

**ADULT SOCIAL CARE, CHILDREN'S SERVICES AND EDUCATION COMMITTEE MEETING
MINUTES - 30 MARCH 2020**

Present: Councillors McEwan (Chair) David Absolom, Ballsdon, Challenger, Hoskin, Jones, McKenna, Pearce, Robinson, Sokale, Terry and White.

23. MINUTES

The Minutes of the meeting held on 8 January 2020 were confirmed as a correct record and signed by the Chair.

24. QUESTIONS

Questions on the following matters were submitted:

Questioner	Subject	Reply
Rob Bishop	Pupil Product Ratio	Councillor Pearce
Rob Bishop	Primary School Places	Councillor Pearce
Rob Bishop	Emmer Green Primary School	Councillor Pearce

(The full text of the questions and replies was made available on the Reading Borough Council website).

25. GROWING UP IN READING

Rachel Spencer, Chief Executive, Reading Voluntary Action (RVA), Sam Lloyd, Project Manager, Starting Point, and Carly Newman, Operations Manager at No5, gave a series of presentations on Growing up in Reading. A copy of the RVA report on Growing Up in Reading and a copy of the No5 report on The Impact of Covid-19 had been included in the papers for the meeting.

Rachel Spencer told the Committee that the research for the report had taken place between November 2019 and February 2020, finishing just before the start of the first Covid-19 lockdown, and had been shaped and carried out by a Youth Social Action Team, supported by RVA and the University of Reading Participation Lab. There had been 12 RVA Youth Leaders, 608 questionnaires had been completed, 13 schools and colleges had taken part and eight locations had been used for focus groups with 94 young people. The age range of the young people had been between 11 and 18 and 41% of them had self-described as being from BAME heritage. The key issues that had emerged from the research were as follows:

- Being and feeling safe;
- Mental Health and Wellbeing, especially tackling loneliness;
- Creating a sense of community;
- Widen the diversity of activities and opportunities available for young people.

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Sam Lloyd began his presentation by explaining Starting Point's approach and the three mentoring programmes they offered which aimed to create opportunities for young people who faced disadvantage and help them overcome any barriers. There was also a young person led production company, Action Media, that made documentaries about young people. During 2020 Starting Point had supported 125 young people, of which 58% had mental health struggles, 34.5% had learning difficulties/disabilities, 58% had low/no qualifications and 10% had a criminal record. In the first 3 months of 2021 they had mentored 116 young people and had seen a 300% increase in referrals since before the first lockdown. With regard to need, young people said that little had changed since lockdown as they had stayed at home doing nothing before and were doing the same in lockdown, They were also anxious about going out and talking to people and worried about knives and not being safe and some young people said that gaming was the only time they talked to people. A lack of support for parents had been highlighted and there was no where for young people to go where they felt safe or where they could talk to peers, there was also a lack of belief and aspiration. Looking at the solution, there were three key areas as follows:

- Long-Term Relationship - Someone who would listen, won't judge and believed in the young person;
- Journeying, not just signposting;
- Ownership and Empowerment to Shape Provision.

The Committee then heard from Ryan, a young person who was a mentor for Starting Point and who had been mentored by them in the past. Ryan said that having just left university he was struggling to find direction in terms of his career, and found it useful to talk to someone each week to bounce ideas off. This had help build his confidence and had helped him become a better mentor himself.

In summing up, Sam told the Committee that there was a real simplicity to the solution in the continuity and consistency that a role model could provide and by using a diverse pool of volunteers the match could be tailored to the young person and journey alongside them to a more hopeful future.

The final presentation was given by Carly Newman, Operations and Relationships Manager at No5, who explained what No5 did and then outlined the feedback received from counsellors and young people from the three lockdowns. [Richard - could delete paragraph below marked in green and go straight to the paragraph on next page about in September 2020...]

