

SOCIAL AND COMMUNITY SUPPORT SCRUTINY PANEL

Venue: Town Hall, Moorgate
Street, Rotherham.

Date: Friday, 6 May 2005

Time: 10.00 am

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 Discussion

6. The Role of Councillors as Corporate Parents (report to follow)
7. Progress On 2004 / 05 Scrutiny Work Programme (report herewith) (Pages 1 - 4)
8. Transport Services (report herewith) (Pages 5 - 9)
9. Inspections of Older People's Residential Units (report herewith) (Pages 10 - 14)
10. SWIFT Implementation - Update (report herewith) (Pages 15 - 17)

For Monitoring

11. Supporting People: Five Year Strategy (report herewith) (Pages 18 - 21)
12. Decisions of the Social Services Cabinet member held on 4th and 15th April 2005 (herewith) (Pages 22 - 34)

13. Minutes of the Children and Young People's Board Minutes held on 7th April (herewith) (Pages 35 - 41)

Minutes for Information

14. Minutes of the meeting of the Social and Community Support Scrutiny Panel held on 8th April 2005 (herewith) (Pages 42 - 49)
15. Minutes of the meeting of the Performance and Scrutiny Overview Committee held on 8th April 2005 (herewith) (Pages 50 - 56)

**Date of Next Meeting:-
Date Not Specified**

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. J. Mullins (Disability Network), Mr. R. H. Noble (Rotherham Hard of Hearing Soc.) and Mr. R. Parkin (Speak Up)

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1. Meeting:	Social and Community Support Scrutiny Panel
2. Date:	6th May 2005
3. Title:	Progress on 2004/05 work programme
4. Programme Area:	Chief Executive's

5. Summary

To consider the Social and Community Support Scrutiny Panel's achievements over the current Municipal Year and to suggest areas for inclusion in the work programme for the relevant panels for 2005/2006.

6. Recommendations

- 1) That members note the achievements of the Social and Community Support Scrutiny Panel
- 2) That the relevant Children and Young People's and Adult scrutiny arrangements determine their priorities and work programme early in the new 2005/06 municipal year.

7. Proposals and Details

Each of the Council's Scrutiny Panels is required to develop an annual report detailing their achievements over the current years and a forward programme of work for the new Municipal Year. The current work programme has been informed by the corporate priorities agreed by the Council, issues raised by elected members and with reference to national agendas (for example, the moves towards the integration of children's services).

The list of achievement and areas to be completed are attached as Appendix 1. The panel has covered a wide range of issues over the past twelve month. The panel should note the successful themed meeting on domestic violence. In addition, the review of the 'Role of Councillors as Corporate Parents' is completed and awaiting decision and the review into 'Employment Opportunities for People with Learning Disabilities' is currently underway. The panel originally agreed to undertake reviews of diversity and the youth offending service. Whilst not considered as reviews, both these items have been considered in depth by panel over the year as part of the panel's workload.

Members will be aware that there is a recommendation to the Annual General Meeting of Councils for a Children's and Young People's Services Scrutiny Panel and a Health and Adult Social Care Scrutiny Panel to be established. At the time of writing, the terms of reference for these panels have not yet been developed for approval by full Council.

In terms of next municipal year's programme, it is important that it is realistic in terms of the scope and number of issues to be considered and relevant in terms of adding value to the work of the Council or in responding to the community.

At the last meeting of the panel, the following items were suggested as possible areas for future reviews. These should be forwarded to the relevant panel to determine whether they should form the basis for scrutiny

- (a) the impact of domestic violence on children
- (b) how best to support elderly vulnerable people in the community to prevent them from being isolated
- (c) the support given by Social Services to asylum seekers whose claims had been disallowed
- (d) Safety in the Community having regard to the work done by the Police within the Rotherham Partnership
- (e) the timescales for delivery of equipment and adaptations once assessments have been made

Given that the terms of reference for each of the panels are yet to be determined, it is suggested that the first meeting of the municipal year considers the issues it wishes to examine in line with the Panels' terms of reference and identified priorities for the relevant services.

8. Finance

There are no financial implications arising out of this report. Recommendations arising out of scrutiny reviews may have financial implications and these will need to be evaluated when such recommendations are referred to Cabinet.

9. Risks and Uncertainties

Failure to consider and plan the work programme for the municipal year is likely to lead to difficulties in identifying priorities and monitoring scrutiny's progress.

10. Policy and Performance Agenda Implications

The scrutiny work programmes should reflect the Council's priorities or issues of community concern.

11. Background Papers and Consultation

Cllr Ann Russell

Minutes from Social and Community Support May 7th 2005

<http://qmatic/ieListDocuments.asp?Committeed=445&CF=Social+and+Community+Support+Scrutiny+Panel&MeetingId=2535&DF=07/05/2004&Ver=4>

Contact Name: Caroline Webb, Senior Scrutiny Adviser
caroline.webb@rotherham.gov.uk tel: (01709) 822765

Items considered over the Municipal Year 2005/06

- Adoption Agency Presentation
- Fostering Services Inspection
- Extra-care housing
- Supporting people
- Complaints
- Equality and Diversity
- Children Act and future of Children and Young People's Services
- Youth Offending Services
- 2005/06 budget
- Transport
- Progress report on options for modernising adult services
- Rotherham's Hospital Discharge Planning and Reimbursement Policy
- Protection of Vulnerable Adult
- Development of older people's strategy

Themed Meeting

- Domestic Violence

Scrutiny Reviews

- Employment opportunities for people with learning disabilities (underway)
- The role of Councillors as Corporate Parents (awaiting decision)

Quarterly monitoring

- Social Services Budget Monitoring
- Performance Monitoring
- Forward Plan of Key Decision
- Progress against service business plans
- Progress on action plan emerging from inspections (for example inspection of children and families services)

Updates on progress of implementation of scrutiny recommendations

- Substance Misuse
- Direct payments
- Improving services for older people and carers

Outstanding Issues

- Young carers update
- Office accommodation for Social Services staff
- Inspection of registered homes (nb inspection report to be submitted to May's panel)

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1. **Meeting:** Social and Community Support Scrutiny Panel
2. **Date:** 6th May, 2005
3. **Title:** Transport Services
4. **Programme Area:** Social Services

5. Summary:

To update Scrutiny Panel Members on developments in relation to the provision of transport for users of services provided by the Programme Area. This report addresses issues on:

- i) The outcome of the survey of service users and the action taken to make improvements arising from the survey.
- ii) Developments arising from the Best value review of transport recommendations.

6. Recommendations

1. **That Members receive the report**
2. **Note the outcome of the survey and steps taken to improve the service**
3. **Note the implementation of the Best value review of transport**

7. Proposals and Details

Customer survey

Since the last meeting a number of key initiatives have been taken forward.

A transport questionnaire of users and carers has been completed. 800 questionnaires were sent out and 283 returned.

Of the 283 returns 62% used contract hire and 38% in-house passenger transport.

There were three key areas of concern raised through the review, to what could be considered a generally positive view of the service provided.

One area of concern related to punctuality; despite the need for consistency in arrival and departure times having been stressed to providers, 79% of in-house arrived on time compared to 69% of Contract Hire. There is a need to monitor this closely and steps have been taken do so.

A second issue related to confidence in the service. Whilst the majority of people felt confident with in-house transport due to the consistency of the driver, some concern was expressed regarding Contract Hire transport.

The third issue related to perceptions of being rushed when using transport services. This concern was expressed by a small minority and once again this was slightly higher with Contract Hire transport.

Action taken regarding the key findings from the survey and issues relating to Best Value are detailed below.

Progress on implementing the Best Value Review recommendations

- The Best Value Review recognized the need to maintain a balance between direct provision and contract hire in order to operate within the three e principle of Efficient, Effective and Economic
- Fleet Procurement of the Authorities fleet has been centralised through E.D.S. this includes the in-house passenger transport. Provision is through a single contract with Translinc.
- Contract hire for the Authority has been brought together under E.D.S. and R.B.T.
- Considerable tightening of monitoring following the Questionnaire and quality audit. Managers at establishments make observations of provision and report any issues to Transport section in E.D.S. and Social Services. This is in addition to facilitating users right to comment directly. The

survey will be repeated this year to see the impact of these initiatives.

