

## SOCIAL AND COMMUNITY SUPPORT SCRUTINY PANEL

**Venue:** **Date:** Friday, 14 January 2005  
**Time:** 9.30 a.m.

### A G E N D A

1. Apologies.
2. To determine if the following matters are to be considered under the categories suggested, in accordance with the Local Government Act 1972.
3. To determine any item which the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.
4. Declarations of Interest.
5. Questions from members of the public and press.

#### **For Monitoring**

6. Children's Services Post Inspection Plan (progress report herewith) (Pages 1 - 9)
7. Service Business Plans 2004 / 05 - Progress Report (herewith) (Pages 10 - 18)
8. Key Performance Indicators for October 2004 (report herewith) (Pages 19 - 33)
9. Revenue Budget Monitoring Report 2004 / 05 (herewith) (Pages 34 - 50)
10. Key Decisions in the Forward Plan - January to April 2005 (herewith) (Pages 51 - 54)
11. Decisions of the Cabinet Member for Social Services at meeting held on 17th December 2004 (herewith) (Pages 55 - 61)
12. Minutes of the Children and Young People's Board held on 2nd December 2004 (herewith) (Pages 62 - 65)

#### **For Information**

13. Social and Community Support Scrutiny Panel Work Programme - Update (herewith) (Page 66)

### **Minutes**

14. Minutes of the Meeting of the Social and Community Support Scrutiny Panel held on the 10th December 2004 (herewith) (Pages 67 - 72)
15. Minutes of Meetings of the Performance and Scrutiny Overview Committee held on 26th November and 17th December 2004 (herewith)e (Pages 73 - 82)

**Date of Next Meeting:-  
28<sup>th</sup> January 2005**

### **Membership:-**

Chairman – Councillor G. A. Russell

Vice-Chairman – Councillor Doyle

Councillors:- Ali, Binnie, Burton, Darby, Havenhand, Jack, Jackson, Walker and Wootton

### **Co-opted Members**

Mrs. A. Clough (ROPES), Mr. M. Arshad (Rotherham Racial Equality Council), Mr. G. Hewitt (Rotherham Carers' Forum), Ms. K. Masterman (Speak Up Advocacy Group), Ms. J. Mullins (Disability Network), Mr. R. Parkin (Speak Up) and Mr. R. Noble (Rotherham Hard of Hearing Society)

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1. **Meeting:** Social and Community Support Scrutiny Panel
2. **Date:** 14<sup>th</sup> January, 2005
3. **Title** Update on Action Plan following the Children's Inspection
4. **Programme Area:** Social Services

5. **Summary:**

The attached paper is an update on all of the action points arising from the Children's Reinspection which took place in June 2004. This has been requested for consideration by Scrutiny on a regular basis.

6. **Recommendations**

1. Members to receive the updated report.
2. Members note the progress that has been made on implementing the action points.
3. That a further report be brought forward in three months' time.

7. **Proposals and Details**

The schedule attached identifies the action on each of the recommendations made by the Commission for Social Care Inspection Inspectors on their reinspection visit to Rotherham in June 2004.

8. **Finance**

Many of the issues are not dependent upon finance but relate to better utilisation of existing resources. Where additional resources have been required these have been fed into the Council's Medium-Term Financial Plan and currently being considered as part of the Council's budget deliberations.

9. **Risk and Uncertainties**

Good progress is being made on the plan and one of the uncertainties reported last time, the recruitment of Social Workers, does appear to be easing a little following the improvement to Conditions of Service agreed by Elected Members.

10. **Policy and Performance Agenda Implications**

The implementation of the action plan is an essential component of further improvements to sustain those already noted by the Inspectors at the time of their reinspection. This ongoing work will form part of the integration agenda arising from the most recent children's legislation which received Royal ascent in 2004.

**11. Background and Consultation**

Reinspection of Rotherham's Children's Services – published September 2004.

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**ROTHERHAM METROPOLITAN BOROUGH COUNCIL**

**SOCIAL SERVICES PROGRAMME AREA**

**Children and Families Services**

**Post Inspection Action Plan**

No.	Recommendation	Sub-Objectives	Lead Officer	Completion Date	Comment
1	Social services should prioritise the action plan to clarify what can be achieved immediately, in the medium term and over a longer timescale with clear accountability and outcomes. It should identify who is responsible and what the outcomes will be. This should inform business planning at service, team and individual social worker level. (5.7)	1.1 Re-prioritise amber and red indicators from Integrated Action Plan. 1.2 Finalise Service Business Plan in the light of revised action plan and post Inspection action plan. 1.3 Finalise all team plans.	Head of Service Head of Service Team Managers	End September 2004 End September 2004 End September 2004	Completed. Completed. Completed.
2	The council and partner agencies should further progress the integration agenda building on the development of a shadow Safeguarding Board. (5.12)	2.1 Establish Safeguarding Board. 2.2 Finalise process to bring together children's social care and education functions under one Director. 2.3 Commence integrated service pilot in Children's plan area.	Di Billups Di Billups Phil Marshall	September March 2005 February 2005	Completed. Recruitment process has commenced. Integrated service has commenced.

No.	Recommendation	Sub-Objectives	Lead Officer	Completion Date	Comment
<b>3</b>	Social services must take immediate action to ensure accurate data is recorded without delay to provide and improve the quality of practice and management information. (6.14).	3.1 Undertake data validation exercise and establish data sampling programme to verify accuracy.	Chris Seekings Dave Abbs	September 2004	Completed although sampling will continue over next 6 months.
<b>4</b>	The council needs to ensure that improvements in services are maintained and implemented consistently across the whole division. (6.18)	4.1 Revise supervision arrangements for key managers to include detailed performance data on team basis.	Head of Service	July 2004	Completed.
		4.2 Operational Managers defined new roles and responsibilities to reflect performance agenda.	Head of Service	September 2004	Completed.
		4.3 Increase file audit activity with emphasis on follow up audit.	Service Managers Operations Managers	July 2004	Completed.
<b>5</b>	Social services should ascertain how many reviews are over due and implement a system to ensure completion and monitor quality. (7.13)	5.1 Establish position as at 10.6.04.	Anne Deeney	June 2004	Completed.
		5.2 Revise system for booking and monitoring reviews.	Anne Deeney	July 2004	Completed.
		5.3 New system to be introduced as per guidance from	Anne Deeney	October 2004	2 x new admin. posts recruited to.

No.	Recommendation	Sub-Objectives	Lead Officer	Completion Date	Comment
6	Social services should provide additional support and training to implement the new computer system. The impact of support and training should be monitored to ensure improvements. (7.19)	<p>Government Office.</p> <p>6.1 Review current training of Team Managers on SWIFT system and provide bespoke programme of additional training and support.</p>	Sue Wilson Phil Morris	October 2004	Completed.
7	Social services senior managers must ensure that the findings of the internal audits are actioned without further delay. (7.21)	<p>7.1 (Linked to 4.2) Ensure that individual performance is linked to completion of audit requirements. Link non-compliance with capability process.</p> <p>7.2 Monitor progress on response to audit requirements and identify emergency themes and required action.</p>	All Managers  Head of Improvement Team	With Effect From June 2004  With Effect From June 2004	<p>In addition introduced a full programme of audit actioning by middle managers audited by senior managers</p> <p>In addition introduced a full programme of audit actioning by middle managers audited by senior managers</p>
8	The council should improve the physical resources for staff and service users across the borough. (8.5)	<p>8.1 Re-site C3 Team to Clifton site.</p> <p>8.2 Re-site Front Desk Team to former C1 site.</p> <p>8.3 Create additional space at Wath office for C. and F. Team</p>	Head of Service  Head of Service  Head of Service	February 2005  February 2005  January 2005	<p>Awaiting confirmation of date from B.T.</p> <p>Awaiting confirmation of date from B.T.</p>

No.	Recommendation	Sub-Objectives	Lead Officer	Completion Date	Comment
		following Adult Services' move to Manvers site.			
8.4		Re-site Dinnington team on completion of P.F.I. build at primary school.	Head of Service	November 2004	Delays due to I.C.T. requirements.
8.5		Establish new office base for Family Assessment Team.	Head of Service	December 2005	Current enquiries re; another building
9	Social Services should ask service users and other agencies if services had improved and involve them in the development of services. (8.11)	9.1 Include programme of C. and F. related questions in Rotherham Placement survey.	Head of Strategic Services	With Effect From October 2004	Work has commenced with a focus on the forthcoming Fostering and Adoption Inspections
9.2		Establish annual customer survey questionnaire.	Head of Strategic Services	October 2004	Undertaking for Adoption Inspection
9.3		Establish 6 monthly survey of partner agencies on quality and performance of C. and F. services.	Head of Strategic Services	October 2004	Currently being developed.
10	The council should review the budget allocation for children's services to reflect the resources required and as part of the integration agenda. (9.5)	10.1 Undertake base budget review and present to Members and Children and Young People's Board.	Executive Director	December 2004	Additional £500K has been recommended for 2005 / 06 for the integration agenda



<b>No.</b>	<b>Recommendation</b>	<b>Sub-Objectives</b>	<b>Lead Officer</b>	<b>Completion Date</b>	<b>Comment</b>
<b>11</b>	Social services should assess unmet need and develop a commissioning strategy with service level agreements to respond to need. (9.7)	11.1 Establish process for assessing unmet need.  11.2 Finalise commissioning strategy.	Head of Strategic Services  Head of Service Business Manager Commissioning Manager Partner Agencies	December 2004  October 2004	Commissioning and Contracting Officer is in post – work on the strategy is in hand but not completed.  Contract Officer in post. Business Manager developing expertise in commissioning process.
<b>12</b>	The council should increase the administrative support available to support managers and front line teams in order that the most effective use of skills and resources is achieved. (9.9)	11.3 Finalise complex needs protocol.  12.1 Review current admin. Support and present gap analysis to Members as part of 05/06 budget planning.	Brian Wood Peter Rennie Sue Hainsworth  Business Manager Head of Service	September 2004  October 2004	Consideration of budget allocation. Currently with Heads of Service.  In process as part of budget planning.
<b>13</b>	Councillors should through the various reporting processes; scrutiny arrangements and direct contact with staff and service users further develop their role of corporate parents and clearly establish expected	13.1 Members to develop role of corporate parent with established standards of service.	Head of Service	December 2004	Officers are working with Scrutiny representatives to review role of corporate parents.

No.	Recommendation	Sub-Objectives	Lead Officer	Completion Date	Comment
	standards of service. (10.4)	<p>13.2 Review current arrangements and effectiveness of Member visit programme.</p> <p>13.3 Develop and publish formal service standards for C. and F. Services in a joint member/officer working group.</p>	<p>Head of Service Children's Champion Cabinet Member</p> <p>Head of Service Children's Champion Cabinet Member</p>	<p>November 2004</p> <p>March 2005</p>	<p>Increased numbers of Members, particularly on Member visit programme.</p>
<b>14</b>	The council should reconsider the organisational structure as part of the development of integrated children's services and as a longer-term solution to some of the areas requiring attention. The opportunity to further progress the integration of services and increased multi-agency co-located teams should be actioned with partner agencies. (10.7)	<p>14.1 (See also 2.2 and 8.1) Implement Clifton Pilot.</p> <p>14.2 (See also 2.2) Publish project plan indicating phases and timescales of integration programme.</p>	<p>Phil Marshall Annie Redmond Head of Service</p> <p>Di Billups Chief Executive</p>	<p>February 2005</p> <p>October 2004</p>	<p>Awaiting confirmation of date from B.T.</p> <p>Phased timetable produced.</p>
<b>15</b>	Social services should ensure that middle managers throughout the organisation have a high visible presence and closely monitor the quality of services as they impact on outcomes for service users. (10.10)	<p>15.1 Relocate North and South Locality Service Managers to be based on-site within localities.</p> <p>15.2 Establish quarterly programme of locality visits by Senior Managers.</p>	<p>Head of Service</p> <p>Head of Service</p>	<p>July 2004</p> <p>September 2004</p>	<p>Completed.</p> <p>Completed.</p>

No.	Recommendation	Sub-Objectives	Lead Officer	Completion Date	Comment
<b>16</b>	Social services should widen the training programme to incorporate the partnership agenda and reflect the national changes impacting on children's services. This should include multi agency training to develop closer working arrangements and understanding of practice and responsibilities. (10.14)	<p>16.1 Establish joint agency training function as part of integration agenda and safeguarding unit.</p> <p>16.2 Establish formal mandatory programme of work shadowing across key agency roles and monitor compliance among participants.</p>	<p>Di Billups</p> <p>Sue Hare</p>	<p>January 2005</p> <p>October 2004</p>	<p>Completed.</p> <p>Not concluded due to other priorities.</p>

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	Social and Community Support Scrutiny Panel
<b>2.</b>	<b>Date:</b>	14 <sup>th</sup> January, 2005
<b>3.</b>	<b>Title:</b>	Progress Report on Social Services Business Plans 2004/05 Wards affected ALL
<b>4.</b>	<b>Programme Area:</b>	Social Services

### 5. Summary

Significant progress has been achieved in undertaking and implementing the key tasks identified within the Social Services three Business Plans for 2004/05. As at December 2004 61% of the key tasks have been completed, leaving 38% still to be completed and 1% which have already been superseded or abandoned. Sufficient work has been achieved to date on the outstanding key tasks to indicate that all key tasks within the Business Plans for 2004/05 will be completed as planned.

The attached appendix provides details on some of the key tasks that have been completed and details of the outstanding key tasks which are to be completed by the end of March 2005.

### 6. Recommendations

**Cabinet Member receive the report and**

- a) **Note the progress achieved to date.**
- b) **Continue to monitor progress until completed by March 2005.**

## **7. Proposals and Details**

Service Business Plans are produced for the three Service Areas within Social Services – Adult Services, Children and Families Services and Strategic Services. Each plan sets out what improvements are required for the year 2004/2005. This report provides the details about progress in relation to these key actions to achieve the strategic objectives set by the Programme Area.

## **8. Finance**

Resources are identified at the early development of the Service Business Plans, however in order to achieve some of the outstanding key areas the use of additional resources may be required or would seek to be achieved by re-prioritisation within current budgets.

## **9. Risks and Uncertainties**

Achieving all the key actions identified within the three Service Business Plans is challenging given the numbers. Careful planning and project management is required to achieve such tasks, but this is not always possible given the ever changing priorities within Social Services. In order to assist in managing this we have a Programme Area and individual risk management registers.

## **10. Policy and Performance Agenda Implications**

The report provides an update to some of the most significant key areas of performance to achieve service improvements and meet its ongoing performance agendas. Such developments are also required as a result of policy decisions or changes to legislation which require development work to achieve such changes.

## **11. Background Papers and Consultation**

Strategic Services Business Plan 2004/05  
Children and Families Business Plan/Post Inspection Action Plan 2004  
Adult Services Business Plan 2004/05

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**Progress Report on Key Achievements from Social Services  
Business Plans 2004/05**

**Key Tasks Completed**

**Services for Older People**

- Significant increase in the number of users receiving a Direct Payment (increased to 107 from a baseline of 28).
- The first site has been identified to develop an Extra Care Housing Scheme at Dalton House, funding has been secured and planning permission is imminent. A second site has now been identified and a funding bid has been submitted to the ODPM and we await the decision in January 2005.
- An Integrated Community Mental Health Team for Older People has been developed and will take effect in January 2005 with co-location of DASH and RMBC staff in Mental Health Department at RDGH.
- A Joint Service Model in the Rother Valley locality has been developed and implemented April 2004 and will be reviewed before end of March 2005. Evaluation will include feedback from users of the joint service as well as staff and managers.
- A Voluntary Sector Liaison Forum has been established and constitution and terms of reference agreed, meetings take place bi-monthly.

**Physical and Sensory Disability**

- Thirty people have accessed services prior to being registered as blind or partially sighted. This service has been promoted to all Opticians in Rotherham and has improved the referrals to the team by the Opticians.
- An audit of existing arrangements for involvement in the service development and identifying areas for improvement has been completed. Research has been undertaken to identify new ways to engage with people from minority ethnic communities and the numbers using the service are increasing.
- Specialist services have been developed and promoted for Deaf/blind people.
- The number of people with physical and sensory disabilities using direct payments has increased by the target of 50%.
- Development of Deaf Advice Services in partnership with R.N.I.D. and Libraries to develop employment and training advice centres for Deaf people has taken place.
- The Physical Disability and Sensory Impairment Strategy, Opening Doors, has been developed and approved.

- Improvements have been achieved in supporting and managing the Young Adults Transition Team.
- Integration of Community Equipment Services.

### **Direct Services & Older People Assessment**

- Application submitted for Charter mark for Meals on Wheels Service.
- The Environmental Management System accreditation at Netherfield Court has been achieved in December 2004.
- Improved the number of direct payments by 50% for direct services and older people assessment.

### **Service and Professional Development Team**

- Audit of adherence to Fair Access to Care Policy completed.
- Adult Protection training now includes workers from agencies other than social services.
- New centralised Commissioning and Contracting function.