From the point of view of the counsellors, during the first lockdown there had been an escalation of ongoing symptoms as a result of the pandemic including, anxiety, OCD, loneliness, low mood and lack of motivation. Covid-19 specific concerns included, family members becoming ill, exam uncertainty and returning to school after a period of reduced contact. However, the counsellors had noticed a remarkable resilience and a sense of unity amongst the young people they were supporting. The second lockdown had seen a surge in referrals to No5 that had begun in September 2020 as young people returned to school, a total of 214 from September to November 2020 compared to 85 in during the same period in the previous year, which represented a 152% increase. During the third lockdown the consequences of long lockdown periods became evident. From December 2020 to March

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2021 there had been 198 referrals compared to 95 in the during the same period in the pervious year, which equated to a 198% increase and there were 460 young people who were currently waiting for support/to see a counsellor. Looking to the future counsellors had said that it often took a while for the emotional impact of significant events to be recognised and an ongoing surge in need was anticipated.

With regard to young people, in September 2020 the No5 Young Ambassadors had written and published 'Impact of Covid-19: The Voice of Young People' a report on themselves and their peers. The four key areas they had felt were most impacted were: family, friends and socialising, education and careers and mental health. Looking to the future the Young Ambassadors were asked what they thought the local community of young people would need going forward and their feedback had fallen into four main areas, as follows:

- Reassurance - Blame, safety and struggling with mental health and wellbeing;
- Tackling Isolation - Re-Integration and Re-Connection;
- Safety;
- Support for Mental Health

Finally, the presentation set out what this meant services should be like going forward and the features young people had asked for, which were, stability, continuity, relational, early intervention and prevention and confidentiality.

The Committee discussed the presentation and a number of points were made including the following:

- Outside of the home, schools were the place where young people would be most likely to make contact with a trusted adult and there was a need to keep supporting schools to make sure this happened;
- The issue of isolation illustrated clearly that young people, like everyone, missed contact with others during the lockdown periods, despite the many social media platforms that were available, and it would be difficult for young people to get back into 'normal' interactions with others;
- In response to the young people saying they had nothing to do, it would be worth investigating what this meant, for example, if clubs were seen as exclusive or were too expensive for young people to join, then it created isolation;
- Mental health and wellbeing were important and complex issues and were being considered nationally, but there were no quick answers or solutions;
- The Council was currently consulting on the Health and Wellbeing Strategy and children's and young people's mental health and wellbeing was coming through as an issue people wanted the Council to focus on;
- There was a need to look at what was available and what was not and then discuss what could be done to fill the gaps, both the Council and BFfC needed to look at the work that had been carried out by RVA and see what they could do;
- If the Council and BFfC said they wanted to hear the voices of children and young people, then having listened they needed to be able to respond;
- There was clearly a wider issue of safety and there was a need to continue the conversation about what safe felt like;
- Children and young people that they should be involved in shaping services that were designed to support them;

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- Finally, it was suggested that a report be submitted to a future meeting, possibly in the autumn, on the work the Council and BfFC were doing with others to address the issues that had been raised.

Resolved -

- (1) That the reports and presentations be noted;
- (2) That Rachel Spencer, Sam Lloyd, Carly Newman and Ryan Acolatse be thanked for taking part in the meeting and for their presentations;
- (3) That a report be submitted to a future meeting, possibly in autumn 2021, on the work that the Council and BfFC were doing with others to address the issues that had been raised.

26. CHILDCARE SUFFICIENCY ASSESSMENT

The Executive Director of Children's Services - Education, Early Help and Social Care, Brighter Futures for Children (BfFC), submitted a report sharing the 2020/21 Childcare Sufficiency Assessment (CSA). A copy of the BfFC Reading Childcare Sufficiency Assessment 2020/21 was appended to the report.

The report explained that under Section 6 of The Childcare Act 2006 there was a requirement on local authorities to produce an annual sufficiency assessment on the availability and sufficiency of childcare in their area. The impact of the Covid-19 pandemic on the sector had created challenges in producing meaningful data and analysis of the childcare market in the Borough. However, the CSA did provide an indication of trends or areas for further investigation and action, and the tools used in the production of the assessment enabled ongoing analysis and monitoring of the childcare data for future planning.