- The partnership between E.D.S., ECALS and Social Service continues to develop with Social Service maintaining direct in-house passenger transport management and E.D.S. coordinating contract hire provision for the Authority. This enables a purchaser provider split.
- E.D.S. is developing training for Transport providers including the in-house provision, which will incorporate customer care.
- E.D.S. are developing a CRB database to monitor Drivers and escorts employed to transport Children and Vulnerable Adults.
- E.D.S. have proposals for enhanced contract monitoring for the current financial year. This will involve the above and carrying out random compliance checks together with investigating customer complaints as per recommendation No.3 in the Best Value report.

c. The in-house fleet:

- In March 2005 the Social Service Passenger Transport services secured Charter Mark Status. This reflects most positively upon the work of the in-house service and the levels of customer satisfaction with their work.
- Currently comprises 16 coaches, 8 'Transit' type vans, 60 light vans and employs 70 permanent staff. 5,300 Meals on Wheels are delivered each week, 776 bags of Laundry are collected each week and 1,620 passenger journeys each week. In addition to this 80 courier collections are carried out each week and 60 Luncheon Club deliveries. The In-house transport service has a direct impact on the lives of 3,860 people each week providing service to users of In-house services such as Day Care and also assisting partners such as SCOPE to provide services to Disabled People. The in-house fleet forms part of the Peacetime Emergency Plan. The in-house transport section has identified 20 workers to

go forward to NVQ level 2 training in customer care. All our staff are currently subject to CRB checks. Extensive work has been undertaken to develop a quality standard that can be applied to all transport provision.

d. Contract hire issues

- The recent contract hire tendering process has been subject to challenge by an unsuccessful company and one company is subject to an ongoing investigation by internal audit. As part of this work additional monitoring has been introduced involving spot checks on drivers and their vehicles. Checks have not revealed any significant variations in the contract. All contract hire vehicles are subject to Vehicle license regulations and inspected on a regular basis. The contract requires the Provider to ensure that operatives are CRB checked.

8. Finance

The current in-house transport budget is £257,000 compared to a budget of £539,000 for contract hire.

In keeping with the Best Value review recommendations there is potential to develop the in-house provision and realise savings on transport through transfer of some contract hire to in-house provision. This could be achieved through maintaining the Purchaser (Commissioner) and Provider role between EDS and Social Services.

9. Risk and Uncertainties

- The risk is in ensuring a smooth transition in procurement between EDS and Social Service and RBT as we implement the Best Value Plans
- Maintaining appropriate quality checks and more regular feed back from users of the service

10. Policy and Performance Agenda Implications – issues

Criteria for the provision of transport services require to be reviewed and any changes subject to an implementation plan in order to ensure the best Value balance between In-house and Contract hire provision.

11. Background and Consultation

- Best Value Review (Transport) 2002
- Scrutiny 2.6.2004
- Economic and Development Services

Contact Name: John Harding Locality Manager ext. 6521

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

- 1. Meeting:** Social and Community Support Scrutiny Panel
- 2. Date:** 6th May 2005
- 3. Title:** Commission for Social Care Inspection – Rothwel Grange
- 4. Programme Area:** Social Services

5. Summary:

Commission for Social Care Inspection (CSCI) was launched in April 04 and is the single inspectorate for social care in England. Every establishment that falls within the jurisdiction of CSCI is subject to inspection to establish if the establishment is meeting the national minimum standards relevant to that setting and the requirements of the Care Standards Act 2000.

The attached document summarises the findings of CSCI in respect of Rothwel Grange which was an announced inspection which took place on 17 November 04.

Rothwel Grange is a home for up to 34 older people that require accommodation and personal care. The home provides long term care and rehabilitation in 2 separate units. It is a Local Authority home situated in Broom Valley; the registered Manager is Mrs. Doreen Butt.

6. Recommendations

That this report is accepted as an example of good practice, where a Local authority home has met all the national minimum standards in providing long term care and rehabilitation to older people.

7. Proposals and Details

There are 38 standards that apply to Rothwel Grange, a summary of these standards can be found on pages 6 and 7 of the attached report. In this inspection all 38 standards were met.

Following an inspection, CSCI will issue statutory requirements which indicate non compliance with the Care Standards Act 2000. Rothwel Grange is required to undertake these requirements in the timescales stipulated by CSCI. The outcome of this inspection was that Rothwel Grange had no statutory requirements.

CSCI will also identify recommendations which are seen as good practice issues which should be considered for implementation. The outcome of this inspection was that Rothwel grange had no recommendations.

8. Finance

Not applicable

9. Risk and Uncertainties

Standards are assessed against a scale:

4 – standard exceeds (commendable)

3 – standard met (No shortfalls)

2 –standard almost met (minor shortfalls)

1 – standard not met (major shortfalls)

Of the 38 standards that Rothwel Grange was assessed against: 31 scored 3 – standard met (no shortfalls) and the other 7 standards scored 4 – standard exceeds (commendable). Further details of CSCI's findings can be found on pages 12 to 29 of the attached report.

No risks or uncertainties were identified.

10. Policy and Performance Agenda Implications

Rothwel Grange fully met the national minimum standards and the requirements of the Care Standards Act 2000. To achieve no statutory requirements or recommendations is an outstanding achievement.

11. Background and Consultation

Rothwel Grange was awarded HEART employee commitments Team of the month in March 05, in recognition of an outstanding inspection report and the excellent standard of care and service provided to all residents and their carers.

Contact Name :Sam Newton, Group Manager, Tel:304520

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

- 1. Meeting:** Social and Community Support Scrutiny Panel
- 2. Date:** 6th May 2005
- 3. Title:** CSCI Inspection Report
- 4. Programme Area:** Social Services

5. Summary:

Every establishment that falls within the jurisdiction of the Commission for Social Care Inspection (C.S.C.I) is subject to inspection to assess whether that establishment is meeting the National Minimum Standards and Regulations relevant to that setting and the requirements of the National Care Standards Act 2000.

5. Recommendations

- **That Members receive this report**
- **That Managers of the homes are supported in such a way as to ensure all statutory requirements identified by inspectors are addressed and met.**

7. Proposals and Details

Inspectors from the Commission for Social Care Inspection (C.S.C.I) inspect Residential Homes for Older People using the National Minimum Standard as the measure. Homes are inspected twice yearly; one announced and one unannounced.

This report will deal with an inspection undertaken in October 2004.

Overall the inspection was positive and the inspection process well managed.

A summary of the inspection undertaken at Parkstone House is attached to this report.

8. Finance

Each residential unit has a budget set at the beginning of the financial year to ensure optimum operation. Inspectors from C.S.C.I during the course of their inspection identify recommendations or requirements which may have a cost implication. On such an occasion the Group Manager for residential services would meet with inspectors to discuss an action plan to address the need.

Where building requirements cannot be met with the residential homes existing budget bids are made to the E.D.S Premises Fund for approval and action.

9. Risk and Uncertainties

The admission of older people to residential care is based on thorough assessment of need and the risks involved to maintain that person in the community.

Admissions are primarily made when community resources are no longer able to meet the persons needs within the community. In consequence the people requiring residential care are of high dependency and often with associated disabilities. This can pose a risk where a persons needs cannot be met within the category of the residential units registration status.

10. Policy and Performance Agenda Implications

National Minimum Care Standards

There are 35 standards to be met in residential homes for vulnerable adults. All of the standards are measured over the period of two inspections. The performance of homes is good and demonstrates both sustainability and improvement in the operation of the homes.

There are areas to address, notably issues arising from the buildings which require continued investment to meet building requirements in the interim period prior to implementation of the modernisation strategy.

11. Background and Consultation

- Care Standards Act 2000. The Care Standards Act 2000 provides guidance on the standards that are assessed relating to the management and operation of Residential Homes for Older People.

- Adult Residential Care Minimum Standards. All of the National Minimum Standards are assessed over a period of a year commencing April to March.
- Inspection Report of: Parkstone House Residential Care Unit for Older People.

Contact Name: Brenda Weldon, Group Manager. Telephone: 336512E-mail: brenda.weldon@rotherham.gov.uk

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1. **Meeting:** Scrutiny Panel
2. **Date:** 6th May 2005
3. **Title** SWIFT Implementation Update
4. **Programme Area:** Social Services

5. **Summary:**

The Social Services Programme Area has been using SWIFT Social Care Information System for just over 18 months now following “Go Live” in September 2003. This report provides an update to members on the issues encountered during the last 18 months the progress made and the development plans in place to continue to improve its use across the Programme Area.

6. **Recommendations**

- a) That members receive this report and note the progress made.
- b) That a further progress reports be submitted to a future meeting on a six monthly basis.

7. **Proposals and Details**

Over the past 18 months, SWIFT has been embedded into the working practices of staff across the Programme Area and the culture change that came with this major implementation project. Future developments include:

- Linking SWIFT to a document / records management system to be able to create a full Electronic Social Care Records system (ESCR).
- Linking SWIFT to a eForms system to allow forms (similar to the paper forms that social workers are used to) to be available on a browser / internet type application and fed automatically into SWIFT
- Improving Management Information to ensure that all managers have access to the activity of their team in a suitable format
- Improved information sharing with Education to support integrated Children and Young Peoples Services.
- Further Pilots of the Single Assessment Process for older people with the PCT and Rotherham DGH using SWIFT and Mobile Devices, such as laptops and tablet PCs.

8. **Finance**

Additional posts of SWIFT Trainer and Asst Systems Administrator were funded from within Social Services budgets. Part of the funding for ESCR is from a Department of Health capital allocation, other funding streams are being considered including the Councils Capital Strategy and the Prudential Code of Borrowing. Discussions have also taken place with Strategic Resources around possible eGovernment funding.

9. Risk and Uncertainties

Risgen, the Councils Risk Management system is being used to record risks around the use of SWIFT as part of the Programme Areas overall management of risks

10. Policy and Performance Agenda Implications

Accurate recording on SWIFT is integral to the wider performance agenda in the Social Services Programme Area, it is essential that fieldwork activity is accurately recorded to be able to generate the Government Performance Returns and to be able to evidence this activity for Audit purposes.

