feedback obtained since the last scrutiny panel:
- 2.3.1 **Service user feedback**: 41 service users have been contacted throughout October and November 2016 to discuss home care provided and their view of the service they receive. This was obtained through review meetings and phone conversations with service users and feedback to the commissioning officer.

In addition, an open afternoon was held on 13th January for service users to meet Members and officers to discuss their experiences of care.

- 2.3.2 **Service user survey**: all service users receiving homecare support as commissioned by RCC were sent a survey on 16th December 2016 asking about specific areas of homecare and their view on this, what improvements/ changes they would like to see and what is important to them in relation to the care and support they receive. This survey has also been placed in the libraries and GP surgeries across Rutland in order for others receiving homecare support to have the opportunity to feedback their views (this applies to those receiving support arranged privately). The closing date for responses to this survey was 20th January 2017.
- 2.3.3 **Provider event:** providers were invited to a meeting on 1st December 2016 where key areas for improvement in homecare were identified. These included: recruitment and retention of staff, cost of services, local training and the image portrayed of a career in social care.
- 2.3.4 **Carer feedback**: a questionnaire was given to all providers who have a contract with the Council in order for staff to feedback their view on homecare in Rutland. A total of 38 responses from frontline staff were received but this is currently still open, until 20th January 2017, for other staff working in Rutland to participate.

3 FEEDBACK THEMES

3.1 Standard of care:

- 3.1.1 Service users felt that support received is not always up to the standard it should be as carers do not always seem well trained or know enough about the service user needs to support properly. Service users and their family felt that further training should be given to improve this, and for the staff to have knowledge of the service user and their needs.
- 3.1.2 In relation to this carers felt that where they have asked for further training this has not always been supported or provided and there are limited training opportunities within Rutland for them to source sufficient training independently.
- 3.1.3 Providers stated that they have found it difficult in some cases to source further training opportunities for staff due to the location of training and the time required to attend these whilst still ensuring a sufficient service is provided to service users.

3.2 **Consistency of call times:**

- 3.2.1 Service users felt that call times should be consistent but this is not always the case and has caused several individuals and their families difficulty when the calls required have been early, late or missed. For people with more complex conditions, such as dementia, it has caused significant issues as this causes confusion to the individual and disruption to their daily routine. Changes to call times can affect the carer and their knowledge as to what support is required or has been completed.
- 3.2.2 Carers noted that the calls they may have can change dramatically on a day to day basis due to covering annual leave or sickness which in turn affects the way in which they can appropriately support an individual if they have no knowledge of their support needs. Due to location of calls this can affect the original call times that staff have been given where there is insufficient travel time between calls, or where a call has taken longer than expected. This can then affect later calls and staff can feel as though they have to rush calls to 'catch up'.

3.3 **Consistency of carers:**

- 3.3.1 Service users felt that where they have regular carers they have been able to build positive working relationships and have felt that the level of support received was better due to a carer having knowledge of their needs.
- 3.3.2 Carers advised that they would prefer regular service users to support in order to work more effectively with individuals which would provide them with more stability, less stress and better job satisfaction from being able to build a better relationship with the service user.

3.4 Rate of pay:

- 3.4.1 Providers stated that the actual cost of care in Rutland to them is around £20 per hour. They state that this would support paying for travel time and more appropriate levels of mileage pay. Providers felt that if new higher rates of pay were introduced this would attract new carers into the profession and assist with retaining current carers.
- 3.4.2 From a carer point of view, some said that within a working week there can be several hours of travel time that are currently not paid for, which in turn affects their commitment to the job. There was also a feeling that due to the hourly rate paid there are difficulties recruiting when other industries pay the same hourly rate with less responsibility, or commitment required, than that of social care work.

3.5 **Communication:**

- 3.5.1 Service users felt that in some areas the communication with providers and carers was acceptable but could be improved when it comes to the call times or carers changing and notifying them of this, and when requesting feedback from service users and their families in order to improve the services provided.
- 3.5.2 Carers felt that communication between themselves and the provider was not always to the level it should be, and that they should have more opportunities to be assertive and take initiative when supporting service users in understanding their needs and providing appropriate support.
- 3.5.3 Some service users and staff members have advised that they do not always feel

the provider has listened to them and their concerns nor have they been assured as to how issues raised have been dealt with.

