

## Record of Cabinet decisions

**Tuesday, 14 January 2014**

**3.00pm to 4.00pm**

**Date of publication: 15 January 2014**

**Subject to call-in these decisions will be effective from 23 January 2014  
The record of decisions is subject to approval at the next meeting of the Cabinet**

<b>Present:</b>	Councillor Rodney Chambers, OBE	Leader
	Councillor Alan Jarrett	Deputy Leader and Portfolio Holder for Finance
	Councillor David Brake	Portfolio Holder for Adult Services
	Councillor Jane Chitty	Portfolio Holder for Strategic Development and Economic Growth
	Councillor Howard Doe	Portfolio Holder for Housing and Community Services
	Councillor Phil Filmer	Portfolio Holder for Front Line Services
	Councillor Peter Hicks	Portfolio Holder for Community Safety and Customer Contact
	Councillor Mike O'Brien	Lead Portfolio Holder for Children's Services
	Councillor Kelly Tolhurst	Portfolio Holder for Educational Improvement

<b>In Attendance:</b>	Dr Alison Barnett, Director of Public Health
	Robin Cooper, Director of Regeneration, Community and Culture
	Neil Davies, Chief Executive
	Stephanie Goad, Assistant Director Communications, Performance and Partnerships
	Mick Hayward, Chief Finance Officer
	Richard Hicks, Deputy Director, Customer Contact, Leisure, Culture, Democracy and Governance
	Perry Holmes, Assistant Director Legal and Corporate Services/Monitoring Officer
	Julie Keith, Head of Democratic Services
	Anthony Law, Democratic Services Officer
	Barbara Peacock, Director of Children and Adult Services

### **Apologies for absence**

There were none.

## **Record of decisions**

The record of the meeting held on 17 December 2013 was agreed and signed by the Leader as correct.

## **Declarations of disclosable pecuniary interests and other interests**

### Disclosable pecuniary interests

There were none.

### Other interests

Councillor Filmer declared an interest in agenda item 10 (Review of Medway Nurse, Joint Venture Company for Facilities Management) because he was a Director of Medway Nurse. He chose to leave the room during consideration and determination of this item.

## **Review of Mental Health Services in Medway - In-Depth Task Group Report**

### **Background:**

This report provided details of the outcome of the Overview and Scrutiny Task Group in-depth review of Mental Health Services. A copy of the Task Group report was attached at Appendix A to the report.

It was noted that the Task Group had undertaken a broad review of Mental Health services across Medway, with a focus on people using services and carer experience, along with the outcomes of using services across all age groups. The Task Group had reviewed and tested the strengths and weaknesses of current mental health services in Medway, which included aspects of health, social care and housing.

The Health and Adult Social Care Overview and Scrutiny Committee considered the report on 18 December 2013 and details of its consideration were set out in paragraph 6 of the report.

A Diversity Impact Assessment screening exercise had been undertaken on the recommendations, as set out in Appendix B to the report. It was reported that in taking these recommendations forward, organisations would be asked to ensure that they complied with equalities obligations in line with good practice and legislation. The process of implementation would also provide opportunities to consult further with those groups representing the interests of those who had protected characteristics under the Equality Act 2010 and these would be reflected in the implementation work plan.

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**Decision  
number:**

**Decision:**

- 1/2014** The Cabinet agreed that an Appreciative Enquiry Conference be held in Spring 2014, hosted by Medway Council, to include all relevant agencies to establish a shared vision for the future of Mental Health Services in Medway. This event should be jointly supported and funded by the Council, Medway Clinical Commissioning Group (CCG) and the two NHS providers of mental health services in Medway.
- 2/2014** The Cabinet agreed to task the Council's Mental Health Commissioner to explore further the opportunity for social care to be included in the shared care arrangements being developed by Medway CCG and Kent and Medway NHS and Social Care Partnership Trust (KMPT).
- 3/2014** The Cabinet agreed to consider as part of the 2014/2015 revenue budget preparations support for longer-term follow up mental health support services, including the role for Public Health and in partnership with Medway CCG.
- 4/2014** The Cabinet agreed that frontline staff should receive mental health awareness training (for example: receptionists, Library and Community Hub staff, housing staff and Sure Start Children Centres).
- This training could be provided by service users, carers, social workers, the Public Health Mental Health First Aid Trainer and KMPT staff; to ensure it is grounded in the lived experience locally and is directly relevant. This project could be taken forward as a stakeholder initiative, with the added value of relationship building.
- Training on mental health awareness training should also be offered to all Medway schools to an identified member of staff in the school, preferably a teacher.
- 5/2014** The Cabinet agreed that this mental health awareness training could also be offered to other key service providers such as Medway's Job Centre Plus and Medway Citizens Advice Bureau.
- The Cabinet noted the Task Group's belief that there are important messages for commissioners and providers of CAMHS and universal services to children and young people such as schools, in the feedback from service users and family carers. A copy of the report will be made

