Chief Executive's Office Chief Executive: N.M. Pringle

To: All Members of Cabinet: R.J. Phillips (Leader) G.V. Hyde (Deputy Leader) Mrs. L.O. Barnett P.J. Edwards Mrs. J.P. French J.C. Mayson D.W. Rule MBE R.V. Stockton D.B. Wilcox R.M. Wilson Your Ref: Our Ref: NMP/CD Please ask for: Mr. N.M. Pringle Direct Line/Extension: (01432) 260044 Fax: (01432) 340189 E-mail: npringle@herefordshire.gov.uk

20th April, 2005

Dear Councillor,

MEETING OF CABINET THURSDAY, 28TH APRIL, 2005 AT 2.15 P.M. COUNCIL CHAMBER, BROCKINGTON, 35 HAFOD ROAD, HEREFORD

AGENDA (05/08)

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any declarations of interest by members in respect of items on this agenda.

3. THE ANNUAL OPERATING PLAN 2005-2006

To approve the Council's Annual Operating Plan 2005-06. (Pages 1 - 2)

The draft operating plan is being sent to Cabinet Members. Copies are available in the Members' Room, on the Council's website or on request.

4. REVIEW OF THE CONSTITUTION

To update the Constitution to reflect changing legislative and Council requirements. (Report to follow)



5. WIDEMARSH STREET, HEREFORD - PROPOSED EXPERIMENTAL PEDESTRIANISATION SCHEME

To agree the implementation of an experimental traffic scheme to achieve partial pedestrianisation and in improved pedestrian environment in Widemarsh Street and High Street. (*Pages 3 - 8*)

6. FAIRTRADE STATUS

To consider the Council achieving Fairtrade Foundation status. (Pages 9 - 14)

7. REDUCTIONS IN DELAYED HOSPITAL DISCHARGES

To receive a report on the reduced numbers of delayed discharges from hospitals. (Pages 15 - 24)

8. STRATEGIC MONITORING COMMITTEE

To note the report of the Strategic Monitoring Committee to Council. (Report to follow).

Yours sincerely,

Nel Tron

N.M. PRINGLE CHIEF EXECUTIVE

Copies to: Chairman of the Council Chairman of Strategic Monitoring Committee Vice-Chairman of Strategic Monitoring Committee Chairmen of Scrutiny Committees Group Leaders Directors County Secretary and Solicitor County Treasurer

The Public's Rights to Information and Attendance at Meetings

YOU HAVE A RIGHT TO:-

- Attend all Council, Cabinet, Committee and Sub-Committee meetings unless the business to be transacted would disclose 'confidential' or 'exempt' information.
- Inspect agenda and public reports at least five clear days before the date of the meeting.
- Inspect minutes of the Council and all Committees and Sub-Committees and written statements of decisions taken by the Cabinet or individual Cabinet Members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. (A list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
- Access to a public Register stating the names, addresses and wards of all Councillors with details of the membership of the Cabinet, of all Committees and Sub-Committees.
- Have a reasonable number of copies of agenda and reports (relating to items to be considered in public) made available to the public attending meetings of the Council, Cabinet, Committees and Sub-Committees.
- Have access to a list specifying those powers on which the Council have delegated decision making to their officers identifying the officers concerned by title.
- Copy any of the documents mentioned above to which you have a right of access, subject to a reasonable charge (20p per sheet subject to a maximum of £5.00 per agenda plus a nominal fee of £1.50, for postage).
- Access to this summary of your rights as members of the public to attend meetings of the Council, Cabinet, Committees and Sub-Committees and to inspect and copy documents.

Please Note:

Agenda and individual reports can be made available in large print or on tape. Please contact the officer named below in advance of the meeting who will be pleased to deal with your request.

The Council Chamber where the meeting will be held is accessible for visitors in wheelchairs, for whom toilets are also available.

A public telephone is available in the reception area.

Public Transport links

- Public transport access can be gained to Brockington via the service runs approximately every half hour from the 'Hopper' bus station at the Tesco store in Bewell Street (next to the roundabout junction of Blueschool Street / Victoria Street / Edgar Street).
- The nearest bus stop to Brockington is located in Old Eign Hill near to its junction with Hafod Road. The return journey can be made from the same bus stop.

If you have any questions about this Agenda, how the Council works or would like more information or wish to exercise your rights to access the information described above, you may do so either by telephoning Mrs Christine Dyer on 01432 260222 or by visiting in person during office hours (8.45 a.m. - 5.00 p.m. Monday - Thursday and 8.45 a.m. - 4.45 p.m. Friday) at the Council Offices, Brockington, 35 Hafod Road, Hereford.