11. Background and Consultation

Previous reports to members have requested a regular update on SWIFT and its implementation.

SWIFT went "live" in September 2003 following extensive work on the migration of data from CRISSP, the previous client index system. During this time there have been issues raised about Direct Inputting by Social Workers and the impact this has had on practitioners. In particular issues raised by the Occupational Therapists resulted in further work on this including additional administration support to the OTs and a review of the business processes.

Progress made so far is:

- A full time permanent trainer post was established in September 2004 with training courses now being run on a daily basis. Further work has been done on guidance manuals and User Guides on the intranet.
- A validation and development group has been established in Adult Services, under the direction of a Locality Manager to ensure that the data quality is of a required standard and that SWIFT reflects accurately the business processes being followed in the Service.
- On a regular basis there are now around 230 staff at any one time using SWIFT across the Programme Area.
- An additional Systems Administrator post has recently been established to continue to support the users across the Programme Area and its partners.
- Specific support was given to all 3 Inspections in Children & Families around management and performance information and the use of SWIFT.
- Developments around Management Information and how these are distributed to staff and managers
- A SWIFT Development plan with details of future and planned developments has been developed

The use of SWIFT is integral to the Information for Social Care agenda, in particular the introduction of Electronic Social Care Records project, commencing with all new cases from October 2005.

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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Social and Community Support Scrutiny Panel
2.	Date:	6th May 2005
3.	Title:	Supporting People 5 Year Strategy
4.	Programme Area:	Social Services (Adult Services)

5. Summary

Rotherham's Supporting People 5 year strategy:

- Identifies the gaps in current provision of tenancy related support services
- Matches supply gaps to the identified needs of vulnerable groups
- Sets out the priorities of the Supporting People Commissioning Group
- Provides a one year plan with milestones and measures to deliver on these priorities

The priorities are staged over the short (1-3 years), medium (3-5 years) and long term (5+ years) because of the current and projected funding from the Office of the Deputy Prime Minister

6. Recommendations

Members are asked to note the strategy and its review in March 2006

7. Proposals and Details

The Adult Services vision is to *'Enable independence and wellbeing'*. The Commissioning Group has agreed the vision for the Supporting People programme for the next five years, which is to ensure that:

'Vulnerable people in Rotherham have fair access to a range of strategically relevant, good quality and efficient services that maintain and promote housing related independence'

Based on this vision, the Commissioning Group has identified the following short-term priorities:

- Modernisation of services to older people and payment for support services within extra care housing developments
- Fair access to services for minority groups
- Efficiencies via the service review programme
- Involvement and participation of service users and carers
- Creation of 'pathways' between voluntary and statutory services
- Outcome measurement
- Joint cross authority and partnership work
- Continue the improvements in quality of services

Medium-term priorities:

- Women fleeing domestic violence
- Move-on and outreach support for teenage parents
- Floating support for sensory impairment
- Cross authority work, and work with Neighbourhood Services, for travellers in Rotherham
- Cross authority work and work with the Primary Care Trust, for people with HIV and AIDS in Rotherham

Long-term priorities:

- Interim accommodation or direct access with suitable 'move-on' provision for homeless people
- The development of joint funded tenancy support or supported accommodation for people with learning disabilities
- The development of joint funded accommodation-based provision for physically disabled people

These priorities have been agreed through consideration of the Council's supply and needs analysis and application of the following criteria:

In the short term

- Actions must be deliverable under the current funding circumstances

- Priorities must be areas which need significant modernisation and improvement

In the medium term

- Actions must address increasing unmet need, or increasing strategic relevance
- Priorities must be joint funding arrangements on cross authority issues

In the long term

- Priorities must be the higher cost – higher risk joint capital and revenue services

8. Finance

The estimated additional cost of the priorities is £1 million over 5 years. The current funding context is one of reducing annual Supporting People grant from the ODPM. 4.2% cut in 2005-6 and expected similar cut in 2006-7. However, the ODPM has given a commitment to some areas, and Rotherham is one such local authority, for long-term increased grant allocation.

Local MPs have been asked by the Commissioning Group to lobby the ODPM for increased spend on the grounds that in Rotherham the programme did very well in the recent audit commission inspection, (gaining two stars with promising prospects for improvement), and the service review programme is advanced and on schedule, and the strategy has been developed in partnership, is detailed and costed.

9. Risks and Uncertainties

The principle risk which affects the delivery of the five-year strategy is that central government funding continues to reduce into the medium and long-term. In such a scenario it would prove very difficult to release sufficient funds through the service review programme to deliver on all the identified actions.

Assuming central government finances continue to reduce, local authority and PCT financial commitment would be needed to support the service review process in delivering sufficient funds to meet all the priority areas.

Should local authority or PCT funding be unavailable then significant rationalisation of the agreed priorities would be required leading to long-term continuing unmet need amongst vulnerable groups.

10. Policy and Performance Agenda Implications

The performance of the Supporting People team is monitored by the ODPM and the Council. The ODPM and the audit commission will want to see the agreed strategy being effectively delivered over the course of the next five years. Failure to meet the requirements of the strategy would be damaging to the programme and the council's reputation and any subsequent audit.

Key performance indicators within the Corporate Plan will be affected by the effectiveness of the Supporting People strategy. For example, the targets to develop Extra Care Housing and increased accommodation for women fleeing domestic violence in Rotherham

11. Background Papers and Consultation

Consultation has been a key principle through out the development of the strategy. Partners have undertaken work with the Provider Forum and the Supporting People team. Consultations were commissioned to engage hard to reach service users and carers and map their view of unmet need. Three strategy development days were delivered to discuss the emerging strategy and two weeks of public consultation has been undertaken prior to consideration by Social Services cabinet group.

The strategy is available on the Council's web site.

Contact Name: Tim Gollins: Supporting People Manager, 36 Nelson Street, Clifton, tim.gollins@rotherham.gov.uk; tel: 820028 fax: 382689.....

SOCIAL SERVICES
4th April, 2005

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

Apologies for absence were received from Councillors Hodgkiss and G. A. Russell.

210. PRESENTATIONS - HEART AWARDS

The Chairman took pleasure in making presentations to:-

Employee of the Month

Annie Redmond, Team Manager Fostering

The Chairman congratulated her on the award and thanked her for her excellent work on behalf of Social Services.

Team of the Month

Doreen Butt, Manager, Rothwel Grange
and Yasmin Allen, Manager, Netherfield Court

Doreen Butt and Yasmin Allen were congratulated and thanked and presented with awards for their excellent work on behalf of Social Services.

211. MINUTES OF THE MEETINGS HELD ON 4TH MARCH AND 22ND MARCH, 2005

Resolved:- That the minutes of the meetings held on the above dates be agreed as a correct record.

212. DECLARATION OF INTEREST

Councillor P.A. Russell declared a personal interest in Minute No. 203 of a meeting of the Cabinet Member, Social Services held on 4th March, 2005.

213. SHELTERED HOUSING AND AGED PERSON'S ACCOMMODATION REVIEW

The Cabinet Member made reference to Minute No. B197 of a meeting of The Cabinet held on 22nd March, 2005 and expressed concern about a lack of involvement and input from Social Services in this Review and the fact that reports had not been presented to Cabinet Member, Social Services on this matter.

214. CHILDREN AND YOUNG PERSON'S SUB-GROUP

Resolved:- That the minutes of the above Sub-Group held on the 28th February, 2005 be received and the content noted.

215. THE EDUCATION OF LOOKED AFTER CHILDREN

Resolved:- That the minutes of the meeting of the above meeting held on the 28th February, 2005 be received and the content noted.

216. 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 February 2005.

The overall position shows a projected overspend of £296,995 or + 0.45% for the Programme Area against a revenue budget of £65,284,271, a reduction in overspend of £98,840 against the previous month (excluding Central Establishment Charges). In addition, this report includes an estimate of the proposed recharges to RBT in respect of additional procurement savings. However, the figures are still being validated corporately.

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 £134,000 (+ 0.85%)
- Adult Services – overall overspend of £302,615 (+0.64%)
- Strategic Services – overall underspend of £132,890 (-5.61%)
- Finance and Accountancy – overall underspend of £6,730 (- 4.43%)

The main budget pressures for each area were highlighted, along with the various actions being taken to reduce the projected overspends. Action Plans to achieve this are in place including further action on issues relating to the Children's out of authority placements, Adoption services, Learning Disabilities residential and nursing care, Home Care and Corporate recharges.

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.

217. 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.

This is the seventh capital monitoring report of the financial year and indicated projected expenditure against budget based on actual expenditure for the period April to the end of February 2005. All capital schemes are now committed.

The approved capital budget for Social Services is £1,102,554, however, £207,922 of the approved budget has been identified as expenditure that will be incurred in the next financial year 2005/06 and has therefore been carried forward to meet outstanding commitments on approved schemes. These schemes are funded from a variety of different funding sources including capital receipts, allocations from the capital programme, Supported Capital Expenditure, contribution from revenue budgets and capital grant funding.

Information provided in the report gave a brief summary of the latest position on the main projects within each client group.

