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DATE: 16 February 2010

To: Members of the
**ADULT AND COMMUNITY POLICY DEVELOPMENT AND SCRUTINY
COMMITTEE**

Councillor Judi Ellis (Chairman)
Councillor Roger Charsley (Vice-Chairman)
Councillors Nicholas Bennett J.P., Ruth Bennett, Carole Hubbard,
William Huntington-Thresher, Charles Rideout, Karen Roberts and
Brenda Thompson

Non-Voting Co-opted Members

Dr Angela Bhan, Bromley Primary Care Trust
Angela Clayton-Turner, Bromley Mental Health Forum
Richard Lane, Learning Disability Forum
Leslie Marks, Bromley Council on Ageing
Keith Marshall, Disability Voice Bromley
Lynne Powrie, Carers Bromley
Gill Rose, Bromley Federation of Housing Associations

A meeting of the Adult and Community Policy Development and Scrutiny Committee
will be held at Bromley Civic Centre on **WEDNESDAY, 24TH FEBRUARY, 2010 AT
7.00 PM**

MARK BOWEN
Director of Legal, Democratic and
Customer Services.

*Copies of the documents referred to below can be obtained from
<http://sharepoint.bromley.gov.uk>*

A G E N D A

PART 1 AGENDA

Note for Members: Members are reminded that Officer contact details are shown on each report and Members are welcome to raise questions in advance of the meeting.

STANDARD ITEMS

1. APOLOGIES FOR ABSENCE AND NOTIFICATION OF ALTERNATE MEMBERS

2. DECLARATIONS OF INTEREST

3. QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING

To hear questions to the Committee received in writing by the Legal, Democratic and Customer Services Department by 5pm on Wednesday 23rd September 2009 and to respond.

4. MINUTES OF THE MEETING OF ADULT AND COMMUNITY SERVICES PDS COMMITTEE MEETINGS HELD ON 17TH NOVEMBER 2009 AND 30TH NOVEMBER 2009. (Pages 5 - 24)

5. MATTERS ARISING FROM PREVIOUS MEETINGS (Pages 25 - 30)

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

6. QUESTIONS TO THE ADULT AND COMMUNITY PORTFOLIO HOLDER FROM MEMBERS OF THE PUBLIC AND COUNCILLORS ATTENDING THE MEETING

To hear questions to the Adult and Community Portfolio Holder received in writing by the Legal, Democratic and Customer Services Department by 5pm on Wednesday 23rd September 2009 and to respond.

7. PORTFOLIO HOLDER DECISIONS TAKEN SINCE THE LAST MEETING (Pages 31 - 36)

8. PRE-DECISION SCRUTINY OF ADULT AND COMMUNITY PORTFOLIO REPORTS

The Adult and Community Portfolio Holder to present scheduled reports for pre-decision scrutiny on matters where he is minded to make decisions.

a) **QUALITY MONITORING OF CARE HOMES - ANNUAL REPORT**_(Pages 37 - 52)

b) **BUDGET MONITORING 2009/10**_(Pages 53 - 60)

9. CAPITAL PROGRAMME - 3RD QUARTER MONITORING 2009/10 & 2009 CAPITAL REVIEW (Pages 61 - 66)

10. TIMELINESS OF ASSESSMENTS AND REVIEWS (Pages 67 - 74)

11. SUPPORTING INDEPENDENCE IN BROMLEY PROGRAMME (Pages 75 - 80)

POLICY DEVELOPMENT AND OTHER ITEMS

12. 2010/2011 GRANTS REPORT (Pages 81 - 90)

13. RE-PROVISION OF ACCOMMODATION AND CARE FOR PEOPLE WITH LEARNING DISABILITIES (Pages 91 - 96)

14. WORK PROGRAMME (Pages 97 - 102)

15. LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006 AND THE FREEDOM OF INFORMATION ACT 2000

The Chairman to move that the Press and public be excluded during consideration of the items of business listed below as it is likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the Press and public were present there would be disclosure to them of exempt information.

