

## **CABINET MEMBER FOR ADULT INDEPENDENCE HEALTH AND WELLBEING**

**Venue: Town Hall, Moorgate  
Street, Rotherham S60  
2RB**

**Date: Monday, 17th January, 2011**

**Time: 10.00 a.m.**

### **A G E N D A**

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.
3. Apologies for Absence
4. Minutes of previous meetings held on 6th and 22nd December, 2010 (Pages 1 - 7)
5. Adult Services Revenue Budget Monitoring Report 2010/11 (Pages 8 - 14)

**CABINET MEMBER FOR ADULT INDEPENDENCE HEALTH AND WELLBEING  
Monday, 6th December, 2010**

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

Apologies for absence:- Apologies were received from Councillors Walker.

**H42. MINUTES OF THE PREVIOUS MEETING HELD ON 8TH NOVEMBER, 2010**

Consideration was given to the minutes of the previous meeting held on 8<sup>th</sup> November, 2010.

Resolved:- That the minutes of the previous meeting held on 8<sup>th</sup> November, 2010 be approved as a correct record.

**H43. ADULT SOCIAL CARE 2ND QUARTER (APRIL TO SEPTEMBER)  
PERFORMANCE REPORT FOR 2010/11**

Chrissy Wright, Director of Commissioning and Partnerships presented the submitted report which outlined the 2010/11 Quarter 2 Key Performance Indicator results for the Adult Social Care elements of the Directorate.

The following 10 performance measures have achieved their Quarter 2 targets:

- NAS 5 Average waiting time for an OT assessment
- NAS 35 Percentage of homes graded silver or above through Home from Home
- NI 141 Percentage of vulnerable people achieving independent living
- NI 142 Percentage of vulnerable people who are supported to maintain independent living
- NI 146 (Vital Signs 07) Adults with learning disabilities in employment
- NAS 36 Number of safeguarding referrals
- NAS 46 Percentage of safeguarding cases substantiated at case conference
- NI 125 (Vital Signs 04) Achieving independence for older people through rehabilitation/intermediate care
- NI 145 (Vital Signs 05) Adults with learning disabilities in settled accommodation
- NAS 41 Percentage of new staff undertaking safeguarding e-learning course within 12 weeks of commencing employment.

The following 7 performance measures did not achieve their Quarter 2 targets:

- NI 136 (Vital Signs C3) People supported to live independently

through social services (LAA)

Performance at the end of Quarter 2 was 2334.36 which was below the monthly control target of 2801.50 and was rated 'Off Target' for achieving the year end figure of 3286.

Plans were in place to improve performance which included the following actions:-

- Age Concern had been commissioned to provide a support service for people who contact us but following assessment did not meet FACS. 1400 potential customers had been identified and this scheme would be included in data gathered for this year's Grant Funded Services survey which would significantly improve performance.
  - Work was currently ongoing with Neighbourhood Partnerships to capture service users who had attended community funded services
  - Additional performance to be gained by capturing service users in receipt of equipment with ongoing maintenance costs. Work was taking place to capture and record these service users in Swift.
- NAS 1 (PAF D40) Percentage of service users receiving a review

Performance at the end of Quarter 2 was below the control target of 45.62% and was rated "Off Target" for achieving the year end figure of 87%. Performance so far this year had 'Improved' compared to the same period last year.

A performance clinic was held in August 2010 and an action plan was put in place to improve the performance over the remaining months. An improvement had been made in respect of performance on telephone reviews and Learning Disability reviews.

- NAS 18 Percentage of service users receiving a statement of their needs and how they were being met.

Performance at the end of Quarter 2 was below the monthly control target of 97.29% and was rated "Off Target" for achieving the year end figure of 98%. Performance so far this year had 'Improved' compared to the same period last year.

The indicator was short of its target by 124 service users for whom a statement of need had not been sent out following an earlier assessment or review.

- NI 130 (Vital Signs C12) Percentage of service users receiving self

directed support

Performance at the end of Quarter 2 was below the monthly control target of 25% and was rated "Off Target" for achieving the year end figure of 50%.