Resolved:- That the Capital Budget Monitoring report for 2004/05 be received.

218. KEY PERFORMANCE INDICATORS FOR JANUARY 2005

Consideration was given to the content of a report on Key Performance Indicators relating to Social Services performance as at month ending January, 2005.

The Head of Strategic Services went through the situation for each of the Performance Indicators set out in the report submitted and informed members of action being taken to improve under-performing indicators.

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

(2) That progress and future development continue to be monitored.

(3) That corrective Action Plans be submitted to the next meeting regarding Performance Indicators of high risk.

219. ELECTRONIC SOCIAL CARE RECORDS - IMPLEMENTATION UPDATE

Further to Minute No. 125 of a meeting of the Cabinet Member, Social Services held on 26th November, 2004, the meeting considered an implementation update report of the Electronic Social Care Records system.

Electronic Social Care Records implementation is part of the overall Modernising Social Services agenda and the Council's eGovernment priorities.

Current Government timescales are for a system to be in place for all new cases by October 2005 and for pre-existing cases by October 2006.

The report highlighted the partnership arrangements and content of work currently being undertaken with R.B.T., who are one of the major partners in the implementation of Electronic Social Care Records, capital monies for 2004/05 having been used to purchase additional computers for social workers and an electronic storage solution jointly with Resources and R.B.T.

Resolved:- (1) That the report be received and the initial progress made on the development of Electronic Social Care Records in Rotherham and the further work required be noted and welcomed.

(2) That further progress reports be submitted to future meetings.

(3) That the position on funding be noted and further work on a capital programme bid and/or prudential borrowing be supported.

220. BURSARY SCHEME FOR SOCIAL WORK STUDENTS

Consideration was given to a report regarding a proposal of establishing a Bursary Scheme for Social Work Degree students to promote Rotherham as an employer of choice for newly qualified Social Workers.

Members are aware of the major issues in recruitment and retention of social work staff, particularly within Children's Services.

All Social Work students are required to successfully complete two periods of placement activity totalling 200 days as part of their Social Work training. Each year the Programme Area in partnership with SYNEM (South Yorkshire & North East Midlands) accepts Social Work students for placement activity within the Agency.

This presents the ideal opportunity to target those final year students studying at regional universities who are interested in working for the Department upon qualification. Students will be required to participate in a comprehensive recruitment exercise for a Social Work post. If the students are successful in being offered a post, it is proposed they be given a bursary of £3000 during their final year, conditional upon them commencing employment with the Programme Area upon qualification for

a minimum period of two years.

The benefits of such a scheme are that the Programme Area is in a position to attract the best students early, students will have a financial gain when they need it most, the costs will be less than national advertising, and it will assist Services in vacancy management.

The funding for the Bursary Scheme will be supported through the Human Resources Development Strategy (HRD) Grant funding from the Department of Health.

In light of the continuing difficulties of recruiting qualified Social Workers a request was made on behalf of the Acting Head of Children Services for the Cabinet Member to support an Overseas Recruitment exercise.

Resolved:- (1) That the report be received.

(2) That the Programme Area's Bursary Scheme initiative be supported and welcomed.

(3) That Overseas Recruitment exercise Bursary Scheme initiative be supported.

221. SUPPORTING PEOPLE - AUDIT COMMISSION INSPECTION

Consideration was given to a report, recommendations and the plans that are in place to implement them, on the findings of The Audit Commission report following an inspection of the Supporting People Programme in the first week of December, 2004.

The inspectors assessed the Supporting People programme in Rotherham to be a good service with promising prospects for improvement.

The report drew attention to areas for improvement.

The inspectors made a number of recommendations including the development of an agreed vision for the programme, arrangements for service user and carer representatives to have a voice at a strategic level, and revision of terms of reference to address conflicts of interest.

The recommendation implementation plan shows in detail what actions are required and how many have been taken.

In the first two months (until 30th April) seven actions are needed; three

have been completed, three are underway and one is scheduled for the beginning of April.

The audit concluded that the Supporting People Team was likely to develop a comprehensive 5-year strategy, which will update the Supporting People Shadow Strategy for 2003/04, the final version of which is to be submitted to the Office of the Deputy Prime Minister following the cabinet member meeting and subsequent Commissioning Group meeting held on 4th April, 2005.

Resolved:- That the report be noted.

222. SUPPORTING PEOPLE - FIVE YEAR STRATEGY

Consideration was given to a report containing details of Rotherham's Supporting People 5 year strategy.

The priorities of the Strategy are as follows:-

- Identifies the gaps in current provision
- Matches 'supply side' gaps to the identified needs of vulnerable groups
- Sets out the priorities of the Supporting People Commissioning Group
- Describes a plan to deliver on these priorities over the next five years

The priorities, as outlined in the report, are staged over the short, medium and long term because of the current, and future, funding from the Office of the Deputy Prime Minister.

The Adult Services vision is to 'Enable independence and wellbeing'. The commissioning Group has agreed the vision for the Supporting People programme for the next five years, which is to ensure that:

'Vulnerable people in Rotherham have fair access to a range of strategically relevant, good quality and efficient services that maintain and promote independence'.

The report set out the current funding context, the priorities as agreed by the Commissioning Group and an implementation plan for the first year.

The strategy and the implementation plan for the first year is available on the Council's web site.

Resolved:- That the strategy be endorsed.

SOCIAL SERVICES
15th April, 2005

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

Apologies for absence were received from Councillors Hodgkiss and G. A. Russell.

223. MINUTES OF MEETING HELD ON 4TH APRIL 2005

Resolved:- That the minutes of the meeting held on the above date be received as a correct record.

224. CHILDREN'S CENTRES STRATEGY

Consideration was given to a progress and further development report of the Strategic Leader School Improvement on the Children's Centre Strategy and proposed partnership arrangements with the private and voluntary sector.

Children's Centres will serve children and families in Rotherham's most disadvantaged communities across the Borough and will provide integrated education and care for young children, health services and family support. In addition, they will also act as a base within the community for parents and providers of childcare services for children of all ages - offering support for childminder networks and a link to other day care provision, out of school clubs and extended schools. Centres will also have links with local training and education providers, Jobcentre Plus and Children's Information Services. The centres will bring together locally available services and integrate management and staffing structures but will not necessarily be developed on one site.

Centres have been agreed by members and approved by DfES for the following :

Designated from September 2003

- Aughton Early Years Centre – A partnership between Barnardos and Aughton Early Years Centre outreaching to Thurcroft, Treeton and Catcliffe
- Rawmarsh Children's Centre – A partnership between Rawmarsh Nursery School and Rawmarsh Sure Start

Revenue approved by DfES for April 2006. Capital awaiting approval

- Dinnington Community Primary School
- Dalton Foljambe School
- The Arnold Centre – Herringthorpe
- Thrybergh Primary School
- Wath Victoria Primary School

- Rockingham Junior and Infant School – Greasbrough
- The Ferham Centre – A partnership between Ferham School and Sure Start Central – outreaching to Canklow
- Maltby – led by Maltby Sure Start

Proposed for September 2006

- Kimberworth Primary School – PFI build
- Coleridge Primary School – PFI build

The report also contained details of two successful bids for Neighbourhood Renewal Funding to support the Children's Centre Initiative, areas to be targeted for 2005/06, details of the partnerships involved and work to be covered within a leadership programme consisting of nominated head teachers and key change agents.

Reference was also made to the development of Partnership Agreements in order to support the sustainability of present providers.

Confirmation of further funding from the DfES for 2006/08 is expected before the end of this financial year.

Resolved:- That the report be received and the proposals be supported.

225. SOCIAL SERVICES REVENUE BUDGET ALLOCATION 2005 / 06

The Finance and Accountancy Manager gave a presentation on the approved Social Services revenue budget allocation for 2005/06, highlighting areas of investment and disinvestments, the grants situation, main budget pressures and where funding was to be allocated to provide key services and meet council priorities.

Each service area has determined its spending priorities, having regard to the service business planning process and members were informed of them.

It was noted that net cash limited budget for 2005/06 is £70.3m, and how this was comprised was outlined.

Particular discussion took place on Gershon savings.

Resolved:- (1) That the report be received and the spending plans for the 2005/06 revenue budget for Social Services be endorsed.

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

226. SERVICE PLANS FOR 2005 TO 2008

It was reported that Service Plans have now been drafted for Adult

Services, Children and Families and Strategic Services. All three Service Plans have been produced in line with the revised Corporate framework and include the identified Service Aims, Objectives and specific actions. Service plans are a key tool to help achieve the best possible services for the people of Rotherham which meet their needs and continually improve the Council's performance. The mission for Social Services is to achieve a 3 star rating and Service Plans will help to achieve this.

The Service Plans submitted with the report included :-

- Section 1 : Priorities – How the Service Plans link to the Community Strategy and Corporate Plan and what the Key Service Aims are for each Service
- Section 2 : Profile – the profile of each service highlighting key information that has informed action plans such as the key outcomes sought from service users, the key legislative and policy drivers, existing performance of the service and self-assessment based on previous key achievements
- Section 3 : Action Plans detailing how the Council is going to deliver the aims and objectives in line with current resources and identified risks
- Section 4 : Evaluation and how the monitoring of Plans will be undertaken

Particular comments were made in respect of Rothercare, the extended use of CCTV in areas of concern, and the need to include, at Service Aim B (page 63 of the Plan), consultation with carers in respect of the process of Day Service modernisation for Learning Disabilities.