Items of Business

Schedule 12A Description

16. PRE-DECISION SCRUTINY OF PART 2 PORTFOLIO HOLDER DECISIONS

- | | |
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| a) SUPPORTING PEOPLE FRAMEWORK CONTRACT AWARD (Pages 103 - 108) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |
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ADULT AND COMMUNITY POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held on 17th November 2009

Present

Councillor Judi Ellis (Chairman)
Councillors Nicholas Bennett, Ruth Bennett, Roger Charsley,
Carole Hubbard, William Huntington-Thresher, Charles Rideout,
Karen Roberts and Brenda Thompson

Dr Angela Bhan, Barbara Langridge, Leslie Marks Keith Marshall,
Lynne Powrie and Gill Rose.

Also present

Councillor Arthur (Portfolio Holder)
Councillor Catherine Rideout (Executive Assistant)

54. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Richard Lane.

55. DECLARATIONS OF INTEREST

Councillor Carole Hubbard declared a personal interest as an employee of Bromley PCT. In respect of Item 17, Councillor Hubbard declared a prejudicial interest as she was directly involved in the sexual health service. Councillor Hubbard had been notified by the Director of Legal Services that she would be able to comment on the item prior to leaving the room during the debate. Councillor Hubbard also declared an interest as a Trustee of Age Concern Bromley and the President of Alzheimer's Bromley, White Gables. In respect of Item 15, Mrs Lynn Powrie declared a prejudicial interest as Chief Executive of Carers Bromley and would leave the room during consideration of this item. Mrs Leslie Marks declared a personal interest as a Trustee of Bromley Mind and Age Concern Bromley. Councillor William Huntington-Thresher declared a personal interest as a Member of the Board of Broomleigh Housing Association. Councillor Karen Roberts declared a personal interest as a Member of Bromley Autistic Trust. Councillor Roger Charsley declared an interest as a Member of Bromley Autistic Trust and a Member of South London and Maudsley NHS Trust. Councillor Brenda Thompson declared a personal interest as her daughter worked for Bromley Mind. Councillor Judi Ellis declared a personal interest as her daughter was employed by South London and Maudsley NHS Trust.

56. QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING

A written question, attached as Appendix A was received from Mrs Sue Sulis and the Community Care Protection Group.

57. INCIDENT CONCERNING SOUTH LONDON AND MAUDSLEY ABSCONDER – FRIDAY 13TH NOVEMBER 2009

Due to the serious nature of this incident the issue was dealt with by the Committee as a matter of urgency. The Chairman read out a letter that had been received from the Chief Executive of South London and Maudsley NHS Trust outlining the events leading up to the incident and the actions that had been taken in response to the incident.

The Chairman expressed concern about the incident that had occurred which had caused a great deal to anxiety to residents and Ward Members. A special joint meeting between the Adult and Community PDS Committee and the Public Protection and Safety PDS Committee would be arranged to enable South London and Maudsley to explain what had happened, identify lessons that had been learnt from the incident and highlight the actions and procedural changes that would be put in place to stop similar incidents occurring in the future. It was intended that South London and Maudsley would also be invited to attend a future meeting of the PDS Committees in two to three months to update on and confirm the actions that had been implemented.

Councillor Nicolas Bennett as Ward Member reported that he had written to the Secretary of State to express deep concern about the incident. It was felt that the Trust had failed the community and had broken assurances that had been given to the council in 2008 regarding the security of patients. Councillor Bennett raised the issue of how the escorts had allowed the patient to abscond and stated that he had lost confidence in the Chief Executive and Chairman of South London and Maudsley NHS Trust.

The Chairman thanked Officers for the work that had been undertaken to bring the issue to the Committee.

58. SOUTH LONDON HEALTHCARE NHS TRUST

The issue of the transfer of elective surgery from Orpington Treatment Centre was dealt with by the Committee as a matter of urgency and Mr Stephen Cass and Dr Richard Morey attended the meeting as representatives of South London Healthcare NHS Trust.

The Chairman highlighted a number of issues of concern including the way in which the transfer of services from Orpington had been communicated, as well as the fact that the press release issued by the Trust stated that services would be moved to other sites. The Chairman asked the Trust to explain what would be happening in terms of service provision at Orpington Treatment Centre.

Mr Cass, Chief Operating Officer South London Healthcare Trust, outlined the changes that would be taking place, to service provision resulting from the A Picture of Health (APOH) consultation. Mr Cass explained that a draft timetable for APOH had been published in September 2009 and the Trust had recently begun engagement with staff regarding the changes. A series of options for how elective surgery would be transferred were now being developed and it was hoped that completion would occur by March 2011. Mr Cass reported that representatives from the Trust would be pleased to come to future meetings to set out any proposals in more detail.

