

Leicester City Council
Scrutiny Review

'Models of Community Screening and Assessment'
Scoping document for completion by Members

September 2015

Background to scrutiny reviews

Determining the right topics for scrutiny reviews is the first step in making sure scrutiny provides benefits to the Council and the community.

This scoping template will assist in planning the review by defining the purpose, methodology and resources needed. It should be completed by the Member proposing the review, in liaison with the lead Director and the Scrutiny Manager. Scrutiny Officers can provide support and assistance with this.

In order to be effective, every scrutiny review must be properly project managed to ensure it achieves its aims and delivers measurable outcomes. To achieve this, it is essential that the scope of the review is well defined at the outset. This way the review is less likely to get side-tracked or become overambitious in what it hopes to tackle. The Commission's objectives should, therefore, be as SMART (Specific, Measurable, Achievable, Realistic & Time-bound) as possible.

The scoping document is also a good tool for communicating what the review is about, who is involved and how it will be undertaken to all partners and interested stakeholders.

The form also includes a section on public and media interest in the review which should be completed in conjunction with the Council's Communications Team. This will allow the Commission to be properly prepared for any media interest and to plan the release of any press statements.

Scrutiny reviews will be supported by a Scrutiny Officer.

Evaluation

Reviewing changes that have been made as a result of a scrutiny review is the most common way of assessing the effectiveness. Any scrutiny review should consider whether an on-going monitoring role for the Commission is appropriate in relation to the topic under review.

For further information please contact the Scrutiny Team on 0116 4546340

To be completed by the Member proposing the review		
1.	Title of the proposed scrutiny review	Models of Community Screening and Assessment
2.	Proposed by	Councillor Virginia Cleaver, Chair, Adult Social Care Scrutiny Commission
3.	Rationale Why do you want to undertake this review?	<p>The commission recognises the need to focus on preventative work to allow people to live independently for longer. However, there is a real strain on the health and social care system as people live longer and require more support.</p> <p>Whilst there is a need to have access to specialist support, there are many occasions where people can access the support they need without relying on statutory services. Therefore the commission would like to explore whether Leicester can adopt a model of community screening and assessment, like other areas in the country, to relieve some of the pressures on statutory services and improve local engagement and outcomes for people.</p>
4.	Purpose and aims of the review What question(s) do you want to answer and what do you want to achieve? (Outcomes?)	<p>The commission aims to establish if a model of community screening and assessment would be appropriate in the city.</p> <p>It is hoped the following outcomes will be established:</p> <ul style="list-style-type: none"> • An understanding what models of community screening and assessment look like and what best practice is. • An understanding of how they are funded. • Mapping of what exists in the city currently. • Identify a possible option that Leicester could adopt.
5.	Links with corporate aims / priorities How does the review link to corporate aims and priorities? http://citymayor.leicester.gov.uk/delivery-plan-2014-15/	<p>The City Mayor's Delivery Plan has sections specifically to promote 'A Healthy and Active City' and 'Providing Care and Support'.</p> <p>The aims within this include reducing health inequality, promoting good public health, ensuring people are provided with opportunities to maintain their independence and ensuring that people have access to quality services of their choice, all of which are linked to the outcomes of this review.</p>
6.	Scope Set out what is included in the scope of the review and what is not. For example which services it does and does not cover.	<p>Adult Social Care Services</p> <p>An understanding of the services available to people in their own communities, outside of statutory ASC</p>

Develop a draft Project Plan to incorporate sections seven to twelve of this form