Resolved:- (1) That the report be received and submitted to the Social and Community Support Scrutiny Panel.

(2) That the three Service Plans for Adult Services, Children and Families Services and Strategic Services be agreed.

(3) That a mid year report on progress against the action plans within the Service Plans be submitted to the Cabinet Member in October 2005.

227. SWIFT IMPLEMENTATION - UPDATE

Members were informed of the up to date situation in respect of the SWIFT Social Care Information System, the issues encountered during the past 18 months, the progress made and development plans in place to continue to improve its use across the Programme Area.

The report submitted set out :-

- details of the future developments
- the funding situation

- progress made to date

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

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

(3) That progress reports be submitted on a six monthly basis to future meetings.

228. CARERS ACT 2004 - CONSULTATION

It was reported that the consultation period on the draft guidance of the Carers (Equal Opportunities) Act 2004 was now closed.

A summary of the main issues which arose from the draft guidance was set out in the report submitted.

Particular reference was made to the need for a multi agency approach and working more closely with other Programme Areas to build on the strong links with health organisations.

It was noted that the Carers Grant for 2005/06 had been increased.

A draft Carer's Needs Form was distributed with a request for feedback on its content.

Resolved:- That the report be received and the main issues of the Carers Act and planned activity be noted.

229. REVISED ADOPTION PROCEDURES

The Service Manager reported that the Adoption Procedures required rewriting to comply with the National Minimum Adoption Standard and the Local Authority Adoption Service (England) Regulations, 2003. The procedures have been amended gradually and many of them reflect the changed and improved practice which has taken place over the last year.

There have been three main areas of real change and these have been :-

- The implementation of the Adoption Support Services (Local Authorities) (England) Regulations, 2003, which was implemented 31st October, 2003
- The Independent Review Mechanism – Local Authority Circular LAC (2004) 27, which was implemented 30th April, 2004
- The Adoption Register for England and Wales : New Arrangements, LAC (2004) 27, which was implemented 1st December, 2004.

The full set of procedures can be found in the Members' Reading Room.

The National Minimum Adoption Standards and the Local Authority Adoption Service (England) Regulations, 2003, formed the basis of the C.S.C.I. Inspection in March 2004. All standards must be met in full.

Effective use of the Procedures will contribute to improving the PAF C23 Performance Indicator (the number of Adoptions of Looked After Children) in 2004/5 and 2005/6. In 2003/4 a top quartile rating at 9.94 was achieved and 31 children were adopted.

Effective use of the Procedures may also help the Authority achieve the P.S.A. target (2205/6) of 39 children adopted and 31 of those children placed within one year of their Best Interest Decision, which carries reward money if targets are met.

Resolved:- That the report be received and the revised Adoption Procedures be endorsed.

230. FOSTERING ACTIVITY, OCTOBER TO DECEMBER 2004

The Service Manager reported on the number of new foster carer referrals, new carers approved and deregistered during the quarter October to December 2004.

In addition, the situation in respect of Looked After Children and number of children being fostered was reported along with the fact that all foster carers now had an allocated fostering social worker.

Reference was made to the staffing situation and the steps being taken to recruit new staff.

It was noted that the Fostering Services budget was on target.

Resolved:- That the workload activity of the Fostering Team be noted.

231. GUIDANCE ON ACCESS AND SYSTEMS CAPACITY GRANT 2005/06 AND THE DELAYED TRANSFERS GRANT 2005 / 06

Consideration was given to the above guidance which sets out the allocation and targets related to the grants concerned.

The purpose of the grants is to build up community based social care services, to help more older people to live at home and in the case of the Delayed Transfers Grant, to invest in measures that tackle the causes of delays in discharges from hospital.

The Access Grant has increased by £762,254 to £3,463,137, and the Delayed Transfers Grant has increased by £2,003 to £593,003

There are no conditions attached to these grants but Councils are expected to meet the targets set out in the guidance. Performance will be monitored via the bi annual Delivery Improvement Statement (DIS).

As a result of the Spending Review 2004 new targets were established to improve the quality of life and independence of older people by supporting them to live in their own homes where possible by :

- Increasing the proportion of older people being supported to live in their own home by 1% annually in 2007 and 2008; and
- Increasing by 2008, the proportion of those supported intensively to live at home to 34% of the total of those being supported at home or in residential care.

Resolved:- That the report be received and the targets attached to the grants be noted.

232. CHARGES FOR RESIDENTIAL ACCOMMODATION - LAC (2005) 7

Members were informed of the content of Circular LAC (2005) 7 which notified local authorities of the following :-

- personal expenses allowance
- revised capital limits
- savings disregard
- income and capital disregard for Special Guardians
- armed forces compensation scheme

These are used when carrying out financial assessments in order to calculate how much a person should pay towards their accommodation charges.

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

233. 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 Paragraph 9 of Part I of Schedule 12A to the Local Government Act 1972 (information relating to a contract for the supply of goods/services)

234. SHELTERED HOUSING

The Director gave an update in relation to the review of Sheltered Housing, and the action taken in response to a direct approach made to Wardens by a member of the public

Resolved:- That the update on the review be received.

CHILDREN AND YOUNG PEOPLE'S BOARD
7th April, 2005

Present:- Councillor Stone (in the Chair); Councillors Boyes and Ellis, Angela Bingham (Voluntary Sector), Kath Henderson, Ann Lawrence, and Ellen Smith (Rotherham Primary Care Trust) and Joyce Thacker (Connexions).

Also in attendance:-

Mike Cuff (Chief Executive), Councillor Barron, Di Billups (Executive Director, Children and Young People's Development), Andrew Bedford (Acting Executive Director of Education, Culture and Leisure Services), Pam Allen (Acting Head of Children and Families Services), Phil Rogers (Strategic Leader, Culture, Leisure and Lifelong Learning), Elenore Fisher (Library and Information Service), Dawn Rowley, Rebecca Lunghi and Deborah Johnson (Education, Culture and Leisure Services) and Jo Savill (Consultant).

Apologies for absence:- Councillors Gosling, Kirk and Littleboy, John Gomersall (Executive Director of Social Services), Dave Featherstone (District Commander, South Yorkshire Police), John McIvor (Rotherham Primary Care Trust) and Imogen Clout (Voluntary Sector).

1. MINUTES OF PREVIOUS MEETING OF THE CHILDREN AND YOUNG PEOPLE'S BOARD HELD ON 3RD MARCH, 2005

The minutes of the previous meeting of the Children and Young People's Board, held on Thursday, 3rd March, 2005, were agreed as a correct record.

2. MINUTES OF THE MEETING OF THE CHILDREN'S EXECUTIVE GROUP HELD ON 17TH MARCH, 2005

The minutes of the meeting of the Children's Executive Group, held on Thursday, 17th March, 2005, and the various key issues, were noted.

3. MINUTES OF MEETINGS OF THE SAFEGUARDING BOARD HELD ON 9TH DECEMBER, 2004, 2ND FEBRUARY, 2005 AND 8TH MARCH, 2005

The minutes of the meetings of the Safeguarding Board, held on 9th December, 2004, 2nd February, 2005 and 8th March, 2005, were noted.

It was agreed that further reports would be submitted to future meetings of the Children and Young People's Board on the following issues:-

(1) the protocol in respect of Safeguarding Children from Abroad (Minute No. 12 of the meeting held on 9th December, 2004, refers);

(2) the Safeguarding Children Model Policy to Address Bullying (Minute No. 5 of the meeting held on 8th March, 2005, refers).

4. RETIREMENT OF DI BILLUPS

The Chairman reported that Di Billups would be retiring from the Council on Friday, 8th April, 2005.

Members of the Children and Young People's Board placed on record their sincere thanks and appreciation of Di's excellent work both in improving the Education Services in Rotherham and in establishing the new Children and Young People's Services.

5. THE ROTHERHAM CHILDREN'S FUND.

Further to Minute No. 3 of the meeting of the Children and Young People's Board held on 3rd March, 2005, Di Billups reported that both Education, Culture and Leisure Services and Social Service had allocated finance from their 2005/06 mainstream budgets as contributions to the Rotherham Children's Fund services. A response was still awaited in respect of financial contributions from the Rotherham Primary Care Trust.

6. ICT DEVELOPMENTS FOR CHILDREN AND YOUNG PEOPLE'S SERVICES

The Board received a presentation from Dawn Rowley, ISA Lead Officer, Education, Culture and Leisure Services, about the ICT developments which would contribute to an integrated information and technology system for Children and Young People's Services. The presentation and subsequent discussion included reference to these issues:-

- the ISA database of all children and young people in the Borough area;
- the Common Assessment Framework to be used by all child facing agencies;
- the ICS records for all children who are clients of Social Services;
- Electronic Social Care Records for new clients to be in place by October, 2005;
- the timescale and target dates for implementation of the ISA solution, from 2005 to 2007/08;
- the ISA Project Plan;
- the proposed re-naming and revised terms of reference for the ISA Task Group.