### **Supporting People**

- An implementation group and Project Manager have been established to ensure a co-ordinated approach to the development of the Dalton House Extra Care Housing scheme and the Extra Care Housing Strategy.
- Significant progress has been achieved in relation to the number of Service Reviews that have taken place. Savings made and re-invested
- The partnership arrangements have been enhanced and regular reports are submitted to the Commissioning Group and Core Strategy Group.
- A programme of scheme visits for Commissioning and Core Strategy Group Members has been completed.

### **Learning Disability Service**

- The frequency of the Asian Women's Group has been increased to three times a week.
- Number of Direct Payments increased by 100%
- A review of current day services in line with DoH guidance and objectives of Valuing People has been completed and a strategy to modernise day service provision in line with Person Centred Planning has been completed.

- New short break services opened at Wath, Kimberworth and Sunnyside increasing places by 12.
- Training for people with a learning disability to become “peer trainers” on healthy lifestyles was completed before target date and team are now active within the community.

### **Children and Families Services**

- A report and action plan was developed and presented to Members on the post inspection recommendations in September 2004.
- The Service Business Plan was finalised in light of the recommendations and team plans produced by end September 2004.
- In conjunction with partner agencies further progress has been achieved in relation to the integration agenda, a Safeguarding Board has been developed.
- Revised supervision arrangements for key managers to include detailed performance data on team basis. Operational managers have defined new roles and responsibilities to reflect performance agendas.
- The system for booking and monitoring reviews has been revised and implemented to ensure completion and monitor quality.
- Existing training for Team Managers on SWIFT system has been reviewed and bespoke programme of additional training and support has been provided.
- North and South Locality Service Managers have been relocated to be based on site and there is a quarterly programme of locality visits by Senior Managers to enable them to have a high visible presence and closely monitor the quality of services as they impact on outcomes for service users.
- As part of the partnership agenda and integration of the Children and Young People Development Service, a joint agency training function has been established to enable closer working arrangements and understand of practice and responsibilities.
- Work has commenced on seeking the views of users and carers and other agencies about how services have improved, the first survey as part of such developments is around the forthcoming Adoption inspection.
- Approval of recruitment packages to encourage new staff to work for Children and Families Services given the vacancy shortfall, and to encourage existing staff to remain and develop.

### **Strategic Services**

- Strategic Services have helped the Council succeed in the inspection of its Supporting People Programme by contributing to a self-assessment of the service against the Audit. Commission KLOE and developed and implement improvement plans.



- A Governance Board has been established to ensure accountability for the overall performance of social services.
- Further work has taken place around the integration with health by way of the NHS net connection and work with RBT and the PCT to implement this.
- Continued development of I.S.A. system with Education and Health.
- Development of electronic social care records.
- Social Services promotional material and equipment has been improved along with the Intranet site. Re-design and developed Programme Area newsletter (SPAN). Ensuring articles are obtained and submitted for UNITE.
- Successfully commissioned the development of the Rights to Rights website.
- Programme Area Service Business Plan for 2004-05 produced and we have been working with Corporate Planning to develop framework for Service Business Planning for 2005.
- Developed Programme Area Equalities Action Plan in line with Corporate Equalities & Diversity Strategy.
- Developed Programme Area Health and Safety Action Plan.
- Develop Programme Area Service Continuity Plans.
- Review and revise Programme Area Emergency Plan.
- Research Governance arrangements have been determined within Social Services in conjunction with the corporate core and our N.H.S. partners.
- A revised Training Plan for Social Service Programme Area has been produced.
- Format of Complaints Annual Report revamped this year and return to quarterly reporting of complaint activity. Regular contribution now made of Social Services complaints information to Corporate complaints reporting.
- Six weekly meetings with Heads of Service now in place during which outstanding complaints and response times are standing discussion items

**Ongoing Tasks (majority to be completed by March 2005)**

**Older People Services**

- Work to establish effective access arrangements for assessment and service provision of out-of hours in partnership with health is ongoing to be reviewed in March 2005.
- Analysis still ongoing with RBT in relation to reviewing current access arrangements for older people requiring services in the light of the Council's one stop shop policy and the Joint Services project.
- A project worker is to be appointed to undertake the work in relation to investigating difficulties of rural communities accessing services and addressing such issues.
- The development of a strategy for the provision and co-ordination of low level services to help older people to live at home is to commence immediately.
- A Strategy has been produced outlining model of service integration for Intermediate Care – strategy out for consultation with health and social care staff, user & carers and stakeholders. This strategy includes the development of an inclusive approach to Intermediate Care for people with Mental Health problems (but restricted by CSCI standards).
- Work is being undertaken to develop a health needs assessment tool for carers in partnership with the PCT to enable front line health and social care staff to better assess the needs of carers for support in their caring role.
- The pilot project in relation to the implementation of electronic single assessment process using EasyCare has now been underway for 7 months and will now be extended to March 2005 when an evaluation will be completed.
- Work is continuing on the development of protocols for the care and treatment of older people with mental health problems (as per NSF Standard 7) in partnership with health – completed in January 2005.
- Following the introduction of SWIFT an assessment pro-forma has been developed and is being piloted to enable admin staff to become more involved in supporting social work staff in the assessment and care management process.

**Physical and Sensory Disability Services**

- The reduction from waiting times (from 3 months to 1 month) for visual impairment team has been partially completed.
- Support to the development of the local Deaf community has been undertaken and further investigation into the difficulties of BME communities accessing services to commence in January 2005.
- The information provision for Deaf and Hard of Hearing people has been partially completed and will continue into next year.

- Ongoing developments in relation to developing a sustainable South Yorkshire Support Service for Deaf People with Mental Health problems.
- The review of services for younger hearing impaired people is ongoing and meetings now take place on a regular basis in order to develop a better communication network.
- For people with PSD the review of arrangements in the welfare to work investment plan to improve access to work related training and other activities is partially completed.
- A action plan has been developed to reduce the number the waiting times for O.T. assessments.
- Establishment of a hospital-led low vision committee to co-ordinate services is due to be completed September 2005.

### **Direct Services & Older People Assessment**

- The Domiciliary care restructure commencing January 2005 and to be completed February 2005, thus enabling domiciliary care/Rothercare to meeting NCSC requirements.
- We have maintained registration standards in relation to the provision of in-house residential care through the modernisation of residential care and the development of Extra Care Housing. Work continues.
- Work is ongoing to establish and maintain appropriate staffing levels to provide high quality assessments in keeping with Fair Access to Care through appropriate first point of contact in service provision.
- Restructure of in-house home care services to meet registration requirements has been deferred to February 2005 but still on target.

### **Supporting People**

- Work continues on reconfiguring the local authority sheltered accommodation contracts so that they promote independence.
- Project plans are in place to ensure all service reviews are completed on time.
- There has been delays in the completion of the new Women's Refuge due to Housing Corporation and the build work. Now due for completion in the new year.

### **Learning Disability Services**

- Better links have been made with Carers established groups, but no one yet has agreed to be a Member of the Partnership Board.
- Previous attempts to recruit staff for the day centre from minority ethnic community has failed but advert has been sent out again.

- Schemes have been established for employment opportunities for people with a learning disability in Housing (gardens) and funding secured for Schools but the schemes are yet to start.
- The development of Health Action Plans for all adults with learning disability continues.
- The process and practice guidelines have been completed in relation to transitions, but the protocol is still to be produced by April 2005.

### **Children and Families**

- The process for bringing together children's social care and education functions under one Director has been agreed and posts are to be advertised.
- Work has been ongoing to improve the physical resources for staff and service users across the Borough but have experienced delays due to accommodation and IT requirements. Additional space is also to be created at Wath office for C&F team in January 2005 and a new base for Family Assessment Team is being pursued.
- Work is underway to review current admin. support to managers and front line teams and will be considered as part of the budget planning process.
- Officers are working with Scrutiny representatives to further develop the role of corporate parents. The number of visits which include Members has increased.

### **Strategic Services**

- In relation to information governance the retention and destruction policy is to be revised, procedures in relation to archiving are to be produced. Public Leaflets for Information handling are to be produced.
- Ongoing development of Client Role with RBT – regular meetings held has resulted in good working relationships and progress being made on a number of issues. Further development required following the recent appointment of an ICT Client Officer within the Council.
- SWIFT is being currently embedded around current operational practices. Greater links made to performance agenda are to continue.
- A workforce development strategy is to be produced for the Programme Area. Appointment to the Workforce Development Officer post has now been successful.
- Training Sessions about complaints for front-line staff to be re-considered in early 2005. Sessions with elected members to be reviewed in light of CSCI management of Stage 3 Panel Reviews from April 2005.
- Discussion about the shape of advocacy service still ongoing with outside agencies and with Children and Families Services. Spot purchase arrangement in place with 'Voice for the Child in Care' and advocacy still available through Children's Rights Service.

**ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS**

<b>1.</b>	<b>Meeting:</b>	Social and Community Support Scrutiny Panel
<b>2.</b>	<b>Date:</b>	14 <sup>th</sup> January, 2005
<b>3.</b>	<b>Title:</b>	Monthly Report of Key Performance Indicators for October 2004 – Wards affected ALL
<b>4.</b>	<b>Programme Area:</b>	Social Services

**5. Summary**

The attached Monthly Report of Key Performance Indicators shows Social Services performance as at month ending October 2004.

**6. Recommendations**

**Social and Community Support Scrutiny Panel receive the report and**

- a) **Note the performance achieved to date.**
- b) **Continue to monitor progress and future development of the report.**

## **7. Proposals and Details**

This is the third report of this type and additional development is planned to further enhance both the format and content (by increasing the range of indicators that can be reported monthly).

It provides information on those Social Services Performance Indicators that have been agreed by the Programme Area Senior Management Team as Key Performance Indicators.

The Key Performance Indicators provide the executive with oversight of the Programme Area progress in the pursuit of its strategic objectives and of continuous improvement. They are also the indicators primarily used by inspection agencies to form judgements on Social Services.

## **8. Finance**

Remedial action to correct under performing Performance Indicators, including any use of additional resources that may be required; would seek to be achieved by re-prioritisation within current budgets.

## **9. Risks and Uncertainties**

The adoption of this Monthly Report of Key Performance Indicators and its use by the executive and Cabinet Member for Social Services, will ensure that their early attention is drawn to any key areas that are underperforming.

## **10. Policy and Performance Agenda Implications**

The report deals specifically with the Programme Area's Key Performance Indicators, including Best Value Performance Indicators and through these the wider policy and performance agenda.

## **11. Background Papers and Consultation**

Best Value Performance Indicators for 2004/05: Supplementary guidance & feedback document.

Commission for Social Care Inspection (CSCI) Performance Assessment 2004 Operating Policies (13.01.2004)

Rotherham Local Public Service Agreement (LPSA) 2003-2006

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## **Monthly Report of Key Performance Indicators**

**For the month ending**

**October 2004**

**Presented to PA- SMT 7<sup>th</sup> December, 2004**

### **Graphs for 11 Performance Indicators**

**C&F = A1, C20, C23, DIS 1115**  
**Adults = C26, C32, C51, D39**  
**D54, D55, AC-C3a**

**Originated by Strategic Services – Contact Officers**

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Steve Lightfoot  
Lead Officer Mgt Information and Development (Adults) ext 4069

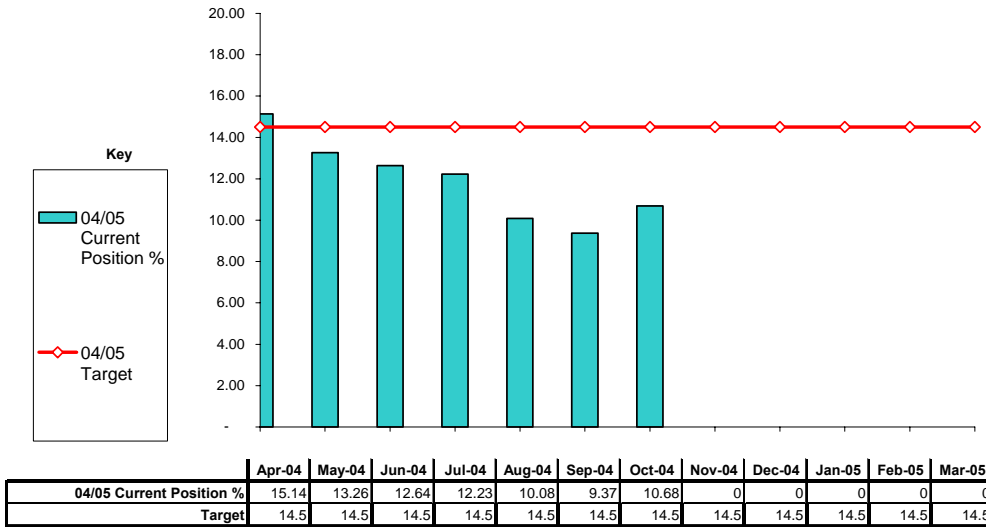
Chris Seekings  
Lead Officer Mgt Information and Development (Children & Family) ext 3925

## PAF A1

The percentage of children looked after with 3 or more placements during the year.

	2001/2002	2002/2003	2003/2004
Rotherham Score	14.9	13.3	13.61
All England 1st Quartile	15	14.3	14.9
IPF Average	11.9	12.5	12.5
IPF Minimum	4.1	8.2	9.2
IPF Maximum	16.5	23.3	19

04/05 Performance Monitoring Graph



**Evaluation: Good performance low, top band = Less than 16.01%; 1st Quartile**

The current trend indicates an **improvement** in performance as at 31st October, when compared to last years (03/04) performance.

Based on current performance a 04/05 year end outturn is forecasted approximately between 5 & 6%, which when compared against 03/04 equates to a :-

**Five ●●●●●** (blob) rating from the maximum available five blobs (no change).

**1st** ALL England quartile (no change).

**Better than the average** score for Rotherham comparator IPF group of Local Authorities (Improvement).

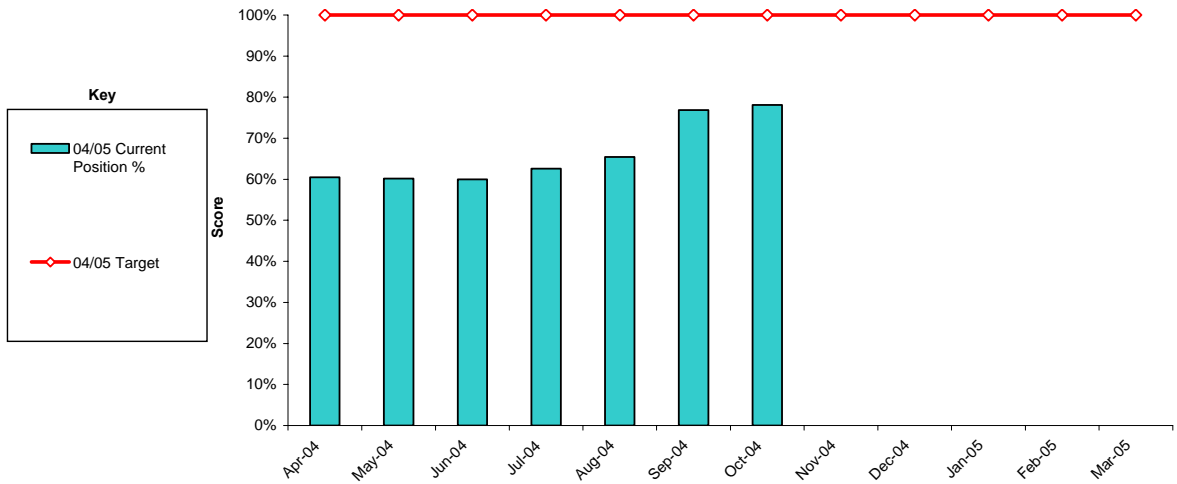


## PAF C20 (BVPI,DIS)

### Reviews Of Child Protection Cases

	2001/2002	2002/2003	2003/2004
Rotherham Score	-	-	53.07
All England 4th Quartile	-	-	100
IPF Average	-	-	93.8
IPF Minimum	-	-	53.07
IPF Maximum	-	-	100

04/05 Performance Monitoring Graph



	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05
04/05 Current Position %	60.49%	60.15%	60.00%	62.60%	65.41%	76.85%	78.07%					
Target	100	100	100	100	100	100	100	100	100	100	100	100

**Evaluation: Good performance is generally 100%, Top Band = 100%; 4th Quartile**

The current trend indicates an **improvement** in performance as at 31st October, when compared to last years (03/04) performance.

