

BOLTON CARES STEERING COMMITTEE

MEETING, 31st JANUARY, 2018

Representing Bolton Council

Councillor Morris (Chairman)
Councillor Murray (Vice-Chairman)
Councillor Chadwick
Councillor Mrs Fairclough
Councillor Newall
Councillor Radcliffe

Advisors

Dr John Livesey, CEO Company
Jackie Tait, Operations Director
Lisa Antoni, Finance, Audit and Resources Manager
Helen Gorman, Borough Solicitor
Adrian Crook, Assistant Director Commissioning and
Integration
Lisa Griffiths – Wood, Day Services and Outreach
Ian D Mulholland, Principal Democratic Services Officer

An apology for absence was submitted by Sue Johnson.

Councillor Morris in the Chair

19. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 30th November, 2017 were submitted and signed as a correct record.

20. 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.

21. MONTHLY DIRECTOR'S REPORT FOR BOLTON CARE AND SUPPORT LIMITED

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 which included the following areas, viz:-

- The Strategic Performance Scorecard which also provided a commentary about four of the performance perspectives and a more detailed analysis of staff sickness levels and mandatory training completion rates for the Company's services;
- The financial performance of the Company as at the end of December, 2017;
- Workforce remodelling;
- Leadership development;
- New business development;
- Improving environments; and
- Health and safety matters.

Members in their deliberations referred to:-

- Matters around the jubilee Centre re-build, the appointment of an architect and estimated timescales;
- The position regarding Mere Hall View; and
- The terms and conditions for staff in Supported Living.

Resolved – That the report be noted.

22. SENIOR SUPPORT WORKER AND DAY SERVICES OFFICER REVIEW

Ms Jackie Tait, Operations Director, submitted a report which sought approval for a proposed revision of Senior Support Worker and Day Service Officer roles.

The report indicated that Bolton Cares was restructuring its workforce to set in place a simplified staffing structure that was consistently applied to all service areas.

The report went onto set out details of the current and proposed structures and also the budget implications.

Members in their discussions referred to the practicalities and implications of the proposals.

Resolved – (i) That the proposals for a restructure of Senior Support Workers and Day Services Officers, as set out in the report, be approved for the purposes of consultation with staff and trade unions.

(ii) That the outcome of (i) above be reported to this Committee prior to any further action being taken.

23. DAY CARE AND OUTREACH SERVICES

Ms. Lisa Griffiths-Wood, Day Services and Outreach, gave a presentation on the various day care and outreach services located at Thicketford, Winifred Kettle and Brazley. The services provided included-

- The autism service;
- Learning disability day services; and
- The outreach service.

It was highlighted that there service was over 7 days and involved 140 staff.

The meeting was informed of the challenges that faced the service and the opportunities and developments.

Members discussed –

- The promotion of volunteers;
- The autism service;
- Day care capacity issues and the number of days the services were offered; and
- The assessed need of the attendees.

Resolved – That the position be noted and that members of this Committee be notified of the day care capacity statistics at each of the venues.

(The meeting started at 12.30 p.m. and finished at 1.53 p.m.)