4 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 4.1 From the feedback received the future model of domiciliary care in Rutland needs to ensure the following points are considered when re-commissioning domiciliary care:
- 4.1.1 Consistency of carers and call times: by ensuring call times are consistent reduces anxiety and stress to the service user as they will be aware of when the carer is expected to arrive.
- 4.1.2 Location of calls and the travel time required for these: potential to improve where carers are working in relation to surrounding packages of care which then reduces travel time required and increases available capacity within the provider services.
- 4.1.3 Rate of pay for commissioned services: reviewing the rates would impact on how providers to pay workers for their travel time and mileage, which in turn may impact the recruitment and retention of staff.
- 4.1.4 Sustainability of provision and ensuring capacity to support any new packages of care.
- 4.2 As the new model for delivery of homecare services, and specification, is developed these points, and any additional raised by scrutiny will be taken into consideration

5 BACKGROUND PAPERS

- 5.1 Report 131/2016 Home (Domiciliary) Care tabled at People (Adults & Health) Scrutiny Panel July 2016 sets out background detail on the provision of home care in Rutland.
- 5.2 Minutes of the meeting of the People (Adults & Health) Scrutiny Panel held on Thursday, 22nd September, 2016.

6 APPENDICES

6.1 Appendix A: Domiciliary Care Service User and Carer Feedback

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

Appendix A. Domiciliary Care Service User and Carer Feedback

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Domiciliary care feedback

2nd February 2016







How the feedback was gathered

- Service users were contacted throughout October/ November 2016 to discuss what works well/ not so well/ improvement and changes. For any reviews that took place similar questions were asked and this feedback was relayed to the commissioning officer.
- Service user survey sent to all those whose care RCC commission, and placed in libraries and GP surgeries across Rutland. Open afternoon for service users to meet Members and officers to discuss the care they receive held on 13th January.
- Staff questionnaire for frontline workers: given to providers to distribute amongst staff: 38 responses from around 107 carers with the providers who have a contract with RCC. This questionnaire was also advertised alongside the service user questionnaire in order to reach more carers/ support workers working in Rutland.
- Provider event held on 1st December 2016 at Rutland County Council in which 8 providers who have care packages commissioned by Rutland attended.



Service user feedback

Standard of Care

- No issues or problems with the care given Happy with the care and support received Carers are polite and considerate
- Get on well with the carers
- Feel safe with the carers
- Very good carers
- Definitely happy with the care provided Happy with the service received Absolutely excellent, most genuinely caring people, lovely people.

More than happy with service/care received.

- Some carers are not thorough enough
- Its upsetting when regular carers leave
- Wants continuity but doesn't always get it
- Some carers lack skills and confidence
- Some carers seem scared or not well trained
- Some days feels like the care is rushed

Communication

- Keeps the service user involved in every aspect of her care The carers always talk to me about what I would like and the support I need I get on well with the carers The carers are lovely (but leave so quick) The girls are really good
- Messages don't always get passed on to carers
- Can't always understand the carers
- Sometimes the attitude of carer is not good
- Communication could be better
- New carers do not know me or my routine
- Management do not tell me things: change of call times or carers



Service user feedback

Concerns/ issues

- I know how to make a complaint if I need to.
- I know I can call the team directly to resolve an issue
- If there was a problem carers would help sort this
- Family are confident to support with this
- Issue with one carer which was resolved straight away
- Feels there is no one else to go to
- Might not manage due to my health needs i.e. partially sighted and hard of hearing
- Don't always feel listened to when I tell them what the problem is.
- If the agency don't listen who do I go to?

Call times

- Not too bad at present
- The regular visits give me peace of mind
- Very happy with when they come to see me Times suit me
- Times are ok and not too bad.

- Not consistent
- Causes distress when call times are different
- Times are altered which I am not happy about
- Always running late
- Gets confusing and causes issues when calls are changed
- Do not always let me know if times are changed
- Late, early or missed calls



Service user improvements/ changes

Regular carers

- This allows (service user with Dementia) to get to know the carers
- I can then begin to trust the carers as they know me and my routine
- It can be very stressful when having to explain to new carers what support I need

Better training for carers

• Some carers do not seem well trained in basic life skills, such as cooking

Pay more petrol as some travel far

• Some carers travel quite far so it would be good to pay them more for travelling.

Give enough time to support

- · Sometimes the care seems rushed
- The carers do not always stay for the full length of visit as they have to be somewhere else or have finished all the tasks.

Call times as scheduled

- If not let them know carers will be late
- If the carers are late they do not always know what my father has done already and what support he still needs
- It gives me reassurance knowing what time the carers are coming
- I'm not waiting around for someone
- Better communication from the provider if calls are earlier or later.