Based on current performance a 04/05 year end outturn is forecasted around 90%, which when compared against 03/04 equates to a :-

**One** • (blob) rating from the maximum available five blobs (no change).

**1st** ALL England quartile (no change).

**Below the average** score for Rotherham comparator IPF group of Local Authorities (no change).

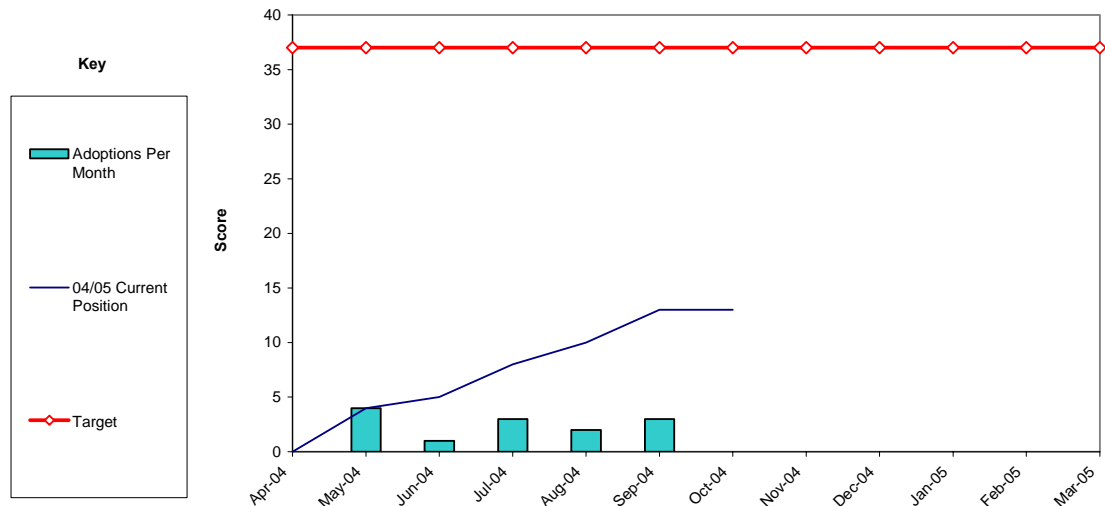
Additional action planned to further improve forecasted 04/05 outturn, in order to achieve improvement of blob and quartile rating.

# PAF C23 (BVPI, LPSA)

## Adoptions of Looked After Children

	2001/2002	2002/2003	2003/2004
Rotherham Score	-	-	9.94
All England 4th Quartile	-	-	9.2
IPF Average	-	-	6.8
IPF Minimum	-	-	2.8
IPF Maximum	-	-	10.5

04/05 Performance Monitoring Graph



	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05
Target	37	37	37	37	37	37	37	37	37	37	37	37
Adoptions Per Month	0.00	4.00	1.00	3.00	2.00	3.00	0					
04/05 Current Position	0.00	4.00	5.00	8.00	10.00	13.00	13.00					

**Evaluation: Good performance is generally high, top band = 8<25%; 4th Quartile**

The current trend indicates a slight **decline** in performance as at 31st October, when compared to last years (03/04) performance.

Based on current performance a 04/05 year end outturn is forecasted approximately **27 adoptions (8.88%)**, which when compared against 03/04 equates to a :-

**Five ●●●●●** (blob) rating from the maximum available five blobs (no change).

**3rd** ALL England quartile (down 1).

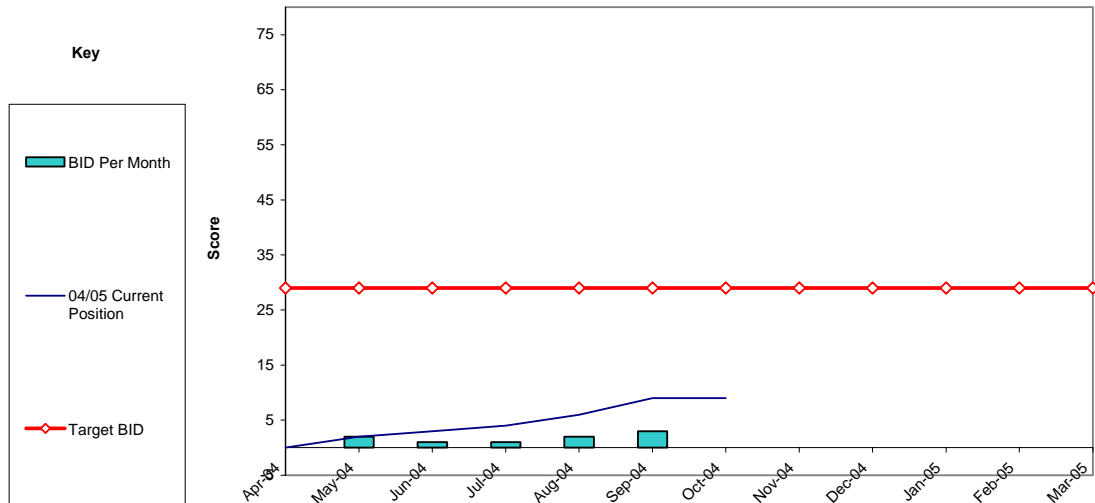
**Above the average** score for Rotherham comparator IPF group of Local Authorities (no change).

# DIS 1115 (LPSA)

Placed for Adoption within 12 months of Best Interests Decision (BID)

	2001/2002	2002/2003	2003/2004
Rotherham Score	-	-	64.5
All England 4th Quartile	-	-	92.3
IPF Average	-	-	79.1
IPF Minimum	-	-	57.1
IPF Maximum	-	-	94.1

04/05 Performance Monitoring Graph



	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05
Target BID	29	29	29	29	29	29	29	29	29	29	29	29
BID Per Month	0.00	2.00	1.00	1.00	2.00	3.00	0					
04/05 Current Position	0.00	2.00	3.00	4.00	6.00	9.00	9.00					

**Evaluation: Good performance is generally high, top band = 4th Quartile = 92.3%+**

The current trend indicates a slight **decline** in performance as at 31st October.

Based on current performance a 04/05 year end outturn is forecasted approximately **17 BID (62.96%)**, which when compared against 03/04 equates to a :-

**1st All England quartile (no change)**

**Below the average** score for Rotherham comparator IPF group of Local Authorities (no change).

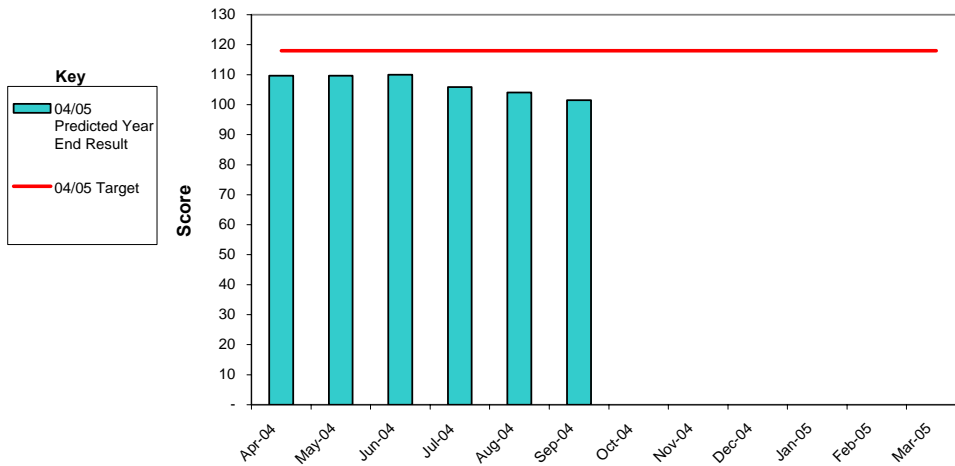
**Existing Target of 29 BID (LPSA)** will not be achieved.

## PAF C26 (CSCI,LPSA)

Admissions of supported residents aged 65 or over to residential/nursing care

	2001/2002	2002/2003	2003/2004
Rotherham Score	-	-	123.72
All England 1st Quartile	-	-	86.8
IPF Average	-	-	116.7
IPF Minimum	-	-	76.2
IPF Maximum	-	-	151.4

04/05 Performance Monitoring Graph



	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05
04/05 Predicted Year End Result	109.69	109.69	109.94	105.86	104.07	101.52						

**Evaluation: Good performance = generally low, top band = 70 < 100; 1st Quartile**

The current trend indicates a significant **improvement** in performance as at 31st October, when compared to last years (03/04) performance..

Based on current performance a 04/05 year end outturn is **forecasted at 97.95** which when compared against 03/04 equates to a :-

**Five** ●●●●● (blob) rating from the maximum available five blobs (up 2 ).

**3rd** ALL England quartile (up 1)

**Better than the average** score for Rotherham comparator IPF group of Local Authorities. (Improvement).

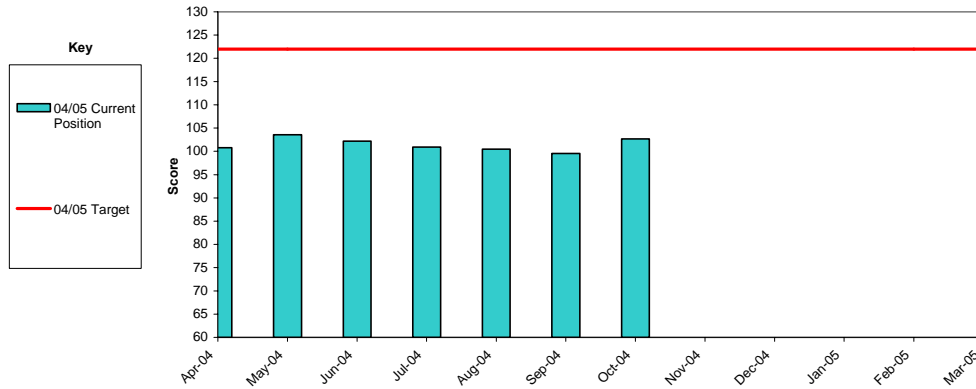
The forecast of 97.95, will mean we have achieved a top PAF banding performance from a bottom banding within 2 years

## PAF C32 (BVPI, Shared Priorities)

Adult older people helped to live at home

	2001/2002	2002/2003	2003/2004
Rotherham Score	127.02	114.3	106.65
All England 4th Quartile	104.6	103.08	101.5
IPF Average	103.1	96.65	94.5
IPF Minimum	60.3	70.6	46.3
IPF Maximum	172.2	130.8	147

04/05 Performance Monitoring Graph



	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05
<b>04/05 Current Position</b>	<b>100.78</b>	<b>103.56</b>	<b>102.21</b>	<b>100.91</b>	<b>100.48</b>	<b>99.56</b>	<b>102.70</b>					
<b>Numerator</b>	3951	4060	4007	3956	3939	3903	4026					
<b>Denominator</b>	39203	39203	39203	39203	39203	39203	39203	39203	39203	39203	39203	39203

**Evaluation: Good performance = generally high, top band = 100+; 4th Quartile**

The current trend indicates a slight **decline** in performance as at 31st October, when compared to last years (03/04) performance.

Based on current performance a 04/05 year end outturn is **forecasted at 103**, which when compared against 03/04 equates to a :-

**Five** ●●●●● (blob) rating from the maximum available five blobs (no change).

**4th** ALL England quartile (no change)

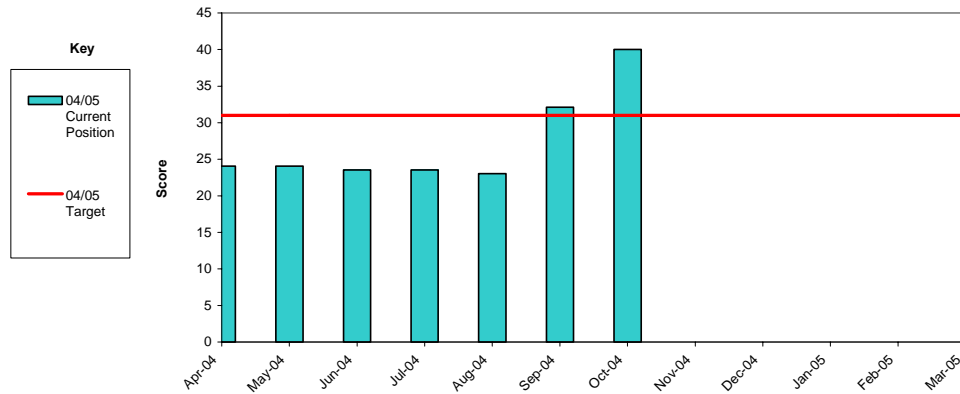
**Better than the average** score for Rotherham comparator IPF group of Local Authorities.

# PAF C51 (BVPI,CSCI,)

Direct Payments

	2001/2002	2002/2003	2003/2004
Rotherham Score	-	12.03	20
All England 4th Quartile	-	26	47
IPF Average	-	21.65	38.3
IPF Minimum	-	4.6	14
IPF Maximum	-	53.9	81

04/05 Performance Monitoring Graph



	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05
04/05 Current Position	24	24	24	24	23	32	40					

**Evaluation: Good performance = generally high, top band = 150 +; 4th Quartile**

The current trend indicates a significant **improvement** in performance as at 31st October, when compared to last years (03/04) performance.

Based on current performance a 04/05 year end outturn is forecasted at 45, which when compared against 03/04 equates to a :-

**Three ●●●** (blob) rating from the maximum available five blobs (Up 1).

**3rd** ALL England quartile (Up 2)

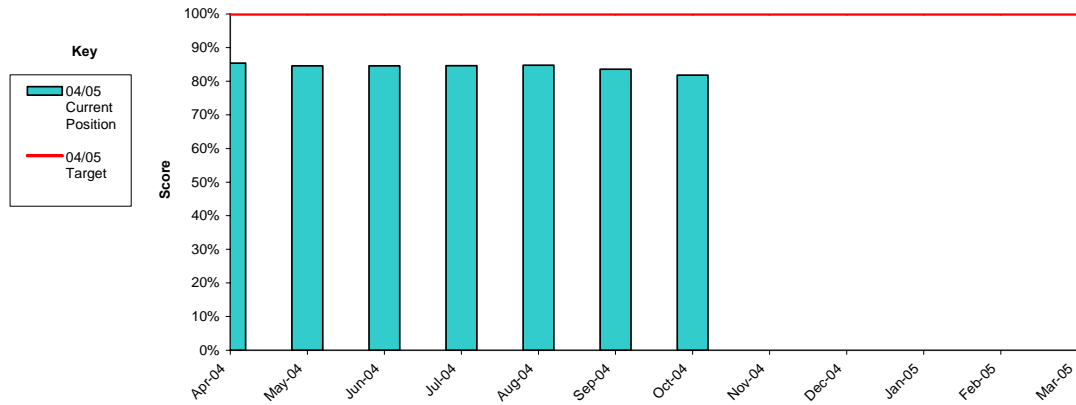
**Better than the average** score for Rotherham comparator IPF group of Local Authorities. (improvement)

# PAF D39 (BVPI)

People receiving a Statement of Needs

	2001/2002	2002/2003	2003/2004
Rotherham Score	59.17	62.49	79.4
All England 4th Quartile	94	95	96
IPF Average	88.5	88.56	89.9
IPF Minimum	59.2	62.5	74.8
IPF Maximum	100	98.3	96.5

04/05 Performance Monitoring Graph



	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05
04/05 Current Position	85.35%	84.57%	84.54%	84.63%	84.76%	83.53%	81.80%					
Numerator	5853	5892	5831	5777	5729	6316	6072					
Denominator	6897	6967	6897	6826	6759	7589	7423					

**Evaluation: Good performance = 100%, top band = 100%; 4th Quartile**

The current trend indicates **improvement** in performance as at 31st October 2004, when compared to last years (03/04) performance.

Based on current performance a 04/05 year end outturn is **forecasted at 81%**, which when compared against 03/04 equates to a :-

**Two ●●** (blob) rating from the maximum available five blobs (up 1).

**1st** ALL England quartile (no change)

**Worse than the average** score for Rotherham comparator IPF group of Local Authorities (no change).

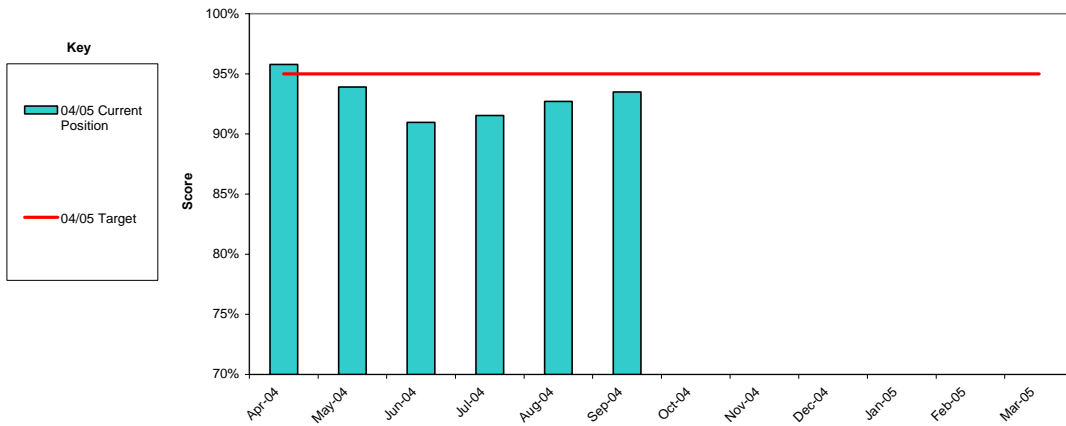
All new people assessed are provided with a SON, further improvement will be achieved when the historical cases are issued.

