

CABINET MEMBER FOR ADULT SOCIAL CARE

**Venue: Town Hall,
Moorgate Street,
Rotherham. S60 2TH**

Date: Monday, 5th November, 2012

Time: 10.00 a.m.

A G E N D A

1. To determine if the matters are to be considered under the categories suggested in accordance with Part 1 (as amended March 2006) of Schedule 12A to the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.
3. Apologies for Absence.
4. Minutes of the Previous Meeting (Pages 1 - 2)
5. Adult Services Revenue Budget Report - September, 2012 (Pages 3 - 8)
6. Date and Time of Next Meeting -
- Monday, 19th November, 2012, at 10.00 a.m.

**CABINET MEMBER FOR ADULT SOCIAL CARE
22nd October, 2012**

Present:- Councillor Doyle (in the Chair); Councillors Gosling and P. A. Russell (Policy Advisors).

An apology for absence was received from Councillor Steele.

H31. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the previous meeting held on 24th September, 2012.

Resolved:- That the minutes of the previous meeting held on 24th September, 2012, be approved as a correct record.

H32. HEALTH AND WELLBEING BOARD

The minutes of the Health and Wellbeing Board held on 5th September, 2012, were noted.

H33. WIDER-WORKFORCE SKILLS DEVELOPMENT FUNDING APPLICATION SCHEME

The Director of Health and Wellbeing presented a report proposing an innovate approach to Adult Social Care workforce commissioning with the aim of releasing capacity in communities to help maintain independence, prevent dependency and unlock the potential of local support networks to reduce isolation and vulnerability of Rotherham people.

It would involve the skills development of the wider workforce identified in Skills for Care's Workforce Development Strategy (2011) using a funded application scheme. The scheme would be piloted in 2013/14, with a small budget, aimed at informing future support for workforce planning and development of a wider workforce that was confident, appropriately trained and qualified to support self-care, provide truly person-centred care and high quality Social Care Services.

The pilot funding application scheme would:-

- Support workforce commissioning, planning and development to meet the vision and priorities in Adult Social Care
- Equip a capable, confident and skilled workforce with the right skills to deliver safe and high quality services
- Complement the Directorate's existing Workforce Development Funding Application Scheme that operated for the independent sector Organisational Employers and Personal Employers

If approved, the scheme would be launched in April, 2013, with skills development activities running between July-December, 2013. Evaluation and impact assessment would take place between January-March, 2014.

A budget of £20,000 was proposed to operate the pilot permitting a maximum of 1 application per applicant with a limit of £1,000. Applicants would be responsible for their own procurement and contracting of goods/services detailed in their application which would be reclaimable from the Council.

Resolved:- (1) That the piloting of a Wider-workforce Skills Development Funding Application Scheme in 2013-14 be approved.

(2) That the application form be condensed into 2 sides of A4 and plain English for the ease of understanding by applicants.

(3) That the pilot scheme be publicised.

(4) That a report be submitted once the evaluation and impact assessments had been undertaken.

H34. MEDICATION POLICY - INDEPENDENT SECTOR HOME CARE AND IN-HOUSE ENABLING SERVICES

The Director of Health and Wellbeing reported on the updated Medication Policy as applied to Home Care Services including Enabling and Independent Sector.

The 2003 Policy had been revised into 2 separate documents for contracted Community and Home Care Services (Domiciliary Care) (Appendix 1 submitted) and RMBC Enabling Services (Appendix 2 submitted). Both Policies outlined a 'verbal prompt' or 'administer from a pharmacy dispensed monitored dosage system only' approach.

The Policy had been updated in order to bring into line with changes in Legislation, Policy and Practice and was a step towards a further revision of the Policy to move towards 'administration' of medication. For the Authority to move to a position of adopting a safe 'administration' policy, full engagement was required from NHS Rotherham and the Clinical Commissioning Group to implement relevant procedures across all partner agencies.

A full risk and impact assessment would be completed.

Resolved;- (1) That the implementation of the 2012 revised versions of the 2003 Policy be endorsed.

(2) That a further report be submitted outlining the revised Policy including the administration of medication.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1	Meeting:	Cabinet Member for Adult Social Care
2	Date:	Monday, 5th November, 2012
3	Title:	Adult Services Revenue Budget Monitoring Report 2012-13
4	Directorate :	Neighbourhoods and Adult Social Services

5 Summary

This Budget Monitoring Report provides a financial forecast for the Adult Services Department within the Neighbourhoods and Adult Services Directorate to the end of March 2013 based on actual income and expenditure for the six month period ending September 2012.

The forecast for the financial year 2012/13 at this stage is a balanced budget, against an approved net revenue budget of £74.124m.

6 Recommendations

That the Cabinet Member receives and notes the latest financial projection against budget for 2012/13.

7 Proposals and Details

7.1 The Current Position

The approved net revenue budget for Adult Services for 2012/13 is £74.147m. Included in the approved budget was additional funding for demographic and existing budget pressures (£2.294m) together with a number of savings (£6.258m) identified through the 2012/13 budget setting process.

7.1.1 The table below summarises the latest forecast outturn against approved budgets:-

Division of Service	Net Budget	Forecast Outturn	Variation	Variation
	£000	£000	£000	%
Adults General	4,042	4,035	-7	-0.17
Older People	33,023	32,683	-340	-1.03
Learning Disabilities	17,289	17,833	+544	+3.15
Mental Health	5,466	5,517	+51	+0.93
Physical & Sensory Disabilities	6,308	6,101	-207	-3.28
Safeguarding	715	674	-41	-5.73
Supporting People	7,281	7,281	0	0
Total Adult Services	74,124	74,124	0	0

7.1.2 The latest year end forecast shows there are a number of underlying budget pressures mainly in respect of an increase in demand for Direct Payments across all client groups plus pressures on residential care and external transport provision within Learning Disability services. These pressures are being offset by a number of forecast underspends and management actions.