Members noted that Mr. James Stewart had recently been appointed to the post of Safeguarding Manager.

Resolved:- (1) That the information provided about ICT developments for

Children and Young People's Services, be noted.

(2) That the ISA Task Group be re-named the "Information Development Group" and this Group's revised terms of reference, appended to the report submitted, be approved.

(3) That further reports be submitted to this Board detailing the progress of the implementation of the ISA project plan.

7. **ANNUAL PERFORMANCE ASSESSMENT AND JOINT ANNUAL REVIEW OF CHILDREN AND YOUNG PEOPLE'S SERVICES**

The Board received a presentation from Rebecca Lunghi, Principal Officer - Performance, Education, Culture and Leisure Services, about the inspection process for Children and Young People's Services. The presentation and subsequent discussion included reference to these issues:-

- the inspection framework and the new approach to inspection;
- the joint annual review; (NB – is it joint *area* or *annual* review ??)
- the five outcomes: (i) being healthy; (ii) staying safe; (iii) enjoying and achieving; (iv) making a positive contribution; (v) achieving economic well-being;
- the timescale for inspections in the period 2006 to 2009;
- Rotherham's joint annual review will take place during 2006/07;
- the annual performance assessment – evidence required and the seven parts of the self-assessment process;
- the grading process from grade 1 (a service not delivering the minimum requirements for children and young people) through to grade 4 (a service which delivers well above the minimum requirements);

Members noted that the initial self-assessment process had to be completed by 31st May, 2005.

The first assessment would take place on 20th July, 2005, with the result and grading for Children's and Young People's Services being announced on 20th November, 2005.

Resolved:- (1) That the information provided about the annual performance assessment and joint annual review of Children and Young People's Services be noted.

(2) That a progress report about the inspection and assessment process be submitted to the next meeting of the Children and Young People's

Board.

8. COMMON ASSESSMENT FRAMEWORK

The Board received a report from Jo Savill, an independent Consultant, about the development of a Common Assessment Framework, which had evolved from the recommendations of the Lord Lambing Inquiry into the death of Victoria Climbié.

The report stated that local authorities were now required to develop a Common Assessment Framework. This issue was Key Development 3 of the 18 Key Developments of Children and Young People's Services. In order for Rotherham to be in a position to take Children and Young People's Key Development 3 to implementation it was crucial to:-

- ensure that local developments were in line with national requirements;
- ensure linkage with related projects to provide a co-ordinated, integrated approach;
- continue the local consultation process within pilot projects and ensure that responses to consultation and learning emerging from pilot projects inform future developments;
- ensure the training needs of staff are determined, to inform an overall strategy.

Jo Savill also reported that in Rotherham, Common Assessment would be trialled within the Clifton Project, Maltby and Dinnington from April, 2005.

It was noted that three Sub-Groups had been established to address issues of:-

- engagement, consultation and evaluation within the pilots;
- implementation;
- training.

The Sub-Groups would report back to the Working Group to inform and support the Common Assessment Framework development. The Working Group would report to the Engine Room, the Children and Young People's Executive Group and to this Board.

Resolved:- (1) That regular reports on the Common Assessment Framework trials be presented to the Children and Young People's Executive Group and to this Board, for information, highlighting good practice and seeking solutions to any issues identified.

(2) That quarterly reports on the learning and developments within the pilots be produced and sent to the Government Department for Education and Skills.

(3) That awareness and update sessions for staff across Rotherham's Children and Young People's Services be held to ensure staff are engaged and involved in the development and learning from the pilot area trials.

9. THE NATIONAL BOOKSTART PROJECT

The Board received a presentation from Eleanor Fisher, Library and Information Service Manager, about the national Bookstart project, introduced by Central Government to provide free books to children, stimulating a love of books and encouraging parents to read to children. The presentation and subsequent discussion included the following issues:-

- the scheme was administered and delivered by Booktrust, a registered charity;
- the provision of books and guidance packs to babies and young children in three stages: baby pack (0-12 months); Bookstart+ toddlers' pack (18-36 months) and the Bookstart Treasure Box for pre-school aged children aged 3 years and over;
- Bookstart Booktouch for blind and partially sighted children;
- Bookstart Book Crawl;
- the benefits of the project for the overall development of young children, including their education and literacy, as well as the probable impact on Key Stage 1 results;
- the Bookstart Partnership Agreement, involving Central Government, Local Authorities (Education, Libraries and Social Services), Health Services and corporate sponsorship;
- funding for the project in Rotherham;
- Bookstart service delivery in Rotherham was expected to begin during the Autumn, 2005;
- ways of ensuring that the books would reach every child in the Borough area;
- the practicalities of storage and distribution of books; initially, distribution of books will be from libraries and by the Health Visitor Service;
- recording receipt of books in children's health record books (the "red book")

Resolved:- (1) That the details of the Bookstart project be noted.

(2) That the following Borough Council funding be allocated for the Bookstart project during the 2005/06 financial year:-

£12,000 from the Early Years Service

£12,000 from the Library and Information Service

(3) That strategic partners in Rotherham, including the Primary Care Trust and the Chambers of Commerce and Trade, be encouraged to provide financial contributions to the Bookstart project.

(4) That every endeavour be made to obtain financial contributions from commercial sponsors in Rotherham, for the Bookstart project.

(5) That funding for a full year's Bookstart service be considered as part of the preparation of the Council's revenue budget for the 2006/2007 financial year.

10. EXTERNAL FUNDING MATRIX

The Board received a report containing a matrix of External Funding and Grants for Children and Young People's Services. Members considered that this matrix would be an extremely useful source of financial information.

11. 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 Paragraph 6 of Part 1 of Schedule 12A to the Local Government Act 1972 (information relating to the adoption, care, fostering or education of any particular child).

12. SEXUAL EXPLOITATION TASK AND FINISH GROUP

Di Billups reported on the progress of the work of the Sexual Exploitation Task and Finish Group.

It was noted that a seminar for all Members of the Borough Council, about the Sexual Exploitation of Children, had taken place on Tuesday, 5th April, 2005.

Details were also reported of the conference to be held in London on Wednesday, 18th May, 2005, entitled "Street Prostitution – Protecting Children and Reducing Risk in the Sex Trade".

Resolved:- (1) That the progress of the Task and Finish Group be noted and further progress reports continue to be presented to meetings of this

Board.

(2) That the Rotherham Community Safety Partnership be asked to include the Sexual Exploitation of Children as a principal theme within the forthcoming three years' Community Safety Strategy.

SOCIAL AND COMMUNITY SUPPORT SCRUTINY PANEL
8th April, 2005

Present:- Councillor Doyle (in the Chair); Councillors Ali, Binnie and Jackson.

Mrs. A. Clough (ROPES), Mr. G. Hewitt (Rotherham Carers' Forum), Ms. J. Mullins (Disability Network), Mr. R. H. Noble (Rotherham Hard of Hearing Soc.) and Mr. R. Parkin (Speak Up)

Also in attendance was Councillor Barron

126. APOLOGIES

Apologies for absence were received from Councillors Darby, Havenhand, Kirk, Jack, G. A. Russell, Walker and Wootton.

127. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

128. QUESTIONS FROM MEMBERS OF THE PUBLIC AND PRESS

There were no members of the public and press present.

129. EQUALITY AND DIVERSITY

The Head of Strategic Services reported on the commitment of Social Services to the Council's Equality and Diversity Strategy.

The meeting was informed that the Programme Area had formed a Steering Group early in 2004 which is chaired by the Head of Strategic Services, who is also the Programme Area's Equality and Diversity Champion, and represents the Social Services on the Corporate Equality and Diversity Steering Group. This group meets bi-monthly and membership is across all services and includes trades unions. One of the early achievements was to launch a strategy "Targeting for Diversity", and this was followed shortly after by the Programme Area's Equality and Diversity Action Plan in 2004, well ahead of the Corporate requirement.

The Plan pulls together strategic activity to enable the Race Equality Standards to be met and to ensure that good practice is shared and embedded into daily work with service users through policies and practices.

The Steering Group monitors progress against the action plan and drives up improvement. In addition, in compliance with Corporate requirements, initial screening of policies is done to assess whether they have an equality and diversity dimension. Following this screening, a programme has been developed for the next two years, during which time officers will conduct full impact assessments of these policies. All other Programme

Areas have undertaken to complete this work over three years.

In October, 2004, Social Services gave a position statement to the Corporate Equality and Diversity Steering Group, which highlighted some of the strategic activity which was taking place, together with some examples of the good work that is taking place to translate this into service delivery. This presentation was submitted for information at Appendix A and Appendix B to the report to members.

Reference was made to the availability of resources and in this connection, members were informed that Council is about to introduce a revised procedure for the reporting of racial incidents. Whilst this simplified procedure was welcomed it will encourage more reporting to take place. If reporting does increase, these proposals have significant resource implications as Programme Areas will be expected to fully investigate these reports without any additional human or financial resource being available. This will impact on the quality of service delivered and under-resourcing of the investigation activity could lead to increased dissatisfaction and complaints. Failure to meet the required level of the Race Equality Standard could impact adversely on inspection and assessment judgements. The Authority is required to monitor the profile of its service users for ethnicity and fairness and some of these requirements are currently being tightened. It was therefore necessary to ensure that this information is collected at source and recorded accurately in the systems.