Members raised concerns surrounding the proposed two-staged transfer of elective surgery from Orpington Treatment Centre. Representatives from the Trust stressed that this was just one option being considered. A number of services would remain at Orpington and any transfer of services would be undertaken in partnership with Bromley PCT. In terms of the capacity of the Princess Royal University Hospital (PRUH) Mr Cass explained that any transfer of services from Orpington would be considered across the whole Trust site and there would therefore be capacity to absorb services across the whole organisation.

The Chairman asked that the Trust, in forming their plans, took on board the strong views of the public. There were a number of reasons why Orpington was popular, including the fact that elective surgery at Orpington was separate in terms of infection control, the good accessibility of the site and the quality of staff.

Members commented that communication with the public would have to be very clear in order to provide adequate reassurance and ensure that residents were aware of changes in service provision.

The Chairman thanked Mr Cass and Dr Morey for attending the meeting at short notice and providing Members with an update.

The Chairman also reported that a special meeting would be held on 16th February 2010 in order to receive and review the Care Quality Commission (CQC) Inspection report. It was hoped that this meeting would start at 5pm.

59. [MINUTES OF THE ADULT AND COMMUNITY PDS COMMITTEE MEETING HELD ON 29TH SEPTEMBER 2009](#)

RESOLVED that the minutes of the Adult and Community PDS Committee held on 29th September 2009 be approved.

**60. [MATTERS ARISING FROM PREVIOUS MEETINGS](#)
[LDCS09125](#)**

The Committee considered a report updating Members on the actions taken from previous meetings.

- (i) Members noted that London Ambulance Service had been invited to attend a Health Check Working Group meeting on 14th December 2009.

- (ii) Councillor Ruth Bennett reported that she would be following up the Direct Payments issue.

RESOLVED that the report be noted.

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

61. QUESTIONS TO THE PORTFOLIO HOLDER FROM MEMBERS OF THE PUBLIC AND COUNCILLORS ATTENDING THE MEETING

Written questions were received from Councillor Colin Willetts and Sue Sulis, Community Care Protection Group and the responses are attached to the minutes as Appendix A.

62. PORTFOLIO HOLDER DECISIONS TAKEN SINCE THE LAST MEETING

RESOLVED that the decisions taken by the Portfolio Holder since the last meeting be noted.

63. PRE-DECISION SCRUTINY OF ADULT AND COMMUNITY PORTFOLIO REPORTS

The Portfolio Holder took the opportunity to provide the Committee with an update of some of the events he had been involved in since the last meeting such as the Full of Life Event, the Opening of Shop Mobility, the Landlords Forum, the consultation for 'Disabled Go' and the AGMs for Carers Bromley and Age Concern Bromley.

(A) DRAFT BUDGET 2010/2011 Report ACS09092

The Portfolio Holder introduced a report setting out the Draft 2010/11 Budget and the key issues over the next four years including cost pressures. The Executive had requested that each PDS Committee considered the "Draft 2010/11 Budget" report to the Executive on 4th November and provide comments to be considered prior to finalising the 2010/11 budget. The Portfolio Holder outlined work that was being undertaken to address the current £600,000 overspend and stressed that partnership working would continue to be key to the future.

Referring to Appendix 1 and staffing costs, a Member questioned whether savings would be made through redundancies or re-deployment. Officers confirmed that savings would be made through a mixture of both redundancies and re-deployment and that such savings would not impact on frontline service delivery.

The Committee considered the issue of the ageing population and the impact that this would have on future budgets. Officers confirmed that projections indicated that the age of the population would increase by 7.8% from 2009 to

2013. The Portfolio Holder highlighted the importance of social reform in light of this increase in the older population.

A range of other issues were considered by the Committee, including the continued commitment to public health and advances in technology used for social care. Members also considered the effect that fear of crime could have on the independence of individuals accessing services. Officers suggested that this was an issue that would to be included in the review of the Transport Reference Group.

The Chairman asked that the Committee was kept informed when decisions were taken concerning service provision so that full scrutiny of the proposed decisions could be undertaken

RESOLVED that the report be noted and the Portfolio Holder be recommended to endorse the 2010/11 budget.