Call schedule

- So I know who is coming and when
- I feel safer knowing who is coming and at what time
- If gives me reassurance knowing my family member is receiving regular visits and in case I need to pass anything onto them



Staff feedback

Concerns/ issues

- Do not always feel supported
- Insufficient induction
- Travel time required
- Regular service users to build rapport
- Understanding safeguarding and whistleblowing procedures- not all staff seem aware of these and are unsure if service users would understand them.
- Information provided to new service userscan seem very limited
- There are limited training opportunities in Rutland
- Not having enough time to care
- Call times change or are inconsistent
- Contract vs self employed: mixed views as to what is working and not working within each
- Unsociable hours: long days or limited time off due to shift work
- Out of hours: difficult to contact at times

Positive

- I Love my job
- Job satisfaction everyday
- Wouldn't change my career
- I enjoy visiting service users
- I am self-employed
- I have the hours I need to work
- Flexible employers

Improvements:

- To have a fixed rota
- Some prefer to have contracted hours
- Regular clients: improves consistency and build a relationship with service user
- Carers at assessments and first visits in order to meet the service user and understand their needs better.
- More training in Rutland
- To work in one area- reduces travel and time required in between visits.



Provider feedback

Recruitment and retention of staff:

- Training cost and opportunities in Rutland
- Rate of pay: providers advised that the actual cost of care is around £20 per hour.
- Contract vs self-employed
- Career promotional opportunities in colleges and local areas, such as army camps
- Career progression
- Recruiting staff who can drive
- Shift work required which is not always attractive/suitable for potential candidates.
- Location of calls- Travel time required which in turn affects further capacity
- Difficulties recruiting suitable staff
- Meeting contractual hours for staff
- Personal circumstances change

Other areas:

- 1 system required for CQC, CCG and LA quality assurance:
- Recruitment event hosted by the Council: 8 providers willing to participate and will be charged for non- attendance
- Care incentives: care award event, ad bonus incentives across Rutland.

Positive feedback:

- Handovers with REACH work well and are valuable in meeting the service user and understanding their needs.
- Communication is easier and staff are more responsive
- Better rate of pay from Rutland and paid weekly
- Rutland have a more proactive approach.

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PEOPLE (ADULTS AND HEALTH) SCRUTINY PANEL

2 February 2017

SOCIAL VALUE POLICY

Report of the Director for People

Strategic Aim:	Meeting the health and wellbeing needs of the community		
Exempt Informa	tion	No	
Cabinet Membe Responsible:	r(s)	Mr R Clifton, Portfolio Hol Social Care	lder for Health and Adult
Contact Officer(s): Karen Kibble Commissioni	white, Head of ng	01572 758127 kkibblewhite@rutland.gov.uk

DECISION RECOMMENDATIONS

That the Panel:

1. Notes and provides any comments on the Social Value Policy as attached to this report.

1 PURPOSE OF THE REPORT

1.1 This report introduces the new Social Value Policy for Rutland County Council for comment.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 The Public Services (Social Value) Act 2012 came into force on 31st January 2013 and requires all local authorities and public bodies to consider how they can secure social, economic and environmental benefits when undertaking procurements relating to contracts and framework agreements for services over the EU threshold.
- 2.2 Rutland County Council do not currently have a policy concerning social value in place to guide staff and ensure a consistent approach. This policy is therefore designed to bring consistency and formalise work which the Council is already undertaking.
- 2.3 The policy sets out the duties under the Act concerning Social Value, offers examples of how it may be applied and gives brief guidance to staff.

3 APPLICATION OF THE POLICY

3.1 Social value is already being a 25 ied by the Council where legislation requires.

Social value is referred to within the Council's Contract Procedure Rules (Section 11) and this section explains that the Act is applicable to procurements relating to services over the EU threshold. Because procurements over the EU thresholds are managed by the Welland Procurement Unit (the Council's shared procurement service), advice on applying social value and ensuring that it is referenced within applicable procurements is supplied by Welland on a case by case basis.

3.2 Additionally, social value can be applied to procurements under the EU thresholds, should public bodies wish, however this is not consistently applied within Rutland County Council currently. This Policy suggests that the Council will phase in requirements of Social Value for all procurements undertaken in consultation with local providers.

4 FINANCIAL IMPLICATIONS

4.1 There are no specific financial implications from the approval and application of the policy. It should however, enable the Council to achieve more from its contracted services by requiring added value from providers and suppliers that is above and beyond the contract cost.