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**available to Medway CCG, Sussex Partnership NHS Trust and Medway Schools Forum, in order that they can consider these issues further and take action, as appropriate, to help young people protect their mental health and to support their peers.**

- 6/2014**      **The Cabinet agreed to Medway Council mental health services adopting an approach of directly involving service users and carers in co-design and co-production of mental health services and through the work of the Partnership Commissioning Team to encourage this approach with partner commissioners and providers.**
- 7/2014**      **The Cabinet agreed to the identification of a Link worker in Housing and for Adult Social Care managers (in partnership with KMPT) to develop a support duty system to assist the Link worker to deal effectively with housing services clients with mental health needs.**
- 8/2014**      **The Cabinet agreed that if services are to continue to be provided from Riverside One that improvements to the reception and waiting areas are made; if services are to be relocated that the new location is welcoming to customers.**
- A copy of this report will be made available to KMPT, who can consider the feedback of service users, carers and Members of the Task Group in relation to Kingsley House reception and waiting area, taking action as appropriate.**
- 9/2014**      **The Cabinet agreed that the Assistant Director for Partnership Commissioning develop opportunities that strengthen dialogue with local young people's organisations, with a view to harnessing the capacity of young people to raise awareness of mental health issues as a means of prevention, earlier intervention and peer support. In addition to work with Public Health to explore their role in helping to raise awareness of mental health issues within schools, to include consideration of the option of involving school nurses.**
- 10/2014**      **The Cabinet agreed that the Assistant Director for Partnership Commissioning and the Deputy Director of Children and Adults evaluate the extent to which there can be more flexibility in services to maximise support for young people and their families during transition; whilst respecting the legislative, regulatory and statutory guidance limitations and requirements.**
- 11/2014**      **The Cabinet agreed to task the Assistant Director for Partnership Commissioning to raise, via the CCG, the concerns regarding Section 136 arrangements for children**

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and young people in Medway, and the Council's view that a more suitable arrangement to meet local need must be provided.

**12/2014**      **The Cabinet agreed to task the Deputy Director for Children and Adults and the Assistant Director for Partnership Commissioning to further improve carer assessment arrangements and cover services, in response to feedback from carers to the Task Group.**

### **Reasons:**

The decisions respond to the main aim of the review, namely to improve outcomes and experiences for service users and their carers, and to feed in to future commissioning and delivery of services.

## **Provisional Local Government Finance Settlement 2014/2016**

### **Background:**

This report provided Cabinet with details of the provisional Local Government settlement announced by Government on 18 December 2013.

It was noted that the provisional settlement was an important step in the process of setting the 2014/2015 budget. It covered the 2-year period of the Spending Review 2013 and encompassed announcements made in the Chancellor's Autumn Statement announced on 5 December 2013.

Members were advised that the overall settlement figure, as announced as the 'Settlement Funding Assessment', was £10.112 million less than the equivalent figure for 2013/2014. The report set out details as to how these figures were constructed.

***Decision number:***      ***Decision:***

**The Cabinet noted the provisional settlement as an essential part of the budget setting process for 2014/2015.**

### **Reasons:**

These provisional levels of grant form a fundamental component of the 2014/15 budget, and their announcement is a further stage in the process of preparing a balanced budget.

**Health and Social Care Better Care Fund Plan (Formerly Known as Integration Transformation Fund)**

**Background:**

This report provided details of the Better Care Fund and its implications for Medway.

It was reported that in the 2013 Spending Round, the Government announced a national £3.8 billion pooled budget for health and social care services, building on the current NHS transfer to social care services of £1 billion. The Spending Round document stated that 'the Government will introduce a £3.8 billion pooled budget for health and social care services, shared between the NHS and local authorities, to deliver better outcomes and greater efficiencies through more integrated services for older and disabled people'.

