

ADULT SERVICES

A record of decisions made by the Executive Member with responsibility for Adult Services on:-

WEDNESDAY, 23RD FEBRUARY, 2011

following consideration of the matters detailed below in the presence of:-

Councillor Sherrington	Executive Member for Adult Services
Councillor Greenhalgh	Major Opposition Spokesperson
Councillor R. Ronson	Minor Opposition Spokesperson
Mr J. Rutherford	Director of Adult and Community Services
Ms. S. Crossley	Assistant Director, Culture and Community Services
Ms. J. Spencer	Head of Libraries
Mr. M. Emerson	Head of Planning and Performance
Mr. A. Scott	Policy Accountant
Mrs. S. Bailey	Principal Democratic Services Officer

34. MONITORING OF EXECUTIVE MEMBER DECISIONS

The Director of Chief Executive's Department submitted a report which provided an update on decisions taken at previous meetings of the Executive Member.

The Executive Member NOTED the report.

35. 2010/11 QUARTER THREE PERFORMANCE DASHBOARD

The Director of Adult and Community Services submitted a report which provided details of the performance of the Adult and Community Services Department for the period 1st October

to 31st December, 2010.

The report highlighted areas of concern and put forward actions needed to address them.

The report went on to outline performance in line with 31 of the indicators as at Quarter Three. Of the 31 indicators available overall:

- 16 were on track (51.6%)
- 12 were off track (38.7%)
- 3 were reported but had no target information (9.7%)

Adult and Community Services were maintaining good overall performance at Quarter Three this year, however, following on from 2009-10, there continued to be areas of challenge across two of the themes that the Department contributed to (Healthy and Strong and Confident), with 38.7% of all indicators reported this month off track. More detail on indicators currently off track was provided in the report.

There were many examples of good performance at Quarter Three, as follows:

- excellent continued progress on the Self Directed Support (SDS) indicator with 26.8% of all adults, older people and carers receiving community based services now in receipt of Self Directed Support, which was a 6.7% increase on the 2009-10 outturn. This figure had increased throughout 2010/11 and was now projected to hit the target of 30% by year end; and
- consistent improvements in relation to people supported to live independently through social services.

A summary of financial performance was provided, as follows:

- there was a forecast over-commitment of £1.9m against the £62.2m revenue budget;
- £2.6m of the £3.0m budget savings options had been achieved; and
- the capital programme had been reduced from the original programme of £5.2m to a revised programme of £2.7m.

Adult and Community Services held £1.1m of reserves.

The Executive Member NOTED the Quarter Three 2010/11 service and financial performance, as detailed in the report now submitted; and ENDORSED –

The action plans to improve performance for those indicators which are currently off track.

36. REVIEW OF REABLEMENT SERVICE

The Director of Adult and Community Services submitted a report which put forward proposals to amalgamate the Home Support Mental Health and Home Support Reablement to provide a single point of access for referrals.

The report reminded the Executive Member that at her meeting on 24th November, 2010, approval had been given to consult on proposals to amalgamate the Home Support Mental Health and Home Support Reablement with the aim of providing a single point of access for referrals and to reduce numbers of long term service users in the Mental Health Service.

The Home Support Service had identified proposals for changes within the infrastructure of the in-house service, as follows:

- combining the two teams of Mental Health and Reablement into a single team;

- move staff from Mental Health to Reablement over time as the number of in-house service users diminished;
- amending rotas to a standard pattern.

The proposals were subject to a 30 day consultation period with staff and Trades Unions which ended on 7th December, 2010.

In this regard, the report provided details of the consultation which had been undertaken together with the key issues raised and outcomes, and summarised the final proposals to the in-house Home Support Services. A suggested timescale for implementation of the new structure by 1st April, 2011 was also provided.

The report advised that although the new Reablement Service was still developing, a reasonable projection was that the amalgamation of the Home Support Service would result in a reduction of spend on home care of approximately £500k within 2011/12.

An Equality Impact Assessment had been undertaken on the proposals and was appended to the report.

The Executive Member APPROVED –

The amalgamation of the Home Support Mental Health and Home Support Reablement with a single point of access for referrals, as detailed in the report now submitted.

37. REVIEW OF LIBRARY NETWORK

The Director of Adult and Community Services submitted a report which sought approval to undertake consultation on the future provision of the library service in Bolton as part of the overall programme of savings and efficiencies to deliver £60m across the Council over the next two years.

The report reminded the Executive Member that the Executive had approved a review and reorganisation of the whole library service in line with the Council's statutory responsibility under

the Public Libraries and Museums Act 1964, with the aim of saving approximately £400k to £500k over the next two years.

In this regard, the report outlined the proposals for consultation, as follows:

- a review of the current library service network using objective criteria, details of which were provided in the report;
- the retention of the Central Library as the hub of the network; and
- the retention of the libraries in the constituent towns of Blackrod, Farnworth, Horwich, Little Lever and Westhoughton.

A full copy of the proposed consultation document was attached to the report at Appendix A. The formal process would commence on 1st March, 2010 for a period of 12 weeks. A suggested timetable for implementation of the new library network was also provided.

