

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

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

An apology for absence was received from Councillor Steele.

**H31. MINUTES OF THE PREVIOUS MEETING**

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

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

**H32. HEALTH AND WELLBEING BOARD**

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

**H33. WIDER-WORKFORCE SKILLS DEVELOPMENT FUNDING APPLICATION SCHEME**

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

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

The pilot funding application scheme would:-

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

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

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

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

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

(3) That the pilot scheme be publicised.

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

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

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

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

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

A full risk and impact assessment would be completed.

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

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