All new service users within Older People, Physical Disabilities, Sensory Disabilities and Learning Disabilities were offered a Personal Budget as a default position and review of existing service users were being undertaken to move them over to a Personal Budget.

Mental Health, Occupational Therapy and Rothercare service users were not currently being offered a personal budget, and therefore were not counting towards the score. This was very significant in Mental Health service as they support 1400 service users in the community. Low take up of carers direct payments were also an issue as there were currently on 13 carers receiving a direct payment out of a total of 370.

A performance clinic was held on 21<sup>st</sup> October. Remedial actions included:-

- Mental Health to commence self directed support
  - Counting Rothercare reviews
  - Looking at the OT process and capturing OT assessments
  - Delivery against target on reviews
- NI 132 (Vital Signs C12) Percentage of new service users assessed within 28 days of first contact with social services

Performance at the end of Quarter 2 was below the monthly control target of 90% and was rated "Off Target" for achieving the year end figure of 90%. Performance so far this year had 'Improved' compared to the same period last year.

The introduction of OT activity, which was included from 12<sup>th</sup> July, had had the biggest impact on the figures and was the reason for current performance being off target. A performance clinic had been arranged for 8<sup>th</sup> December.

The performance of Mental Health was raised at the RDASH monthly performance meeting in October and some actions were put in place to look at data quality issues that may be affecting the statistic.

- NI 133 (Vital Signs C13) Percentage of new service users receiving their package of care within 28 days from the date of assessment.

Performance at the end of Quarter 2 was 93.69 which was below the monthly control target of 96% and was rated 'Off Target' for achieving the year end figure of 96%.

Of the customers who had received their care package this year, 61 waited over 28 days.

The 'end to end' review had commenced, led by service directors, The scope of the review looked at access, assessment, review, support planning and safeguarding. The review would utilise systems thinking to identify a new structure/process for ensuring all reviews and assessments were carried out within defined timescales by mid November.

- NI 135 (Vital Signs C18) Carers receiving needs assessment or review and a specific carer service or advice and information

Performance at the end of Quarter 2 was 13.14% which was below the monthly control target of 15% and was rated 'Off Target' for achieving the year end figure of 30%

Performance of Learning Disability and Mental Health services was below average. The inclusion of OT activity in denominator had meant additional carer assessments needed to be undertaken in order to meeting target and was therefore responsible for the deterioration in performance. This was being addressed by the following actions:-

- To increase the rate of assessments captured from the Mental Health carers teams and capture additional carers assessments from the Community Mental Health Teams. This would contribute towards the indicator by in excess of 20% by the year end.
- A meeting has been held with Learning Disability services and they are developing a remedial action plan that would deliver 30% performance by year end.

Resolved:- (1) That the results and the actions in place to improve performance be noted.

(2) That the maintained 'Excellent' rating be noted and that all staff be congratulated on maintaining an excellent service to customers during the recent adverse weather conditions.

#### **H44. SKILLS FOR SUSTAINABLE GROWTH: GOVERNMENT PROPOSALS FOR THE FUTURE OF ADULT AND COMMUNITY LEARNING**

Sue Shelley, presented the submitted report in respect of the recent publication of the Skills for Sustainable Growth: Government Proposals for the Future of Adult and Community Learning.

She reported that the proposals within the publication reflect the intention to create a more responsive and flexible system, both to the needs of employers and the demands of learners.

The government had recognised there was still a problem with the level of literacy and would continue to provide free training in Basic Skills for those who left school without them. The delivery of Basic Skills was to be reviewed with a move away from targets and more of a focus on equipping individuals with the skills they needed to get a job and play a full part in society.

Providers would be given a greater freedom and would be expected to develop social partnerships with employers, local communities and voluntary and community sector in order to deliver learning.

It was expected that those individuals coming from other countries to work in England or their employers should meet the cost of English language courses as funding for ESOL would not be available in the workplace. Full funding for ESOL would only be available to those actively seeking work on Jobseekers Allowance and Employment Support Allowance.

