

A request to set up a Member Reference Group for the Care Suites programme

To: Adults Committee

Meeting Date: 8th October 2020

From: Wendi Ogle-Welbourn, Executive Director: People & Communities

Electoral division(s): All

Forward Plan ref: N/A

Key decision: No

Outcome:

- (i) A Members Reference Group shaping and guiding the development and implementation of the Care Suites model
- (ii) Improve outcomes, quality of living and care costs through the development of Care Suite models

Recommendation:

- (i) Adults Committee is requested to approve the request to set up a Members Reference Group (Option 3)
- (ii) Adults Committee to agree representatives from the relevant Committees mentioned in this report for the Members Reference Group.

Officer contact:

Name: Gurdev Singh
Post: Head of Commissioning for Commercial
Email: Gurdev.singh@caambridgeshire.gov.uk
Tel: 07747 455016

Member contacts:

Names: Councillor Bailey
Post: Chair
Email: anna.bailey@cambridgeshire.gov.uk
Tel: 01223 706398

1. Background

- 1.1 In January 2020, Adults Committee approved the Older People's Accommodation Approach. The overarching aim of the older people's accommodation approach is to obtain sufficient, affordable and high quality residential and nursing care to meet the needs of the local community using a multi-faceted approach.
- 1.2 One such approach listed was the development of care suites. Care Suites is a new care provision, which has been modelled on the client group age 65 years and above who can no longer remain safely living at home and/or have complex needs which require round the clock/nursing care..
- 1.3 The focus of the Care Suite model is to move away from institutionalised care to an approach which enables the individual resident to improve or maintain their independence. They are different to traditional care homes in that it is a tenancy model based around self-contained accommodation, offering larger rooms with their own front door and access to 24 hours care and support through on-site domiciliary and nursing care provision. Operating rather like a supported living model, service users hold a tenancy and can remain in their own suite as their needs increase, until the end of their life, negating the need to move on to other services as needs become more complex.

2. Main Issues

- 2.1 The care suites programme scope:
 - covers many directorates across the Council e.g. Social Care, Commissioning, Property, and Finance;
 - considers a range of work disciplines wider than just Older People commissioning e.g. building standards, investments in care assets, capacity building, land use/management, and technology;
 - spans across multiple financial years; and
 - engages' external partners e.g. the CCG as partners, and District Councils.

Consequently the programme is complex and is expected to require the advice and guidance of different Council Committees at different times during the programme life. The advice sought would be ahead of milestones and typically scheduled at 6-8 weeks intervals from the last quarter of 2020/21 through to the end of 2022/23.

- 2.3 Noting the complexities, commissioners have considered the following options to make efficient use of Member and Officer time:
 1. Do nothing.
The engagement and communication requirements remain unaddressed. This option will lead to confusion and delays,
 2. Request and attend Committees on an ad-hoc basis.
It is practical to attend a range of Committees to present updates and ask for decisions. On each occurrence Officers will need to brief Members how the programme connects

across other Committees and confirm their Committee's remit had been adequately represented. Officers would need to dedicate a great deal of time preparing for all eventualities.

3. Request and operate with a Members Reference Group

To engage representatives of different Committees and draw on expertise to help shape the work of the Care Suites programme team. Members would bring the experience of supporting other work programmes and impart that knowledge on to the Care Suite programme. The membership includes:

- a. Adults Committee - 1 Member
- b. Health Committee - 1 Member
- c. General Purposes Committee - 1 Member
- d. Communities & Partnership Committee - 1 Member
- e. Commercial & Investment Committee - 1 Member

Option 3 is recommended. The Members Reference Group (Group) would be asked to take on the role as representatives of the tenant users, local communities, and Council investor. The group would have the authority to review the work programme (design, benefits, capabilities delivered and resources). As a result the Group shall provide advice and guidance which aids the work programme to meet its outcomes. To enable this to happen the Committee is asked to provide advice on membership. Appendix 1 contains further information.

3. Alignment with corporate priorities

3.1 A good quality of life for everyone

The following bullet points set out details of implications identified by officers:

- The Group can help assure delivering a care suite provision will enable the Council to provide individuals with more choice and control over arrangements to meet their long term ongoing needs within high quality settings

3.2 Thriving places for people to live

The following bullet points set out details of implications identified by officers:

- The Group has the opportunity to guide the programme to ensure the build and operation of care suites, as part of the service mix in the care home market, will secure employment for local care workers and the ongoing financial sustainability of these organisations

3.3 The best start for Cambridgeshire's children

There are no significant implications for this priority.

3.4 Net zero carbon emissions for Cambridgeshire by 2050

The following bullet points set out details of implications identified by officers:

- The Group may support the programme work to set care market building standards not previously seen within the county.

4. Significant Implications

4.1 Resource Implications

There are no significant implications within this category.

- 4.2 Procurement/Contractual/Council Contract Procedure Rules Implications
- The Care Suite programme adheres to the Financial and Contract Procedure Rules of the Councils Constitution (Part 4.5). This will ensure The Group's is not presented with information that risks breaching the Constitution
- 4.3 Statutory, Legal and Risk Implications
There are no significant implications within this category.
- 4.4 Equality and Diversity Implications
There are no significant implications within this category.
- 4.5 Engagement and Communications Implications
There are no significant implications within this category.
- 4.6 Localism and Local Member Involvement
The Group may support the programme work to shape the extent of localism within the Care Suite programme.
- 4.7 Public Health Implications
There are no significant implications in this category

5. Source documents

- 5.1 Source documents
None

Appendix 1

Terms of Reference

Title:

Care Suite Programme: Members Reference Group

Purpose:

To provide advice and guidance to the care suite programme as extended representatives of the tenant users, local communities, and Council investor.

Members:

1. Will Patten – Programme Sponsor
2. Oliver Hayward – Programme Executive Manager
3. Gurdev Singh – Programme Lead
4. Jo Melvin – Commissioning Lead
5. Adults Committee - 1 Member
6. Health Committee - 1 Member
7. General Purposes Committee - 1 Member
8. Communities & Partnership Committee - 1 Member
9. Commercial & Investment Committee - 1 Member

The group has the authority to review the work programme (benefits, capabilities delivered and resources). As a result the group shall provide advice and guidance which aids the work programme to meet its outcomes.

In the event a member is unable to attend, written advice sent in advance of any meetings can be submitted.

Accountability/

Reporting arrangements:

Chair:

Will Patten or Oliver Hayward

Frequency of meetings:

The advice sought would be ahead of milestones and typically scheduled at 6-8 weeks intervals from the last quarter of 2020/21 through to the end of 2022/23.

Quorum:

As members have the opportunity to provide written advice and guidance in advance of any meeting a quorate is not required.

Resources:

The Commissioning Directorate will manage the group in terms of collating and circulating papers and minutes.

Interdependencies:

This meeting is not dependent upon any other meeting, however the output feeds into the P&C Commissioning Directorates programme meetings and associated work streams.

Attendance/Format

The meeting will review and comment on the progress of the programme. In advance of the meeting Chair will circulate the following information:

- A brief summary of work done since the previous meeting;
- A brief summary of work expected to be completed leading up to the next meeting;
- Key points of interest for members to comment and advise upon;
- Key risks and mitigation plans;
- Guidance required to remain on track;

The meeting will be scheduled for 90 minutes.

As the programme moves through its work phases, officers may be invited from time to time, to help respond to specific items of interest.