Where possible this agenda is printed on paper made from 100% Post-Consumer waste. De-inked without bleaching and free from optical brightening agents (OBA). Awarded the Nordic Swan for low emissions during production and the Blue Angel environmental label.

COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

FIRE AND EMERGENCY EVACUATION PROCEDURE

In the event of a fire or emergency the alarm bell will ring continuously.

You should vacate the building in an orderly manner through the nearest available fire exit.

You should then proceed to Assembly Point J which is located at the southern entrance to the car park. A check will be undertaken to ensure that those recorded as present have vacated the building following which further instructions will be given.

Please do not allow any items of clothing, etc. to obstruct any of the exits.

Do not delay your vacation of the building by stopping or returning to collect coats or other personal belongings.



THE ANNUAL OPERATING PLAN 2005-06

PROGRAMME AREA RESPONSIBILITY: CORPORATE STRATEGY AND FINANCE

CABINET

28TH APRIL, 2005

Wards Affected

None directly.

Purpose

To approve the Council's Annual Operating Plan 2005-06.

Key Decision

This is not a Key Decision.

Recommendation

THAT the Annual Operating Plan be approved for immediate publication.

Reasons

As part of the new corporate planning process approved by Cabinet in September 2004, it was agreed that the Council should have an overall Annual Operating Plan to ensure that its priorities are taken forward in the first of the three years of the Corporate Plan 2005-08 and, to that end, to provide the basis for service plans and the in-year management of performance.

Considerations

- 1. The Corporate Plan 2005-08 was approved by Council on 11th March, 2005. This provides the basis for the Annual Operating Plan 2005-06.
- 2. The Annual Operating Plan is not part of the Policy Framework and so does not need to be approved by the Council. The draft Plan is being circulated separately to Cabinet Members. Copies are available in the Members' Room, on the Council's website or on request.
- 3. It is intended to produce printed copies of the Corporate and Annual Operating plans. These will be sent to all Members, principal partner organisations and key managers. It is also intended to produce a leaflet for all staff, summarising the Council's priorities and the most important messages in both plans.
- 4. A revised suite of performance reports, based on the Annual Operating Plan, is being developed. This will integrate reporting on service and corporate performance indicators, targets and milestones, financial performance and the management of risks. It will need to be in place by June.

Further information on the subject of this report is available from Steve Martin, Corporate Policy and Research Manager on 01432 261877

Financial Implications

Printing the various documents should cost not more than some £16,000. This will be done from existing corporate budgets.

Alternative Options

None. Cabinet has agreed to have an Annual Operating Plan.

Risk Management

The Annual Operating Plan will strengthen the Council's ability to deliver its priorities and manage the associated risks successfully.

Consultees

Extensive and multi-faceted consultation with the public and partner organisations on service and related budget options was carried out during the autumn of 2004. The results have been carefully considered and taken into account in developing the Corporate Plan 2005-08 and in budget decisions for 2005-06. These outcomes are reflected in the Annual Operating Plan.

Background Papers

None identified.



WIDEMARSH STREET, HEREFORD

PROPOSED EXPERIMENTAL PEDESTRIANISATION SCHEME

PROGRAMME AREA RESPONSIBILITY: HIGHWAYS AND TRANSPORTATION

CABINET

28TH APRIL, 2005

Wards Affected

Central

Purpose

To agree the implementation of an experimental traffic scheme to achieve partial pedestrianisation and an improved pedestrian environment in Widemarsh Street and High Street.

Key Decision

This is a Key Decision because it is likely to have a significant effect on communities living or working in Herefordshire in an area comprising one or more wards. It was not included on the Forward Plan. A Notice in accordance with Section 15 of the Local Authorities (Executive Arrangements)(Access to Information) Regulations 2000 was sent to the Chairman of the Environment Scrutiny Committee.

Recommendation

THAT the following experimental Traffic Regulation Orders be introduced during the summer of 2005, immediately following conclusion of the High Street element of the Eign Gate enhancement works, for a minimum period until at least 31st December 2005:

a) Prohibition of Driving Order

the effect of which would be to prohibit the driving of any vehicles between the hours of 10.30am and 4.30pm daily as follows:

- i) Widemarsh Street (U80000) from its junction with the A438 Newmarket Street in a southerly direction to its junction with the High Street.
- ii) High Street (U8000)
 From its junction with the U80000 Widemarsh Street in a westerly direction for its whole length to its junction with the U80000 Broad Street.
- iii) Exemptions will be included for emergency services vehicles and for vehicles that have legitimately entered Bewell Street.

b) 20 mph Speed Limit

the effect of which would be to impose a maximum speed of twenty miles per hour on the U8000 Widemarsh Street and High Street from its junction with A438 Newmarket Street to its junction with Broad Street.

c) Berrington Street/West Street/Aubrey Street

further investigation and appropriate consultation to see if traffic management measures are needed to address concerns of potential congestion of pedestrianising Widemarsh Street.