<p>7.</p>	<p>Methodology Describe the methods you will use to undertake the review.</p>	<p>The commission would like to identify the following:</p> <ul style="list-style-type: none"> • What models of community screening and assessment already exist? • How do the models work and how are they funded? • What does the city currently have in place? • What models would suit Leicester? • Develop an option for the Executive to consider <p>This review will involve looking at current methods of literature available, completing site visits to best practice areas and task groups to consider other evidence.</p>
	<p>Witnesses Set out who you want to gather evidence from and how you will plan to do this</p>	<p>Potential witnesses may include:</p> <ul style="list-style-type: none"> • Deputy City Mayor (Exec Lead for Adult Social Care) • Relevant Council Officers • Officers from other areas in the Country (Best practice)
<p>8.</p>	<p>Timescales How long is the review expected to take to complete?</p>	<p>September Scoping document to be agreed at 22nd September meeting. October - February</p> <ul style="list-style-type: none"> • Explore best practice and maybe make visits. • Task Group meetings. • Draft findings and conclusions to be established. <p>March The final review report to be agreed at 8th March meeting.</p>
	<p>Proposed start date</p>	<p>October 2015</p>
	<p>Proposed completion date</p>	<p>March 2016</p>
<p>9.</p>	<p>Resources / staffing requirements Scrutiny reviews are facilitated by Scrutiny Officers and it is important to estimate the amount of their time, in weeks, that will be required in order to manage the review effectively.</p>	<p>It is expected the Scrutiny Officer will support the whole review process by capturing information at the meetings, facilitating the people to give evidence and writing the initial draft of the review report based on the findings from the review.</p>
	<p>Do you anticipate any further resources will be required e.g. site visits or independent technical advice? If so, please provide details.</p>	<p>There may be site visits to areas that are identified as best practice.</p>
<p>10.</p>	<p>Review recommendations and findings - To whom will the recommendations be addressed?</p>	<p>It is likely the review will offer recommendations to the Executive.</p>

11.	<p>Likely publicity arising from the review - Is this topic likely to be of high interest to the media? Please explain.</p>	<p>It is not anticipated that the review will gather media interest but it is hoped that the review will find positive outcomes to support the services in the city.</p>
12.	<p>Publicising the review and its findings and recommendations How will these be published / advertised?</p>	<p>There will be a review report which will be published as part of the commission's papers.</p>
13.	<p>How will this review add value to policy development or service improvement?</p>	<p>It is hoped the outcomes of the review will determine if a system for community assessment and screening can be established in the city. This can then be considered as part of the executives proposals for future service development.</p>
To be completed by the Executive Lead		
14.	<p>Executive Lead's Comments</p> <p>The Executive Lead is responsible for the portfolio so it is important to seek and understand their views and ensure they are engaged in the process so that Scrutiny's recommendations can be taken on board where appropriate.</p>	<p>The proposed review could make a helpful and useful contribution to policy development in this area. However, to secure maximum influence in influencing and shaping future policy a final report before March 2016 would be of more use. If the timeframe of the review could be accelerated it is more likely that the findings of the review will be able to feed directly into our thinking and policy development.</p>
To be completed by the Divisional Lead Director		
15.	<p>Divisional Comments</p> <p>Scrutiny's role is to influence others to take action and it is important that Scrutiny Commissions seek and understand the views of the Divisional Director.</p>	<p>Supporting people to access information, to understand what services may be available to them within their local area and how they might address their own needs is something that is increasingly important to ASC. This is due to rising demand, reducing resources and a wish to enable people to do more independently, rather than rely on statutory services as a first option. There are models that have been developed in other authorities and we would welcome scrutiny's exploration of how these have been created, developed and funded. We would like to understand the opportunity to increase self-support and peer led / user led arrangements, which can build community capacity in a sustainable way.</p>

16.	<p>Are there any potential risks to undertaking this scrutiny review?</p> <p>E.g. are there any similar reviews being undertaken, on-going work or changes in policy which would supersede the need for this review?</p>	None noted
17.	<p>Are you able to assist with the proposed review? If not please explain why.</p> <p>In terms of agreement / supporting documentation / resource availability?</p>	Officer time is limited but we would be able to assist with sharing information about current screening / assessment arrangements, in making contacts with other councils or organisations, in sharing or signposting to information about work in other areas. This is not an area of work that is already in place so officers are not able to produce reports about existing practice.
	Name	Ruth Lake
	Role	Divisional Director, ASC
	Date	26 th Aug 2015
To be completed by the Scrutiny Support Manager		
18.	<p>Will the proposed scrutiny review / timescales negatively impact on other work within the Scrutiny Team?</p> <p>(Conflicts with other work commitments)</p>	With the review taking place over a number of months it will allow sufficient time to gather information in relation to this review without impacting on other areas of work.
	<p>Do you have available staffing resources to facilitate this scrutiny review? If not, please provide details.</p>	The review can be adequately support by the Scrutiny Team.
	Name	Kalvaran Sandhu, Scrutiny Support Manager
	Date	25 th August 2015