5 LEGAL AND GOVERNANCE CONSIDERATIONS

- 5.1 The Public Services (Social Value) Act 2012 requires all local authorities and public bodies to consider how they can secure social, economic and environmental benefits when undertaking procurements relating to contracts and framework agreements for services over the EU threshold.
- 5.2 If RCC does not meet its duty to the Act, there is a reputational risk for RCC. The Cabinet Office undertakes Mystery Shopping of organisations to ensure that they are compliant and to require evidence of such.

6 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

6.1 The Social Value Policy has been developed in order to ensure that all officers have a consistent approach to social value during procurements.

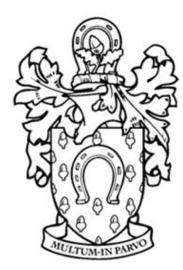
7 BACKGROUND PAPERS

7.1 There are no additional background papers to this report.

8 APPENDICES

8.1 Appendix A – Social Value Policy

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.





DRAFT

SOCIAL VALUE POLICY

Version Control	Version 1.1
Document Owner / Authorising officer	Head of Commissioning/ Director of Resources
Target Audience	All staff undertaking any procurement.
Publication Date	
Review Date	
Links to other policies/processes	Contract Procedure Rules

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1. INTRODUCTION

- 1.1 The aim of this Policy is to set out how Rutland County Council will deliver social value through its commissioning and procurement activities and to set the Council's priorities in relation to social value.
- 1.2 Local authorities are required to consider how economic, social, and environmental well-being may be improved by services that are to be procured, and how procurement may secure those improvements under the provisions of the Public Services (Social Value) Act 2012.
- 1.3 Rutland County Council want to use this opportunity to bring Social Value considerations into all aspects of our work, not just those defined under the legislation, as such the intention is that this Policy will be:
 - i) mandatory for all procurements for services over the EU thresholds;
 - ii) considered by officers for all other procurements on a case by case basis
- 1.4 It is the Council's intention to implement this Policy on a phased basis over the next three years (see Appendix A, Section 7).

2. WHAT IS 'SOCIAL VALUE'

2.1 The Public Services (Social Value) Act 2012 provides the following broad definition of Social Value:

"If a relevant authority proposes to procure or make arrangements for procuring the provision of services, or the provision of services together with the purchase or hire of goods or the carrying out of works...the authority must consider how what is proposed to be procured might improve the **economic, social and environmental well-being** of the relevant area and, in conducting the process of procurement, how it might act with a view to securing that improvement." It must also "consider whether to undertake any consultations as to matters to be considered"

2.2 The term 'social value' refers to approaches which maximise the additional benefits that can be created through the delivery, procurement or commissioning of goods and services, above and beyond those directly related to those goods and services.

3. POLICY AND LEGISLATION

3.1 The Public Services (Social Value) Act 2012 came into force on 31st January 2013. It provides a legal obligation for local authorities and other public bodies to consider the social good that could come from the procurement of services before they embark upon it. The aim of the Act is not to alter commissioning

and procurement processes, but to ensure that, as part of these processes, councils give consideration to the wider impact of the services delivery.

- 3.2 It allows authorities, for example, to choose a supplier under a tendering process who not only provides the most economically advantageous service, but one which goes beyond the basic contract terms and secures wider benefits for the community.
- 3.3 The wording of the Act states that the authority must consider:
 - How the proposed procurement might improve the economic, social and environment well-being of the relevant area.
 - How the process of procurement could help bring about that improvement.
 - Whether to consult relevant stakeholders on how social value could be created through the procurement.
- 3.4 The Act specifies that the authority must consider only matters that are relevant to what is proposed to be procured; and, in doing so, must consider the extent to which it is proportionate in all the circumstances to take those matters into account.
- 3.5 Social value is therefore about using the money we have more strategically, to produce a wider benefit than would otherwise have been achieved.

4. OBJECTIVES

- 4.1 The objectives of this policy reflect the Council's definition of Social Value and are consistent with the wider Rutland County Council Corporate Plan and the vision for Rutland.
- 4.2 Our social value outcomes relate to three main themes:
 - 1. Supporting economic growth for Rutland
 - 2. Reducing demand for public services in Rutland by increasing resilience and independence (supporting health and wellbeing).
 - 3. Looking after the local environment
- 4.3 Within these themes, the overall outcomes will be:
 - Increasing the proportion of services and goods provided locally.
 - Greater circulation of the Rutland pound in local supply chains, thereby maximising the 'multiplier effect'.
 - Supporting the creation of jobs, skills and training opportunities
 - Promotion of opportunities for small and medium-sized enterprises (SMEs), social enterprises and voluntary and community organisations.