Reasons

The implementation of this scheme as proposed will improve the amenities of the area by creating a safer and more convenient environment for pedestrians in Hereford City Centre, whilst still permitting vehicular access between the hours of 4.30pm and 10.30am.

Considerations

- 1. Between 27 July to 8 October 2004, Widemarsh Street (south of the Ring Road) and High Street were closed to traffic to enable Transco to undertake essential maintenance works to gas mains in the area.
- 2. Surveys conducted during these works demonstrated strong public support for the improvement in pedestrian conditions. Of those surveyed, 72% of pedestrians and 59% of retailers surveyed favoured some form of pedestrianisation for Widemarsh Street and High Street.
- 3. Further public consultation consisting of a consultation leaflet and a public meeting was undertaken in January and February 2005 in order to obtain views on proposals to implement a trial pedestrianisation scheme in Widemarsh Street and High Street later in 2005.
- 4. 293 completed questionnaires were returned out of a total distributed of just under 1500, a 20% rate of response. Of the responses, 81% were in favour of a trial pedestrianisation, 65% were in favour of a trial to continue through to December 2005. On the specific options for pedestrianisation, 45% were in favour of a 10.30am to 4.30pm closure and 38% were in favour of full 24 hour daily closure (with exemptions for service access outside core shopping hours).
- 5. The positive response to both consultation exercises provides a strong basis for developing a long term traffic reduction scheme for the City Centre. The first stage would be the implementation, on an experimental basis, of one of the two options offered in the 2005 public consultation.
- 6. The purpose of the experiment would be to provide evidence, before any final decision is reached, of the traffic impact of the necessary restrictions. This would ensure the opportunity for public consultation and debate based on the actual experience of the scheme. By the nature of an experimental scheme, any physical measures to implement the scheme should be low cost to minimise the potential for abortive expenditure.

- 7. Although the 2005 consultation does show some significant support for total pedestrianisation of the streets (ie through traffic excluded at all times), this option would be very difficult to enforce because of the requirement to allow servicing access outside core shopping times. As in High Town, any access gates would have to be left open during the servicing periods, allowing any vehicles access to the streets if drivers were to disobey the regulatory signs. With the likelihood of peak hour congestion on the alternative routes, it can be assumed that there would be significant degree of non-compliance, as with the similar ban on access to East Street.
- 8. On balance therefore, the option of banning all traffic between 10.30am and 4.30pm (but not at other times) is considered to provide the most viable option for an experimental pedestrianisation scheme. The restriction could be enforced by installing a gate across Widemarsh Street on the south side of its junction with the Ring Road, to be opened and shut manually each day (Monday to Saturday) by the council's contractors servicing the city centre. Prohibition signs would be placed at the entrance to the street and these should be sufficient to give effect to the traffic restriction on most Sundays.
- 9. To prevent danger and congestion at the junction of Widemarsh Street with the Ring Road, it is important that traffic is not able to travel from the northern arm of Widemarsh Street to southern section of Widemarsh Street when the road is closed. During the Transco works, this was achieved by closing the gap in the central reservation of the Ring Road throughout the period of the works. For an experimental pedestrianisation scheme operating during only part of the day, the closure of the gap would be achieved by a gate to be operated in conjunction with the gate at the entrance to Widemarsh Street. Additional signing will be required.
- 10. Consultations about the detailed form of access restriction will be necessary with the Emergency Services. There would be operational advantages in being able to lock the gates during the pedestrianised periods but it is possible that objections will be made by the Emergency Services unless access cannot be ensured at all times. If manual locking is not acceptable, regular monitoring of the gates will be necessary to ensure that they stay closed. In any longer term scheme, this issue might be addressed by some form of automation.
- 11. Although any permanent scheme could be supported by associated variable traffic signalling and signing, any features for the experimental scheme will be manually operated. Some modification of the signal heads on the traffic signals at the junction of the Ring Road and Widemarsh Street will be required to prevent confusion with prohibited movements.
- 12. In preparing the formal traffic orders for the experimental scheme, consideration has to be given to the requirements for traffic that uses Bewell Street, which is restricted by a "No Entry except for Access" order. Permitted traffic may currently exit via Widemarsh Street and High Street. Although much of the traffic actually uses the Tesco bus station as a means of exit on to the Edgar Street Roundabout, this route is not defined as adopted public highway.
- 13. Within the timescale available for implementing an experimental traffic scheme during summer 2005, there is little option but to provide legal exemption in the experimental traffic order for vehicles to enter Widemarsh Street and High Street if they have entered Bewell Street for <u>legitimate</u> access purposes. Improved signing will be provided in Bewell Street to highlight the restrictions on access during the periods of pedestrianisation in Widemarsh Street.

