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22 September 2005

ANNUAL REVIEW OF PERFORMANCE FOR ADULT SOCIAL CARE

Dear Director

Thank you for our recent annual review meeting. This letter and the attached Record of Performance Assessment provide a record and an evaluation of currently available evidence of the council's performance on Adult social care. It was informed by discussion at the meeting.

The attached Record of Performance Assessment (ROPA) includes:

- The Performance Review Report (PRR) which sets out the Commission for Social Care Inspection's (CSCI) view of the performance of adult social care services in your area during the last year, and comments on improvements for the year ahead; and
- The Record of Evidence, which lays out the admissible evidence accumulated from the range of admissible sources and CSCI's evaluation of that evidence.

In assessing performance in adult social care, CSCI reaches judgements about performance against a set of standards and criteria, drawing on evidence from a number of standard sources. These include:

- The published PAF performance indicators and other statistical data up to 2004-05, plus data supporting planned targets for 2005-06.
- Evidence agreed in the course of our monitoring meetings that have been formally recorded.
- Monitoring information from the Delivery and Improvement Statements completed in October 2004 and May 2005.

Details of the standards and criteria have been published, and are available from CSCI, or may be seen on the CSCI's performance website.

The contents of this letter and the attached Record of Performance Assessment represent our **provisional** assessment at this stage in the Performance Assessment cycle. They are provided **in confidence and should not be shared publicly**. The judgements and assessments indicated are subject to later moderation including following consideration of CSCI data for 2004-2005, including Key Thresholds, and findings and judgements from any recent service inspections. The judgements form the basis of later ratings, namely the CPA Adult social care rating and the Social care star rating. The final report published to the authority in late October will update these ratings, where necessary. Councils will have an opportunity to make representations about these judgements at that stage. Details of the representations process are available separately.

When you receive the final report in October, you will be asked to:

- Present this letter to an open meeting of the relevant executive committee of the council by 31 January 2006 and to inform us of the date on which this will take place.
- Make the report available to members of the public at the same time.
- Copy this letter and report to the council's appointed auditor, and to relevant partners.

The finalised Record of Performance Assessment will be published on the CSCI website on 1 December.

At this stage in the process, it is our provisional assessment that social care services in your area are serving **most** adults well and the council's capacity to improve these services is **excellent**.

Any factual inaccuracies in the Record of Performance Assessment should be brought to my attention **by 6 October 2005**.

Progress will continue to be monitored during the year through our usual processes.

Yours sincerely

Louise Lawton
Business Relationship Manager
Copy: Andrew Sparke, Chief Executive, Dudley MBC

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