The main variations against approved budget for each service area can be summarised as follows:

Adults General, Management & Training (-£7k)

This includes the cross cutting budgets (Workforce planning and training, and corporate charges) are forecasting a slight underspend mainly due savings on charges for postages, telephones and printing.

Older People (-£340k)

- Overspend on In-House Residential Care due to a recurrent budget pressure on Part III income (+£109k) plus additional staffing costs due to sickness cover at Davies Court (+£106k).
- Increase in Direct Payments over budget (+£1.034m), this includes 118 new clients since April most of which are clients who previously received independent sector domiciliary care and have requested to remain with their current service provider who were unsuccessful in the recent tendering of the independent home care service.
- Overspend on In House Transport (+£25k) due to slippage on the approved budget savings from the review of Transport services, partially reduced by additional income.
- Forecast under spend on Enabling Care (-£202k) based on current budget and level of service which is under review. There is also an underspend on Independent sector home care (-£37k) after a reduction of £655k commissioning and contract savings achieved as part of the new framework agreement. However, these budgets have now been revised to address the shift in service provision to Direct payments as mentioned above.
- An underspend on independent residential and nursing care (-£579k) due to 39 less clients than budgeted plus additional income from Continuing Health Care and property charges. There is also a forecast underspend on the Intermediate Care budget (-£91k).
- Forecast under spend at this stage in respect of Community Mental Health budgets uncommitted (-£157k).
- Under spend on carers services due to vacancies and slippage in carers breaks (-£33k).
- Slippage on recruitment to vacant posts within Assessment & Care Management and community support plus additional income from Health (-£466k).

Learning Disabilities (+£544k)

- Overspend on residential care budgets due to loss of health funding for 5 clients plus 3 new clients transferred from health (+£288k).
- Underspend within supported living schemes due to CHC income, use of one off grant funding and vacant posts (-£231k).
- Recurrent budget pressure on Day Care transport (+£246k) including income from charges.
- Increase in demand for Direct Payments over and above budget (+£86k).
- Forecast overspend in independent sector home care (+£58k) due to a reduction in budget agreed as part of budget setting.
- Three new high cost placements in independent day care is resulting in a forecast overspend of +£67k.
- Increase in community support placements is resulting in a forecast overspend of £52k.
- Saving on premises costs (-£18k) and slippage on vacant posts (-£4k).

Mental Health (+£51k)

- Projected slight overspend on residential care budget (+£28k) due to 3 new admissions in September.
- Budget pressure on Direct Payments (+£164k) offset by savings on Community Support Services (-£158k).
- Overspends on employees budgets due to unmet vacancy factor (+£17k).

Physical & Sensory Disabilities (-£207k)

- Continued Pressure on Independent Sector domiciliary care (+£52k) due to continue increase in demand.
- Loss of CHC funding for one client at Rig Drive (+£33k) being challenged and awaiting outcome of an appeal.
- Increase in demand for Direct Payments (+ 37 clients), forecast overspend (+£417k).
- Underspend on crossroads (-£68k) as clients are redirected to direct payments.
- Forecast overspend on Residential and Nursing care offset by slippage in developing alternatives to residential provision (-£462k).
- Vacant posts within Resource centre and Occupational Therapists (-£80k).
- Forecast savings on contracts with Voluntary Sector providers (-£19k).

Safeguarding (-£41k)

- Underspend on employee budgets due to vacant post plus forecast additional income from court of protection fees.

Supporting People (£0k)

- Efficiency savings on subsidy contracts offset against Commissioning savings targets not within Adult Services.

7.1.3 Agency and Consultancy

Total expenditure on Agency staff for Adult Services for the period ending September 2012 was £125,560 (none of which was off contract). This compares with an actual cost of £199,304 for the same period last year (of which £1,974 was off contract). Primarily, these costs were in respect of residential and assessment and care management staff to cover vacancies and sickness.

There has been no expenditure on consultancy to-date.

7.1.4 Non contractual Overtime

Actual expenditure in respect of non contractual overtime to the end of September 2012 was £171,351 compared with £165,746 for the same period last year.

The actual costs of both Agency and non contractual overtime are included within the financial forecasts.

7.2 Current Action

To mitigate any further financial pressures within the service, budget meetings and budget clinics are held with Service Directors and managers on a regular basis to monitor financial performance and further examine significant variations against the approved budget to ensure expenditure remains within the cash limited budget by the end of the financial year.

8. Finance

Finance details including main reasons for variance from budget are included in section 7 above.

9. Risks and Uncertainties

Careful scrutiny of expenditure and income and close budget monitoring remains essential to ensure equity of service provision for adults across the Borough within existing budgets particularly where the demand and spend is difficult to predict in such a volatile social care market. One potential risk is the future number and cost of transitional placements from children's services into Learning Disability services.

In addition, any future reductions in continuing health care funding would have a significant impact on residential and domiciliary care budgets across Adult Social Care.

10. Policy and Performance Agenda Implications

The delivery of Adult Services within its approved cash limit is vital to achieving the objectives of the Council and the CSCI Outcomes Framework for Performance Assessment of Adult Social Care. Financial performance is also a key element within the assessment of the Council's overall performance.

11. Background Papers and Consultation

- Report to Cabinet on 22 February 2012 –Proposed Revenue Budget and Council Tax for 2012/13.
- The Council's Medium Term Financial Strategy (MTFS) 2011-2014.

This report has been discussed with the Strategic Director of Neighbourhoods and Adult Services, the Director of Health and Well Being and the Director of Financial Services.

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