- 14. Some concern was expressed during the consultation about pedestrian safety at 4.30pm when the roads are reopened to through traffic. Although traffic speeds are likely to be low, the introduction of a 20 mph speed limit would assist in reinforcing the special nature of these streets and provide some safeguard against unreasonable driving behaviour when the initial "wave" of traffic is released when the gates are opened. A 20mph limit would be consistent with the Council's longer term policies for the treatment of the City Centre environment.
- 15. On the basis of the responses to the recent consultation, discussions need to continue with specific groups before and during any experimental scheme to address the detailed concerns raised. These groups include the Taxi Association, the Bus Operators Forum, Hereford Cathedral and security companies.
- 16. The consultation also highlighted some concern about potential traffic congestion in West Street, the alternative access to Broad Street. This will be investigated to see if further traffic management arrangements need to be introduced and if so they will also be monitored during the experimental pedestrianisation period.
- 17. Implementation of the experimental scheme would be programmed to coincide with completion of the road works in High Street, as part of the Eign Gate refurbishment scheme. These works, which will start in early May 2005, are anticipated to last for about one month and will require the closure of High Street to all traffic. During that time Widemarsh Street (south of the Ring Road) will only be available for essential access traffic which will have to enter and leave at the Ring Road.

Alternative Options

As described in the report.

Financial Implications

- 1. The sum of £45,000 has been allocated in the 2005/06 Local Transport Plan programme for an experimental traffic scheme in Widemarsh Street. This is anticipated to cover the costs of the physical implementation of the scheme but the operating costs for opening and closing the gates may have to be supported by contributions from the existing revenue budgets for management of the City Centre.
- 2. In the event of the scheme becoming permanent, Local Transport Plan funding or Prudential Capital borrowing might be considered for substantial streetscape enhancements of Widemarsh Street and High Street.

Risk Management

The proposals in this report have been developed as a result of the positive public reaction to the closure of Widemarsh Street in 2004. The option of implementing an experimental traffic scheme is, in part, a recognition that there has been less time than usual to develop a full assessment of the traffic implications of the proposals. By using the experimental order process, the Council is recognising that there is a risk that the scheme will prove unacceptable when implemented.

A previous traffic reduction scheme for the City Centre did cause considerable public disquiet and has highlighted the importance of full public consultation and debate if the Council is to minimise the risk of damage to its reputation for delivery of effective local transport schemes.

On the basis of the effects of the closure of Widemarsh Street for the Transco works in 2004, it is considered that public safety will not be adversely affected by these proposals, either through road casualties or air pollution.

Consultees

Consultation with the public.

Background Papers

None identified.



FAIRTRADE STATUS

PROGRAMME AREA OF RESPONSIBILITY: HUMAN RESOURCES AND CORPORATE SUPPORT SERVICES

CABINET

28TH APRIL, 2005

Wards Affected

County-wide

Purpose

To support the community initiative to secure Fairtrade Foundation status for the county.

Key Decision

This is not a Key Decision.

Recommendation

- THAT (a) the Council be recommended to pass a resolution supporting Fairtrade, and serve Fairtrade coffee and tea at its meetings and in offices and canteens;
 - (b) the Council seek to attract popular support for the campaign across Herefordshire to ensure that:
 - Fairtrade products are used by a number of local work places and community organisations; and
 - Fairtrade produce is readily available in local shops and served in local cafes and catering establishments.
 - (c) the local Fairtrade Steering Group be supported; and
 - (d) the Council's Procurement Strategy be revised to reflect a commitment to Fairtrade.

Reasons

To demonstrate a commitment as part of an overall Procurement Strategy to improving the environment and social justice by preferentially purchasing products which are organically and/or ethically produced.

Further information on the subject of this report is available from Trish Marsh, Environmental Sustainability Officer on (01432) 261930

Considerations

Notice of Motion

1. At its meeting on 12th November, 2004, Councillor Mrs. M.D. Lloyd-Hayes and Councillor W.L.S. Bowen submitted the following notice of motion:

"That HEREFORDSHIRE COUNCIL, as an important consumer and opinion leader, gives support to facilitate the promotion and purchase of foods with the FAIRTRADE Mark.

That HEREFORDSHIRE COUNCIL supports a fairer deal to marginalized producers by promoting FAIRTRADE products throughout the Council via its many establishments such as Leisure and Sports Centres, offices, Info Centres and encourages partner agencies such as Jarvis Catering to use FAIRTRADE products wherever possible.