The main findings were as follows:

- There were no sufficiency issues related to quality of childcare provision, as 97% of providers in the Borough had been judged Good or Outstanding by Ofsted at their most recent inspection (Ofsted inspection of Early Years provision had been suspended throughout lockdown);
- There were currently sufficient childcare places for 0 to 4 year olds, including funded early education entitlement places for two, three and four year olds, albeit that some might not be in the area preferred;
- The town centre and Whitley had been identified as areas to monitor regarding future growth where the number of families was anticipated to increase over the next few years in line with housing development; sessional care in Whitley was particularly low;
- Parents had a varied choice of childcare providers in most areas of the Borough.

In response to a question about the impact of the pandemic on nurseries and the support being offered, Corinne Dishington - Service Manager 0 to 5's, BfFC, explained that the Council had had various schemes over the previous year that had been open for nurseries to apply for which had included holidays on business rates and grants that could be applied

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for. The entitlement funding from the DfE had been paid for the summer and autumn terms and providers had been funded to at least their Autumn 2019 funded places, so if they had fewer children than they had in autumn 2019 they had been funded to that level. From January 2021 for the spring term the funding had been based on actual numbers however, the government had committed to top-up, if the uptake of places increased through the term, to 85%. The resilience of the sector was good, although it was fairly fragile. Entitlement funding would be increased from 1 April 2021 by 6p per hour for three and four year olds and by 8p per hour for two year old places. In addition, the government had published a policy paper, "The Best Start for Life: A Vision for the 1,001 Critical Days", which had been developed as part of the Early Years healthy development review. The paper included a review of funding that was going to be put to the Treasury before the next spending review and was asking for additional funding for Early Years.

Resolved - That the 2020/21 Childcare Sufficiency Assessment be noted and endorsed.

27. ONE READING CHILDREN'S AND YOUNG PEOPLE'S PARTNERSHIP EARLY HELP STRATEGY

The Executive Director of Children's Services - Education, Early Help and Social Care, BFfC, submitted a report sharing the draft One Reading Children and Young People's Partnership Early Help Strategy 2021-2023. A copy of the draft BFfC One Reading Early Help Partnership Strategy 2021/23 was appended to the report. The Committee was invited to comment on the Strategy prior to its finalisation. Anna Batty, Strategic Lead for Partnership and Prevention, BFfC, and Kirsten Carr, Strategic Lead, Early Help, BFfC, attended the meeting and gave a presentation on the Strategy.

The report explained that the One Reading CYP Partnership had been formed in 2019 with a vision for all sectors working together towards a shared goal of improving life quality for children, young people and families, underpinned by a shared accountability for early intervention and prevention. A key role for its Board was to oversee the implementation and review of the Partnership Early Help Strategy. The aims were to:

- Improve outcomes for children, young people and families;
- Reduce demand on high cost services;
- Build resilient communities and a thriving voluntary sector.

Local data and collective understanding of the current and emerging needs had informed priority areas, these were as follows:

- Children under 5 years old;
- Young people - adolescent risk;
- Consistent approaches to emotional wellbeing and mental health.

The report explained that the One Reading Partnership Consensus outlined a set of agreed principles and shared commitment to a trauma-informed approach underpinning the work of the partnership. Established workstreams would deliver plans to improve outcomes for each priority areas knowledge, integrated working and workforce development. Impact would be measured through agreed performance indicators that would be linked to each priority area. The Strategy interlinked with Strategies across the Borough and wider geographical footprints and the Board would ensure that its plans aligned where needed.

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The Committee discussed the report and it was agreed that a progress report should be submitted to the October meeting.

Resolved -

- (1) That the One Reading Children and Young People's Partnership Early Help Strategy be noted and endorsed;
- (2) That a progress report be submitted to the meeting on 20 October 2021.

28. OFSTED INSPECTION REPORT OF THE FOSTERING SERVICE

The Executive Director of Children's Services - Education, Early Help and Social Care, BfFC, submitted a copy of the Ofsted Inspection Report of the Fostering Service.

The inspection had taken place on 24 and 25 November 2020 and had been a virtual visit but, had been just as robust as an in-person inspection with 247 documents having been uploaded and shared with the inspectors over the two day period. The inspectors evaluated the extent to which:

- Children were well cared for;
- Children were safe;
- Leaders and managers were exercising strong leadership.

The inspectors had not identified any serious or widespread concerns in relation to the care or protection of children at the visit.