## PAF D54 (BVPI,CSCI)

Percentage of items of equipment and adaptations delivered within 7 working days

	2001/2002	2002/2003	2003/2004
Rotherham Score	-	-	95.29
All England 4th Quartile	-	97	87.6
IPF Average	-	-	79.2
IPF Minimum	-	-	61.1
IPF Maximum	-	-	95.3

04/05 Performance Monitoring Graph



	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05
04/05 Current Position	95.77%	93.91%	90.96%	91.54%	92.71%	93.50%	92.48%					

**Evaluation: Good performance = generally high, top band = 85% +; 4th Quartile**

The current trend indicates a **decline** in performance as at 31st October, when compared to last years (03/04) performance.

Based on current performance a 04/05 year end outturn is **forecasted at 92%**, which when compared against 03/04 equates to a :-

**Five** ●●●●● (blob) rating from the maximum available five blobs (no change).

**4th** ALL England quartile (no change)

**Better than the average** score for Rotherham comparator IPF group of Local Authorities (no change).

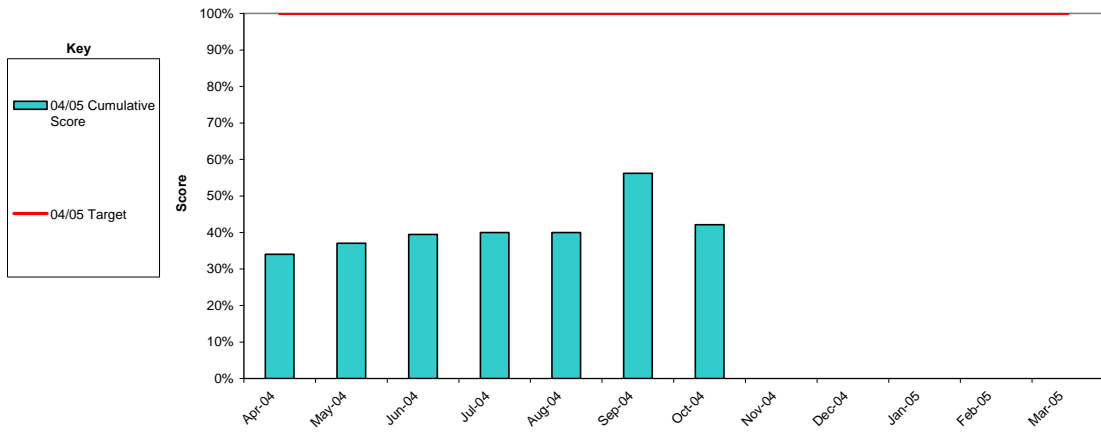


## PAF D55 (BVPI,CSCI)

Acceptable waiting times for assessments

	2001/2002	2002/2003	2003/2004
Rotherham Score	-	-	41.22
All England 4th Quartile	-	-	75
IPF Average	-	-	61.8
IPF Minimum	-	-	36
IPF Maximum	-	-	98

04/05 Performance Monitoring Graph



	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05
04/05 Current Position	34.03%	37.06%	39.47%	39.99%	39.99%	56.21%	42.12%					
Numerator	20.43%	21.43%	21.29%	18.48%	0.00%	35.29%	22.84%					
Denominator	47.62%	66.67%	65.00%	75.00%	0.00%	64.71%	62.56%					

**Evaluation: Good performance = generally high, top band = 85% +; 4th Quartile**

Further development on-going to enable future predicted year-end outturn to be reliably calculated.  
 October data based on electronic calculation from SWIFT which is being verified and compared against previous manual production method.

The current trend indicates a **slight increase** in performance as at 31st October, when compared to last years (03/04) performance.

Current Cumulative Score of 42.12 for October represents **1 ●** (blob) rating from the maximum available five blobs (no change).

**Worse than the average** score for Rotherham comparator IPF group of Local Authorities (no change).

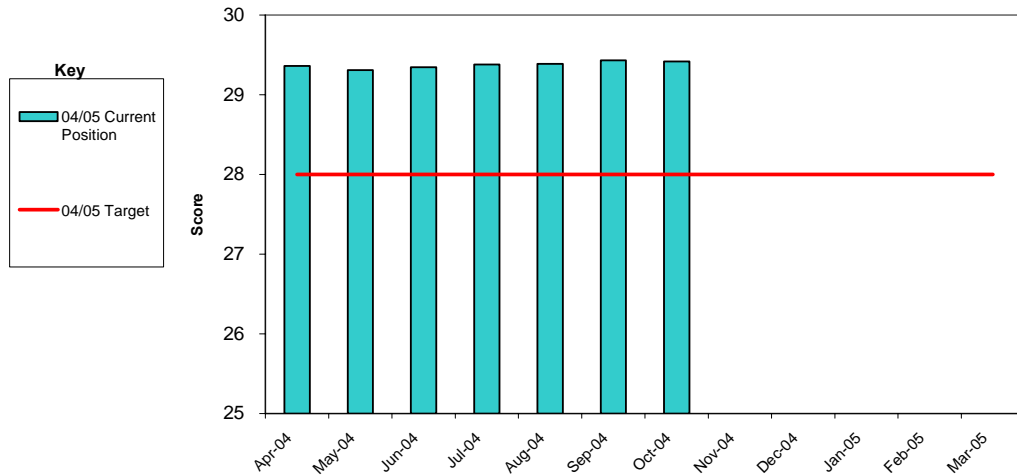
Current performance indicates a year-end outturn of 60% an improvement which would result in an **average ●●●** (blob) rating (Up 2).

### AC-C3a (LPSA)

Number of people aged 65+ in receipt of residential care per 1,000 aged 65+

	2001/2002	2002/2003	2003/2004
Rotherham Score	-	-	30.13
All England lower Quartile	-	-	-
IPF Average	-	-	-
IPF Minimum	-	-	-
IPF Maximum	-	-	-

04/05 Performance Monitoring Graph



	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05
04/05 Current Position	29.36	29.31	29.34	29.38	29.39	29.43	29.42					

**Evaluation: Good performance = low, local PI only. Rotherham aim to reduce from 32 (01/02) to 27 (05/06)**

The current trend indicates a static but slight **improvement** in performance as at 31st October, when compared to last years (03/04) performance.

Based on current performance a 04/05 year end outturn is **forecasted between 29 and 30** (improvement on 03-04).



<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Social and Community Support Scrutiny Panel</b>
<b>2.</b>	<b>Date:</b>	<b>Friday 14 January 2005</b>
<b>3.</b>	<b>Title:</b>	<b>Social Services Revenue Budget Monitoring Report 2004/05</b> All Wards Affected
<b>4.</b>	<b>Programme Area:</b>	<b>Social Services</b>

## 5. Summary

To inform members of the latest projected revenue expenditure against budget for Social Services for the financial year, highlighting any major variations and action plans to ensure spending remains within the approved cash limited budget.

## 6. Recommendations

**That members receive the latest revenue budget monitoring report for 2004/05.**

## 7. Proposals and Details

This is the sixth budget monitoring report to be reported to members for 2004/05. The latest report shows projected expenditure against budget based on actual expenditure for the period April to the end of November 2004. The overall position shows a projected overspend of £449,140 or +0.69% for the Programme Area against a revenue budget of £65,284,271, a reduction in overspend of £79,050 against the previous month (excluding Central Establishment Charges).

## 8. Finance

The main variation against approved budgets for each service area can be summarised as follows:

### Children and Families

The latest projections show an overall overspend of £336,200 (+2.14%), a reduction in projected overspend of £39,200 since the previous period.

Since the last report there has been a reduction in the cost of Out of Authority placements and further slippage on vacant posts. There has been an increase in projected overspend in respect of planned inter agency adoption placements in order to meet PSA targets and existing pressures remain on agency staff to cover staff

vacancies and sickness, client related expenditure and central recharges, in particular legal fees and advertising costs.

These pressures are being reduced by the application of grants where spending conditions allow, capping spending on procurement budgets (except for health and safety issues) and close monitoring and recruitment to vacant posts. There continues to be regular fortnightly reviews and close monitoring of all out of authority placements.

### Adult Services

The latest figures show an overall projected overspend of £162,000 (+0.34%) a reduction in overspend of £33,000 since the previous period.

The main pressures are the recurrent budget pressure on Learning Disabilities residential and nursing care, supported living and day care transport costs. There continues to be a pressure on the Domiciliary Care budgets as a result of more people being diverted from residential care. There also remains a recurrent budget pressure on central recharges.

These projected overspends are being reduced by a projected underspend on the number of placements within older peoples residential and nursing care budgets, further slippage on vacant posts, capping expenditure on essential service developments and procurement budgets (except for health and safety issues) and the application of specific grants where appropriate.

### Strategic Services

Current projections show an overall projected underspend of £46,060 (-1.94%) and slight increase in underspend of £6,850 since the previous period.

The projected recurrent pressure on central recharges is being offset by slippage on filling vacant posts.

### Finance & Accountancy

The latest position shows a projected underspend of £3,000 (-1.98%) as a result of slippage of filling a vacant post within the section.

## **9. Risks and Uncertainties**

There remains a number of recurrent budget pressures, Children's out of authority placements, Adoption services, Learning Disabilities residential and nursing care, Home Care and Corporate recharges which we continue to monitor closely.

Plans (see Appendix 1) are in place to reduce the projected overspend this includes regular reviewing the appropriateness of all children's out of authority placements, further reviews of adoption allowances and client transport, further scrutiny in the recruitment to vacant posts, capping budgets earmarked for further developments of service and all procurement budgets (except for health and safety), and the application of specific grants where spending conditions allow.

## **10. Policy and Performance Agenda Implications**

The approved cash limited budget for 2004/05 has allowed existing levels of service to be maintained to support the most vulnerable people and continues to contribute to meeting the Council's Core Values and priorities.

## **11. Background Papers and Consultation**

The attached Appendix 1 is a new corporate format which now shows the projected outturn for both gross expenditure and gross income at service level together with proposed actions for bringing expenditure within budget by the end of the financial year.

Appendix 2 shows the detailed reports for each service together with a service level summary which shows compares the projected net revenue overspend with the previous reported position.

The detailed projections involve consultation with budget holders and scrutiny by each Service Area Management Team before final approval by the Programme Area Senior Management Team.

**Contact Name :** Mark Scarrott, Finance & Accountancy Manager (Social Services),  
Extension 3977, [mark.scarrott@rotherham.gov.uk](mailto:mark.scarrott@rotherham.gov.uk)

### Revenue Budget Monitoring Report 2004/05

(Based on information available as at 30 November 2004)



Division of Service	Expenditure		Income		Reasons/Implications		
	Budget £	Proj'd out turn £	Variance £	Budget £		Proj'd out turn £	Variance £
Children & Families	19,631,585	20,038,985	407,400	-3,957,535	-4,028,735	-71,200	Increases in cost of Out of Authority placements, legal fees for complex cases, use of agency workers to cover vacancies /sickness, inter-agency adoption fees and pressures on client related expenditure. Being reduced by the use of grant funding and slippage on vacant posts.
Adult Services	78,144,393	78,590,293	445,900	-31,056,190	-31,340,090	-283,900	Significant budget pressures on Learning Disabilities Residential and Nursing Care, Day Care transport and supported living costs. Continued increase in demand for Home Care over and above the budget, reduction in client income for wardens service, recurrent overspend on Central recharges. Pressures being reduced by a reduction in the number of Older People Residential and Nursing Care placements than originally forecast, slippage on vacant posts and the capping of expenditure earmarked for essential service developments.
Strategic Services	3,116,210	3,025,390	-90,820	-746,055	-701,295	44,760	Slippage on vacant posts are offsetting recurrent pressures on central recharges.
Finance & Accountancy	159,785	156,785	-3,000	-7,922	-7,922	0	Slippage on filling vacant post.
<b>Total</b>	<b>101,051,973</b>	<b>101,811,453</b>	<b>759,480</b>	<b>-35,767,702</b>	<b>-36,078,042</b>	<b>-310,340</b>	

APPENDIX 1 Sheet 2 of 2

**Revenue Budget Monitoring Report 2004/05**  
(Based on information available as at 30 November 2004)

Division of Service	Proj'd Variance NET £	RAG Status		Actions Proposed and Intended Impact	Revised RAG Status	
		Financial	Performance		Financial	Performance
Children & Families	336,200	Red	Red	Regular review appropriateness of all Out of Authority placements and review client expenditure to bring spending in line with budget. Review practice issues around the use of taxis. Negotiate with legal services on the costs of legal fees. Enhance recruitment and retention packages with potential reduction in the use of agency staff. Application of grant funding where conditions allow and moratorium on all procurement spending (excluding health and safety) now in place.	Red	Red
Adult Services	162,000	Red	Red	Recurrent budget pressures within Learning Disabilities are being examined in detail and action plan developed. Proposals being examined to address the capacity issues within Home Care. Maximisation of grant funding, further scrutiny on filling vacant posts and moratorium on all procurement spending (excluding health and safety) now in place.	Amber	Amber
Strategic Services	-46,060	Green	Green	No further action required	Green	Green
Finance & Accountancy	-3,000	Green	Green	No further action required	Green	Green
<b>Total</b>	<b>449,140</b>					



1  
1  

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## APPENDIX 2

**NET REVENUE BUDGET PROJECTIONS 2004/05**  
**Projected position based on the period 1 April 2004 to 30 November 2004**



SERVICE DIVISION	EXPENDITURE/INCOME HEAD	NET CURRENT BUDGET £	POTENTIAL VARIATION LAST PERIOD £	POTENTIAL VARIATION CURRENT PERIOD £	PERCENTAGE VARIATION CURRENT PERIOD %	COMMENTS AND ACTION PROPOSED
<b>CHILDREN &amp; FAMILIES</b>	Overall Budget	15,674,050	375,400	336,200	2.14%	Increase in cost of Out of Authority placements. Recurrent pressures on legal fees for complex cases, agency costs to cover vacancies /sickness, inter-agency adoption fees and client related expenditure. Being reduced by use of grant funding and slippage on vacant posts.
<b>ADULT SERVICES</b>	Overall Budget	47,088,203	195,000	162,000	0.34%	Significant budget pressures on Learning Disabilities Residential and Nursing Care, Day Care transport and supported living costs. Continued increase in demand for Home Care over and above the budget, reduction in client income from wardens, recurrent overspend on Central recharges. Pressures being reduced by a reduction in the number of Older People Residential and Nursing Care placements than originally forecast, slippage on vacant posts and the capping of expenditure earmarked for essential service developments.
<b>STRATEGIC SERVICES</b>	Overall Budget	2,370,155	-39,210	-46,060	-1.94%	Further slippage on vacant posts is offsetting the recurrent pressure on central recharges.
<b>FINANCE &amp; ACCOUNTANCY</b>	Overall Budget	151,863	-3,000	-3,000	-1.98%	Slippage on recruiting to vacant post.
		<b>65,284,271</b>	<b>528,190</b>	<b>449,140</b>	<b>0.69%</b>	<b>Note</b> Further pressures are the potential impact of a review of the conditions of service for Residential and home care workers and health and safety accommodation issues.