The initiative involves a commitment to Agenda 21 and sustainable development by :

- widely offer FAIRTRADE Marked food and drink options internally and make them available for internal meetings.
- promote the FAIRTRADE Mark using FAIRTRADE Foundation materials in refreshment areas.
- promote the FAIRTRADE initiative on internal communications and external newsletters
- allow staff to purchase FAIRTRADE products internally
- attract media coverage and popular support for the campaign
- allocate responsibility for progression of the FAIRTRADE initiative to a member of staff from Agenda 21 to liaise with the already existing steering group."

Background

- 2. Fairtrade status complements the work the Council is doing in supporting the local economy through its economic regeneration policy.
- 3. From a Herefordshire perspective the support of small scale farmers in the developing world through fair trade has synergy with the support of local farmers in terms of promoting local produce in niche markets (e.g. farmers' markets) and not being at the mercy of the powerful multinational retailers.
- 4. There is also a community benefit in the sense that this would be seen as the Council being supportive of many local groups that are linked to communities in the developing world. This does help bring an economic benefit to the area, e.g. the UK One World Linking Association recently held a conference on Uganda at the Leadership Trust in Ross-on-Wye.
- 5. To become a Fairtrade Town or County recognised by the Fairtrade Foundation, 5 goals must be achieved:-
 - (1) The Council must pass a resolution supporting Fairtrade, and serve Fairtrade coffee and tea at its meetings and in offices and canteens.
 - (2) The Council must attract popular support for the campaign.

- (3) Fairtrade products must be used by a number of local work places (estate agents, hairdressers etc) and community organisations (churches, schools etc).
- (4) A range of Fairtrade products must be readily available in the area's shops and served in local cafés and catering establishments (targets are set in relation to population¹).
- (5) A local Fairtrade steering group must be convened to ensure continued commitment to Fairtrade Town status.
- 6. Currently Flintshire and Swansea have achieved Fairtrade Status for countywide areas. A number of English counties are working towards becoming the first to achieve Fairtrade status, including Shropshire, Wiltshire and Somerset.
- 7. If Herefordshire Council decide to bid for Fairtrade Status it would need to demonstrate compliance with points (1) and (2) above. However, the bid for Fairtrade status for the county will only succeed with the active involvement of the wider community, who would need to lead on points (3) & (4) re supply in shops, workplaces, cafes etc and contribute strongly to building local support (point 2).

Fairtrade Goods

- 8. The most relevant goods for Council catering are tea, coffee sugar and snacks. However there are now over 350 Fairtrade certified retail products. The Fairtrade Foundation website contains considerable information on products and suppliers to enable switching of supplies.
- 9. Fair Thee Well, a social enterprise shop specialising in Fairtrade goods, has opened recently in St Owens Street. It is supported by Learning Disability Day Services as some of their clients are involved in staffing it. The shop offers a delivery service to main Council premises in Hereford. All Saints is another example of a social business supporting Fairtrade in the county.

Herefordshire Jarvis Services Limited (HJS)

- 10. HJS provide the Council's catering requirements. HJS can source Fairtrade coffee from their current supplier and have already provided Fairtrade tea and coffee at a recent Managers' Forum. They run the canteen at Blackfriars, so could also provide Fairtrade drinks there. Fairtrade coffee costs £5 per box of 60 sachets more than ordinary coffee, but the HJS Catering Manager has stated that they will absorb this within current prices. HJS could also be asked to use Fairtrade products in their general catering.
- 11. Custodians at Brockington, Shire Hall and Town Hall can transfer to providing Fairtrade coffee and tea for Council meetings with negligible impact on costs.
- 12. Castle Green could investigate whether the Fairtrade goods could be provided via the current vending machine. The current supplier Nestle are considering providing Fairtrade options.

¹ Target level is one retail establishment and one catering establishment per 5000 population - about 30 cafes and 30 shops across the county.

- 13. The canteen at Plough Lane could be asked to serve Fairtrade goods but as the Council does not run the facility the decision is with its managers.
- 14. Council staff can be informed of the Council's support and encouraged to buy Fairtrade goods for their own refreshments. Several work place teams already buy Fairtrade coffee.