The inspection found that children had been well supported by their carers through the pandemic and Foster Carers had helped children to understand and make sense of the world around them. However, the information evidencing the care of children was not well reflected in written records or care reviews. Foster Carers supported children to maintain relationships with their family and friends and there was good consideration of individual needs and wishes to ensure that time spent with family was child centred. For some children there had been a negative impact on their well being and development where specialist therapies and support had been paused or delayed during the lockdown period. Matching processes had improved through the development of more effective systems and better consideration of children's needs. However, there continued to be a high number of placement breakdowns. While gaps in service provision to address children's needs were identified, individual plans did not always thoroughly consider how to address these, particularly diversity issues. Staff had carried out a review of children's plans and had identified key contributing factors, although they had yet to implement effective strategies to improve placement stability and reduce placement breakdowns. The newly developed Foster Carer profiles were child centred, helpful and informative and children could meet their carers before moving into the home, which helped them to settle in with their new foster families.

The report stated that children felt safe and secure while living with their Foster Carers and had a trusted adult they could confide in and seek help and advice from. Foster Carers and staff also had a good understanding of risk and staff reported and responded promptly to safeguarding concerns. Established systems were in place to ensure effective tracking

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and oversight of concerns, accidents and allegations but, identified actions were not consistently completed and Ofsted was not always informed of allegations that had been made against staff. Some risks that had been identified within the matching processes and safer care plans were not thoroughly explored and not all risks that were identified included detailed or clear practical strategies, advice and guidance to support Foster Carers to be consistent in their response and management of risk. Social workers and Foster Carers regularly discussed and explored risk and considered how to respond, but this was not consistently evidenced in plans. Recruitment of staff had improved, and records now evidenced that all appropriate checks had been completed.

Leaders and managers had a good understanding of the strengths and weaknesses of the service and a number of weaknesses that had been identified previously had been successfully addressed. Work had been carried out to ensure that all Foster Carers were transferred to the new company but, further work was needed to ensure that all changes were embedded in practice and to develop and improve remaining areas of weakness. Managers had focused on improving the culture of the company, although there was more to do to ensure that this change was embraced by all and although the current team was stable there had been a high turnover of staff in the current year. Some Foster Carers had reported that on occasion the quality of communication between them and the company was poor, managers were aware of this and strategies and plans had been implemented to improve it. There had been a high number of placement breakdowns in the current year and there were no formal processes in place to ensure that lessons could be learnt from these breakdowns to inform development or avoid reoccurrence. Managers had stated that they intended to formalise and embed a process to follow when placements are nearing the end, this would involve children, carers and others to ensure learning was captured. Staff and Foster Carers had been well supported through regular effective supervision, performance management, team meetings and training and Foster Carers had access to online training and for Foster Carers to complete their mandatory training. The additional support provided by the out of hours service had been well received and the independent fostering agency committee was effective in ensuring that the company considered strategic issues and monitored the risk register.

The report set out the four statutory requirements that had to be complied with by 31 January 2021 together with a recommendation that the views of the child, the child's family, social workers and independent reviewing officer be sought regularly on the child's care, unless in individual cases this was not appropriate.

Resolved -

- (1) That the Ofsted Inspection Report of the Fostering Service be noted;**
- (2) That Deborah Glassbrook, Executive Director of Children's Services, Education, Early Help and Social Care, BFfC , and everyone in the Foster Care Team and the Foster Carers be thanked.**

29. ADULT SOCIAL CARE PERFORMANCE REPORT MARCH 2021

The Executive Director of Social Care and Health submitted a report outlining the key areas of performance of Adult Social Care during 2019-2020 which was based on performance against the national Adult Social Care Outcomes Framework (ASCOF) dataset which is

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monitored annually. An overview of performance for Adult Social Care against all ASCOF measures in 2019-2020, as well as an update on current performance, was attached to the report at Appendix 1, an Action Plan addressing the areas for development for two key performance targets was attached at Appendix 2 and a visual representing a snapshot of Adult Social Care Performance was attached to the report at Appendix 3. Melissa Wise, Assistant Director of Commissioning, Transformation and Performance, attended the meeting and gave a presentation on the performance report.