**(C) PROCUREMENT STRATEGY FOR SUPPORTING PEOPLE
SCHEMES FOR YOUNG PEOPLE**
[Report ACS090103](#)

The Portfolio Holder introduced a report setting out the proposed procurement arrangements for Young People's Supporting People Services and the arrangements for undertaking a gateway review of these services. The report requested the extension of current contracts for eight months from 1st April 2010.

Members requested clarification surrounding what services the contracts covered. Officers explained that the contract covered support for individuals and that Look Ahead provided the building with rent being paid through Housing Benefit. The Committee also sought clarification surrounding the number of people who would benefit from the contract and Officers clarified that the contract would benefit 62 individuals at any one time. It was highlighted that the contract represented good value for money when compared with the cost of residential care.

Members asked for an explanation of the Southwark Judgement and the Assistant Director (Housing and Residential Services) provided an overview of the judgement and its implications for Local Authorities and how LBB are responding this.

RESOLVED that the Portfolio Holder be recommended to agree that the contract with Look Ahead for housing related support services for young people is extended for eight months until November 30th 2010.

(D) EMPTY PROPERTY STRATEGY AND POLICY
[Report ACS09106](#)

The Portfolio Holder introduced a report setting out how the Council and its partners would continue to tackle long term empty properties within the

Borough over the next three years. It identified the current and future priorities and areas of development.

A Member stressed the importance of respecting the right to private property but highlighted that owners had a responsibility to the community to keep their properties in good condition. It was suggested that the strategy should explicitly state that where properties were well-maintained there would be no action taken by the Local Authority.

The Portfolio Holder highlighted that neglected properties reduced house prices in an area and contributed to anti-social behaviour. The Portfolio Holder underlined that action on neglected properties should have the full support of Members. In referring to the written question that had been submitted by Councillor Willetts, it was suggested that the issue should be referred to the Executive and Resources PDS Committee as there was a resource implication.

The Committee considered the reasons why properties remained empty and how the Local Authority could bring properties back in to use. Officers outlined the tools that were available including support for individuals looking to rent properties and grants to assist homeowners undertake improvements to properties.

RESOLVED that the Portfolio Holder be recommended to:

- a) **reaffirm the scoring criteria utilised for the prioritisation of formal action on empty properties (Appendix1 of the report); and**
 - b) **approve the draft Empty Property Strategy.**
- (E) **SUPPORTING PEOPLE SERVICES FOR PEOPLE WITH LEARNING DISABILITIES**
[Report ACS09108](#)

The Portfolio Holder introduced a report setting out proposals for the procurement of specialist supporting people services for people with learning disabilities.

RESOLVED that In accordance with Contract Procedure Rule 13.1 which enables the Portfolio Holder to agree to a negotiated contract with one provider, the Portfolio Holder be recommended to agree to :

- a) **award a contract to Keyring for housing support for people with learning disabilities in independent housing for a period of 3 years from 1st April 2010 with the option to extend for up to a further 2 years, and**
- b) **award a contract for housing support to 3 people with autism living in Burgess House to Bromley Autistic Trust for a period of 3**

years from 1st April 2010 with the option to extend for up to a further 2 years.

**64. BUDGET MONITORING 2009/10
Report ACS09113**

The Portfolio Holder highlighted that a large overspend had been projected and the reasons for the overspend had been outlined in the report. The Chairman requested that further reports would be provided to future Committee meetings relating to client contributions and third party top-ups, and Officers agreed to bring back more detailed reports to the Committee in 2-3 months.

Around the issue of inflation, the Chairman sought confirmation that work was being undertaken to negotiate with contractors. Officers confirmed that providers had been contacted and discussions around efficiency were underway. The Head of ACS Finance confirmed that a sum of money had been set aside in the Central Contingency for inflation and suggested that a recommendation should be put to Executive for a draw-down of £200,000 from the Central Contingency Fund as this would reduce the overspend within the Portfolio. The Committee agreed to that this draw-down should be recommended.

RESOLVED that (1) the latest projections that indicate that the Adult and Community Services Portfolio will be overspent by £652,000 and the financial risks impacting on the ACS Portfolio Relating to the recession be noted; (2) that the Executive be recommended to release £200,000 from the Central Contingency relating to 2009/10 inflation pressures.