Building Popular Support

- 15. This is an area where the Council can contribute, but it should be made clear to other partners that the bid will only succeed with their active support for this strand of the work. The five market towns' councils have been recently contacted and asked to support the Council in achieving Foundation Status.
 - Hereford City Council, Bromyard, Leominster and Ledbury Town Councils have all now passed motions supporting Fairtrade. Ross-on-Wye Town Council supports the initiative and Kington Town Council are due to consider the matter shortly. Hereford City Council has now achieved Fairtrade City Status.
 - There is already a broadly based and active Fairtrade steering group in Hereford keen to work with the Council. There has also been a recent meeting in Leominster. These groups have contacts involved/interested in Fairtrade in other areas of the county, so there is an existing support base to build on.
 - The Environmental Sustainability Unit (ESU) in the Environment Directorate could cover the cost of an annual directory of Faitrade outlets from existing resources.
 - The ESU could help with internal information and publicity for staff and Council offices (such as Info in Herefordshire), press releases and help to organise meetings with representatives from across the county
 - The Project Development Team (Policy & Community) could advise the Steering Group on possible funding routes.
- 16. The Hereford Fairtrade Steering Group has compiled a Directory and held a successful launch meeting in autumn 2004.
- 17. The second Fairtrade Directory for Hereford already lists thirteen shops/supermarkets and six cafes and these are also featured on a dedicated website. Many local churches already sell Traidcraft products. The Hereford Fair Trade Steering Group undertook successful promotions in Fairtrade fortnight in March 2005.
- 18. A recent Managers' Forum had a blind tasting of Fairtrade tea and coffee against conventional alternatives. A show of hands put the Fairtrade versions well in front!

Links to Procurement Strategy and Local Economy

19. Work is well advanced to review the Council's Procurement Strategy and a consultative draft will be available shortly. This will deal with the Council's ability to source local products and services and to promote Fairtrade status.

Alternative Options

There are no alternative options recommended.

Risk Management

There is a reputation risk to the Council should it decide not to participate in a campaign supported locally by consumers to buy fairtrade, ethical and environmentally friendly products which can lead to business growth opportunities which some businesses in the county are benefiting from.

Consultees

City and Market Town Councils

Background Papers

None identified.



REDUCTIONS IN DELAYED HOSPITAL DISCHARGES

PROGRAMME AREA RESPONSIBILITY: SOCIAL CARE AND STRATEGIC HOUSING

CABINET

28TH APRIL, 2005

Wards Affected

Countywide

Purpose

To receive a report on the reduced numbers of delayed discharges from hospitals.

Key Decision

This is not a key decision.

Recommendation

That the report be noted.

Reason

To inform Members of the improved position on delays in hospital discharges related to social care services.

Considerations

- 1. A hospital admission is an unwelcome event at the very least for most people: however, for an older person it can be an extremely disruptive experience. Usual routines and informal support mechanisms are interrupted and may not easily be reinstated. It is therefore important that hospital admissions are avoided wherever possible, that appropriate services are available and that discharge arrangements are well co-ordinated. It is generally agreed that acute hospitals should only be used for the delivery of services that cannot be provided as effectively elsewhere in the health service, social care or housing system.
- 2. Discharge from hospital is a process and not an isolated event. Planning for discharge should start prior to admission for planned admissions, and as soon as possible for all other admissions. It should involve the development and implementation of a plan to facilitate the transfer of an individual from hospital to an appropriate setting for on going support. The individuals concerned and their carers should be involved at all stages.
- 3. Effective and timely discharge requires the availability of alternative, and appropriate, care options to ensure that any rehabilitation, recuperation and continuing health and social care needs are identified and met.
- 4. A number of government initiatives have been put in place that require close

Further information on the subject of this report is available from Stephanie Canham, Head of Social Care - Adults on 01432 260320

Reductions in Hospital Delayed Discharges 1404050. doc

collaboration and joint planning across the health and social care system to deliver improved outcomes for patients.

- 5. From January 2004 authorities with Social Care responsibilities were required to reimburse acute hospitals the sum of £100 for every day that a patient is delayed in hospital waiting for social care services. This policy was intended to encourage local authorities, acute and primary care trusts to work in partnership to ensure that individuals receive the care they need, when and where they need it. Herefordshire received a grant of £352,499 in 2004/5 to support the development of services to avoid the need to pay reimbursements, part of which was used to introduce the administration and audit trail for the system.
- 6. During 2004/5Herefordshire Council reimbursement payments to HHT were £9,300 (93 days @ £100). These were complex discharges with very particular individual or family circumstances and should be seen in the context of the majority of discharges being made in an appropriate and timely manner.

Improved trend in delayed discharges

7. The attached appendices indicate an improved trend in delayed discharges associated with social care services.

Appendix 1 - People whose discharge was delayed in acute beds (Hereford Hospitals Trust). The numbers of delays associated with social care are comparatively low.

Appendix 2 – People whose discharge was delayed in Community hospitals. From a high position in August 2004 (33 people) delays have reduced to a current position where social care contributes less to delays than those associated with health.