The report stated that key highlights included the Borough's high performance compared to other local authorities with regard to the number of older people newly admitted to Residential and Nursing Care homes and the number of people with Learning Disabilities living in their home or with their family. Reading performed less well in the measure of the number of people aged 18 to 64 who had been newly admitted to Residential and Nursing Care homes and the number of people using Direct Payment to pay for their care and support.

The report detailed two areas that had been selected where performance had been good in 2019-20 and a further two areas where there was a need to focus on improvements, as follows:

- Long Terms Needs of Older Adults (aged over 65) met by Admission to Residential and Nursing Care Homes - Following a continued focus on supporting people to be independent in their own homes in-line with the Council's 'home first' approach, Adult Social Care had continued to ensure that the number of older people (aged over 65) who had been placed in residential and nursing care homes in the previous year was reduced. This strong performance had continued into the current year and the service now had the second lowest rate of new admissions to residential and nursing homes in the south east.
- The proportion of Adults with a Learning Disability who live in their own Home or with Family - The service continued to work with people with a Learning Disability to ensure they were living in settled accommodation, ensuring that as far as possible people lived in their own home or with their family.
- Long Term needs of Younger Adults (aged 18 to 64) met by Admission to Residential and Nursing Care Homes - Despite concentrated focus on keeping people in their own homes, there had been a very slight increase in the number of younger people who had been placed in residential and nursing care homes in the previous year. This had been due to a lack of alternative options available to meet the needs of younger people and equated to 15 people a year in total. Work on producing an Accommodation Strategy for vulnerable adults would continue in the current year with a focus on sourcing alternative accommodation for younger adults.
- Increase use of Direct Payments - Direct Payments had increased by 71% since 2016/17, from 12.1% to 20.7%. Whilst Direct Payments remained a priority for Adult Social Care, the lack of alternative services available to meet people's needs beyond the Council commissioned services had resulted in a slower uptake. The Personal Assistant (PA) Market Development Transformation Project had started to increase the number of people employing PAs.

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Resolved -

- (1) That the performance of Adult Social Care in Reading for 2019-20 against similar Councils, the South East and the national Adult Social Care Framework (ASCOF) indicators be noted;**
- (2) That the associated Action Plan to address two key areas of development be endorsed.**

30. SHARED LIVES EXPANSION UPDATE

The Executive Director of Children's Services - Education, Early Help and Social Care, Brighter Futures for Children, submitted a report providing the Committee with an update on the expansion of the Shared Lives scheme to support older people, including marketing plan and vision. A copy of the Shared Lives Plan 2021 - 2024 was appended to the report.

The report explained that Shared Lives was a national scheme that had been created as an alternative to care homes or short by frequent care visits. The scheme matched someone who needed care with an approved Shared Lives carer. The carer was paid to open up their home, shared their family and community life and gave care and support to the person with care needs. In Reading the scheme currently primarily supported those with Learning Disabilities but it was planned to expand support to older people also, either through full-time, day support, or respite placements. The report explained the reasons for expanding the scheme to support older people, primarily as cost avoidance and to provide a preferable service to members of the public other than traditional alternatives. The expansion required recruitment of extra carers to provide this care; a recruitment and marketing campaign had been carried out in July 2019 which had included marketing on social media, in print and on both the radio and television news. The most significant marketing exercise had been advertisements that had been placed on the backs of Reading Buses. The expansion aligned with the strategic direction of travel outlined in the Adult Social Care Transformation Strategy, to provide sustainable forms of care to benefit residents of the Borough.

Resolved - That the Shared Lives Plan and continued planned expansion of the Shared Lives scheme to support Older People be noted.

31. BRIGHTER FUTURES FOR CHILDREN: CUSTOMER SERVICES ANNUAL REPORT 2019-20

The Executive Director of Children's Services - Education, Early Help and Social Care, BFFC, submitted a report providing the Committee with an overview of complaints activity and performance for Children's Services for the period from 1 April 2019 to 31 March 2020. A copy of the BFFC Customer Services Annual Report 2019-20 was appended to the report.