The report noted that this fund was not 'new money' but represented a transfer of money from the NHS to Local Authorities that may already be committed to existing services. Members were informed that the funding must be used to support adult social care services that also had a health benefit. The funding could be used to support existing or new services or transformation programmes where such programmes were of benefit to the wider health and social care system and where positive outcomes for service users had been identified.

The report set out the timetable for the development of the Better Care Plan and its submission to the Local Government Association (LGA) and NHS England by 14 February 2014. It was noted that delegated authority was sought to approve the plan; this was due to the governance journey required, the receipt of further guidance and officers working on the Plan based on initial indications provided by LGA/NHS England that now had more substance.

It was noted that the Health and Wellbeing Board considered the report on 9 January 2014 and its views were set out in an addendum report. The addendum report also advised that confirmation had been received that the Fund would be allocated to local areas in pooled budgets under Section 75 NHS Act 2006

***Decision number:***      ***Decision:***

**13/2014**      **The Cabinet noted and supported the proposed governance journey for the delivery of the Better Care Fund Plan.**

**The Cabinet noted that the plan is an iterative process that will continue to be developed as more information and guidance from the LGA/NHS England becomes available.**

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**14/2014** That Cabinet agree to delegate authority for the final sign off of the plan to the Director of Children and Adults Services, in consultation with the Portfolio Holder for Adults Services following endorsement of the plan by the Health and Wellbeing Board.

### Reasons:

Developing a Better Care Fund Plan is a national requirement of all Local Authorities in conjunction with their CCG partners.

### Kent Downs Area of Outstanding Natural Beauty Management Plan

#### Background:

This report provided details of the Kent Downs Area of Outstanding Natural Beauty (AONB) Management Plan, which was attached at Appendix 2 to the report.

Medway had a proportion of the Kent Downs AONB within its jurisdiction, located to the south of Medway around Halling and Cuxton, Nashenden and south of the M2 near Parkwood. The Management Plan set out the policies for the conservation and enhancement of this protected landscape, and supported the social and economic wellbeing of its communities. It was noted that the policies in the plan were not land use planning policies but were for the wider management of the AONB.

The report provided details of the review process and the content of the Management Plan. It was considered that the Kent Downs AONB Management Plan (Second Revision) had been prepared appropriately and fulfilled the requirements of the statutory obligations placed on the Council under the Countryside and Rights of Way Act. This had been confirmed by Natural England.

The Regeneration, Community and Culture Overview and Scrutiny Committee had considered the issue on 14 August 2013 and its comments were set out in paragraph 6 of the report.

A Diversity Impact Assessment screening, as set out in Appendix 3 to the report, had been carried out on the management plan. It was found that the plan did not favour any particular social groups and that there were no differential impacts on local communities.

It was noted that the plan was going forward for adoption to all local authorities within the administrative areas in the Kent Downs AONB, with a mutually agreed adoption date of 14 March 2014.

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**Decision number:**      **Decision:**

- 15/2014**      **The Cabinet agreed the Kent Downs AONB Management Plan (Second Revision) for formal adoption on 14 March 2014.**
- 16/2014**      **The Cabinet authorised the Director of Regeneration, Community & Culture, in consultation with the Portfolio Holder for Strategic Development & Economic Growth, to consider and accept changes made by other local authorities during the adoption process in the unlikely event these are requested.**

**Reasons:**

To fulfil the statutory requirements on the authority to produce and revise a management plan for the AONB.

**Outcomes of Consultation for the Proposed Expansion of Brompton Westbrook Primary School**

**Background:**

This report provided details of the outcome of the informal consultation period on the Council's proposals to enlarge the premises at Brompton Westbrook Primary School, by way of statutory prescribed alterations.

The first stage in the statutory process required the Council to hold a period of informal public consultation and this had taken place over a four-week period between 30 September 2013 and 27 October 2013. The results of this were set out in paragraph 4 and 5 of the report. It was noted that there were 16 written responses in total to the consultations in the form of reply slips and emails. 15 supported the proposals with one objection. The report also provided details of a public consultation meeting held on 1 October 2013.

It was noted that the Children and Young People Overview and Scrutiny Committee had considered the report on 10 December 2013 and its comments were set out in paragraph 8 of the report.