- Greater 'social innovation' across the commissioning landscape
- Better value for money through capturing longer-term savings for the Council as a whole.
- Better connections across services, with a greater understanding of how services interact to support outcomes and impact on the wider community.
- Savings through reductions in demand across a range of service areas
- Increased community-led activity, resilience and local problem solving

5. THE SCOPE OF RUTLAND'S APPROACH

- 5.1 The social value approach encompasses the full commissioning cycle: service planning and review; decision making and policy development; and the procurement of both goods and services.
- 5.2 To achieve the outcomes we will:
 - Invest in ways that most benefit our local communities.
 - Use community capacity building approaches as a means of regenerating local communities, both socially and economically.
 - Recognise that solutions jointly developed and owned by communities, the Council and businesses offer practical and sustainable outcomes.
 - Improving cross-service connections, recognising how commissioning in one service or business area can support delivery of targets on another.
 - Value and grow our relationship with the voluntary and community sector and small businesses.
 - Embed our approach to social value in all of our policy development and procurement activity; and promoting social value in our relationships with other organisations – recognising that the more we apply social value the greater the overall outcomes for Rutland.
 - Promote employment and economic sustainability tackle unemployment and facilitate the development of skills
 - Promote equity and fairness target effort towards those in the greatest need or facing the greatest disadvantage and tackle deprivation
 - Promote environmental sustainability reduce wastage, limit energy consumption and procure materials from sustainable sources

5.3 **Measuring social impact**

- 5.3.1 The impact of social value activities on the local community and on people's wellbeing will be measured to ascertain the extent to which this policy is supporting the delivery of improved outcomes.
- 5.3.2 Contracted providers will be monitored via contract monitoring mechanisms to ensure that the social value targets and actions they set out in tender documents are implemented and continue over the life of the contract.
- 5.3.3 Measurement is set out in the Framework in Section 6 below.

6. RUTLAND'S SOCIAL VALUE OUTCOME FRAMEWORK

- 6.1 The Framework sets out the outcomes Rutland wants to achieve via Social Value. The measurements below are *examples only* of how we might monitor suppliers to establish whether they are supporting these outcomes. As part of the procurement process, providers will be expected to suggest their own opportunities for social value and set out how they will measure and monitor them.
- 6.2 It is not envisaged that all contracts will achieve all outcomes, but that as a minimum, suppliers will be working towards at least three and across more than one theme.

Outcome – What are we trying to	Measurement –	
achieve?	What could this mean for suppliers? ¹	
Theme	Supporting the Local Economy	
Local people in sustainable employment	 Create x number of traineeships (including apprenticeships) for local residents Provide x number of days of meaningful work experience for local residents Support x number of people back to work by providing career mentoring for job clubs, including mock interviews, CV advice, and careers guidance Employ x number of any group of people who 	
	typically face additional challenges in competing in the job market	
Thriving local businesses	 Support x number of new business start-ups by running practical workshops with enterprise clubs Support the local economy by spending x% of total expenditure in the local supply chain Support the local economy by spending x% of total expenditure with SME businesses through the supply chain 	
Bringing additional	Attract £x worth of inward investment into the	
funding into the county	 county Secure positive profile for Rutland through x number of positive stories in regional or national media 	
Theme: Re	ducing Demand for Public Services	
Raise the standard of living for local people	 Increase rates of pay for lowest-paid staff by x% Improve the skills levels of existing staff by training x% of the workforce to a minimum NVQ standard Reduce average sickness absence by x% through an improved health, wellbeing and support package for staff Identify all staff who are carers and ensure flexible 	

¹ These are examples of what might be measured – providers will be expected to suggest their own as part of a procurement process