**TOTAL POTENTIAL VARIATION FOR YEAR** 449,140 0.69%

**NET BUDGET (EXCLUDING CENTRAL AND FINANCING CHARGES)** 65,284,271

**PROJECTED OUTTURN (EXCLUDING CENTRAL AND FINANCING CHARGES)** 65,733,411

SERVICE AREA : CHILDREN & FAMILIES		BUDGET PROJECTIONS 2004/05							
Projected position based on the period 1 April 2004 to 30 November 2004									
NET VARIANCE PREVIOUS PERIOD £	EXPENDITURE / INCOME HEAD	EXPENDITURE			INCOME			NET VARIANCE CURRENT PERIOD £	COMMENTS AND ACTION PROPOSED
		GROSS BUDGET £	EXPENDITURE VARIANCE £	GROSS BUDGET £	INCOME VARIANCE £	GROSS BUDGET £			
23,200	Child Protection & Planning	389,845	13,500	-65,362	0	13,500	0	13,500	Staff slippage offset by Cost of Independent Reviews / Investigations
92,800	Locality Services Teams	3,582,771	76,600	0	0	76,600	0	76,600	Overspend on Agency costs, Taxi's, Section 17 & 23. Reviewing vacancies & use of agency staff. Taxi usage reduced following full review. Section 17 & 23 expenditure under regular review. Training grant applied based on anticipated activity levels.
2,100	Appropriate Adult Scheme	17,257	2,100	0	0	2,100	0	2,100	Contract to be reviewed
-81,700	Hospital & Disability Teams	590,773	-74,400	0	0	-74,400	0	-74,400	Staff slippage from disestablishment of Hospital Team partially offset by agency costs.
-9,500	Other Commissioning & Social Work	691,707	-11,000	0	0	-11,000	0	-11,000	Slight reduction in Client expenditure.
<b>26,900</b>	<b>Commissioning &amp; Social Work</b>	<b>5,272,353</b>	<b>6,800</b>	<b>-65,362</b>	<b>0</b>	<b>6,800</b>	<b>0</b>	<b>6,800</b>	
661,900	Children's Homes	3,678,596	665,700	-98,818	-97,300	665,700	-97,300	568,400	Sickness cover and use of agency workers in residential units, regrading of night care assistants in Disability Respite Units. Increased use of out of authority placements. National Carers, Training and Supporting People grants applied based on anticipated activity levels. Staffing structure in residential units under review and active review of appropriateness of out of authority placements. Recovery of income negotiated for appropriate
-213,800	Fostering Services	2,675,646	-160,900	0	0	-160,900	0	-160,900	Overspend on Residence Orders and additional boarding out. Staff slippage and underspend on Families together packages & Specialist Fostering Scheme. Actively recruiting to post / schemes. Increased fostering allowances funded through use of Choice Protects & Safeguarding Grants - exit strategy being considered.
<b>448,100</b>	<b>Children Looked After</b>	<b>6,354,242</b>	<b>504,800</b>	<b>-98,818</b>	<b>-97,300</b>	<b>504,800</b>	<b>-97,300</b>	<b>407,500</b>	
0	Services for Under Eights	23,500	0	0	0	0	0	0	
0	Other Family Support Services	12,500	0	0	0	0	0	0	
<b>0</b>	<b>Family Support Services</b>	<b>36,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
0	Secure Accommodation	5,281	0	0	0	0	0	0	
0	Youth Offenders Teams	819,957	-337,602	0	0	-337,602	0	0	
<b>0</b>	<b>Youth Justice</b>	<b>825,238</b>	<b>0</b>	<b>-337,602</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
153,500	Adoption Services	525,388	185,000	0	0	185,000	0	185,000	Overspend on Planned Inter Agency Adoption placements to meet PSA targets and increased cost of allowances after annual review.
-383,400	Leaving Care Services	1,652,000	-396,400	0	0	-396,400	0	-396,400	Underspend on Fostering Allowances for Eligible Young People ,
-5,600	Other Children's Services	247,693	-29,300	-113,971	27,500	-29,300	27,500	-1,800	Underspend on accommodation and income maintenance for Relevant Young People & slippage on Floating Support Scheme. All Leaving Care schemes being monitored.
<b>-235,500</b>	<b>Other Children &amp; Families Services</b>	<b>2,425,081</b>	<b>-240,700</b>	<b>-113,971</b>	<b>27,500</b>	<b>-240,700</b>	<b>27,500</b>	<b>-213,200</b>	Staff Slippage

SERVICE AREA : CHILDREN & FAMILIES						
BUDGET PROJECTIONS 2004/05						
Projected position based on the period 1 April 2004 to 30 November 2004						
NET VARIANCE PREVIOUS PERIOD £	EXPENDITURE			INCOME		NET VARIANCE CURRENT PERIOD £
	EXPENDITURE / INCOME HEAD	GROSS BUDGET £	EXPENDITURE VARIANCE £	GROSS BUDGET £	INCOME VARIANCE £	
-3,200	Head of Service	103,675	-2,700	0	0	-2,700
-19,400	Service Managers	413,250	-20,000	0	0	-20,000
-11,400	Accommodation Costs	121,851	-7,200	-7,555	-1,400	-8,600
-36,000	Business Management	582,924	-40,600	0	0	-40,600
318,800	Central Recharges	162,744	319,900	0	0	319,900
<b>248,800</b>	<b>Support Services &amp; Mgt Costs</b>	<b>1,384,444</b>	<b>249,400</b>	<b>-7,555</b>	<b>-1,400</b>	<b>248,000</b>
0	Families & Lone Children Asylum	0	0	0	0	0
0	<b>Asylum Seekers</b>	0	0	0	0	0
0	Other Youth Justice Services Grants	1,653,367	-1,653,367	-1,653,367	0	0
-112,900	Quality Protects Grant	249,000	-112,900	-249,000	0	-112,900
0	Sure Start	0	0	0	0	0
0	National Carers Grant	134,000	0	-134,000	0	0
0	Health Grants	600,090	-600,090	-600,090	0	0
0	SRB Grants	218,000	-218,000	-218,000	0	0
0	Children's Fund	55,770	-55,770	-55,770	0	0
0	Safeguarding Grant	424,000	-424,000	-424,000	0	0
<b>-112,900</b>	<b>Grant Funded Schemes</b>	<b>3,334,227</b>	<b>-112,900</b>	<b>-3,334,227</b>	<b>0</b>	<b>-112,900</b>
<b>375,400</b>	<b>Total Children &amp; Families Services</b>	<b>19,631,585</b>	<b>407,400</b>	<b>-3,957,535</b>	<b>-71,200</b>	<b>336,200</b>

TOTAL POTENTIAL VARIATION FOR YEAR 336,200

PROJECTED NET REVENUE OUTTURN (EXCLUDING CENTRAL AND FINANCING CHARGES) 16,010,250

% VARIANCE AGAINST NET REVENUE BUDGET 2.14

Use of Brought forward Quality Protects & Leaving Care grant funding to offset overspend on Inter Agency Adoption fees & Specialist placements.

Secondment arrangements  
Secondment arrangements  
Reduced cost of premises repairs...  
Staff slippage partially offset by increased costs of printing and equipment.  
Overspend on Legal Fees and staff advertising being monitored.

SERVICE AREA : ADULT SERVICES		EXPENDITURE / INCOME HEAD		EXPENDITURE		INCOME		NET VARIANCE	COMMENTS AND ACTION PROPOSED
NET VARIANCE PREVIOUS PERIOD	EXPENDITURE / INCOME HEAD	GROSS BUDGET	EXPENDITURE VARIANCE	GROSS BUDGET	INCOME VARIANCE	NET VARIANCE CURRENT PERIOD			
£		£	£	£	£	£	£		
	<b>OLDER PEOPLE</b>								
-335,000	Assessment & Care Management	4,365,323	-336,000	-1,249,496	0	-336,000	0	-336,000	Delayed developments to fund budget pressures Increase in allocation of Training Support Grant
<b>-335,000</b>	<b>Assessment &amp; Care Management</b>	<b>4,365,323</b>	<b>-336,000</b>	<b>-1,249,496</b>	<b>0</b>	<b>-336,000</b>	<b>0</b>	<b>-336,000</b>	
-130,900	Residential Care In House	7,219,969	-166,400	-1,978,946	3,500	-162,900	3,500	-162,900	Forecast impact of spending moratorium
-69,000	Nursing Home Placements Indep	12,160,593	-364,000	-2,111,186	295,000	-69,000	295,000	-69,000	Costs per place less than forecast, more discharges leading to fewer people than forecast to financially support.
0	Residential Care Independent	194,505	0	-130,000	0	0	0	0	Grant income transferred to offset pressures in LD & PSDI
0	Supported & Other Acc. Independent	0	0	0	0	0	0	0	
<b>-199,900</b>	<b>Residential Care</b>	<b>19,575,067</b>	<b>-530,400</b>	<b>-4,220,132</b>	<b>298,500</b>	<b>-231,900</b>	<b>298,500</b>	<b>-231,900</b>	
109,000	Home Care In House	8,374,197	19,000	-2,288,164	90,000	109,000	90,000	109,000	Slight overspend on home care oncosts and income less than forecast
169,000	Wardens Services	1,730,926	0	-1,781,319	169,000	169,000	169,000	169,000	Income from charges less than forecast, revised projection from Housing
0	Meals In House	955,291	0	-459,684	0	0	0	0	
0	Equipment In House	0	0	-23,800	0	0	0	0	
-12,000	Other Community Services Independent	237,085	-12,000	-43,815	0	-12,000	0	-12,000	
48,000	Homecare Independent	1,369,363	298,000	-196,181	-250,000	48,000	-250,000	48,000	Increased levels of service provision to Independent Sector due to impact of diverting from residential care. Overspend being funded from underspend on residential care
<b>314,000</b>	<b>Care in Peoples Homes</b>	<b>12,666,862</b>	<b>305,000</b>	<b>-4,792,963</b>	<b>9,000</b>	<b>314,000</b>	<b>9,000</b>	<b>314,000</b>	
-3,000	Day Care In House	648,743	-13,000	-488,496	10,000	-3,000	10,000	-3,000	overspend reduced due to spending moratorium
-25,000	Day Care Independent	729,455	-25,000	-215,263	0	-25,000	0	-25,000	Over on Age Concern offset by underspend on EMI Day Care
<b>-28,000</b>	<b>Day Care</b>	<b>1,378,198</b>	<b>-38,000</b>	<b>-703,759</b>	<b>10,000</b>	<b>-28,000</b>	<b>10,000</b>	<b>-28,000</b>	
68,000	Advice & Info Independent	301,413	68,000	-132,944	0	68,000	0	68,000	Underspend on consultation costs due to moratorium Overspend on Direct Payments
<b>68,000</b>	<b>Advice &amp; Info &amp; Carers Support</b>	<b>301,413</b>	<b>68,000</b>	<b>-132,944</b>	<b>0</b>	<b>68,000</b>	<b>0</b>	<b>68,000</b>	
-90,000	Management & Admin Support, Transport	3,011,435	-90,000	-273,708	0	-90,000	0	-90,000	Significant unreported pressure forecast to meet changes in conditions of service estimated £160,000 Options to fund being considered
<b>-90,000</b>	<b>Management &amp; Admin Services</b>	<b>3,011,435</b>	<b>-90,000</b>	<b>-273,708</b>	<b>0</b>	<b>-90,000</b>	<b>0</b>	<b>-90,000</b>	
<b>-270,900</b>	<b>Total Older People</b>	<b>41,298,298</b>	<b>-621,400</b>	<b>-11,373,002</b>	<b>317,500</b>	<b>-303,900</b>	<b>317,500</b>	<b>-303,900</b>	

SERVICE AREA : ADULT SERVICES		EXPENDITURE / INCOME HEAD		EXPENDITURE		INCOME		NET VARIANCE	COMMENTS AND ACTION PROPOSED
NET VARIANCE PREVIOUS PERIOD	EXPENDITURE / INCOME HEAD	GROSS BUDGET	EXPENDITURE VARIANCE	GROSS BUDGET	EXPENDITURE VARIANCE	GROSS BUDGET	INCOME VARIANCE	CURRENT PERIOD	
£		£	£	£	£	£	£	£	
	<b>LEARNING DISABILITIES</b>								
-57,000	Assessment & Care Management	950,765	-57,000			-274,500	0	-57,000	Slippage on filling vacant posts
0	Assessment & Care Management - Health	3,042,682	0			-3,042,682	0	0	
<b>-57,000</b>	<b>Assessment &amp; Care Management</b>	<b>3,993,447</b>	<b>-57,000</b>			<b>-3,317,182</b>	<b>0</b>	<b>-57,000</b>	
-41,300	Residential Care In House	1,555,149	-23,800			-150,856	-17,500	-41,300	Underspend on employee costs
0	Nursing Home Placements Indep	1,254,841	0			-1,117,429	0	0	Potential Grant funding shortfall Preserved Rights
534,000	Residential Care Independent	3,133,775	1,034,000			-1,782,098	-500,000	534,000	Recurrent pressure due to high cost of placements
<b>492,700</b>	<b>Residential Care</b>	<b>5,943,765</b>	<b>1,010,200</b>			<b>-3,050,383</b>	<b>-517,500</b>	<b>492,700</b>	<b>£150,000 grant transfer from Older people</b>
26,500	Other Community Services Independent	184,887	26,500			0	0	26,500	Pressure on Community Support Budget
21,200	Supported & Other Acc In House	425,101	17,300			-313,105	3,900	21,200	Difficulty meeting vacancy factor
117,000	Supported & Other Acc. Independent	2,365,437	117,000			-2,130,456	0	117,000	Withdrawal and repayment of Invest to Save Funding
16,500	Homecare Independent	36,870	16,500			-6,389	0	16,500	Increase in number of service users
43,500	In House Care Other	99,936	43,500			-55,281	0	43,500	Pressure on Family and Friends Scheme
<b>224,700</b>	<b>Care in Peoples Homes</b>	<b>3,112,231</b>	<b>220,800</b>			<b>-2,505,231</b>	<b>3,900</b>	<b>224,700</b>	
30,200	Day Care In House	2,822,120	28,000			-211,839	2,200	30,200	Pressure due to increased transport costs offset by slippage on employee costs
38,000	Day Care Independent	521,941	38,000			-192,152	0	38,000	Pressure on over 19s college transport
0	Day Care Health	347,278	0			-347,278	0	0	
<b>68,200</b>	<b>Day Care</b>	<b>3,691,339</b>	<b>66,000</b>			<b>-751,269</b>	<b>2,200</b>	<b>68,200</b>	
0	Advice & Info Independent	309,817	0			-89,120	0	0	
<b>0</b>	<b>Advice &amp; Info &amp; Carers Support</b>	<b>309,817</b>	<b>0</b>			<b>-89,120</b>	<b>0</b>	<b>0</b>	
<b>728,600</b>	<b>Total Learning Disabilities</b>	<b>17,050,599</b>	<b>1,240,000</b>			<b>-9,713,185</b>	<b>-511,400</b>	<b>728,600</b>	

SERVICE AREA : ADULT SERVICES

BUDGET PROJECTIONS 2004/05

Projected position based on the period 1 April 2004 to 30 November 2004

SERVICE AREA : ADULT SERVICES		EXPENDITURE / INCOME HEAD		EXPENDITURE		INCOME		NET VARIANCE	COMMENTS AND ACTION PROPOSED
NET VARIANCE PREVIOUS PERIOD	EXPENDITURE / INCOME HEAD	GROSS BUDGET	EXPENDITURE VARIANCE	GROSS BUDGET	EXPENDITURE VARIANCE	GROSS BUDGET	INCOME VARIANCE	CURRENT PERIOD	
£		£	£	£	£	£	£	£	
	<b>MENTAL HEALTH</b>								
-93,000	Assessment & Care Management	1,979,639	-63,000	-638,299	-30,000	-93,000	-30,000	-93,000	Slippage on filling vacant posts
<b>-93,000</b>	<b>Assessment &amp; Care Management</b>	<b>1,979,639</b>	<b>-63,000</b>	<b>-638,299</b>	<b>-30,000</b>	<b>-93,000</b>	<b>-30,000</b>	<b>-93,000</b>	
0	Residential Care In House	36,572	0	-23,786	0	0	0	0	
-58,000	Residential Care Independent	759,043	-58,000	-286,000	0	-58,000	0	-58,000	Additional discharges since last report
<b>-58,000</b>	<b>Residential Care</b>	<b>795,615</b>	<b>-58,000</b>	<b>-309,786</b>	<b>0</b>	<b>-58,000</b>	<b>0</b>	<b>-58,000</b>	
1,700	Home Care In House	32,053	1,700	-29,584	0	1,700	0	1,700	
-32,600	Other Community Services Independent	544,183	-32,600	-186,144	0	-32,600	0	-32,600	Increased income from Supporting People - Stoneham
-61,000	Homecare Independent	61,343	-91,000	-457	30,000	-61,000	30,000	-61,000	Lourdens Hill development budget delayed implementation
<b>-91,900</b>	<b>Care in Peoples Homes</b>	<b>637,579</b>	<b>-121,900</b>	<b>-216,185</b>	<b>30,000</b>	<b>-91,900</b>	<b>30,000</b>	<b>-91,900</b>	
-16,000	Day Care In House	448,145	-16,000	-103,390	0	-16,000	0	-16,000	Slippage on employee costs plus spending moratorium
0	Day Care Independent	281,324	0	-10,000	0	0	0	0	
<b>-16,000</b>	<b>Day Care</b>	<b>729,469</b>	<b>-16,000</b>	<b>-113,390</b>	<b>0</b>	<b>-16,000</b>	<b>0</b>	<b>-16,000</b>	
0	Advice & Info Independent	226,151	0	-17,000	0	0	0	0	Cedar Scheme back on target
<b>0</b>	<b>Advice &amp; Info &amp; Carers Support</b>	<b>226,151</b>	<b>0</b>	<b>-17,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
4,000	Management & Admin Support	13,586	4,000	-12,000	0	4,000	0	4,000	Increased running costs Godstone Road
<b>4,000</b>	<b>Management &amp; Admin Services</b>	<b>13,586</b>	<b>4,000</b>	<b>-12,000</b>	<b>0</b>	<b>4,000</b>	<b>0</b>	<b>4,000</b>	
<b>-254,900</b>	<b>Total Mental Health</b>	<b>4,382,039</b>	<b>-254,900</b>	<b>-1,306,660</b>	<b>0</b>	<b>-254,900</b>	<b>0</b>	<b>-254,900</b>	