All providers would be encouraged to support the broader of getting as many people as possible on-line as possible by 2012. There were currently still 9.2 million adults in the UK (18%) who had not used the internet. The most disadvantaged would still be supported to address this through free short courses, either as part of other accreditation or through Adult and Community Learning.

The government had recognised the importance of informal Adult and Community Learning for developing skills and improving community engagement, and future funding would be prioritised to those people who needed the most help and had the fewest opportunities. Most learners would be expected to at least part fund and in many cases fully fund their learning. The intention was to move to co-funding of a first Level 2 qualification for those over 24 years from 2012/13. Any subsequent Level 2 qualification would be co-funded. From 2013/14, Level 3 qualifications and above for those over 24 years of age would be funded through new loans.

Every adult would be offered a Lifelong Learning Account, which would offer access to the new FE student loans and other financial support, eg an enhanced learner support fund. This account would also offer incentives for learning, including a means of recognising the social contribution made through volunteering.

A new all-age career service would be established, working in partnership with Jobcentre Plus to help jobseekers improve their skills. An integrated system of online support for employers would be available through the Businesslink website, which would allow employers to access diagnostic tools to help them make decisions on training to meet their business

needs.

Resolved:- (1) That the government strategy for Adult and Community Learning be noted.

(2) That a further report regarding the impact of the strategy on the Council's Adult Learning delivery be submitted when further information is available.

**CABINET MEMBER FOR ADULT INDEPENDENCE HEALTH AND WELLBEING**  
**Wednesday, 22nd December, 2010**

Present:- Councillor Doyle (in the Chair).

**H45. 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 items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (business/ financial affairs).

**H46. SUPPORTING PEOPLE FLOATING SUPPORT TENDERS**

The Director of Commissioning and Partnerships submitted a report detailing the procurement process and subsequent evaluation undertaken for EU Classified Annex 2b services to provide housing-related and preventative support.

Minute No. H73 of 21<sup>st</sup> December, 2009, had previously approved the tender process for 13 floating support contracts which were for an initial period of 3 years. There was an option to extend for 1 year with an opportunity to review finances on an annual basis with a break clause where appropriate.

The preferred contractors had previous experience in providing services to the client group in question with a good performance and quality service record.

Resolved:- That the awarding of the tenders detailed in the report submitted be approved.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1</b>	<b>Meeting:</b>	<b>Cabinet Member for Adult Independence Health &amp; Well Being</b>
<b>2</b>	<b>Date:</b>	<b>Monday 17 January 2011</b>
<b>3</b>	<b>Title:</b>	<b>Adult Services Revenue Budget Monitoring Report 2010/11.</b>
<b>4</b>	<b>Directorate :</b>	<b>Neighbourhoods and Adult Services</b>

## **5 Summary**

**This Budget Monitoring Report provides a financial forecast for the Adult Services Department within the Neighbourhoods and Adult Services Directorate to the end of March 2011 based on actual income and expenditure to the end of November 2010.**

The forecast for the financial year 2010/11 is an overall balanced budget against the revised approved net revenue budget of £71.3m. The revenue budget and financial projection takes into account in year savings contributions by Adult Services of £868k (total for NAS Directorate was £1.140m) towards the overall Council's in year budget pressures as agreed by The Cabinet on 17th November 2010.

## **6 Recommendations**

**Members are asked to note:**

**The latest financial projection against budget for the year based on actual income and expenditure to the end of November 2010 for Adult Services.**

## 7 Proposals and Details

### 7.1 The Current Position

7.1.1 The original approved net revenue budget for Adult Services for 2010/11 was £72.2m. Included in the approved budget was additional funding for demographic and existing budget pressures together with a number of new investments and efficiency savings identified through the 2010/11 budget setting process.

7.1.2 During 2010/11 a number of significant budget pressures emerged across the wider Council and as part of meeting these in year budget pressures, Adult Services have contributed a total of £868k savings from it's original approved budget (NAS Directorate £1.14m). These savings were approved by The Cabinet on 17 November 2010 and the revenue budget for Adult Services amended accordingly.