The report stated that during the period 1 April 2019 to 31 March 2020, the service had received 92 statutory complaints, which was a decrease of 4 (4.17%) compared to the 96 that had been received in 2018/19. In the same period, 74 compliments had been received an increase of 51 compared to the previous year when 23 had been received. Of the 92 complaints that had been received, 16 had been resolved through alternative dispute resolution by the social care teams and the remaining 76 had been progressed to a formal

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investigation, although nine of these had subsequently been withdrawn by the complainant once the investigation had commenced.

During the period, nine complaints had progressed to Stage 2 investigation and a further two had progressed to a Stage 3 investigation, although these had not all been progressions of Stage 1 complaints that had been received in the same period, as some had related to Stage 1 and 2 investigations that had been carried out in 2018/19.

The report explained that the Customer Relations Team had continued to raise awareness of the complaints process and in line with recommendations from Ofsted had worked with operational teams to encourage children and young people to submit complaints where they were dissatisfied with the service they had received. The Council and BfFC had worked closely to drive improvement in the service for children.

The report included the intended actions for further improvement which were as follows:

- The Council's Customer Relations Team and BfFC would conduct a review of complaints, with specific emphasis on identifying learning points;
- Learnings points would be more widely shared with BfFC staff through a dedicated section of BfFC's intranet knowledge hub;
- Complaints training for BfFC team and assistant manager would become mandatory;
- An improved BfFC process for capturing learning from complaints would be mapped and embedded, so learning was more visible in future annual reports;
- There would be improved Customer Relation Team recording, and BfFC oversight, of complaints which were reported to the Ombudsman and visible learning from outcomes would be reported in quarterly internal reports and externally in the annual report;
- There would be greater oversight of Subject Access Requests (SARs) completed by the Customer Relations Team on behalf of BfFC, with more frequent reporting by the Team on open SARs status so that any issues with completing these within timescale were addressed at an earlier stage.

The Committee discussed the report and in answer to questions raised, Deborah Glassbrook, Executive Director of Children's Services - Education, Early Help and Social Care, BfFC, explained that a resource on learning from complaints was imbedded in BfFC quality assurance activities and was used for practice improvements.

Resolved -

- (1) That the contents of the report and intended actions to further improve the management of representations, particularly complaints in children's services in Reading, be noted;**
- (2) That the continuing work to raise awareness of all conflict resolution processes including the statutory complaints process and encourage appropriate use by children, young people and their families be noted.**

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32. ANNUAL COMPLAINTS AND COMPLIMENTS REPORT 2019-2020 FOR ADULT SOCIAL CARE

The Executive Director of Social Care and Health submitted a report providing the Committee with an overview of complaints and compliments activity and performance for Adult Social Care for the period from 1 April 2019 to 31 March 2020. A summary of Adult Social Care Complaints and Compliments 2019/20 was attached to the report at Appendix A.

The report stated that over the period from 1 April 2019 to 31 March 2020 the service had received 13 corporate complaints, which was a 44.4% increase compared to the nine that had been received in 2018/19, and 84 statutory complaints, which was a 16.7% increase compared to the 72 that had been received in 2018/19. During the same period a total of 28 compliments had also been received.

The main themes for the period 2019/20 for both corporate and statutory complaints were as follows:

- Quality of service which had been provided;
- Financial issues;
- Staff conduct;
- Communication.

Seona Douglas, Executive Director of Social Care and Health, told the Committee that learning events had been set up, to which over 100 staff had attended, to look at complaints and the main themes associated with the complaints and as a result the standard of complaint responses had improved. The aim was for these events to be held annually. Officers were also written to and thanked when compliments were received.

Resolved - That the report be noted.

33. JOINT HEALTH OVERVIEW AND SCRUTINY COMMITTEE

The Executive Director of Social Care and Health and the Monitoring Officer submitted a report recommending to Council the establishment of a Joint Health Overview and Scrutiny Committee for the Buckinghamshire, Oxfordshire and Berkshire West (BOB) Integrated Care System (ICS) to consider any substantial development or variation in the provision of health services across the footprint area. A copy of the draft terms of reference for the Joint Health Overview and Scrutiny Committee was attached to the report at Appendix A.