A Diversity Impact Assessment screening form was attached at Appendix 2 to the report. This highlighted that there could potentially be some impact upon certain groups, however it showed that any impacts were expected to be positive.



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**Decision number:**      **Decision:**

- 17/2014**      **The Cabinet noted the responses to the consultation together with the advice and analysis from officers, and the comments of the Children and Young People Overview and Scrutiny Committee, and instructed the Director of Children and Adults Services to commence the formal representation period, when statutory notices and full proposals will be published.**
- 18/2014**      **The Cabinet agreed to delegate authority to the Director of Children and Adults Services, in consultation with Portfolio Holder for Children's Services, to determine whether to approve the proposals at the end of the statutory consultation period, if no objections are received. However, if any objections are received during that time then a report will be prepared and presented to Cabinet for determination.**

**Reasons:**

To ensure the Council meets its duty to provide sufficient good school places.

To comply with the actions in the approved School Organisation Plan 2011-16, which highlight the need for additional places in the Gillingham area.

Approval to proceed to a four-week period of statutory representation will ensure the council complies with its duty to follow the full consultation process when proposing changes to school organisation.

**The Health of School Aged Children: The Annual Public Health Report of the Director of Public Health 2012/2013**

**Background:**

This report provided details of the 2012/2013 Annual Public Health Report, which was set out at Appendix 1 to the report.

It was noted that the report focused on the health of school aged children and aimed to inform the development of the Healthy Child Programme (5-19) and the commissioning and provision of services. The report stated that although the health of children in the UK was improving, the UK did not compare well to other advanced economies in measures of child wellbeing. Similarly at a local level there was scope for taking more action to ensure that all children growing up in Medway did so in an environment and with services that promote health.

The Annual Public Health Report had also been considered by the Children and Young People Overview and Scrutiny Committee, Health and Adult Social Care

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Overview and Scrutiny Committee and the Health and Wellbeing Board, with comments set out in paragraphs 5 and 6 of the report. The comments of the Health and Wellbeing Board were set out in an addendum report.

Appendix 1 to the report outlined progress made in implementing the recommendations contained within the 2011/2012 Annual Public Health Report.

**Decision number:**      **Decision:**

**The Cabinet noted the comments of the Overview and Scrutiny Committees and the Health and Wellbeing Board and noted the Annual Public Health Report 2012/2013.**

**Reasons:**

The production of the Annual Public Health Report is a statutory requirement.

### **Review of Medway Norse, Joint Venture Company for Facilities Management**

**Background:**

This report provided details of a six-monthly update of the facilities management work undertaken by the joint venture company Medway Norse since 1 June 2013.

The report focused on the mobilisation and implementation of Medway Norse, the type of work undertaken and performance, together with an update on external work that Medway Norse had been seeking.

It was noted that the Business Support Overview and Scrutiny Committee was considering monitoring reports on a quarterly basis, details of which were set out in paragraphs 3.18-3.19 of the report.

**Decision number:**      **Decision:**

**The Cabinet noted the report.**

**Reasons:**

When Cabinet agreed to establish the joint venture company it was also agreed that regular monitoring reports would be brought back to Cabinet.

### **Recruitment Freeze**

**Background:**

This report presented information on vacancies that officers had requested approval to commence recruitment for, following the process agreed by Cabinet on 7 January

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2003 (decision number 9/2003). Appendix 1 to the report provided details of the posts.

**Decision number:**

**Decision:**

**19/2014**

**The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 to the report, to enable officers to commence the recruitment process:**

**Regeneration, Community and Culture**

- (a) Casual Prison Library Assistant**
- (b) Processing Assistant – Processing & Income Recovery (Maternity Cover)**
- (c) Processing Assistant – Processing & Income Recovery**
- (d) WORK Programme Administrator & Receptionist**
- (e) WORK Programme – Contract & Partnership Manager**
- (f) WORK Programme – Employ Medway Centre Manager**
- (g) WORK Programme Job Broker Advisor x 3.4 FTE**
- (h) WORK Programme Support Administrator x 0.81 FTE.**

**Reasons:**

The posts presented to Cabinet will support the efficient running of the Council.

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**Leader of the Council**

.....  
**Date**

**Wayne Hemingway/Anthony Law, Democratic Services Officers**

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