SERVICE AREA : ADULT SERVICES		EXPENDITURE		INCOME		NET VARIANCE CURRENT PERIOD £	COMMENTS AND ACTION PROPOSED
NET VARIANCE PREVIOUS PERIOD £	EXPENDITURE / INCOME HEAD	GROSS BUDGET £	EXPENDITURE VARIANCE £	GROSS BUDGET £	INCOME VARIANCE £		
	<b>PHYSICAL DISABILITIES</b>						
-32,000	Assessment & Care Management	1,406,708	-32,000	-170,361	0	-32,000	Slippage on filling vacant posts
<b>-32,000</b>	<b>Assessment &amp; Care Management</b>	<b>1,406,708</b>	<b>-32,000</b>	<b>-170,361</b>	<b>0</b>	<b>-32,000</b>	
0	Residential Care In House	434,872	0	-33,797	0	0	
-13,000	Nursing Home Placements Indep	410,362	-13,000	-50,000	0	-13,000	Reduction in the average cost per person due to discharge of expensive care packages
22,000	Residential Care Independent	0	22,000	0	0	22,000	Grant funding shortfall Preserved Rights part offset by slippage on other schemes
0	Supported & Other Acc. Independent	80,713	0	0	0	0	
<b>9,000</b>	<b>Residential Care</b>	<b>925,947</b>	<b>9,000</b>	<b>-83,797</b>	<b>0</b>	<b>9,000</b>	
48,000	Equipment In House	513,444	94,000	-118,000	-46,000	48,000	Pressure on repairs/maintenance at Kirk House Resource Centre, adaptations and Equipment for Disabled
0	Other Community Services Independent	685,531	0	-78,073	0	0	Pressure on Crossroads care support scheme
600	Homecare Independent	319,033	44,600	-20,792	-44,000	600	
<b>48,600</b>	<b>Care in Peoples Homes</b>	<b>1,518,008</b>	<b>138,600</b>	<b>-216,865</b>	<b>-90,000</b>	<b>48,600</b>	
-1,600	Day Care Independent	289,775	-1,600	-41,000	0	-1,600	Pressure on Scope service offset by slippage on Thursday Club
<b>-1,600</b>	<b>Day Care</b>	<b>289,775</b>	<b>-1,600</b>	<b>-41,000</b>	<b>0</b>	<b>-1,600</b>	
-2,500	Advice & Info Independent	215,728	-2,500	-15,000	0	-2,500	Slippage on advocacy schemes
<b>-2,500</b>	<b>Advice &amp; Info &amp; Carers Support</b>	<b>215,728</b>	<b>-2,500</b>	<b>-15,000</b>	<b>0</b>	<b>-2,500</b>	
<b>21,500</b>	<b>Total Physical Disabilities</b>	<b>4,356,166</b>	<b>111,500</b>	<b>-527,023</b>	<b>-90,000</b>	<b>21,500</b>	



SERVICE AREA : ADULT SERVICES		BUDGET PROJECTIONS 2004/05						Projected position based on the period 1 April 2004 to 30 November 2004	
NET VARIANCE PREVIOUS PERIOD £	EXPENDITURE / INCOME HEAD	EXPENDITURE		INCOME		NET VARIANCE CURRENT PERIOD £	COMMENTS AND ACTION PROPOSED		
		GROSS BUDGET £	EXPENDITURE VARIANCE £	GROSS BUDGET £	INCOME VARIANCE £				
-19,000	<b>POLICY &amp; DEVELOPMENT</b>								
	Assessment & Care Management	57,609	-19,000	0	0	-19,000	Slippage on filling PT Adult Protection Co ordinator, Capping other procurement budgets due to spending moratorium		
-19,000	<b>Assessment &amp; Care Management</b>	<b>57,609</b>	<b>-19,000</b>	<b>0</b>	<b>0</b>	<b>-19,000</b>			
-21,600	Management & Admin Support	104,459	-21,600	0	0	-21,600			
0	Management & Admin Social Services	0	0	0	0	0			
-21,600	<b>Management &amp; Admin Services</b>	<b>104,459</b>	<b>-21,600</b>	<b>0</b>	<b>0</b>	<b>-21,600</b>			
-40,600	<b>Total Policy &amp; Development</b>	<b>162,068</b>	<b>-40,600</b>	<b>0</b>	<b>0</b>	<b>-40,600</b>			
	<b>BUSINESS UNIT</b>								
-28,600	Administrative Support	342,740	-28,600	0	0	-28,600	Slippage on filling vacant posts		
-25,700	Fin. Assesst's Contract Pay	521,085	-25,700	-25,875	0	-25,700	Slippage on filling vacant posts		
-7,300	Budget Support	187,831	-7,300	0	0	-7,300	Slippage on filling vacant posts		
143,000	Business Unit Vacancy Factor	-97,613	143,000	-100,000	0	143,000	Total vacancy factor for Business Unit		
-160,100	Contracting and Commissioning	353,420	-160,100	0	0	-160,100	Slippage on delayed implementation of Brokerage		
0	RBT - Procurement	931,363	0	0	0	0			
90,000	Corporate Recharges/Costs	465,813	90,000	0	0	90,000	Projected overspend on advertising		
11,300	<b>Management &amp; Admin Services</b>	<b>2,704,659</b>	<b>11,300</b>	<b>-125,875</b>	<b>0</b>	<b>11,300</b>			
11,300	<b>Total Adults Business Unit</b>	<b>2,704,659</b>	<b>11,300</b>	<b>-125,875</b>	<b>0</b>	<b>11,300</b>			
	<b>Supporting People</b>	<b>8,058,191</b>	<b>0</b>	<b>-7,980,445</b>	<b>0</b>	<b>0</b>			
	<b>HEAD OF SERVICE</b>								
0	Head of Function	132,373	0	-30,000	0	0			
0	<b>Management &amp; Admin Social Serv</b>	<b>132,373</b>	<b>0</b>	<b>-30,000</b>	<b>0</b>	<b>0</b>			
0	<b>Total Head of Function</b>	<b>132,373</b>	<b>0</b>	<b>-30,000</b>	<b>0</b>	<b>0</b>			
195,000	<b>Total Adult Services</b>	<b>78,144,393</b>	<b>445,900</b>	<b>-31,056,190</b>	<b>-283,900</b>	<b>162,000</b>			

TOTAL POTENTIAL VARIATION FOR YEAR

162,000

PROJECTED NET REVENUE OUTTURN (EXCLUDING CENTRAL AND FINANCING CHARGES)

47,250,203

SERVICE AREA : ADULT SERVICES BUDGET PROJECTIONS 2004/05 Projected position based on the period 1 April 2004 to 30 November 2004									
NET VARIANCE PREVIOUS PERIOD £	EXPENDITURE / INCOME HEAD		EXPENDITURE		INCOME		NET VARIANCE CURRENT PERIOD £	COMMENTS AND ACTION PROPOSED	
	GROSS BUDGET £	EXPENDITURE VARIANCE £	GROSS BUDGET £	GROSS BUDGET £	GROSS BUDGET £	INCOME VARIANCE £			

% VARIANCE AGAINST NET REVENUE BUDGET

0.34

SERVICE AREA : STRATEGIC SERVICES		BUDGET PROJECTIONS 2004/05					
Projected position based on the period 1 April 2004 to 30 November 2004		EXPENDITURE		INCOME		NET VARIANCE	COMMENTS AND ACTION PROPOSED
NET VARIANCE PREVIOUS PERIOD	EXPENDITURE / INCOME HEAD	GROSS BUDGET	EXPENDITURE VARIANCE	GROSS BUDGET	EXPENDITURE VARIANCE	CURRENT PERIOD	
£		£	£	£	£	£	
3,410	Strategic Management	133,414	2,950	0	0	2,950	Unachieved vacancy factor
1,780	Complaints Procedure	112,541	1,010	0	0	1,010	Third Party Payments offset by underspend on salaries
<b>5,190</b>	<b>Service Strategy</b>	<b>245,955</b>	<b>3,960</b>	<b>0</b>	<b>0</b>	<b>3,960</b>	
-390	Training	876,049	-260	-620,099	0	-260	
-60	Joint Funding	113,890	-60,550	-96,499	60,540	-10	Vacant posts therefore underspend on expenditure offset by under recovery of income
-14,030	Performance Info & Quality	1,022,557	-18,820	0	0	-18,820	Underspend on salaries due to vacancies
-19,370	Management & Admin Costs	316,798	-16,480	0	-3,940	-20,420	Underspend on salaries due to vacancies
23,100	Central Admin Charges	48,374	28,050	0	-90	27,960	Based on 2003/04 Outturn
0	Human Resources	44,543	0	0	0	0	
1,520	Head of Service	95,820	1,390	0	0	1,390	Unachieved vacancy factor
-33,420	Policy Planning & Research	339,969	-38,110	-22,457	0	-38,110	Underspend on salaries due to vacancies
<b>-42,650</b>	<b>Support Service</b>	<b>2,858,000</b>	<b>-104,780</b>	<b>-739,055</b>	<b>56,510</b>	<b>-48,270</b>	
							Projections reflect correct grant allocation, underspend equal to 03/04 carry forward
-1,750	HIV/AIDS Grants	12,255	10,000	-7,000	-11,750	-1,750	
<b>-1,750</b>	<b>HIV/AIDS Grants</b>	<b>12,255</b>	<b>10,000</b>	<b>-7,000</b>	<b>-11,750</b>	<b>-1,750</b>	
<b>-39,210</b>	<b>Total Strategic Services</b>	<b>3,116,210</b>	<b>-90,820</b>	<b>-746,055</b>	<b>44,760</b>	<b>-46,060</b>	
	<b>TOTAL POTENTIAL VARIATION FOR YEAR</b>					<b>-46,060</b>	
	<b>PROJECTED NET REVENUE OUTTURN (EXCLUDING CENTRAL AND FINANCING CHARGES)</b>					<b>2,324,095</b>	
	<b>% VARIANCE AGAINST NET REVENUE BUDGET</b>					<b>-1.94</b>	

SERVICE AREA : FINANCE AND ACCOUNTANCY									
BUDGET PROJECTIONS 2004/05									
Projected position based on the period 1 April 2004 to 30 November 2004									
NET VARIANCE PREVIOUS PERIOD £	EXPENDITURE / INCOME HEAD	EXPENDITURE			INCOME			NET VARIANCE CURRENT PERIOD £	COMMENTS AND ACTION PROPOSED
		GROSS BUDGET £	EXPENDITURE VARIANCE £	GROSS BUDGET £	GROSS BUDGET £	EXPENDITURE VARIANCE £	NET VARIANCE CURRENT PERIOD £		
-3,000	Finance & Accountancy	159,785	-3,000	-7,922	0	-3,000	-3,000	Underspend on salaries due to vacancy	
<b>-3,000</b>	<b>Finance &amp; Accountancy</b>	<b>159,785</b>	<b>-3,000</b>	<b>-7,922</b>	<b>0</b>	<b>-3,000</b>	<b>-3,000</b>		
<b>-3,000</b>	<b>Total Finance &amp; Accountancy</b>	<b>159,785</b>	<b>-3,000</b>	<b>-7,922</b>	<b>0</b>	<b>-3,000</b>	<b>-3,000</b>		

TOTAL POTENTIAL VARIATION FOR YEAR

-3,000

PROJECTED NET REVENUE OUTTURN (EXCLUDING CENTRAL AND FINANCING CHARGES)

148,863

% VARIANCE AGAINST NET REVENUE BUDGET

-1.98

ROTHERHAM METROPOLITAN BOROUGH COUNCIL  
SOCIAL SERVICES PROGRAMME AREA

**FORWARD PLAN**

<b>KEY DECISIONS BETWEEN 31 JANUARY 2005 AND 30 APRIL 2005 – HEAD OF ADULT SERVICES</b>					
<b>Matter subject of key decision</b>	<b>Proposed date of key decision</b>	<b>Proposed consultees</b>	<b>Method of consultation</b>	<b>Steps for making and date by which representations must be received</b>	<b>Documents to be considered by decision-maker and date expected to be available</b>
<b>JANUARY 2005</b>					
<b>FEBRUARY 2005</b>					
Supporting People	Cabinet Member meeting February	Elected Members	Reports to various Council Forums	Feedback from reporting sessions in February	Outcome report from Inspection Team. (Housing Inspectorate and Audit Commission).
Modernisation Strategy for Older People	Cabinet Member meeting February	Elected Members	Reports to various Council Forums	Feedback from reporting sessions in February	Further update report on progress in relation to the business case for the modernisation Strategy.
<b>MARCH 2005</b>					
<b>APRIL 2005</b>					

<b>KEY DECISIONS BETWEEN 31 JANUARY 2005 AND 30 APRIL 2005 – HEAD OF ADULT SERVICES</b>					
<b>Matter subject of key decision</b>	<b>Proposed date of key decision</b>	<b>Proposed consultees</b>	<b>Method of consultation</b>	<b>Steps for making and date by which representations must be received</b>	<b>Documents to be considered by decision-maker and date expected to be available</b>

<b>KEY DECISIONS BETWEEN 31 JANUARY 2005 AND 30 APRIL 2005 – HEAD OF CHILDREN AND FAMILIES SERVICES</b>					
<b>Matter subject of key decision</b>	<b>Proposed date of key decision</b>	<b>Proposed consultees</b>	<b>Method of consultation</b>	<b>Steps for making and date by which representations must be received</b>	<b>Documents to be considered by decision-maker and date expected to be available</b>
<b>JANUARY 2005</b>					
<b>FEBRUARY 2005</b>					
<b>MARCH 2005</b>					
<b>APRIL 2005</b>					
Adoption Inspection	27 <sup>th</sup> May Cabinet Member (Dependent upon report from CSCI being available)	Cabinet Members Executive Director, Social Services	Presentation at Cabinet Member and Scrutiny Panel	Final agreed inspection report available, action plan drawn up May 05	CSCI report and action plan and Cabinet Member/Scrutiny report

<b>KEY DECISIONS BETWEEN 31 JANUARY 2005 AND 30 APRIL 2005 – HEAD OF STRATEGIC SERVICES</b>					
<b>Matter subject of key decision</b>	<b>Proposed date of key decision</b>	<b>Proposed consultees</b>	<b>Method of consultation</b>	<b>Steps for making and date by which representations must be received</b>	<b>Documents to be considered by decision-maker and date expected to be available</b>
<b>JANUARY 2005</b>					
<b>FEBRUARY 2005</b>					
<b>MARCH 2005</b>					
Social Services Service Plans	18 <sup>th</sup> March 2005	Cabinet Member	Service Plans will have been approved by Social Services Senior Management Team and Corporate Management Team	To Social Services Management Team or Originator	Covering Report. Individual Service Area Service Plans. Available March 2005.
Supporting People Five Year Plan	18 <sup>th</sup> March 2005				
<b>APRIL 2005</b>					



**CABINET MEMBER FOR SOCIAL SERVICES****Friday, 17th December, 2004**

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

**136. PETITION - 63 PITT STREET, KIMBERWORTH**

The receipt of a petition was reported, which contained 108 signatures, objecting to the above premises being opened as a home for 16 to 18 year olds who are homeless.

Resolved:- That the petition be received and an appropriate response made to the petitioners.

**137. CONFERENCE - TACKLING DOMESTIC VIOLENCE**

Resolved:- That Councillors Jack and P, Russell be nominated to attend the above Conference to be held in London on the 22nd February, 2005.

**138. REVENUE BUDGET MONITORING REPORT 2004 / 05**

Consideration was given to the latest projected revenue expenditure against budget for Social Services for the financial year 2004/05, The report highlighted major variations and action plans to ensure spending remains within the approved cash limited budget.

The report indicated projected expenditure against budget based on actual expenditure for the period April to the end of November 2004.

The overall position shows a projected overspend of £449,140 (or 0.69%) for the Programme Area against a revenue budget of £65,284,271, a reduction against the previous month.

A summary of the main variations for each Service Area, with reasons for projected underspends/overspends was submitted.

The variations were as follows :-

- Children and Families, overall overspend of £336,200 (+ 2.14%)
- Adult Services; overall overspend of £162,000 (+ 0.34%)
- Strategic Services; overall underspend of £46,000 (- 1.94%)
- Finance and Accountancy ; overall underspend of £3,000 (- 1.98%)

The main budget pressures for each area were highlighted along with the various actions being taken to reduce the projected overspends.

Resolved:- That the latest revenue budget monitoring report be received

and the continuing action being taken to ensure spending remains within the approved budget be noted.

**139. CAPITAL BUDGET MONITORING REPORT 2004 / 05**

Consideration was given to the latest projected figures and commitments against the approved capital expenditure budget for 2004/05.

The report submitted indicated that the projection was for the approved budget to be fully spent.

A brief summary of the latest position on the main projects within each client group was provided.

Resolved:- That the latest capital expenditure monitoring report for 2004/05 be received.

**140. PERSONAL SOCIAL SERVICES (PSS) FUNDING REPORT 2005 / 06**

The Executive Director reported on the content of Local Authority Social Services letters LASSL (2004) 25 and 26 which set out the main aspects of the 2005/06 provisional local government finance settlement which were relevant to the funding for Social Services.

Particular reference was made to the grant allocations, comparing 2005/06 with 2004/05, and to the Gershon efficiency savings.

Discussion took place on the total available in respect of the Personal Social services Formula Spending Share and the need to have an agreed budget at least at FSS.

Discussion also took place on Learning Disability issues such as incentive pay and transport arrangements. The view was that the issues should be discussed at the relevant Forum.

Resolved:- (1) That the latest government announcement on funding for Personal Social Services 2005/06 be received.

(2) That the suggestions submitted in respect of Gershon efficiency savings be noted at this stage, pending clarification of the criteria and rules.