Subsequent comments and discussion made reference to :-

- the workforce situation for meeting the requirements of the strategy
- the reporting of racial incidents and the need to involve all partners/agencies in order to obtain the full picture in respect of such incidents
- the availability of Direct Payments and Care Packages for all who qualify
- the need to widely publish the translation service available; Social Services was to give consideration to the problems involved for people with hearing difficulties
- progress on Valuing People and equal opportunities available at work for women and people of minority groups

Resolved:- (a) That the report be received and the achievements to date be noted.

(b) That reports be submitted to a future meeting of this Scrutiny Panel on :-

(i) implications for the workforce in meeting the requirements of the Equality and Diversity Strategy

(ii) progress made regarding Valuing People and ways in which women and ethnic minorities can be encouraged to access equal opportunities at work in respect of job opportunities and promotion

130. KEY PERFORMANCE INDICATORS - UPDATE AS AT JANUARY 2005

The Head of Strategic Services reported on how the Programme Area was performing against a number of key indicators and the action being taken to improve on the under-performing indicators.

Members noted that the majority were performing well, progressing in the right direction.

Comments were made in respect of:-

(a) the need to simplify presentation of the information for members in order that it can be understood more easily;

(b) the overall situation if all targets were achieved; this would have a positive effect on the Star Rating;

Members were informed that in future there would be separate star ratings for Adult Services and for Children and Young People's Services.

(c) adoption placements, waiting times and the Out of Authority situation;

(d) admissions to Residential Care and the criteria for such;

(e) the Direct Payments situation particularly in respect of carers and ethnic minority groups;

(f) the data required, its interpretation and its lack of reliability for certain indicators. It was acknowledged that work was needed to obtain more reliable data for some indicators.

Resolved:- (i) That the report be received and the performance achieved as at January 2005 be noted.

(ii) That the Scrutiny Adviser liaise with Social Services on presenting information to members in a more easily understood format.

(iii) That the panel should be informed when the PLs relating to People receiving a Statement of Needs and Percentage of items of equipment and adaptations delivered within 7 working days, were no longer "reserved" by the District Auditor.

(iv) That a report be submitted to a future meeting of this Scrutiny Panel

on adoption placements, the report to include the figures involved, the number awaiting placement and those placed out of the Authority.

131. CARERS PERFORMANCE

The Head of Strategic Services reported on the content of a report which set out details of information relating to Carers Performance and Carer Assessments.

The information covered services in both Adults and Children and Families. Unfortunately there were gaps in the information available and work was ongoing to streamline the information and address the situation so that it was consistent across the Programme Area and more accurate.

Particular reference was made to the forecast figures, to the situation on carer assessments, gender and age band of carers and their ethnicity.

The action being taken to improve performance was reported.

Resolved:- (1) That the report be received and the situation in respect of Carers Performance be noted.

(2) That information be provided at a future meeting of this Scrutiny Panel in respect of :-

(a) the seemingly high monthly score for June 2004;

(b) whether the data included instances where children were, in effect, carers;

(c) the rationale whereby carers payments stopped when people reached 65 i.e. the National Benefits policy on this issue

132. SCRUTINY WORK PROGRAMME 2005 / 06

Consideration was given to the short term work programme for this Scrutiny Panel and identify scrutiny review topics for the 2005/06 municipal year.

It was accepted that it was difficult at this stage to formulate a forward work programme due to the uncertainty as to how scrutiny panels will be arranged in the new municipal year.

The following scrutiny topics for the 2005/06 municipal year were suggested :-

(a) the impact of domestic violence on children

(b) how best to support vulnerable people in the community to prevent them from being isolated

(c) the support given by Social Services to asylum seekers

(d) Safety in the Community having regard to the work done by the Partnership

(e) the timescales for delivery of equipment and adaptations once assessments have been made.

Reference was also made to the scrutiny review items not yet completed/undertaken from 2004/05.

Resolved:- That a report be submitted to the next meeting of this Scrutiny Panel prioritising the scrutiny topics for 2005/06, having regard to any items held over from 2004/05 and to those set out at (a) to (e) above.

133. REVENUE BUDGET MONITORING REPORT

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 2004 to the end of February 2005.

The overall position shows a projected overspend of £296,995 or +0.45% for the Programme Area against a revenue budget of £65,284,271, a reduction in overspend of £98,840 against the previous month (excluding Central Establishment Charges). In addition, the report included an estimate of the proposed recharges to RBT in respect of additional procurement savings. The general situation relating to RBT was outlined.

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 £134,000 (+0.85%)
- Adult Services – overall overspend of £302,615 (+0.64%)
- Strategic Services – overall underspend of £132,890 (-5.61%)
- Finance and Accountancy – overall underspend of £6,730 (=4.43%)

The main budget pressures for each area were highlighted, along with the various actions being taken to reduce the projected overspends. Action Plans to achieve this are in place including further action on issues relating to the Children's Out of Authority placements, Adoption Services, Learning Disabilities, Residential and Nursing Care, Home Care and Corporate recharges.

It was noted that efforts were being made to effect further reductions to the projected overspends.

Resolved:- (1) 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.

(2) That a report be submitted to a future meeting of this Scrutiny Panel on the situation relating to Children's Out of Authority placements.

134. 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.

This is the seventh capital monitoring report of the financial year and indicated projected expenditure against budget based on actual expenditure for the period April 2004 to the end of February 2005. All capital schemes were now committed.

The approved capital budget for Social Services is £1,102,554, however, £207,922 of the approved budget has been identified as expenditure that will be incurred in the next financial year 2005/06 and has therefore been carried forward to meet outstanding commitments on approved schemes. These schemes are funded from a variety of different funding sources including capital receipts, allocations from the capital programme, Supported Capital Expenditure, contribution from revenue budgets and capital grant funding.

Information provided in the report gave a brief summary of the latest position on the main projects within each client group, with particular reference to the Extra Care housing Project.

Resolved:- (1) That the Capital Budget Monitoring Report for 2004/05 be received.

(2) That members of this Scrutiny Panel be invited to attend the meeting of the Environment Scrutiny Panel when the Future of Sheltered Accommodation is discussed, the meeting is likely to be in late May/early June.

135. FORWARD PLAN OF KEY DECISIONS, APRIL TO JULY 2005

Consideration was given to the content of a report which set out matters subject to key decisions in the period 30th April to 31st July, 2005.

Particular reference was made to the timetable of the Best Value Review on Community Based Services. Members were informed that, due to slippage, the report would come to scrutiny in June.

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

136. MATTERS ARISING FROM DECISIONS OF THE CABINET MEMBER FOR SOCIAL SERVICES AT A MEETING HELD ON 4TH MARCH, 2005

(a) CSCI Inspections of Residential Visits

It was requested that future minutes relating to the inspections indicate the area where the Units are situated.

Discussion took place on the involvement of lay inspectors as part of the process and it was confirmed that the Inspectors do talk to residents and staff.

Resolved:- That an example of an Inspectors report on a Residential Unit be submitted to a future meeting of this Scrutiny Panel.

(b) People with a Learning Disability Regarding Incentive Pay Consultation

Resolved:- That the report to be prepared on other ways of recognising the contribution and achievement of users of Learning Disability Day Centres also be submitted to this Scrutiny Panel.

(c) Single Assessment Process (SAP)

The Head of Adult Services outlined the reasons for extending the electronic SAP pilot period which related to continued technical difficulties.

137. MINUTES OF THE CHILDREN AND YOUNG PEOPLE'S BOARD

Resolved:- (1) That the minutes of the above Board held on 3rd March, 2005 be received and the content noted.

(2) It was noted that Di Billups was retiring from the Council and members of this Scrutiny Panel placed on record their thanks and appreciation of the work done by Di both in Education Services and in setting up the new Children and Young People's Services and wished her well for the future.

138. MINUTES OF THE MEETING OF THE SOCIAL AND COMMUNITY SUPPORT SCRUTINY PANEL HELD ON 11TH MARCH 2005

Resolved:- (1) That the minutes of the above meeting be received subject to inclusion of apologies from Ms. J. Mullins.

(2) That when information was available on sponsorship of the Young Champions Award Ceremony, it be reported to this Scrutiny Panel.

8E SOCIAL AND COMMUNITY SUPPORT SCRUTINY PANEL - 08/04/05

139. MINUTES OF THE MEETING OF THE PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE HELD ON 11TH MARCH 2005

Resolved:- That the minutes of the above Committee held on 11th March, 2005 be received.

PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE
Friday, 8th April, 2005

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

Apologies for absence were received from Councillors Doyle, Hussain and G. A. Russell.

129. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

130. RACE EQUALITY SCHEME 2

Further to Minute No. 188 of the meeting of the Cabinet held on 22nd March, 2005, Janet Spurling, Equalities and Diversity Officer introduced the report relating to a review of the Race Equality Scheme 2.