As part of the consultation process, a questionnaire seeking views would be available to members of the public, a copy of which was attached to the report.

As part of the proposals, an Equality Impact Assessment had been undertaken, a copy of which attached the the report at Appendix C.

The report would also be considered by the Executive Member for Human Resources, Organisational Development and Diversity at her meeting on 23rd February, 2011.

The Executive Member APPROVED, subject to the approval of the Executive Member for Human Resources, Organisational Development and Diversity –

(i) The consultation process with staff, customers and partners in service delivery on the future provision of the library service in Bolton, in line with the Council's statutory responsibility under the Public Libraries and

Museums Act 1964 and the available budget; and

(ii) The Consultation document attached to the report at Appendix A, as the basis for the consultation process.

38. REDUCTIONS IN THE LIBRARY MATERIALS FUND BUDGET

The Director of Adult and Community Services submitted a report which put forward proposed reductions in the Library Materials Fund Budget as part of the Council's requirement to identify savings for 2011/12.

The report advised that the current Materials Fund was approximately £450k per annum. As result of the need to find immediate savings for 2011/12, it was proposed to reduce the Materials Fund by £100k. At present, the Fund was used to support the purchase and maintenance of stock including books, subscriptions, journals and newspapers, audio visual materials and electronic resources for 15 service points across Bolton.

The proposed reductions were detailed in the report. They had been planned and would be implemented to mitigate the effect on the most disadvantaged people in the Borough.

It was noted that as a result of the consultation process on the proposals, the option to cancel the talking books on the cassette format would not now be included as there was still a demand for them.

An Equality Impact Assessment had been undertaken on the proposals, a copy of which was attached to the report at Appendix A.

The Executive Member APPROVED –

The reductions in the Library Materials Fund with the exception of the cancellation of talking books on the cassette format, as detailed in the report now submitted.

39. IMPLEMENTING SELF DIRECTED SUPPORT

Further to Minute 31 of the meeting of the Executive Member held on 26th January, 2011, the Director of Adult and Community Services submitted a report which sought approval to implement a revised staffing structure within Care Management as part of the ongoing review of the Service and the implementation of Self Directed Support.

The report reminded the Executive Member that a new management structure was approved in November, 2010 following a three month period of consultation with staff, unions and the public in preparation for the rollout of Self Directed Support.

Since that time, a number of requests from managers had been received for voluntary severance and retirement which could contribute to the achievement of additional savings towards the indicative target. The requests had therefore led to the need to implement the new management and team structure as soon as possible to ensure that teams from the existing structure were not left without management. In addition, the rollout of Self Directed Support was progressing at an increased rate and the revised structure needed to be put in place to support the new customer journey.

The report therefore requested the Executive Member to approve the disestablishment of a number of posts from the Care Management structure. A table highlighting the posts together with the associated savings of £ 202,512 was included in the report.

An Equality Impact Assessment on Self Directed Support had previously been undertaken and submitted to the Executive Member in November, 2010.

The report would also be considered by the Executive Member for Human Resources, Organisational Development and Diversity at her meeting on 23rd February, 2011.

The Executive Member APPROVED, subject to the approval of the Executive Member for Human Resources, Organisational Development and Diversity –

The revised staffing structure within care management which includes the disestablishment of 11 vacant posts (7.81WTE) arising from vacancies, Voluntary Severance and Voluntary Early Retirement to deliver a saving of £202,512, as detailed in the report now submitted.

40. REVIEW OF STAFF DEVELOPMENT

The Director of Adult and Community Services reported that this item had been withdrawn.

41. ESTABLISHMENT OF ONE SPECIALIST SOCIAL WORKER – DEMENTIA – PERMANENT POST

The Director of Adult and Community Services submitted a report which sought agreement for the establishment of a Specialist Social Worker for Dementia post within the Adult and Community Services Department to support the implementation of the National Dementia Strategy.

The report advised that the National Dementia Strategy had been published in 2009 and set out a vision for transforming dementia services which included better awareness, early diagnosis and the delivery of high quality treatment and care at whatever stage of illness and whatever setting.

In order to ensure that the Council and its partners worked towards meeting the requirements for improving the quality of care to people with dementia that was evidence based and person centred, it was necessary to establish a specialist social work post. The postholder would join the Multi-Disciplinary

Team to support the changing models of service delivery and use expert staff knowledge to more effectively and efficiently inform care and treatment plans and direct the delivery of care.

The post would be permanent and would be funded by NHS Bolton.

A relevant job description and person specification for the post were appended to the report.

The report would also be considered by the Executive Member for Human Resources, Organisational Development and Diversity at her meeting on 23rd February, 2011.

The Executive Member AGREED, subject to the approval of the Executive Member for Human Resources, Organisational Development and Diversity –

The establishment of a Specialist Social Worker post for Dementia, to be funded by NHS Bolton, as detailed in the report now submitted.

42. REVIEW OF CIVIC CATERING TO DELIVER ADULT SOCIAL CARE COMMUNITY MEALS SERVICE

The Director of Adult and Community Services reported that this item had been withdrawn.