

	AGENDA ITEM 7
	PAF/17/15
Essex County Council People and Families Overview and Scrutiny Committee 10 September 2015	

This form is a tool that should be compiled at the start of each inquiry to set out clearly the aims and objectives of the committee's involvement in a particular matter, and will be completed at the end of the inquiry to confirm what has been achieved. The form also provides an audit trail for a review.

Review Topic (Name of review)	RESIDENTIAL AND DOMICILIARY CARE
Committee	People & Families Scrutiny Committee
Terms of Reference	<ol style="list-style-type: none"> 1. To make recommendations to the Cabinet Member that identify how improvements can be made in the quality of care delivered in residential and domiciliary settings 2. To examine the systems and strategies already in place and understand the strategies for future delivery of residential and domiciliary care in the county 3. To ensure best value available within the market and to review the role of the market 4. To ensure services are able to respond to changing needs and demands 5. To assist in supporting the development of provision 6. To consider the work of the Care Quality Commission (CQC) and other regulatory bodies 7. To consider the wider issues that can influence standards of care, including staffing implications
Lead Member, and membership of Task and Finish Group	To be confirmed
Key Officers / Departments	Dave Hill , Executive Director, People Commissioning Andrew Spice, Commercial Director

Lead Scrutiny Officer	Robert Fox
Relevant Portfolio Holder(s)	Cllr Dick Madden, Cabinet Member for Adults and Children
Relevant Corporate Links	To be discussed with key officers of the County Council.
Type of Review	Task and Finish Group
Timescales	
Rationale for the Review	The Cabinet Member for Adults and Children suggested in a meeting with the Chairman and Vice-Chairman of the Committee that the Committee look at the residential and domiciliary services provided by the County Council. This was reaffirmed at the Cabinet meeting of Tuesday, 21 April 2015 where the Cabinet Member stated that a proposal will be made to the People and Families Scrutiny Committee to consider establishing a Task and Finish Group to monitor progress and consider recommendations
Scope of the Topic	<p>Specify what is to be included/excluded from the review</p> <p><u>Include</u></p> <p>The following is included in the scope of the review:</p> <ul style="list-style-type: none"> • To be agreed <p><u>Excluded</u></p> <p>The following falls outside the scope of the review:</p> <ul style="list-style-type: none"> • To be agreed

Key Lines of Enquiry	To be determined by the Task and Finish Group following initial meetings with the Cabinet Member and Senior Officers
Other Work Being Undertaken	
What primary / new evidence is needed for the scrutiny?	<ul style="list-style-type: none"> •
What secondary / existing information will be needed?	<ul style="list-style-type: none"> • CQC reports
What briefings and site visits will be relevant to the review?	<ul style="list-style-type: none"> • Request specific briefings and reports from the Cabinet Member and senior officers of the County Council including current strategies, performance data etc. • Invite oral and written evidence from others identified in the section below • Commission specific research and consider the findings
Who are the witnesses who should be invited to provide evidence for the review?	<ul style="list-style-type: none"> • The Cabinet Member for Adults and Children • Senior officers from Essex County Council • District/Borough/City Councils • Service providers • Service user groups

Implications	<p>In terms of topic, have the following matters been taken into consideration in the planning of this review:</p> <p>Legal implications Yes/ no</p> <p>Financial implications Yes/ no</p> <p>Equality and diversity issues..... Yes/ no</p> <p>Other critical implications.....</p>
What resources are required for this review?	<p>In planning the review it is necessary to identify what resources are required to undertake the review, and any costs associated with the committee's activity. Given that the resource available is finite, it is necessary to consider carefully the timing of the review within the Committee's overall work programme.</p>
Indicators of Success	
Notes	
Provisional Timetable	