It was reported that, in line with the Race Relations (Amendment) Act 2000 and the Statutory Code of Practice on the Duty to Promote Race Equality by May, 2005, the Council must carry out a full review of its Race Equality Scheme and the list of functions and policies which were assessed as relevant to the general duty to promote race equality.

The revised scheme must set out how the Council would meet the general duty to promote race equality and state Rotherham MBC's arrangements for meeting the specific duties. It should also include a clear, timetabled action plan and clear race equality priorities for the next three years.

A copy of the updated scheme was submitted.

Other specific duties were as listed below and the Council's arrangements for meeting these would be key areas of work for programme areas in the coming three years:-

- (a) Assess all functions and policies for relevance to the general duty to promote race equality and publish the list in the scheme.
- (b) Assess and consult on the likely impact of proposed policies on the promotion of race equality.
- (c) Monitor policies for any negative or adverse impact on race equality.
- (d) Publish the results of any assessments, consultation and monitoring.
- (e) Make sure there was public access to services and information.

2F PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE - 08/04/05

- (f) Provide training for staff in relation to the duties required by the Act.
- (g) Carry out detailed employment monitoring by ethnic group and publish the results each year.

As this was a revision of the existing scheme, it was proposed to publish the revised scheme in April, 2005 on the Council's website and invite comments and feedback on it. Hard copies of the scheme and summaries in other languages and formats would be available in the new financial year. It was planned to use various methods of internal and external communication to publicise the scheme widely.

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

- reporting arrangements.
- building on partnerships with voluntary community organisations.
- need for all scrutiny panels to challenge.
- need for clear statements on the website explaining the scheme.
- need to translate the proposed leaflet and put on the website.
- need to liaise with the Local Strategic Partnership and partners for commonality.

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

(2) That quarterly monitoring reports be submitted to the Democratic and Resources Scrutiny Panel.

(3) That six monthly reports on progress and compliance issues be submitted to the Performance and Scrutiny Overview Committee.

(4) That the proposal to consult on the forthcoming action plan within the revised Race Equality Scheme by the end of April, 2005 and to publish the final action plan by 1st May, 2005 be noted.

131. AUDIT AND INSPECTION RECOMMENDATIONS - PROGRESS

Michael Walker, Performance and Quality Manager, presented the submitted report indicating that the Council's initial report in October, 2004 reviewed progress on recommendations arising from inspections and audits made since the 2002 Comprehensive Performance Assessment (CPA).

The submitted report identified that good progress had been made across a number of programme areas. Overall, 42 out of 536 recommendations had slipped target but there had been corrective action taken on most of those.

To maintain the corporate improvement agenda, sound progress must be made across a range of areas. In particular, the following key reports

would be subject to external scrutiny over the next twelve months:-

- Closedown of accounts – improved project management but needs close attention.
- Culture and leisure – forthcoming inspection in 2005/06.
- ALMO inspection – good progress but will continue to demand extensive management and monitoring eg repairs and maintenance.
- RBT governance – fundamental review of management arrangements – progress evident but still scope for improvement.
- Internal audit – some slippage.
- Policy into practice – stronger focus on financial management.
- Use of resources – significant challenge for the Council.
- Children services – new Children's Service will require significant investment and preparation for the joint area review.
- Financial management – draft report highlights significant issues.
- Procurement – follow up as part of CPA direction of travel assessment.

Submitted at Appendix 1 was an analysis on specific areas of slippage which related to:-

- Reviewing budget allocation.
- Assess unmet need and develop commissioning strategy.
- Increase administrative support to support managers and frontline staff.
- The Council should reconsider the organisational restructure.

Submitted at Appendix 2 was an overview of all external audit and inspection recommendations received over the last two years. Overall, there was strong evidence that the Council was addressing many of the recommendations.

Ongoing monitoring had highlighted several areas of inconsistency in how the Council handled recommendations. These were:-

- The way in which recommendations are presented through the Council's decision making processes. Some reports are presented to Corporate Management, Cabinet and scrutiny. Others by-pass part or whole of the process.
- Some progress reports fail to highlight slippage of targets or corrective action taken.
- In some cases recommendations from different audits are incorporated with larger service improvement plans. In some cases targets have been changed to fit into the larger plan. Where this is the case, it is essential the Council maintains focus on the key recommendations.

It was proposed that (a) all recommendations arising from external inspection/audit be considered at corporate management, Cabinet (or Cabinet Member) and Performance and Scrutiny Overview Committee level.

(b) Service Improvement Plans identify where there had been areas of slippage from previous targets indicating the reason and proposed corrective action.

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

- Policy into Practice..
- progress on policy review
- corporate governance.
- need for clear protocols and process for reports being submitted to Audit Committee, Performance and Scrutiny Overview Committee and the Scrutiny Panels.

Resolved:- (1) That the analysis undertaken by the Chief Executive's Office and response from programme areas action on specific issues raised as indicated in Appendix 1, be noted.

(2) That the issue relating to Policy into Practice be clarified and be reported to the Democratic and Resources Scrutiny Panel.

(3) That the Chief Executive be requested to ensure compliance and report back on progress.

132. MINUTES

Resolved:- That the minutes of the previous meeting held on 11th March, 2005 be approved as a correct record for signature by the Chairman.

133. MINUTES OF A MEETING OF THE MEMBERS CONSULTATION ADVISORY GROUP HELD ON 2ND MARCH, 2005

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

134. WORK IN PROGRESS

Members of the Committee reported on the following issues:-

(a) Councillor Whelbourn and Sioned-Mair Richards reported:-

- completion of the citizenship review.
- consideration of discussion papers from the Office of the Deputy Prime Minister relating to Vibrant Local Leadership and Neighbourhood Working.
- the wish of the Democratic and Resources Scrutiny Panel to move to a six weeks cycle of meetings.

- work had begun on preparations for this year's Local Democracy Week in October, 2005.
- consideration of the pilot scheme for Area Assembly working. Consideration of whether or not to undertake a scrutiny review of area assemblies was deferred pending submission of a report from the Executive Director, Neighbourhoods on the vision of how area assemblies will work.

(b) Councillor R. S. Russell reported:-

- the Panel placed on record its thanks to all staff within the Streetpride Service and acknowledged the national awards that the Service had attained.
- the Panel affirmed its view that the Streetpride budget should be increased to continue the excellent work.
- the Panel expressed concern regarding insufficient resources in highways maintenance and the long term implications of this.
- concerns were expressed that some matters did not appear on the Forward Plan of Key Decisions.
- concerns raised regarding the call-in process and apparent lack of influence of scrutiny as far as Cabinet Members were concerned.
- the wish for the Regeneration Scrutiny Panel meetings to remain on a monthly cycle.

(c) Councillor Hall reported:-

- that the Wardens/Caretakers/Rangers review would be submitted shortly to this Committee.
- the Anti-Social Behaviour review was underway.
- that the frequency of Environment Scrutiny Panel meetings should remain on a monthly basis.
- that the Child Obesity Group had held its third meeting.

(d) Councillor Sangster reported:-

- that the Estates Regeneration Review was progressing.
- that the Health Scrutiny Working Group was considering joint scrutiny protocols next week.
- that the Chief Executive of the Ambulance Service was addressing the

Health Scrutiny Working Group next week.

- that the Chief Executive of the PCT was addressing the Health Scrutiny Working Group meeting on 22nd April, 2005.

(e) Councillor Stonebridge reported:-

- that the LSP Group had almost completed Phase 1 of the review.
- that the Local Government Association report regarding the Fire Service dispute was available.

135. CALL IN

There were no formal call-in requests.

(THE CHAIRMAN AUTHORISED CONSIDERATION OF THE FOLLOWING ITEMS TO PREVENT ANY UNNECESSARY DELAY IN PROCESSING THE MATTERS REFERRED TO)

136. THE AUDIT COMMITTEE

The Committee noted the report considered by Cabinet at its meeting on 6th April, 2005 proposing that the Audit Committee should comprise five non-executive Members of the Council with effect from the Annual Council Meeting, 2005.

137. CABINET PORTFOLIOS

The Committee considered the report submitted to Cabinet at its meeting on 6th April, 2005 proposing revised portfolios for Cabinet Members to take effect from 20th May, 2005.

The Committee considered the submitted proposals.

Resolved:- (1) That the Committee's comments be as follows:-

- the Cabinet Member for Finance and Resources should have responsibility for Internal Audit and Gershon savings.
- the Cabinet Member for Economic Regeneration and Development Services should have responsibility for Health, Welfare and Safety issues.
- the Cabinet Member for Customer Services and Innovation should have responsibility for the Marketing Strategy.
- the Cabinet Member for Community Cohesion should have responsibility for Community Safety.

- clarification needs to be sought regarding the responsibility for Consultation Strategy between the Cabinet Member for Customer Services and Innovation and the Cabinet Member for Community Cohesion.
- the Notes 1 Section should also reflect a responsibility for sustainability and fairness.

(2) That a Special Meeting of this Committee be held on Friday, 15th April, 2005 to consider the organisation of scrutiny in light of the proposed Cabinet Portfolios. (All scrutiny panel members to be invited to the meeting)