

## Adult Care and Wellbeing Cycle of Assurance Framework

### 1. Introduction

The Adult Care and Wellbeing Cycle of Assurance framework sets out how reports and updates are escalated through the service on a routine basis to give scrutiny to, and provide assurance about, the activity, risks, and compliance of the service.

The Cycle of Assurance is now structured around the domains of the Governance Strategy, it describes the frequency and flow of reporting for each of the different aspects of the framework and is regularly updated to reflect the reporting requirements of the service's strategies/ action plans following Committee approval.

### 2. The Cycle of Assurance

Listening and Engaging
<p>To be compliant with our statutory responsibilities and make improvements the items within the cycle of assurance have identified as items of reporting to the Adult Health and Social Care Policy Committee. All items report into our Directorate, Council Leadership and stakeholder boards for challenge and scrutiny prior to reporting and are inclusive of Adult Care and Integrated Commissioning.</p>

Reporting frequency	Quality and Outcomes	Risk and Resilience	Valuing our Workforce	Legal Compliance	Finance and Resource Management
<b>Monthly</b>	CQC Readiness				Financial update and progress with financial Recovery Plan

<p><b>Quarterly</b></p>	<p>Performance updates including Care Quality and Practice Quality</p>	<p>Risk and Resilience Performance which includes:</p> <ul style="list-style-type: none"> <li>• Risk register</li> <li>• Business Continuity/ Emergency planning</li> <li>• Health and Safety</li> <li>• Internal Audit</li> <li>• Information Governance</li> </ul>	<p>Workforce Wellbeing Performance dashboard</p>	<p>Performance dashboard for Statutory Duties</p>	<p>Financial and Resource Management Framework</p>
<p><b>Biannually</b></p>	<p>Strategic Delivery Plan and Service Plans Update which includes an update on:</p> <ul style="list-style-type: none"> <li>• Equipment and Adaptations</li> <li>• Direct Payments</li> <li>• Transitions</li> <li>• Hospital Discharge</li> <li>• Adult Future Options</li> <li>• Living and Ageing Well</li> <li>• Mental Health and Wellbeing (incl first contact, Deprivation of Liberty (DoLS)</li> <li>• Income Management and Financial Inclusion</li> </ul>	<p>Safeguarding and Ensuring Safety Delivery Plan which includes:</p> <ul style="list-style-type: none"> <li>• Making Safeguarding Personal</li> <li>• Safeguarding Adults</li> <li>• Domestic Abuse/ Violence</li> </ul>	<p>Workforce Strategy and Practice Development Delivery Plan (including Equality and Diversity and recruitment and retention)</p>	<p>Working with People Delivery Plan including an update on Early Intervention and Prevention.</p> <p>Providing Support and Commissioning Delivery Plan which includes an update on Homecare, Adult Future Options and Residential commissioned provision.</p>	<p>Better Care Fund / Joint Efficiencies with Health</p> <p>Establishment control/ spend monitoring</p> <p>Core Purchasing</p>

	<ul style="list-style-type: none"> <li>Information and advice – digital offer</li> <li>Directorate plan</li> <li>Audit committee assurance (Complaints and compliments, FOI, SARs)</li> </ul>				
<b>Annually</b>	<p>DASS Local Account including quality of care experience.</p> <p>Co-production and engagement Annual Report</p> <p>Complaints and Compliments Annual Report</p>	<p>Risk and Resilience Annual Report</p> <p>Safeguarding Partnership Annual Report</p> <p>Adult Care Safeguarding Annual s11 Audit and Delivery Plan Report</p>	<p>Carers Partnership Annual Report</p> <p>Direct Payments and Personalisation Partnership Annual Report</p> <p>Coproduction Annual Report</p> <p>Workforce Annual Report</p> <p>Staff feedback</p>	<p>Directors Assurance</p> <p>Annual Risk Register Review</p>	<p>Contracts and Commissioning Annual Report</p>

**Openness and Accountability**

The Cycle of Assurance adheres to the Council’s openness and transparency commitment by presenting items within the Cycle of Assurance at Council Leaderships board commencing at service level with a clear flow through the Meeting governance with actions recorded and monitored escalating to the AHSC Policy Committee. Members of the public are invited to attend and contribute to the scrutiny of reports. Items within the Cycle of Assurance are returning items that have previously being presented at Committee fulfilling actions to return with updates evidenced on the Committee work programme within the public domain.

Appendix 3

Items will typically escalate through service governance structures to corporate governance structures and ultimately to committee. The format of these updates, and whether they are pre-decision, decision, or post-decision items, will vary depending on the nature of the item.