**65. ADULT AND COMMUNITY SERVICES MID-YEAR PERFORMANCE
[Report ACS09104](#)**

The Committee considered a progress report on actions within the Adult and Community Portfolio Plan and an outline of the Care Quality Commission (CQC) framework for rating Adult Social Care performance. The Adult & Community (AC) 2009/10 Portfolio Plan reflected the Council's agreed vision for 'Building a Better Bromley' 2009 - 12 and the priority areas confirmed by key stakeholders at the annual Portfolio Holder's Planning Conference held in December 2008. The conference theme was Supporting Independence in Bromley, the three year transforming social care programme. The programme was about changing the way that care, support and services were delivered to people in Bromley, and changing the way Social Services engaged with people who need support.

A Member questioned whether the policy of paying Housing Benefit directly to non-Housing Association Tenants had been successful or whether additional support had had to be provided. The Assistant Director (Housing and Residential Services) reported that there had been no increase in evictions, which suggested that tenants were managing to cope. As expected, Landlords would have preferred Housing Benefit to be paid directly to them, but this was not seen to be a failure in the system. The Housing Needs service had also put

measures in place to assist with Housing Benefit or rent payment problems with Landlords and/or tenants where the Council had helped place a family or where there might be statutory homeless duties arising.

Issues surrounding the Local Area Agreement targets were considered and Members expressed concern around the difficulty in measuring and monitoring these targets. A Member highlighted that these targets were the responsibility of the Local Strategic Partnership, and therefore needed to be addressed collectively.

The Chairman asked for a further report outlining details of the project allocating self monitoring machines to patients with long-term conditions, referred to in Appendix One to the report. Officers confirmed that this project was being led by Supporting Independence in Bromley and so far 10 machines had been provided. Officers agreed that a further report would be presented to the Committee towards the end of 2010.

In referring to the target relating to Job Match, a Member suggested that it would be helpful if unpaid voluntary employment was included in the targets, as this was very important in building individuals confidence.

RESOLVED that the progress that has been made against the actions in the 2009/10 Portfolio Plan be noted and the areas of strength and areas requiring further improvement as recognised by the Care Quality Commission be noted.

66. HOUSING AND RESIDENTIAL SERVICES MID YEAR REPORT
[Report ACS09105](#)

The Committee reviewed a report outlining the half year performance of Housing and Residential Services against the key objectives and targets for 2009/10, together with a summary of the priorities for the remainder of the year and measures being taken to deal with the pressures on the service as a result of the recession.

A lot of discussion ensued about a range of housing matters in the report and pressures resulting from the recession. The Assistant Director (Housing and Residential Services) explained that a report would be presented to the next meeting outlining the Mortgage Rescue Schemes operated by the service and the type of cases dealt with and resolved and a Member questioned whether any successful applications to the Government scheme had been processed since the scheme began. The Head of Housing Needs explained to the Committee that the Scheme was designed to assist in exceptional cases but that LB Bromley had recently processed one successful application. LB Greenwich had also recently successfully progressed one case. However, Officers at Bromley currently had 11 cases at various stages in the scheme. The Council had been in regular and detailed discussion with Government to have the scheme expanded, but in the meantime Officers had been developing a comprehensive toolkit which could be used to provide people with assistance.

Referring to accommodation provided by Registered Social Landlords (RSLs), a Member asked whether the use of new housing developments that were not progressing due to the recession had been considered as a way of maintaining a sufficient supply. The Assistant Director (Housing and Residential Services) responded that the problem with private sector developments was often that many units would not meet the necessary standards for social housing but negotiations had been progressed where the standards were suitable and the developer had approached the Council to see how this might be possible. The Assistant Director (Housing and Residential Services) also highlighted that as a result of the reduction in new housing developments, the number of affordable housing schemes being developed across the Borough had reduced and this had impacted on the housing supply as well as the income to the service generated from such supply.

The Chairman thanked all the staff in Housing and Residential Services for the work that continued to be undertaken. Members of the Committee commended staff for their commitment to the service and the excellent results that were continuously achieved.

RESOLVED that the Portfolio Holder be recommended to agree the actions being taken, as detailed throughout the report, to meet the range of housing duties and needs in Bromley and to deal with increased pressures on the service resulting from the recession.