Appendix 3 – Numbers of beds available in community hospitals during each month. Concern has been expressed that delayed discharges in community hospitals were contributing to the capacity issues in the acute sector. The availability of beds within community hospitals each week indicates that other factors may be more significant.

- 8. A number of local initiatives have contributed to ensuring the discharge process is robust:
 - A jointly agreed protocol across health and social care has been developed which maps the respective roles and responsibilities of agencies and individuals groups of staff in the discharge process in Hereford Hospitals and Community Hospitals.
 - In 2002 a Social Care assessment team moved into an office base within HHT. The new team provides a clear referral point for hospital staff and ensures that social care is part of the wider discharge planning team.
 - Hillside Intermediate Care Centre opened in Nov 2003. Jointly funded by Herefordshire Primary Care Trust and Herefordshire Council the centre provides residential rehabilitation for 22 people for a period of up to six weeks. Intermediate Care is a term used to describe a range of services designed to promote the independence of older people by promoting faster recovery from illness, preventing hospital admissions and supporting discharge.

During the first year from opening 386 people were admitted - having an average length of stay of 17days. It is estimated that 6362 bed days were saved from the acute hospital. 82% were discharged to their usual home address with only 3% being

admitted directly to a care home setting.

- The Councils in-house home care service has developed a reablement service providing 800 hours across the county of short-term support. The service is designed to promote the independence of older people at home and following a hospital admission.
- The Reimbursement grant was invested in interim care home beds. On occasions either funding or choice issues have delayed an individuals discharge. Having an agreement with specific care homes for quick access to beds means these issues can be resolved after discharge.

Future initiatives planned

- A revised care pathway to be piloted to ensure best use of the capacity within community hospitals for rehabilitation, and to adopt a principle that no older person should be admitted direct to a care home from an acute bed.
- A jointly funded intermediate care co-ordinator to ensure co-ordinated approaches to developments across agencies.
- Partnership Grants for Older People provide an opportunity for improving proactive admission avoidance services. The indicative grant allocation for Herefordshire is £500,000 for 2006/7.
- LPSA 2 includes a target of reducing emergency bed days occupied by people over 65 through identifying older people at risk and connecting them with appropriate services.

Risk Management

Risks associated with the reimbursement scheme have been minimised by the initiatives described.

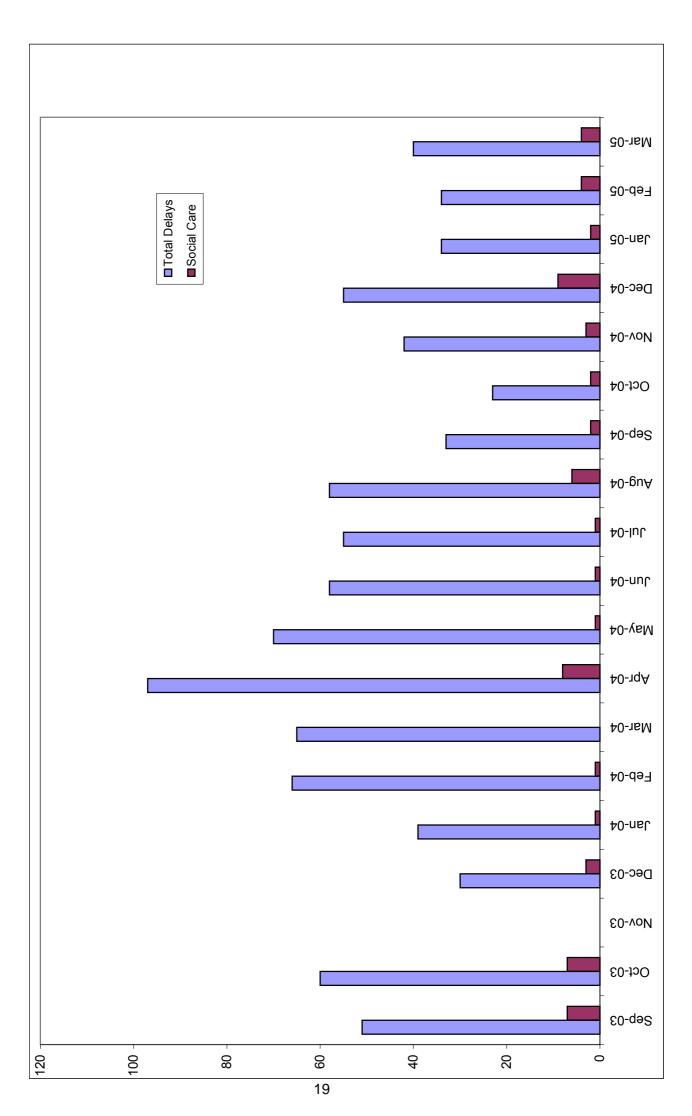
Consultees

Hereford Hospitals Trust and Hereford Primary Care Trust.

