

SCRUTINY BOARD (HEALTH AND WELLBEING AND ADULT SOCIAL CARE) FUTURE PROVISION OF HOMECARE SERVICES

TERMS OF REFERENCE

1.0 Background

- 1.1 In December 2013, the Executive Board Member (Adult Social Care) highlighted work underway around the 'Future of Homecare' and requested the Scrutiny Board's involvement in co-producing a solution. It was highlighted that a cross-party Members Advisory Board had also been established.
- 1.2 To help consider the overall role of the Scrutiny Board in relation to the 'Future of Homecare', in February 2014 the Scrutiny Board considered a report on the proposals to help scope any future work of the Scrutiny Board – including timescales and the proposed approach.
- 1.3 Key information presented to the Scrutiny Board included:
- Adult Social Care (ASC) has a statutory duty to provide services/support to people who have 'eligible' needs.
 - The current eligibility level in Leeds is 'substantial and critical' – as defined in 'Prioritising need in the context of Putting People First', Dept. of Health (2010).
 - The current expenditure by ASC on home care is in the region of £27m.
 - Support to people with eligible needs in Leeds is provided in their homes by a variety of services including:
 - Reablement services;
 - ASC's Community Support Service; and,
 - Independent sector home care.
 - The Community Home Care Framework Agreement is the main method by which ASC contract with independent sector home care providers.
 - 33 independent sector providers have a contract with ASC through the Framework Agreement.
 - 13 of these independent sector providers – mostly national or regional companies – provide city-wide coverage.

2.0 Scope

- 2.1 The overall aim of the ASC project is to create, implement and evaluate a new purchasing solution and service delivery model for independent sector home care provision in Leeds by April 2016.
- 2.2 The role of the working group can be summarised:
- To maintain oversight of the ASC project in terms of overall progress.
 - To consider, review and make recommendations on any draft proposals/solutions identified by ASC.

- To identify any opportunities and/or examples of good practice around the potential purchasing solution and service delivery model for independent sector home care provision in Leeds.
- To identify the overall financial envelop available for the future delivery of services and to assess the financial stability of any draft proposals/ solutions identified by ASC.
- To consider any opportunities for greater collaboration and value for money issues associated with the Leeds pound (£).
- To determine whether or not relevant plans for public (service user) engagement and involvement are appropriate and appear satisfactory
- To maintain an overview of any public (service user) engagement and involvement activity, including details of any feedback and how this is being used to further develop the proposals.
- To identify any specific recommendations and, via the Scrutiny Board (Health and Wellbeing and Adult Social Care), make reports to the appropriate decision-making body (e.g. Leeds City Council's Executive Board)

3.0 Timescales and frequency of meetings

3.1 In February 2014, it was outlined that the project would be delivered in 3 phases, as follows:

Phase	Description	Provisional Timescales
1	Development of the Home Care Commissioning Strategy for 2015 - 2020, Options Appraisal and Purchasing Strategy	July 2013 to April 2014
2	Procurement and implementation of the Purchasing Strategy, purchasing solution and service delivery model.	April 2014 to Sept 2015
3	Evaluation of the purchasing solution, services and project including benefits realisation,	Sept 2015 to March 2016

3.2 The timescales were identified as provisional and subject to change depending upon the outcome of the options appraisal, pricing review and other key aspects of the project.

3.3 The working group will adopt a flexible approach while aiming to meet on a regular basis: However, the frequency of meetings will largely be determined by the progress of the overall project.

3.4 It will be important for ASC to identify any key dates as soon as possible, to allow for sufficient time for the working group to consider and respond to relevant information.

3.5 The overall timetable will be kept under review as part of this scrutiny review.

4.0 Membership

4.1 The membership of the working group will be drawn from the membership of the Scrutiny Board (Health and Wellbeing and Adult Social Care).

4.2 The quorum of any working group meetings will be the Chair (or the Chair's nominee) plus a minimum of three other members from the Scrutiny Board (Health and Wellbeing and Adult Social Care). There will be a minimum of two political groups represented at any working group meeting.

5.0 Key stakeholders

5.1 The following stakeholders have been identified as likely contributors to the working group:

- Adult Social Care (Leeds City Council)
- Adult Social Care (other areas)
- Independent sector service providers
- Service user representatives and/or service user groups.
- Leeds Clinical Commissioning Groups
- Leeds Teaching Hospitals NHS Trust (LTHT)
- Leeds and York Partnership NHS Foundation Trust (LYPFT)
- Leeds Community Healthcare NHS Trust (LCH)
- Public Health (Leeds City Council)

6.0 Monitoring arrangements

6.1 The Scrutiny Board (Health and Wellbeing and Adult Social Care) will be kept fully apprised of the activity of the working group, with regular updates, reports and minutes provided as appropriate.

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