	working practices are implemented to support
	these responsibilities within x weeks of contract start date
Local people and	 x% of service users supported to self-help
communities enabled and	 Contribute x number of hours of business planning
	support / financial advice / legal advice / HR advice
empowered to support	to community and voluntary organisations through
themselves and each other	an Employer-Supported Volunteering scheme
	 Provide facilities for use by community and
	voluntary organisations for x number of hours per
	year
	 Work with community and voluntary organisations
	to create x number of new volunteering
	opportunities
	 Support local third sector organisations through the supply alkain by an adding y⁰/₂ of total support diture
	supply chain by spending x% of total expenditure
Reduction in health,	 with community and voluntary sector providers Increase rates of pay for lowest-paid staff by x% in
education and other	line with the Living Wage guidance
inequalities	 Reduce average sickness absence by x% through
mequanties	an improved health, wellbeing and support
	package for staff
	 Identify all staff who are carers and ensure flexible
	working practices are implemented to support
	these responsibilities within x weeks of contract
	start date
	 Supporting young people into work by delivering employability support (e.g. CV advice, mock
	interviews, careers guidance) to x number of
	school and college students
	 Support prevention by running education and
	publicity campaigns with specific targets (e.g.
	support x number of staff / residents / service users
	to stop smoking / increase their physical activity /
Thomas I	access money advice)
	ooking after the Local Environment
Reducing waste and	Reduce overall energy consumption / water
promote recycling	 consumption by x% per year Achieve x% of staff travelling to work by cycle or
	 Achieve x% of staff travelling to work by cycle or on foot to reduce carbon emissions
	 Increase the use of renewable energy / community
	generated renewable energy as a proportion of
	total energy consumption by x% over the lifetime of
	the contract (without increasing overall energy
	consumption)
Improving the local	Increase the planting on unused areas of land on
environment	premises/ have a minimum of x% green space for
	employees to make use of
	 Litter pick in the surrounding area x times per year with employees
	with chipityees

7. NEXT STEPS

- 7.1 To support continual development, the Council will share (with permission) good practice examples between providers, and will promote successes to encourage growth in Social Value across the local supply chain.
- 7.2 Staff and residents can contribute to the Policy and its implementation by suggesting how else Rutland County Council can consider Social Value within its own business and through its contracted services.
- 7.3 The Social Value Policy will be implemented on a phased basis across the Council, and will be monitored and reviewed on an annual basis.

Appendix 1 – Application of Rutland's Social Value Policy

This Appendix gives overview guidance on how the policy will be applied.

The Policy <u>must be</u> applied to all procurements as set out in legislation. Wider implementation of the Policy will be phased in over a twelve month period – this Appendix will be updated accordingly as the Policy is rolled out.

1. Legal Requirements

The Act only applies to service contracts above the current European Union threshold, but not to works and supply contracts. At present the thresholds are £164,176 and £589,148 for Schedule 3 services, and are subject to change.

If the procurement is carried out in emergency circumstances and it is impractical to comply with the Act, then the Council may disregard the requirements to the extent that it is not practicable to comply with them.

Officers must comply with these requirements.

2. Consultation

Under the Public Services (Social Value) Act 2012, the Council must consider only those matters that are relevant to the proposed procurement, and it must be proportionate in all the circumstances to take those matters into account.

The Act only requires the Council to consider whether to consult; there is no duty actually to consult. Further, the Act does not set out who should be consulted.

The Act does not prescribe how the results of any consultation should shape a procurement which is then undertaken. However, any decision taken whether to consult or not, or how much weight should be given to any consultation response, should be taken fairly and reasonably.

The Council will consult on its website unless circumstances dictate that it is not appropriate. According to the nature of the service the Council may consult in other ways. Consultation responses will be considered carefully and taken into account.

However the weight to be given to such responses will be a matter for the Council's discretion, balancing all relevant factors.

3. Specification Development and Tender Evaluation

The manner in which evidence of Social Value benefits are to be provided is not prescribed by the Act or this policy. Dependent on the requirements of each procurement exercise, the Council may choose to specify requirements explicitly within a tender or ask suppliers to come up with their own innovative ideas, bearing in mind the themes and outcomes set out in this policy.

Irrespective, the Council must be clear as to how Social Value elements have been weighted in the evaluation and decision-making process. Individual officers undertaking tenders will be responsible for ensuring that Social Value has been considered, and as part of the procurement process, must record how this policy has been applied. This should be clearly set out in any Cabinet report requesting approval for procurement.

Tender documents should require suppliers to be clear within their tender responses which outcomes they will be achieving and how they will measure these, in order to report to the Council.

4. Best Value

Under the duty of Best Value, local authorities must consider overall value. This will include economic, environmental and social value but the duty also requires the Council to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

Whilst looking at Social Value, the Best Value duty remains paramount and should continue to be a key factor in the weighting and evaluation of bids.

5. Monitoring of Social Value

As part of the contract monitoring mechanisms, contract managers are expected to ensure social value is captured on, at least, an annual basis. This must be clearly recorded and monitored against the original tender submissions, within which suppliers should have stated what they were going to achieve and how it would be measured. Any additional Social Value outcomes achieve during the life of the contract by suppliers should also be captured and recorded.