The report explained that since the creation of the Buckinghamshire, Oxfordshire and Berkshire West Sustainability Transformation Plan in 2015, the health scrutiny leads from across the footprint had met, informally and on an ad hoc basis, with key health partners. These meetings had been hosted by each authority with the last one having taken place in Buckinghamshire on 15 November 2019. At that meeting, councillor health scrutiny leads (or representatives) and health scrutiny officers from across the footprint had heard from a number of BOB ICS Leads about the planned activity that was being carried out by the ICS. It was at this meeting that the proposal to set up a joint health scrutiny committee had first been raised. Health Services were required to consult a local authority's Health Overview and Scrutiny Committee about any proposals they had for a substantial

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development or variation in the provision of health services in their area. When these substantial developments or variations affected a geographical area that covered more than one authority, the local authorities were required to appoint a Joint Health Overview and Scrutiny Committee (JHOSC) for the purposes of the consultation. The advice that had been received from the Centre for Public Scrutiny (CfPS) was that it endorsed the need for a joint health scrutiny committee and saw it as a key component of the work of the ICS.

The Council had adopted a Committee system of governance in May 2013 in place of the executive arrangements that had operated since May 2001. Under the committee system the Council had chosen not to set up any scrutiny and overview Committees. The statutory scrutiny responsibilities had been embedded in the terms of reference of the standing committees and the Adult Social Care, Children's Services and Education Committee had Health scrutiny within its remit.

The Kings Fund had published a report in April 2020 "Integrated Care Systems explained: making sense of systems, places and neighbourhoods" which said that NHS England and NHS Improvement had adopted the terminology used in some systems to describe a three tiered model, System, Place and Neighbourhood:

System - Typically covering a population of 1-3 million people with key functions including setting and leading overall strategy, managing collective resources and performance, identifying and sharing best practice to reduce unwarranted variations in care, and leading changes that benefit from working at a larger scale such as digital, estates and workforce transformation.

Place - A town or district within an ICS, typically covering a population of 250-500,000. This was where the majority of changes to clinical services would be designed and delivered and where population health management would be used to target intervention to particular groups.

Neighbourhood - A small area, typically covering a population of 30-50,000 where groups of GPs and community based services worked together to deliver co-ordinated pro-active care and support, particularly for groups and individuals with the most complex needs.

The proposal was for 'System' activities to be scrutinised by the joint health scrutiny committee and activities at 'Place' and 'Neighbourhood' being dealt with by the relevant local authority through their existing health scrutiny arrangements. This terminology had been incorporated into the draft terms of reference and further consideration would be needed to develop a protocol to ensure work was considered at the most appropriate level of scrutiny.

The recommended overall size of the Joint Committee was 19 members with the proposed membership for each of the respective local authorities based on population figures being as follows:

- 7 Members for Oxfordshire; 6 Members for Buckinghamshire; and 6 Members for Berkshire West;
- Under this arrangement Reading would have two members both of whom could be appointed from the Council's controlling group.

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In addition, there was provision for two co-opted members on the BOB HOSC.

The report explained that to ensure that any local authority within the Joint Committee could independently decide to refer a matter to the Secretary of State the draft Terms of Reference contained a "Notwithstanding clause". This would allow member authorities the right to refer an issue to the Department of Health even if the BOB joint scrutiny committee had chosen not to do so.

The Chair of the joint Committee would be elected by the joint committee but would be expected to be a member of the host authority; the host authority would be for a two year period. The draft terms of reference currently stated that the joint committee would be a standing committee and dates would be organised and put in the Committee Members diaries. If there was no business to be discussed, then the meeting would be cancelled.

The draft terms of reference set out key issues in relation to the following matters:

- Defining the work of the joint committee;
- Membership of the committee;
- Referral powers to the Secretary of State;
- Frequency of meetings;
- Election of Chairman and determining the host authority.

Resolved - That the Joint Health Overview and Scrutiny Report be recommended to Council on 26 May 2021 for approval

34. RETIRING COUNCILLORS

As this was the last meeting of the Committee prior to the local elections on 6 May 2021, the Chair and members of the Committee thanked Councillors Grashoff, Jones and McKenna who would not be standing for re-election.

(The meeting commenced at 6.30 pm and stopped at 7.13 pm due to a technical issue, it recommenced at 7.32pm and closed at 9.23pm).