7.1.3 These savings included delaying the implementation of community based alternatives to residential care within Physical and Sensory Disabilities (£250k), increased levels of Continuing Health Care funding from Health (£500k) and efficiency savings within commissioning and training including a review of grant funding (£118k).

7.1.4 The table below summarises the forecasts against both the original and revised budgets:-

Service Area	Original Budget £000	Original forecast £000	Original Variation £000	Revised Budget £000	Revised forecast £000	Revised Variation £000
Commissioning & Partnerships	4,716	4,614	-102	4,598	4,614	16
Assessment & Care Management	31,096	30,433	-663	30,446	30,433	-13
Independent Living	1,871	1,819	-52	1,871	1,819	-52
Health & Well Being	34,482	34,431	-51	34,382	34,431	49
<b>Total</b>	<b>72,165</b>	<b>71,297</b>	<b>-868</b>	<b>71,297</b>	<b>71,297</b>	<b>0</b>

7.1.5 The latest year end forecast shows there are a number of underlying budget pressures which are offset by a number of forecast underspends. The underlying pressures include:

- An overall forecast overspend within Older Peoples' Home Care Service (+£779k) mainly due to actual contract hours greater than activity (In House) plus increased demand for maintenance care within independent sector.
- There is also a pressure on independent home care within Physical and Sensory Disability Services (+£80k) due to a continued increase in demand. An additional increase of 60 new clients on service since April (+787 hours).
- Budget shortfall in respect of income from charges within in-house residential care +£330k.
- Continued budget pressure on Learning Disabilities Day Care Transport (+£293k) due to an increase in demand and costs.
- A forecast overspend on Direct Payments (+£424k) across all client groups. A net increase of 58 new clients since April.
- Slippage on income from Day Care Transport and the introduction of the new day care charge, which was delayed and reduced from a proposed £6 to £4 charge per day (+£123k).

7.1.6 These pressures have been offset by the following forecast underspends:-

- Forecast net underspend on Older People independent sector residential and nursing care due to placements less than planned (-47), additional continuing health care funded placements and income from property charges (-£301k).
- Continued underspend on employee costs within Extra Care Housing (-£266k).
- Underspend within Transport Unit within employees and leasing costs plus additional income (-£125k).
- Forecast underspend within Learning Disabilities residential and nursing care due to admissions less than planned (-£459k).
- Additional Continuing Health Care Income plus a underspend on Supported Living Schemes within Physical and Sensory Disabilities (-£146k).
- Slippage on vacant posts within Assessment & Care Management (Older People and Mental Health, -£350k).
- Forecast underspend on Richmond Fellowship SLA (-£62k).
- Underspend within Mental Health Residential and Nursing Care (-£111k) mainly due to increase in income from health.
- Slippage on developing Adult placement scheme within Physical and Sensory disabilities has resulted in a forecast underspend of -£150k.
- Vacancies within the Safeguarding team (-£40k).
- Underspend on employee costs due to vacancies and running costs within Older People and Mental Health Day Care Services (-£106k).

7.1.7 For the period April to November 2010 total expenditure on Agency staff for Adult Services was £270,533 (of which £30,396 was off contract). The main costs were in respect of residential care and assessment and care management staff to cover vacancies and sickness. There was no expenditure on consultancy costs.

7.1.8 Actual expenditure to the end of November 2010 on non-contractual overtime for Adult Services was £232,356, broken down as follows:-

- Assessment and Care Management £6,615.
- Health and Well Being £225,741.

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

The latest forecast includes forecasts against the savings and investments agreed as part of the budget setting process and excludes any costs associated with Voluntary Early Retirements and Voluntary Severance.

## **7.2 Current Action**

To mitigate any further financial pressures within the service budget meetings with Service Directors and managers continue to be held on a monthly basis to monitor financial performance against the revised approved budget and ensure expenditure is within this revised budget.