6. Compliance with Social Value Requirements

As noted, the Council is required to meet Social Value under the Public Services (Social Value) Act 2012, and as such this policy will be subject to internal monitoring and to monitoring by the Crown Commercial Services (CCS) division of the Cabinet Office.

Internally, spot-checks may be undertaken on behalf of the Director of Resources on individual procurement activity and/or on as corporate or Directorate basis. In addition, the compliance with this policy may be subject to Internal Audit and/or review by Audit & Risk Committee.

Nationally, CCS undertakes 'Mystery Shopping' exercises of local authorities and can request information on compliance with the Act at any time. CCS can impose requirements on the Council where it believes it is non-compliant and/or where the Council cannot provide sufficient evidence of compliance; this can includes requirements to suspend, or abandon and restart procurements.

Further advice on Social Value and ensuring that it is appropriately considered and included within procurements can be obtained from the Welland Procurement Unit.

7. Further Information

Further information and guidance is available from the Cabinet Office at: <u>https://www.gov.uk/government/publications/social-value-act-information-and-resources/social-value-act-information-and-resources</u> This page is intentionally left blank

Report No: 25/2016 PUBLIC REPORT

ADULTS AND HEALTH SCRUTINY PANEL

2 February 2017

POVERTY SCRUTINY PROJECT

Report of the Director for People

Strategic Aim:	All				
Exempt Information		No			
Cabinet Member(s) Responsible:		Cllr Richard Clifton (Portfolio Holder for Adult Social Care and Health)			
Contact Officer(s):	Mark Andrews, Deputy Director for People's Services		Tel: 01572 758339 MAndrews@rutland.gov.uk		
	James Faircliffe Housing Strategy & Enabling Officer		Tel: 01572 758238 JFaircliffe@rutland.gov.uk		
Ward Councillors	N/A				

DECISION RECOMMENDATIONS

That the Panel:

- 1. Considers the topic and related issues/questions covered in this report;
- 2. Identifies any further information or work it may wish to undertake;
- 3. Authorises the Chair to produce a written report of findings to feed back into the overall project.

1 PURPOSE OF THE REPORT

- 1.1 The Scrutiny Commission has agreed to undertake a review of Poverty in Rutland. The project objectives are:
 - To develop an agreed definition(s) of Poverty in Rutland;

• To develop a Council policy in the form of a White Paper to be approved by Full Council that will outline for Rutland how the Council will act to positively impact on poverty within the County.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 Further to the initial workshop attended by Members on 13 September 2016, a list of areas was highlighted for further investigation by individual Scrutiny Panels.
- 2.2 Scrutiny Commission have agreed the following timetable for this review:

Stage	Panel	Date	
All member workshop		13 th September 2016	
Panel work to develop Green	Adults and Health	1 st December 2016 and	
Paper		2 nd February 2017	
	Children's	17 th November 2016 and	
		23 rd February 2017	
	Places	24 th November 2016 and	
		9 th February 2017	
	Resources	10 th November 2016 and	
		16 th February 2017	
Green paper to Cabinet	N/R	21 st March 2017	
Panel work on White Paper	Adults	6 th April 2017	
	Children's	4 th May 2017	
	Places	20 th April 2017	
	Resources	27 th April 2017	
White Paper to Cabinet	N/R	16 th May 2017	
White Paper to Council	N/R	June Council	

- 2.3 Further to a meeting with the Chair of the Adults and Health Scrutiny Panel, it was agreed that this Panel would focus on fuel poverty as a key issue affecting vulnerable people, particularly as there is a push for people to be cared for more in their own home.
- 2.4 To facilitate a discussion a short paper has been produced which is included as appendix to this report. The paper is not exhaustive but provides information to facilitate a discussion.
- 2.5 Further to the outcome of this meeting the Chair of the Panel will report back to the working group to consider next steps but this will be confirmed at the meeting.

3 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

3.1 This report gives further information requested by the initial Poverty project workshop.

4 BACKGROUND PAPERS

- 4.1 There are no additional papers.
- 5 APPENDICES

5.1 Appendix A – Fuel Poverty

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

Appendix A. Fuel Poverty

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Appendix A - Fuel poverty

1. Background

The Council recognises the threat cold or damp homes can pose to vulnerable people, through depression, stroke, heart disease and pneumonia. These can contribute to excess winter deaths.