(3) That the issues on Learning Disability be referred to the Carers Forum for discussion

**141. KEY PERFORMANCE INDICATORS FOR OCTOBER 2004**

Consideration was given to the content of a report on Key Performance

Indicators relating to Social Services performance as at month ending October 2004.

The Executive Director went through the situation for each of the Performance Indicators set out in the report submitted informing members of action being taken to improve under performing indicators.

It was noted that the majority were doing well, progressing in the right direction.

Resolved:- (1) That the report be received and the performance achieved to date be noted.

(2) That the report be submitted to the Social and Community Support Scrutiny Panel.

**142. SOCIAL SERVICES PERFORMANCE ASSESSMENT FRAMEWORK INDICATORS 2003 / 04**

The Executive Director informed members of the receipt of the Annual Report on performance indicators which is published by the Commission for Social Care Inspection.

The report contains the sixth set of the Social Services Performance Assessment Framework (PAF) Indicators, which are used by the CSCI as part of the evidence to inform their assessments of Council's performance ratings.

Council uses the information to explore its own performance and help decide where improvements are needed.

Resolved:- That the report be received and a further report be submitted to a future meeting, the report evaluating Rotherham's progress in performance based on the 2003/04 published outturns.

**143. GENERAL SOCIAL CARE COUNCIL REGISTRATION OF SOCIAL WORKERS**

The Executive Director informed members of the situation regarding the registration of qualified Social Workers with the General Social Care Council Register.

The General Social Care Council commenced in October 2001, having been established under the Care Standards Act 2000. After widespread consultation, the codes of practice for both employers and employees were launched in 2002. During April and May 2003 the General Social Care Council commenced the registration of social workers from a handful of pre-agreed organisations. Rotherham Social Services commenced its programme of registration in July 2004 for its 286 affected employees with a target end date of 30th November, 2004 281 (99%) of our identified

employees have submitted their forms to meet the deadline. The remaining 4 (1%) are being dealt with individually due to their absence on sick and or maternity leave.

The Social Care Register represents a significant step forward in improving standards of public protection. It will also raise the status of the social care workforce, bringing it in line with other public service professions. The reimbursement of registration fees previously agreed is already proving to be an advantageous recruitment and retention tool when competing with other authorities and will aid in the promotion of Rotherham as an employer of choice.

It is anticipated that the cost of registration for this year will be £8,530 based on the registration of Social Workers. This will be funded by the HRD Development Grant provided by the Department of Health. The cost for subsequent years, taking into account the registration of the whole Social Care workforce, will be £41,500.

Resolved:- That the report be received.

**144. GUIDANCE ON NATIONAL ASSISTANCE ACT 1948 ( CHOICE OF ACCOMMODATION ) DIRECTIONS 1992 - LAC (2004 ) 20**

The Service and Professional Development Manager gave an update on and clarification of guidance that local authorities use to ensure that when making placements in care homes, Service Users are able to exercise choice over where they live, and given the right to enter into more expensive accommodation should they choose to do so. The guidance also clarifies when a Third Party top up payment is required.

The requirements are statutory and key amendments in the LAC circular were set out in the report submitted.

It was noted that Rotherham has always interpreted the original Choice of Accommodation Directive in the way now suggested.

Possible cost implications of the guidance were outlined.

Resolved:- That the report be received and its content noted.

**145. CHARGES FOR RESIDENTIAL ACCOMMODATION. CRAG AMENDMENT NO. 22 - LAC (2004) 25**

Members were informed of changes to rules for calculating Charges for Residential Accommodation.

The changes related to charging rules in respect of student child care grants for NHS funded students, age related payments to pensioners over 70 and Skipton Fund payments.

Key amendments contained in the LAC Circular were set out in the report submitted.

It was noted that cost implications would be minimal.

Resolved:- That the report be received and its content noted.

#### **146. HELP AT HOME - SELF ASSESSMENT**

The Service and Professional Development Manager submitted a report evaluating the impact of the decision to abolish the Help at Home self assessment process.

The reason for the decision taken in May 2004 was set out in the report submitted, all requests for help in the last six months having been through community care assessments.

This has resulted, as expected, in an increase in demand on assessment staff. However, completion times for assessment have not fallen significantly.

Resolved:- That the decision to cease the Help at Home Self Assessment process be confirmed, with all further requests being progressed by Community Care assessment.

#### **147. ADOPTION AGENCY DECISION MAKER**

It was reported that Standard 13 of the National Minimum Adoption Standards state that :-

13.1 The Adoption Agency's decision is made without delay after taking into account the recommendations of the Adoption Panel and promotes and safeguards the welfare of children

13.2 The decision maker takes into account all the information surrounding the case and the Panel's recommendation before making a considered and professional decision.

The Agency Decision Maker, therefore, should have access to all the information surrounding the case, including the full minutes of the Adoption Panel Meeting. The present system of the Cabinet Member meeting members being present and the decisions being noted in Cabinet Member meeting minutes (exempt) is no longer appropriate.

The Cabinet Member for Social Services fully supported the reasons for altering the present system of decision making in respect of adoptions,

Resolved:- That the change of Agency Decision Maker for Rotherham Adoption Agency to the Head of Children and Families Services be endorsed.

**148. ADOPTION PANEL ISSUES - PANEL MEETING HELD ON 9TH DECEMBER, 2004**

(1) Children No. 2004/26

(i) That, having considered all the relevant information, adoption is in the best interests of Child Number 2004/26

(ii) That an application for an order Freeing Child Number 2004/26 should be lodged with the Court for the following reasons :-

- (a) It will consolidate proceedings
- (b) It will prevent delay

(iii) That an Adoption Support Assessment will be completed at the Linking Stage, which will include an assessment package of financial support.

(2) Child No. 2004/27

Resolved:- (i) That, having considered all the relevant information, adoption is in the best interests of Child Number 2004/27

(ii) That an application for an order Freeing Child Number 2004/27 should be lodged with the Court for the following reasons:-

- (a) It will consolidate proceedings
- (b) It will prevent delay

(iii) An assessment for a package of adoption support, including financial support will be updated at the Linking Stage.

(3) Prospective Adopters 2004/8

Resolved:- That, having considered all the relevant information, the prospective Adoptions Number 2004/8 are suitable to adopt one child in the age range 0-2 years, either gender.

(4) Children Nos. 2003/04 and 2003/35  
Prospective Adoptions No. 2003/27

Resolved:- (i) That, having considered all the relevant information, it is in the best interests of the Children Numbers 2003/34 and 2003./35 to be placed for adoption with Adopters Number 2003/27.

(ii) That an assessment for a package of adoption support, including financial support, be undertaken.

**149. ADOPTION ISSUE**

Reference was made to a particular case.

It was agreed that the circumstances of the case referred to be investigated and Councillor Gosling be informed of the outcome.

**D R A F T****THE ROTHERHAM CHILDREN AND YOUNG PEOPLE'S BOARD  
THURSDAY, 2ND DECEMBER, 2004**

Present:- Councillor Stone (in the Chair); Councillors Boyes, Ellis, Gosling, Kirk, Littleboy, John McIvor (Chief Executive (PCT), Angela Bingham (Voluntary Sector), Ann Lawrence (Non-Executive PCT), Kath Henderson (PCT), Anita McKenzie (South Yorkshire Police),

**Also in attendance:-**

Mike Cuff (Chief Executive RMBC), Di Billups (Executive Director, Children and Young People's Development), John Gomersall (Executive Director, Social Services), Sue Hare (Team Leader , Children & Young People's Services Development), Ged McNulty (Children's Fund Manager), Ellen Smith (Rotherham General Hospitals), Chris Brodhurst-Brown (Young People's Services), Sara Bellamy and Lynne Parker.

**1. APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Andrew Bedford, Imogen Clout and Phil Marshall.

**2. SUE HARE, TEAM LEADER, CHILDREN & YOUNG PEOPLE'S SERVICES DEVELOPMENT TEAM**

Councillor Kirk, Cabinet Member, Social Services, referred to the exemplary work undertaken by Sue Hare in the development of the Children and Young People's Services and that she was leaving Rotherham Council to take up a new post at Barnsley.

The Board placed on record its appreciation of Sue's services to the Council over the years and she be wished every success in her new post and in the future.

**3. MINUTES OF THE BOARD - 4TH NOVEMBER, 2004**

The minutes of the meeting of the Board held on 4<sup>th</sup> November, 2004 were agreed as a correct record.

**4. MINUTES OF THE EXECUTIVE GROUP - 18TH NOVEMBER, 2004**

The minutes of the Executive Group held on 18<sup>th</sup> November, 2004 were noted.

**5. DRAFT CHILDREN'S FUND STRATEGIC PLAN 2005-2008**

Ged McNulty, Programme Manager of the Rotherham Children's Fund, presented various reports about the development and use of the



Children's Fund. Ged referred to the three year plan and reported that this had to be submitted to Government Office by 31<sup>st</sup> December, 2004. The Plan outlined how the Children's Fund in Rotherham had developed since its inception in November, 2000 and how its commissioned services had contributed to the five outcomes in Every Child Matters, which were:-

- Being Healthy, Staying Safe, Enjoying and Achieving, Making a Positive Contribution and Economic Well Being.

It also detailed how services were to be assessed in order for them to be considered for migration to the Statutory Sector.

Children's Fund Strategic Plan Guidance required that the three year plan "should set out a clear strategy for migration to the emerging local Children's Trusts."

Children's Fund services focussed on partnership, prevention and participation.

In addition to the Children's Fund Strategic Plan the Children and Young People's Executive Group had recommended that an underspend of £123,674.77 for 2004/2005 be allocated to nine of the seventeen services, already in receipt of Children's Fund support, on the understanding that this additional money was spent before 31<sup>st</sup> March, 2005.

John McIvor expressed the view that the plan needed to show evidence of measuring clear targets and smart outcomes.

The Board asked a range of questions and Di reported that the Children's Fund Steering Group had followed guidance and that an external evaluation had been ongoing. The aim was to achieve agreed outcomes and value for money. Di also reported that an Evaluation report would be submitted to the Board.

Di reported that a copy of the Rotherham Children's Fund Strategic Plan 2005 – 2008 would be forwarded electronically and in hard copy to Members of the Board for comment by 10<sup>th</sup> December, 2004 and if no comments were received the Plan would be approved on behalf of the Board by the Leader and signed by the usual signatories including John McIvor.

**Agreed:** That the Board endorses the following:-

(1) the three year Rotherham Children's Fund Strategic Plan and the three year Spending Plan;

(2) the unspent sum of £123,674.77 being allocated to nine of the seventeen services, already in receipt of Children's Fund support, on the understanding that this additional money is spent before 31<sup>st</sup> March, 2005.

## **D R A F T**

### **6. CHILDREN'S SERVICES DEVELOPMENTS**

Mike Cuff referred to a recent meeting held with representatives of the local authority, health, Regional Change Adviser, Children's Service Improvement Advisers (Education) DfES and CSCI regarding progress being made on the way that the Change Officers Supporting Team was being organised and progress being made in Rotherham relating to the Every Child Matters agenda.

A follow up meeting had been arranged to go through the schedule in more detail and once this had been tidied up a copy would be submitted to Members of the Board.

Mike also reported that new publications had been published yesterday on Every Child Matters which was available on the website. Further reports would be available in January, 2005 on the roles of proposed Directors and roles of Elected Members.

Di reported that the DfES had complimented Rotherham Council on progress being made on the Every Child Matters agenda and that Rotherham would be receiving requests from other local authorities to gain experience on the work being undertaken in Rotherham.

### **7. DATE OF NEXT MEETING**

The next meeting is scheduled to take place on Thursday, 6<sup>th</sup> January, 2005 at 10.00 a.m.

### **8. EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in those paragraphs, indicated below, of Part I of Schedule 12A to the Local Government Act 1972:-

### **9. THE SEXUAL EXPLOITATION OF YOUNG PEOPLE**

The Board welcomed Christine Brodhurst-Brown (RMBC Young People's Services), who made a presentation about the sexual exploitation of young people. Reference was made to the role of the Risky Business Project, which provided support for vulnerable young people. Since becoming established in 1996, the continued existence of this Project had relied exclusively upon time-limited, external grant funding.

This matter had also been considered by the Children's Executive Group

held on 18<sup>th</sup> November, 2004 who had agreed that further consideration be given to the need for mainstream funding for the Risky Business Project.

The Board acknowledged that funding for this project was a key priority.

The Leader suggested that, in order to discuss in more detail the issues now raised including funding issues, a Task Group be established involving interested agencies.

**Agreed:** That a Task Group be established, as soon as possible, to be chaired by the Leader.

(Exempt under Paragraph 6 of the Act – information relating to the adoption, care, fostering or education of any particular child)

**Social and Community Support Scrutiny Panel  
– Work Programme 2004/05**

<b>Date of Meeting:</b>	<b>Topics:</b>
28 <sup>th</sup> January, 2005	<ul style="list-style-type: none"> <li>• 2005/06 budget-setting</li> </ul>
11 <sup>th</sup> February, 2005	<ul style="list-style-type: none"> <li>• Consideration of draft Corporate Plan</li> <li>• Complaints and feedback – progress report</li> <li>• Older people review update</li> <li>• Direct Payments review update</li> </ul>
11 <sup>th</sup> March, 2005	<ul style="list-style-type: none"> <li>• Domestic violence themed meeting (postponed from November 2004)</li> </ul>
8 <sup>th</sup> April, 2005	<ul style="list-style-type: none"> <li>• Progress of action plan emerging from the inspection of Children and Families Services</li> <li>• transport service</li> <li>• update on progress of Service Business Plans</li> <li>• Key decisions in the Forward Plan</li> </ul>

Outstanding issues to be scheduled:

- office accommodation for Social Services staff
- equality and diversity in service delivery
- consideration of draft community strategy

Reviews for the current municipal year:-

- Employment opportunities for people with learning disability
- Role of the councillor as Corporate Parent

**SOCIAL AND COMMUNITY SUPPORT SCRUTINY PANEL**  
**Friday, 10th December, 2004**

Present:- Councillor G. A. Russell (in the Chair); Councillors Binnie, Burton, Darby, Doyle, Jack, Jackson and Wootton.

Mr. G. Hewitt (Rotherham Carers' Forum), Ms. J. Mullins (Disability Network) and Mr. R. Parkin (Speak Up)

Also in attendance were:-

Councillor Kirk, Cabinet Member for Social Services  
Councillor Stonebridge, Chair of Performance and Scrutiny Overview Committee  
Mr. Tony Whitehead, Audit Commission

**76. APOLOGIES**

Apologies for absence were received from Councillors Ali, Havenhand and Walker; Mrs. A. Clough and Mr. R. Noble.

**77. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**78. QUESTIONS FROM MEMBERS OF THE PUBLIC AND PRESS**

There were no questions from the press and public.

**79. YOUTH OFFENDING SERVICE**

The Manager, Youth Offending Team, gave a presentation on the work of the Youth Offending Service and the establishment of Youth Offending Teams.

The presentation made reference to :-

- (a) the basics, background information
- (b) interventions strategy
- (c) Youth Crime Context
- (d) Challenges ahead
- (e) the make up of Youth Offending Service, involving staff from :-
  - o Education
  - o Health
  - o Social Services
  - o Probation
- (f) responsibilities of the service
- (g) sources of funding for the service
- (h) focus of the work

- (i) statistics for youth crime in South Yorkshire
- (j) re-offending rates and the tracking of cohorts
- (k) public perception of the problem; reference was made to the results of a MORI poll which indicated that the public was of the view that youth crime had increased both locally and nationally
- (l) impact of the media and their negative coverage of the youth offending service; there was little coverage of achievements
- (m) future challenges such as :
  - o The position of the youth Offending Service in the Children's Trust
  - o Increased emphasis on youth Offending Service
  - o Challenge to change public perception

Subsequent comments / queries were in respect of :-

- Drug related offences and the work of the Youth Offending Service in this area
- The need for positive publicity on the work of the Youth Offending Service

The meeting was informed of the pro-active work undertaken.

The public needed to be informed and assured that positive action was being taken.

Particular reference was made to the Partnership work and the involvement of SureStart and Crucial Crew.

- Certain areas of the Borough having problems with Youth Crime than others

The work being done with various agencies to prevent this was outlined, particularly in those areas which had greater problems.

- inter agency working and how the Youth Offending Service interacts with them; there was in existence a Supporting People package which was outlined;
- there were a small number of specialist foster carers who were involved with young offenders;
- the involvement of the Youth Justice Board in respect of the work of the Youth Offending Service;
- Performance Data and the need for information to be accurate otherwise there could be adverse implications for funding.

It was reported that information was checked regularly.

- Looked After Children and the high risk factor of them becoming involved in crime

This was a key performance area for Social Services and ways in which the matter was being addressed was outlined.

Resolved:- (1) That the Youth Offending Team Manager be thanked for his informative presentation, its content being noted.

(2) That, on its publication, the Youth Justice Plan be submitted to a future meeting of this Scrutiny Panel.