## **8. Finance**

Finance details are included in section 7 above and the attached appendix shows a summary of the overall financial projection for each main client group both against original approved budget and the revised budget approved by The Cabinet.

## **9. Risks and Uncertainties**

There are a number of underlying pressures within the service which continue to be reviewed and closely monitored. The report includes forecasts against the savings approved as part of the budget setting process which include increasing fees and charges, review of management structures, review of the cost of placements within physical and sensory disabilities and day care services within Learning disability services and the achievement of the corporate savings targets in respect of agency staff, printing, mileage etc.

Close monitoring of the impact of winter pressures over the coming months is essential in order to ensure any additional budget pressures are contained within the revised cash limited budget.

Careful scrutiny of expenditure and income and close budget monitoring remains essential to ensure equity of service provision for adults across the Borough within existing budgets.

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

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

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

- Report to Cabinet on 24 February 2010 –Proposed Revenue Budget and Council Tax for 2010/11.
- The Council's Medium Term Financial Strategy (MTFS) 2008-2011.
- 2010-11 Budget Report to The Cabinet – 17 November 2010.

This report has been discussed with the Strategic Director of Neighbourhoods and Adult Services and the Strategic Director of Finance.

**Contact Name:** Mark Scarrott – Finance Manager (Adult Services), *Financial Services x 2007*, email [Mark.Scarrott@rotherham.gov.uk](mailto:Mark.Scarrott@rotherham.gov.uk).

**ADULT SERVICES REVENUE BUDGET MONITORING REPORT SUMMARY**

**PROJECTED OUT-TURN AS AT 30 NOVEMBER 2010**

Last Reported Projected Net Variance as at 31/10/2010 £000	Service Division	Net Expenditure							Revised Projected Year end Variance Over(+)/Under(-) spend £000	Revised Financial RAG Status	* Note	
		Original Budget £000	Proj'd out turn £000	Variance (Over (+) / Under (-) Spend) to Original Budget £000	Revised Budget	Proj'd out turn £000	Variance (Over (+) / Under (-) Spend) to Revised Budget £000	Current Financial RAG Status				Financial Impact of Management Action £000
	<b><u>Commissioning, Quality &amp; Performance</u></b>											
(89)	Adult Services Business Unit	3,177	3,068	(110)	3,167	3,068	(100)	Green	0	(100)	Green	
(24)	CQP Management	205	181	(24)	205	181	(24)	Green	0	(24)	Green	
46	Planning Workforce & Compliance	621	630	9	603	630	27	Amber	0	27	Amber	
9	Performance Information & Quality	617	639	22	527	639	112	Red	0	112	Red	
0	Supporting People	97	97	0	97	97	0	Green	0	0	Green	
(58)	<b>Total Commissioning &amp; Partnerships</b>	<b>4,716</b>	<b>4,614</b>	<b>(102)</b>	<b>4,598</b>	<b>4,614</b>	<b>16</b>		<b>0</b>	<b>16</b>		1
	<b><u>Assessment &amp; Care Management</u></b>											
(463)	Older People Assessment & Care Management	24,080	23,783	(297)	23,680	23,783	103	Amber	0	103	Amber	2
(336)	Physical Dis Assessment & Care Management	7,015	6,650	(366)	6,765	6,650	(116)	Green	0	(116)	Green	3
(799)	<b>Total Assessment Care Management</b>	<b>31,096</b>	<b>30,433</b>	<b>(663)</b>	<b>30,446</b>	<b>30,433</b>	<b>(13)</b>		<b>0</b>	<b>(13)</b>		
(39)	<b><u>Older People Independent Living</u></b>	1,871	1,819	(52)	1,871	1,819	(52)	Green	0	(52)	Green	4
	<b><u>Health &amp; Well Being</u></b>											
344	Older People Health & Well Being	13,904	14,210	305	13,904	14,210	305	Amber	0	305	Amber	5
(237)	Learning Disabilities	16,010	15,766	(244)	15,910	15,766	(144)	Green	0	(144)	Green	6
(79)	Mental Health	4,568	4,455	(113)	4,568	4,455	(113)	Green	0	(113)	Green	7
28	<b>Total Health &amp; Well Being</b>	<b>34,482</b>	<b>34,431</b>	<b>(51)</b>	<b>34,382</b>	<b>34,431</b>	<b>49</b>		<b>0</b>	<b>49</b>		
(868)	<b>Total Adult Services</b>	<b>72,165</b>	<b>71,297</b>	<b>(868)</b>	<b>71,297</b>	<b>71,297</b>	<b>0</b>	<b>Green</b>	<b>0</b>	<b>0</b>		

