

BOLTON CARES STEERING COMMITTEE

MEETING, 26th JULY, 2019

Representing Bolton Council

Councillor Pattison (Chair)

Councillor Morgan

Councillor Murray

Councillor Mrs Radcliffe

Councillor Sherrington

Advisors

Dr John Livesey, CEO Company

Lisa Antoni, Finance Manager

Susan Johnson, Director of Corporate Resources

Helen Gorman, Borough Solicitor

Rachel Tanner, Deputy Director of People

Vicky Ridge, Democratic Services Manager

Councillor Pattison in the Chair

1. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 27th March, 2019 were submitted and signed as a correct record.

2. EXCLUSION OF PRESS AND PUBLIC

Resolved – That, under Section 100(A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as specified in paragraph 1 and 3 of Part 1 of Schedule 12A to the Act; and that it be deemed that, in all the circumstances of the case, the public interest in its exemption outweighs the public interest in its disclosure.

3. THE DIRECTOR'S REPORT

Mr. J. Livesey, Chief Executive Officer submitted a report which updated members on the development and performance of the Bolton Care and Support Limited Company.

Information was provided in relation to the following areas, viz:-

- The Strategic Performance Scorecard which also provided a commentary about each of the four performance perspectives and a more detailed analysis of staff sickness levels and mandatory training completion rates for the Company's services;
- The profit and loss account as at the end of May, 2019;
- HR Update;
- New business developments; and
- ICT developments.

The report also proposed that responsibility for disciplinary appeals involving employees should transfer to the company's Board of Directors but that the Steering Committee retain responsibility for disciplinary matters involving company directors.

Members in their deliberations referred to:-

- The make-up of disciplinary appeal panels;
- The format of the Strategic Performance Scorecard;
- The terms and conditions for employees who are delivering a supported living service in West Salford; and
- Issues associated with the Specialist Dementia Outreach Service.

Resolved – That the report be noted and that a report be submitted to the next meeting of the Steering Committee which compares the terms and conditions of employees on other contracts which the Company deliver.

4. BOLTON CARES – COST SAVINGS 2019/20 TO 2020/21

Mr. J. Livesey, Chief Executive Officer submitted a report which sought members views on the proposals to generate £650,000 of cost savings over the period 2019/20 to 2020/21.

Members were advised that, as part of the budget proposals for 2019 - 2021, the People Department was proposing to generate £13.8 million of savings. As part of this saving, the People Department had requested a reduction of £650,000 in the block contract with Bolton Cares; £300,000 of which would be applied from 1st April, 2019 and £350,000 from 1st April, 2020.

In view of the above, it was explained that the Board of Directors of Bolton Cares had developed a programme of costs savings in response to the reduction in the block contract with the Council and details of these were provided in the report.

In terms of consultation, members were advised that informal discussions had been undertaken with the Trade Unions on the proposed savings programme, however, formal consultation with Trade Unions and employees would be taking place during August, 2019.

Members in their deliberations referred to:-

- The tendering process in relation to the review of catering;
- The service level agreement for building cleaning;
- Issues associated with lock and unlocks; and
- Issues associated with pay and conditions.

Resolved - That the report be noted.

(The meeting started at 10.00 a.m. and finished at 10.57 a.m.)