

People and Communities Select Committee

Date: 13 March 2020

Time: 10:00am

Venue: Edwards Room, County Hall, Norwich

SUPPLEMENTARY A g e n d a

11. Care Quality and the Market Position Task and Finish Group

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Report by the Executive Director of Adult Social Services

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Date Supplementary Agenda Published: 12 March 2020



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People and Communities Select Committee

Item No. 11

Report title:	Care Market Task and Finish Group Terms of Reference
Date of meeting:	13 March 2020
Responsible Cabinet Member:	Councillor Bill Borrett - Cabinet Member for Adult Social Care, Public Health and Prevention
Responsible Director:	James Bullion – Executive Director of Adult Social Services

Foreword and Executive Summary

Following the Care Market presentation delivered at the People and Communities Select Committee on 31 January 2020, the Committee agreed to set up a Care Market Task and Finish Group to carry out a deep dive into the care market to understand how the care quality and market position in Norfolk can be improved.

It was agreed that in discussion with Cllr Adams and the Chair, officers would draft the terms of reference for the group to bring back to the next meeting for agreement.

Recommendations:

Committee is recommended to:

- a) review the proposed terms of reference for the Task and Finish Group
- b) agree the final version of the terms of reference under which the Task and Finish Group will operate

Actions required:

- a) Committee is asked to consider and discuss the draft terms of reference for the Care Market Task and Finish Group and agree a Chair

1. Background and Purpose

- 1.1. The overall purpose of this Care Market Position Task & Finish Group is to better understand the reasons behind the fragility of the adult social care market in Norfolk, the actions being taken to mitigate them and whether there is more we could do to improve the stability of the market.
- 1.2. In line with the direction of the People and Communities Select Committee, the Task & Finish Group will address the following:
 - a) Carry out a deep dive, examining best practises and other initiatives and consider how the adult social care market position in Norfolk could be improved
 - b) How to ensure quality in the market
 - c) How to ensure financial viability within the market

d) How to make working in the social care sector in Norfolk more attractive

- 1.3. Once the terms of reference have been approved by the People and Communities Select Committee, the Task and Finish Group will initiate its review. A series of meetings will be held between April – July 2020. Once the review has completed its work, it will complete a report with a series of recommendations arising from its findings. This final report will be presented to the People and Communities Select Committee, for review and comment; the date of this will be determined as the review progresses.

2. Proposals

- 2.1. The draft terms of reference document is included in Appendix 1.

3. Impact of the Proposal

- 3.1. N/A

4. Evidence and Reasons for Decision

- 4.1. N/A

5. Alternative Options

- 5.1. None identified

6. Financial Implications

- 6.1. None identified

7. Resource Implications

7.1. Staff:

- 7.1.1 The Task and Finish Group will be supported by officers within the department's existing establishment.

7.2. Property:

- 7.2.1 None identified

7.3. IT:

- 7.3.1 None identified

8. Other Implications

8.1. Legal Implications:

- 8.1.1 None identified

8.2. Human Rights implications

- 8.2.1 None identified

8.3. Equality Impact Assessment (EqIA) (this must be included)

8.3.1 None identified

8.4. **Health and Safety implications** (where appropriate)

8.4.1 None identified

8.5. **Sustainability implications** (where appropriate)

8.5.1 None identified

8.6. **Any other implications**

8.7. None identified

9. Risk Implications/Assessment

9.1. None identified

10. Recommendations and Action required

10.1. **Recommendations:**
Committee is recommended to:

- c) review the proposed terms of reference for the Task and Finish Group
- d) agree the final version of the terms of reference under which the Task and Finish Group will operate

Actions required:

- a) Committee is asked to consider and discuss the draft terms of reference for the Care Market Task and Finish Group and agree a Chair

11. Background Papers

11.1. [Minutes of the People and Communities Select Committee, 31 January 2020](#)

Officer Contact

If you have any questions about matters contained in this paper, please get in touch with:

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Norfolk County Council - Care Market Position Task & Finish Group

DRAFT Terms of Reference

March 2020

Purpose

The overall purpose of this Care Market Position Task & Finish Group is to better understand the reasons behind the fragility of the adult social care market in Norfolk, the actions being taken to mitigate them and whether there is more we could do to improve the stability of the market.

Scope

In line with the direction of the People and Communities Select Committee, the Task & Finish Group will address the following:

- Carry out a deep dive, examining best practises and other initiatives and consider how the adult social care market position in Norfolk could be improved.
- How to ensure quality in the market.
- How to ensure financial viability within the market.
- How to make working in the social care sector in Norfolk more attractive

The findings and recommendations of the Group will be written up in a report to be presented back to the main Committee.

Ways of working

The working group will be supported by officers and can draw on a range of different inputs to help inform the group. This could include:

- National policy context.
- Data and evidence about the market in Norfolk
- Review of the current council support for the market
- Research on best practice elsewhere

A schedule of meetings will be arranged and held at County Hall.

Papers will be distributed in advance, ensuring the group's members have sufficient time to prepare.

Meetings will last no longer than two hours

Membership

The Task & Finish Group's membership is as follows:

- Chair – *to be decided*
- County Councillors Timothy Adams, Tony White, Brenda Jones
- Gary Heathcote - Director of Commissioning
- Lucy Hohnen – Assistant Director, Workforce Markets and Brokerage
- Tim Weller – Head of Integrated Quality Service

Continuity of membership for the meetings will be important, however substitutes will be able to attend by arrangement with the Chairman.

Timescale

It is anticipated that there will be three meetings of the Task & Finish Group between April and July 2020.