## 80. BUDGET 2005 / 06

The Head of Corporate Finance gave a presentation on the Medium Term Financial Strategy for 2005/06. Copies of the Pressures and Growth Bids from the Medium Term Financial Strategy and the new Council Priorities were circulated for Members present.

The presentation focused on :-

- The Context of the Budget 2005/06
- Revenue Budget 2004/05 – A Reminder
- Budget 2004/05 by Programme Area – A Reminder
- One Off Grant and Savings
- Revenue Budget 2005/06
- Priorities for Expenditure
- “A” List Growth Bids/Unavoidable Pressures
- “B” List Growth Bids
- “C” List Growth Bids
- Other Bids/Pressures/Uncertainties
- Options to Bridge the Gap
- Programme Area Gershon Proposals
- Medium Term Financial Strategy 2006/07 Projections
- Medium Term Financial Strategy 2007/08 Projections

The Scrutiny Panel asked a range of questions, several being around the cash or cashless Gershon efficiency savings and the formulae for the Programme Area Gershon proposals. Members were informed that the Council had to achieve efficiency savings across the board and Gershon would be revisited along with other options.

Other questions/comments were in respect of :-

(a) the settlement figure for the Authority and the Social Services element

(b) historical factors and the base budget process which would impact upon the 2006/07 budget considerations

(c) the Commutation Adjustment fund, an explanation of which was given by the Head of Corporate Finance

The way in which it was to be used was outlined, it being made clear that it did not form part of the base budget.

(d) the view that funding in respect of domestic violence should be given a high priority

(e) the pressures for 2005/06 such as :

- Learning Disability issues
- the RBT contract
- Management Information

Members were informed of possible ways forward in respect of the above.

(f) the effect on the budget of the reduced population in the Borough

(g) the projected situation for Social Services of the 2004/05 budget

(h) access for those with a disability, particular reference being made to the Rotherham Show and provision of toilets for the disabled.

This was to be considered as a corporate issue.

Resolved:- (1) That the Head of Corporate Finance be thanked for his presentation.

(2) That a further report be submitted to the January 2005 meeting of this Scrutiny Panel with more detailed proposals on the budget for 2005/06

## **81. SOCIAL SERVICES STAR RATINGS**

The Executive Director, Social Services, reported that despite assurances given by the Commission for Social Care Inspection, that performance in both Adult Services and Children and Families Services had progressed well against plans, the 2004 rating for Rotherham Social Services had remained at one star.

Members were informed of how star ratings are determined and the reasons for Rotherham retaining one star which the Executive Director expanded upon, along with his concerns as to why the Chief Inspector



had decided on the star rating to award.

Resolved:- (1) That the report be received and the content of the report submitted be noted in respect of the star ratings for Social Services for 2004.

(2) That a report on the action plan for improving the star rating for Social Services be submitted to the January meeting of this Scrutiny Panel.

**82. DECISIONS OF THE CABINET MEMBER FOR SOCIAL SERVICES AT MEETINGS HELD ON 29TH OCTOBER, 12TH AND 26TH NOVEMBER 2004**

Comments on the content of the minutes of the above meetings made reference to :-

(a) the Best Value Review of Community Based Services which had been referred to the Performance and Scrutiny Overview Committee

(b) the qualifying criteria by TV Licensing whereby tenants may qualify for License concessions

(c) the future planning model for Health and Social Care which was being referred to the meeting of the Performance and Scrutiny Overview Committee on 17th December, 2004.

Resolved:- (1) That the minutes of the meetings on decisions made by the Cabinet Member for Social Services held on the above dates be received and their content noted.

(2) That a report be submitted to the next meeting of this Scrutiny Panel with more information on the criteria for concessionary T.V. Licences.

**83. EXTRA CARE HOUSING BID**

The Cabinet Member for Social Services informed the meeting of the content of a letter received from John Healey, M.P. which indicated his support in respect of the bid from Rotherham for funding for Extra Care Housing.

**84. MINUTES OF THE CHILDREN AND YOUNG PEOPLE'S BOARD HELD ON 4TH NOVEMBER 2004**

Resolved:- That the minutes of the above meeting be received and the content noted.

**85. NOTES OF CHILDREN AND YOUNG PEOPLE'S BOARD SCRUTINY WORKING PARTY HELD ON 17TH NOVEMBER 2004**

Resolved:- That the notes of the above meeting be received and the

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content noted.

**86. MINUTES OF THE MEETING OF THE SOCIAL AND COMMUNITY SUPPORT SCRUTINY PANEL HELD ON THE 5TH NOVEMBER 2004**

Resolved:- That the minutes of the above meeting be received and agreed.

**87. MINUTES OF MEETINGS OF THE PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE HELD ON 22ND OCTOBER AND 12TH NOVEMBER 2004**

Resolved:- That the minutes of the meetings of the above Committee held on the dates indicated be received.

**PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE**  
**26th November, 2004**

Present:- Councillor Stonebridge (in the Chair); Councillors Clarke, Doyle, Hall, License, G. A. Russell, R. S. Russell, Sangster and Whelbourn.

Also in attendance was Councillor Ellis, Cabinet Member for Housing and Environmental Services, for item 69 below

An apology for absence was received from Councillor St.John.

**68. DECLARATIONS OF INTEREST.**

There were no declarations of interest made at this meeting.

**69. NEIGHBOURHOOD DEVELOPMENT**

Further to Minute No. 73 of the meeting of the Environment Scrutiny Panel held on 18th November, 2004, the Committee considered the submitted report presented by the Executive Director, Neighbourhoods setting out the local and national context in which the Council's proposals for neighbourhood development was set.

The report put forward proposals for the development of neighbourhood management and provided a summary of the steps that would be needed to be taken to establish effective arrangements. It also recognised the importance of creating the right conditions for neighbourhood management to develop and to develop confidence in the Council's commitment to lead.

An action plan had been produced, submitted as an appendix, the first six months of which would enable a proper insight to be gained of where the Council was and an understanding of how far its partners were prepared to go in joining force with the Authority to tackle certain issues. A corporate task group had been established to ensure that the actions were taken forward.

The Executive Director, Neighbourhoods and Cabinet Member for Housing and Environmental Services elaborated on the action taken and proposals.

It was noted that the report had been presented to, and received by, Corporate Management Team and Cabinet on the 2nd September and 10th November, 2004 respectively.

A question and answer session ensued and the following issues were covered :-

- consultation
- elected Member involvement

- area assembly input
- programme area restructuring
- identifying skills fit for purpose and managing change
- timescales
  
- risks and uncertainties relating to :-
  - co-ordination and understanding
  - service delivery
  - reputation
  - sustainability
  
- option appraisals
- area resource coding

Resolved:- (1) That the information be noted.

(2) That, as far as scrutiny is concerned, progress reports and option appraisals be submitted to this Committee.

(3) That consideration be given to establishing area resource coding.

## **70. EVALUATION OF SCRUTINY IN ROTHERHAM**

The Committee considered a report by the Head of Scrutiny indicating an opportunity to consider a self evaluation framework of scrutiny activity. Also submitted was the Centre for Public Scrutiny's published framework.

It was hoped that such evaluation would be able to :-

- demonstrate evidence of achievement
- identify areas for improvement
- highlight potential barriers to improvement

Whilst some evaluation was carried out through Scrutiny's annual report, it was thought timely to utilise more objective measures and identify the way in which scrutiny adds value to the Council's work overall.

General discussion ensued and the following issues were raised :-

- need for a facilitator to ask questions and extract answers
- format of questionnaire with a view that multi-choice style would be easier to answer and analyse
- self evaluation exercise should not just be limited to scrutiny

Resolved:- (1) That the information be noted.

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(2) That a further report be submitted, early in the new year, on proposals for a suitable questionnaire format for the evaluation process.

**71. BUDGET ISSUES - ROTHERHAM MBC AND GERSHON**

The Committee considered a report by the Head of Scrutiny highlighting the need to consider scrutiny's input into the budget process. This would include consideration of the current financial position and priorities and pressures for the coming year.

Also submitted was an LGIU briefing on Sir Peter Gershon's Efficiency Review.

Discussion ensued and the following issues were raised :

- need to raise the spectre of Gershon in budget meetings
- need for an all Member seminar on the impact of Gershon on the Budget
- need for budget information not data at scrutiny panel meetings, such information to cover performance of the budget and be available well before the meeting

It was noted that individual scrutiny panels had determined dates for budget consideration and also that the Audit Commission had requested attendance at such scrutiny panel budget deliberations.

Resolved:- (1) That the information be noted.

(2) That an all Member seminar be requested on the impact of Gershon on the Budget and consideration be given to input from the LGIU and inviting representatives from other local authorities.

(3) That the meeting of this Committee scheduled for 10th December, 2004 be postponed until Friday, 17th December, 2004 at 2.00 p.m. to facilitate consideration of the Budget following such considerations by all the individual scrutiny panels.

(Note: the start time of the meeting was subsequently amended to 9.30 a.m.)

**72. MINUTES**

Resolved:- That the minutes of the previous meeting held on 12th November, 2004 be approved as a correct record for signature by the Chairman.

**73. MINUTES OF A MEETING OF THE MEMBERS CONSULTATION**

**ADVISORY GROUP**

Resolved:- That the minutes of the meeting of the Members Consultation Advisory Group held on 27th October, 2004 be noted.

**74. WORK IN PROGRESS**

Members of the Committee reported on the following issues :-

- (a) Councillor License reported a successful session of the Children and Young Peoples Scrutiny Working Party
- (b) Councillor Hall reported that witnesses had been interviewed as part of the Wardens review

(c) Councillor Stonebridge reported :

- that the LSP Review Group had held its second meeting and issues had been identified
- that progress had been made on a Member to Member protocol

**75. CALL-IN**

There were no formal call in requests.

**PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE  
17th December, 2004**

Present:- Councillor Stonebridge (in the Chair); Councillors Atkin, Clarke, Doyle, Hall, Hussain, R. S. Russell, St.John, Sangster and Whelbourn.

Also in attendance were Councillors Ali, Binnie, Havenhand, Jack and Walker for item 77 below.

Apologies for absence were received from Councillors License and G. A. Russell and also from Councillors Darby and Kirk for item 77 below.

**76. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

**77. FUTURE PLANNING MODEL FOR HEALTH AND SOCIAL CARE**

John Gomersall, Executive Director, Social Services, presented the submitted report relating to the above which had been considered by the Cabinet Member for Social Services at a meeting on 26th November, 2004.

The report set out proposals for changes to the existing planning structure in order to simplify and improve decision making across Health and Social Care.

Following the review of Rotherham's Mental Health Services it was recommended that the commissioning process be looked at as it had developed into a confusing mix of provider and commissioning arrangements.

At the Health and Social Services away day last year, a new planning structure was discussed which was based on the Children and Young Peoples model. This model was broadly supported with a few suggested amendments. The amended model was submitted with the report.

It was necessary to consider the impact on the PCT and Social Services as they were both commissioner and provider of services. Clear structures and reporting mechanisms needed to be established. Effective performance management needed to be embedded into any future planning structure.

John Gomersall outlined the make up, terms of reference and role of the following :-

- Executive Groups for the Boards
- Adults Board
- Learning Disability Board
- Mental Health Board

- Health Service Capacity Board
- Task Groups
- Chair and Chief Officers' Group
- Health and Social Well-being Partnership
- Rotherham Children and Young People's Board

A question and answer session ensued and the following issues were covered :-

- Elected Member input
- Young persons perspective
- Board memberships
- Powers of the Boards
- Selection criteria for Board memberships
- Co-optees
- Government's relationship and arrangements
- Budgets
- Frequency of, and venues for, meetings
- Need for an all Member seminar
- Induction training

Resolved:- (1) That the information be noted and the proposals be welcomed particularly for the clarification of issues/arrangements for health.

(2) That further reports be submitted when budget issues arise.

## **78. BUDGET PROCESS PRESENTATION**

The Chairman referred to the presentations on the budget process that had been given to each of the individual scrutiny panels and invited the Head of Corporate Finance to update the Committee on any developments since the preparation of the presentation.

The Head of Corporate Finance outlined developments and referred to :-

- CMT away day and Gershon savings when the rules were not known. Need to review and re-visit in the light of receipt of the rules
- allocation of pay and price increases to programme areas
- schools budgets
- 2½% savings
- final settlement was due in mid January
- issue of population changes was not in the original settlement



- issues subject to further negotiation
- implications of the employer's increased pension contribution
- risks of building extra monies into the base budget
- best known position had been reported to Cabinet/ CMT on 13th December, 2004

The Chairman and respective chairs of the Scrutiny Panels outlined the issues that had arisen out of the budget presentations at their meetings.

Many common themes had arisen out of the respective discussions at the Scrutiny Panel meetings and the detailed lists were to be analysed and pulled together in one over arching report of issues for further consideration.

The Head of Corporate Finance responded to issues raised.

Particular reference was made to the following :-

- budget timetable/timescale issues for comment
- scrutiny suggestions/recommendations not taken on board
- Commutation Adjustment Reserve
- Invest to Save Bids
- Gerson Savings and rules
- use of savings from closure of swimming pools
- closing down of accounts
- performance
- establishment of post of Parish Council Liaison Officer
- Domestic Violence Co-ordinator posts and safety issues
- Funding for the Off Road Motorcycling Prevention Officer

The Head of Corporate Finance undertook to work through the lists and liaise with Corporate Management Team.

Resolved:- (1) That the information be noted.

(2) That Cath Saltis prepare a comprehensive report on the issues raised in the Scrutiny Panels with a view to reporting back to Corporate

Management Team and Cabinet. Such report to include a request for further funding to facilitate the post of Off Road Motorcycling Prevention Officer being made a permanent post.

## 79. CORPORATE COMPLAINTS

Further to Minute No. 178 of the meeting of this Committee held on 26th March, 2004, the Committee considered the half yearly progress report on the above as submitted and presented by Michael Walker, Planning and Quality Principal Officer. Also in attendance was John Mansergh, Performance and Development Officer, Neighbourhoods who elaborated on issues relating to Neighbourhoods.

It was also noted that the report covered the first half of 2004/05 and performance on handling complaints across the Council had risen markedly. Serious consideration was being given to the lessons learnt from the complaints received and a summary of both performance and improvements made was detailed in the report. Also summarised in the report were a number of developments to improve the Council's approach to complaints which had been progressed through the Complaints Officer Forum.

The report covered :-

- key points arising
  - (a) the overall number of complaints received were marginally less than last year
  - (b) handling of complaints had improved
  - (c) types of complaints received were spread across categories
- lessons learnt from the complaints received
- learning from suggestions received through the Corporate Suggestions procedure
- other developments including recommendations acted upon

A question and answer session ensued and the following issues were covered :-

- Neighbourhoods best practice
- Audit trails
- CPA assessment

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- Access to services inspection
- surgery system

Resolved:- (1) That the information be noted.

(2) That the concerns regarding the surgery system be taken on board.

(3) That support be given to the proposal that further work needs to be taken forward by Complaints Officers and RBT, as follows:-

(a) to ensure an effective approach to handling complaints following the establishment of a One-Stop Shop

(b) to assess any issues involved in Social Services difficulties in processing Stage 1 Complaints

(4) That support be given to the proposal that a corporate 'Learning from Customers' workshop be held with managers and staff from all programme areas in early 2005, building on the process used within the Neighbourhoods Programme Area and including renewed consideration of how we use customer suggestions.

**80. MINUTES**

Resolved:- That the minutes of the previous meeting held on 26th November, 2004 be approved as a correct record for signature by the Chairman.

**81. WORK IN PROGRESS**

Members of the Committee reported on the following issues :-

(a) Councillor St. John reported on a very good one day scrutiny session by the Lifelong Learning Opportunities Scrutiny Panel regarding Education exclusions

(b) Councillor Atkin reported :-

- that the review of wardens and caretakers was ongoing
- that the review of bereavement services was to commence in the next two months
- that there was to be a presentation on the Waste Management Strategy to the Scrutiny Panel meeting on 27th January, 2005

(c) Councillor Doyle reported that the Working Party on Learning Disabilities would not be meeting until the new year.

(d) Councillor R. S. Russell reported :

- that there was to be an update in the new year on off road motorcycling
- that the benefits take up review was to commence in January, 2005

(e) Councillor Sangster reported :

- that a questionnaire was to be sent to tenants at the end of February, 2005 as part of the Housing Estates review
- that the next meeting of the Health Services Working Group was scheduled for 14th January, 2005
- that the Health Services Working Group had examined the proposals to utilise the former medical centre at St. Ann's as a drug treatment centre, including analysing the petition received. It was found that health officials had done everything they should have and that a large proportion of the names included in the petition were not from the area. The Working Group had found no grounds to oppose the proposals. A liaison group was to be formed.

(f) Councillor Stonebridge reported:

- briefly on the Cabinet/CMT away day held on 14th December, 2004 which overall had been useful. However there were issues regarding the scrutiny function and the need for this Committee to meet Cabinet/CMT was reiterated.
- that issues had been identified from a further meeting of the LSP Review Group
- that there was a potential need in the new year to look at the use of consultants following concerns regarding the quality of service provided

## **82. CALL-IN**

There were no formal call in requests.