Affordable warmth is the concept of residents being able to afford to heat their homes at a comfortable temperature. Where this is not the case, the household is likely to be in 'fuel poverty.' Fuel poverty can also affect the health and educational attainment of children. The table below shows the proportion of fuel poor households against the national definition.

	2011	2012	2013	2014
Rutland	13.6%	11.9%	9.3%	10.6%
East Midlands	13.3%	13.2%	10.4%	10.1%
England	11.1%	10.8%	10.4%	10.6%

These figures have been assisted by some relatively mild winters and a gradual improvement in the energy efficiency of homes in Rutland. There was a slight increase in fuel poverty in Rutland according to the Government's model between 2013 and 2014, which was also the case with the Council's four rural neighbouring councils which have a broadly similar range of properties.

The most energy efficiency categories of property in Rutland are homes built in the last ten years or so, followed by social housing. The least energy efficient properties are solid walled properties which are expensive to insulate and heat effectively, particularly in rural areas where many homes may be 'desirable' but are frequently not on gas.

2. Scope of potential initiatives

The Council signed the Nottingham Declaration on Climate Change in 2007, committing the Council to working with partners to address climate change and combat fuel poverty.

National and local policy has to strike a balance between combatting climate change and helping people at risk to keep warm. Improving insulation and the efficiency of heating and household appliances generally help to achieve both objectives. Some Government schemes to promote renewable energy can be focused more on reducing carbon emissions rather than reducing bills for large numbers of consumers.

National initiatives (such as subsidised insulation) are usually funded by the energy companies, who are required to do so by the Government through the energy regulatory system. As a cost to the energy companies, these place upward pressure on energy bills although some customers will also save money due to the energy saving measures. These measures are sometimes targeted at customers on specific benefits, particularly if they may be at risk (e.g. older people).

Local authorities can be involved at a number of levels. Typically these can include:

- a) promoting health and wellbeing and safeguarding;
- b) regulation of minimum standards through private sector housing enforcement and national Building Regulations, including the forthcoming new minimum energy standards for private rented housing (we are no longer permitted to set local planning standards for the energy efficiency of new homes);
- c) completion of the statutory Home Energy Conservation Act (HECA) reports every two years, showing progress on domestic energy efficiency (next report due 31 March 2017);
- d) local publicity and advice / visits regarding national schemes, energy saving tips and how to switch to a cheaper fuel supplier (supplementing similar information available nationally);
- e) facilitating local partnerships, awareness and local grant schemes (sometimes assisted with Government funding, or funding from energy companies or trusts).

(a), (b) and (c) are statutory obligations which the Council carries out. The scope for "added value" is mainly with (d) and (e).

3. What support is available locally?

In additional to the national schemes, the Council provides Internet advice and links on many subjects to promote energy efficiency and alleviate fuel poverty. This includes advice on energy saving tips, property assessment, technical matters, switching suppliers and how to keep warm in winter.

The Council does not offer a comprehensive energy advice service, but we are able to provide a basic level of response to telephone, email and reception enquiries. This generally involves signposting the customer to sources of advice such as the Council's website, the Government sponsored national telephone advice line or other schemes or energy providers that may be able to help. Officers are also alert to potential welfare or safeguarding issues where people may be at risk. Occasional training or promotional initiatives are also held. Housing associations can also provide advice and energy efficiency improvements for their tenants.

Citizens Advice Rutland can provide advice on dealing with debt but are not specialists on switching suppliers. The Council's new Community Prevention and Wellness Service, which begins on 1 April 2017, will also signpost people to relevant energy services.

The funding and staffing for tackling fuel poverty issues in Rutland is very limited. This means that we are not able to apply for funding for projects such as the former Energy Action for Rutland initiative. There is likely to remain around £11,000 of Government funding remaining for emergency boiler replacements etc. in 2017/18 for people at risk (held by Rutland County Council), but there are no plans at present for any further local funding beyond this.

Through the Places Directorate's Public Protection contract with Peterborough City Council, we are able to respond to public enquiries and energy assessments can be carried out on an exceptional basis where there is, for instance, an enforcement concern. The Council's Planning Policy team, through its strategic housing function, produces the Home Energy Conservation Act statutory reports and liaises with other teams producing relevant strategies, such as Public Health documents and the Child Poverty Strategy and with the Senior Environmental Services Manager.

152 households received Energy Company Obligation measures through national schemes in the period April 2015 to September 2016.

4. Possible questions

- What do Members think of the current arrangements and partnerships?
- What added value do Members believe should be provided locally, in addition to the national arrangements?
- Could things be done differently within the resources available?

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