Background Papers

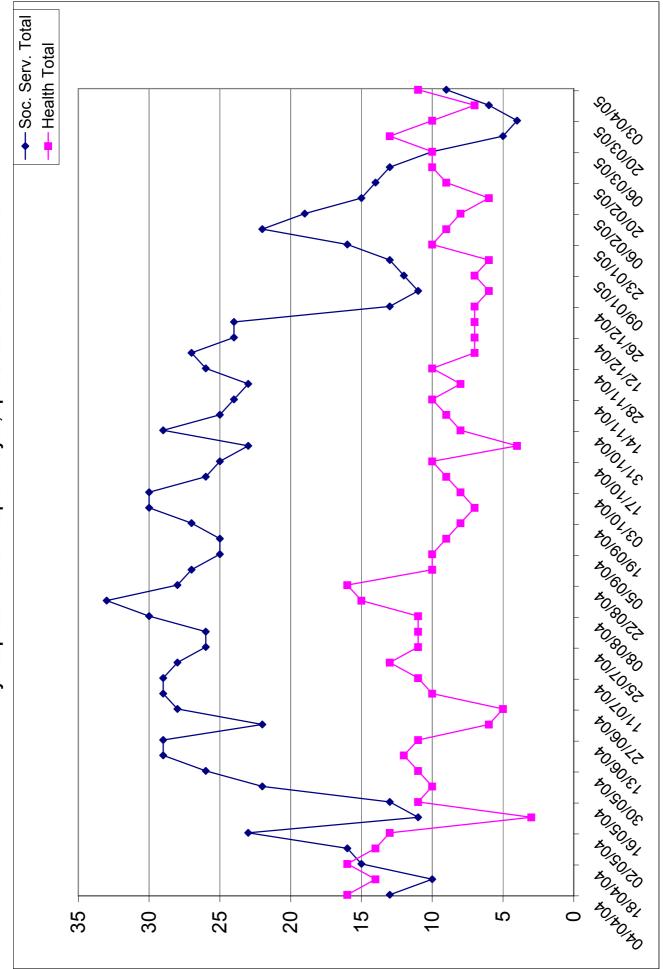
None identified.

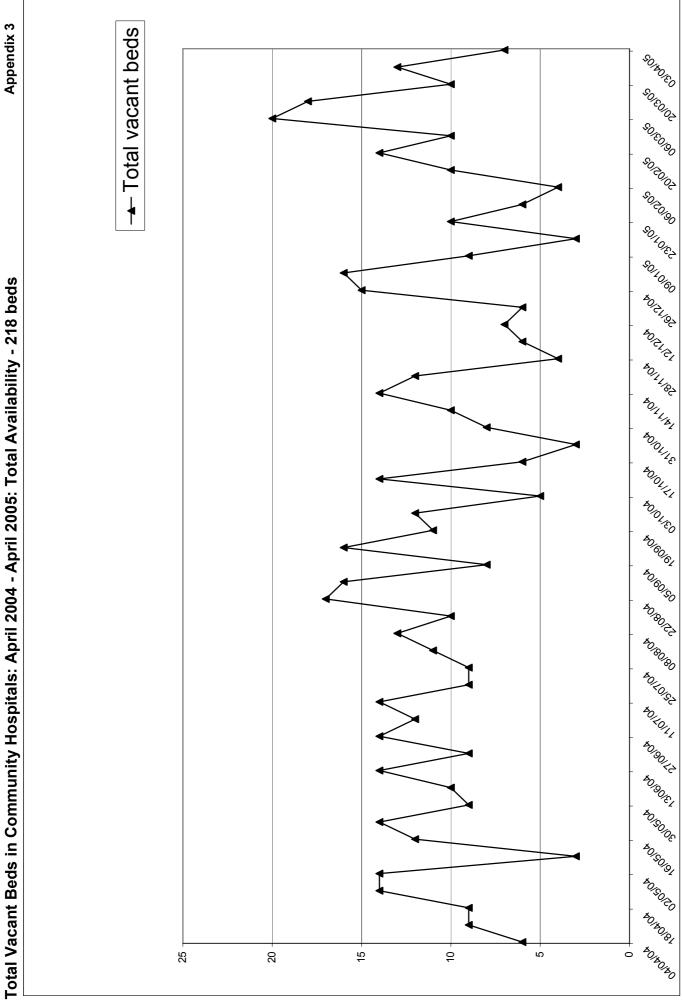
Appendix 1











Total Vacant Beds in Community Hospitals: April 2004 - April 2005: Total Availability - 218 beds

23