**Reason for Variance(s), Actions Proposed and Intended Impact on Performance**

**NOTES Reasons for Variance(s) and Proposed Actions**

*or under performance against income targets) and actions proposed intended to address budget variances on Key Performance*

	<p><b><u>Main Reasons for Variance</u></b></p> <p><b>1</b> <b><u>Commissioning &amp; Partnerships</u></b></p> <p>Pressures on unfunded posts are being offset by vacancies, secondments and Voluntary Early Retirements approved as part of the review of Policy and Performance. Government announcement to cut Supporting People Admin grant (£162k) has been contained within procurement process and non recruitment to vacant posts.</p> <p><b><u>Assessment and Care Management</u></b></p> <p><b>2</b> <b><u>Older Peoples Services (Independent)</u></b></p> <p>Overspends on Independent Sector Home Care budget (+£550k) and Direct Payments (+£155k). Underspend on independent residential and nursing care due to placements less than forecast (-47) and additional funding from health and property charges (-£301k). Slippage on recruitment to vacant posts within Assessment and Care Management (-£315k).</p> <p><b>3</b> <b><u>Physical &amp; Sensory Disabilities</u></b></p> <p>Slippage of establishing Shared Lives Scheme (-£150k). Vacancies within Safeguarding Team (-£40k). Continuing health care income on supported living scheme at Rig Drive (-£66K) and underspend on Crossroads contract (-£80k). Pressure on Independent Sector domiciliary care (+£80K) due to continue increase in demand (additional 60 clients = 787 hours since April) Further demand for Direct Payments (+ 20 clients since April) reduced by one off income from Supporting People (+£164k).</p> <p><b>4</b> <b><u>Independent Living</u></b></p> <p>Forecast additional income within Rothercare Direct (-£42k) plus slippage on vacant posts within Extra Care Housing (-£10k).</p> <p><b><u>Health and Well Being</u></b></p> <p><b>5</b> <b><u>Older Peoples Services (In House)</u></b></p> <p>Forecast shortfall against income budget for In house Residential care (+£330k) plus overspend on employee costs due to agency and sickness cover (+£160k). Continue overspend on In House Home Care employees costs (+£229k) due to contract hours being greater than hours delivered. Underspend on Extra Care Housing costs (-£266k). Forecast underspend on Transport (-£125k) due to additional income and savings on leasing costs. Slippage on Income from Day Care Transport and new day care charge (+£123k) reduced by underspend on employee costs due to vacancies and running costs (£-84k).</p> <p><b>6</b> <b><u>Learning Disabilities</u></b></p> <p>Recurrent overspend against budget on day care transport (+£293k). Admissions to residential care less than forecast plus additional health funding (-£459k).</p> <p><b>7</b> <b><u>Mental Health</u></b></p> <p>Projected underspend on residential care due to additional discharges (-£111k) . Underspend on Assessment &amp; Care Management due to vacancies (-£35k) Projected overspend on Direct Payments (+£105k) - an additional 61 clients since April being offset by reduction in Richmond Fellowship SLA (-£62k).</p> <p><b><u>Proposed Actions to Address Variance</u></b></p> <p>Budget performance clinics continue to meet monthly to monitor financial performance against approved budget. Close monitoring of the impact of winter pressures over the coming months is essential in order to contain any additional budget pressures within the approved cash limit.</p>
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