POLICY DEVELOPMENT AND OTHER ITEMS

67. SUPPORTING INDEPENDENCE IN BROMLEY UPDATE – COMMUNITY EQUIPMENT RETAIL MODEL [Report ACS09109](#)

The Committee received a presentation and considered a report outlining proposals to implement the DoH Community Equipment Retail model in Bromley. The report explained the new service model, and the process for setting up the service.

Members expressed concerns that retailers would not have the specialist knowledge to provide the necessary support and information to people requiring the service. In response, Officers provided assurances that any retailers involved with the scheme would have to be accredited, with staff receiving training so they were able to provide accurate information and adequate support to clients.

In considering access to the service, a Co-opted Member queried whether the Occupational Therapists would be able to provide the necessary support and continue to carry out assessments. The Assistant Director for Older People assured the Committee that retail outlets would be in a position to provide advice and support to people about the range of equipment available, which would release time for occupational therapy staff to undertake assessment services.

A Member noted that Town Centre Managers would be an important resource to engage retailers in the scheme. The importance of engaging with smaller retailers as well as multi-national retailers was highlighted.

The Chairman raised concerns surrounding potential waste, as without a central store, equipment would not be recycled. Officers noted Members concerns and provided assurance that this issue would be addressed as the scheme was progressed.

RESOLVED that the Portfolio Holder be recommended to endorse the proposals for the development of the Community Equipment Retail Model with the Policy Development and Scrutiny Committee and Portfolio Holder receiving a report evaluating the benefits of the service once it has been in operation for 6 months.

68. DAY CARE SERVICES FOR OLDER PEOPLE
[Report ACS09112](#)

The Committee considered a report setting out the longer term vision for Day Care Services for older people and the proposed approach to procurement to move towards delivering the vision.

The Interim Assistant Director for Commissioning and Partnerships outlined the vision and notified the Committee that a report concerning this issue would be presented to the meeting of the Executive on 9th December 2009.

A Member queried whether there were any plans for opening additional centres for people with dementia. Officers confirmed that provision for people suffering from dementia was being reviewed. A Co-opted Member highlighted the growing need for day centres and reported that a new centre in St Paul's Cray would be opening shortly.

The Committee considered transportation issues and Members highlighted the length of time it took to transport service users to day care centres. Officers agreed that this was a complex issue and provided assurances that alternative forms of transport were being considered. It was suggested that this should be an area that the Transport Reference Group included as part of their review.

RESOLVED that the proposals to negotiate new day centre contracts with existing providers from 2010 for a period of two years with the option to extend for a further year be noted

**69. REVIEW OF HOUSING AND SUPPORT FOR OLDER PEOPLE –
PROGRESS REPORT**
[Report ACS09110](#)

The Committee considered a report advising Members of a current review of housing and housing related support for older people. The review was seeking to identify future needs and recommend services relevant to current and

future requirements. The report also highlighted some of the review findings to date, sought Members' support for principles for the future provision of service, and advised members of the interim contracting arrangements being recommended to the Council's Executive in December 2009.

It was highlighted that communication with residents was of paramount importance. Officers stressed that the proposals would not seek to withdraw support from older people, but would ensure that support was better targeted to meeting the needs of future service users. The importance of integrating housing, support and care was highlighted.

A Co-opted Member representing the Bromley Federation of Housing Associations highlighted that some smaller providers were keen to keep resident wardens and that this was appreciated by residents as it provided added security especially to the more elderly and vulnerable residents.

RESOLVED:

a) That the emerging findings from the review to date as set out in the report at paragraphs 1.10 – 1.17 be noted;

b) That the principles of the proposed approach to housing and support needs outlined in paragraphs 1.22 – 1.26 of the report be supported;

c) that it be noted that a report will be submitted to the Council's Executive on 9th December recommending that housing related support in sheltered housing schemes should continue to be delivered by the existing providers for up to 2 years from 1st April 2010 as set out in paragraphs 3.1 – 3.3 of the report; and

d) That it be noted that a further report will be submitted to the Adult and Community PDS Committee on the results of the review in April 2010.

70. VOLUNTARY SECTOR CORE CONTRACTS
[Report ACS09111](#)

The Committee considered a report advising Members of the proposed future arrangements with Age Concern Bromley and Carers Bromley in their capacity as strategic partners in the voluntary sector.

Officers highlighted that partnership working would become increasingly important in the future, and noted that the two organisations had the infrastructure to provide the generic services that residents in the Borough relied on.

The Portfolio Holder expressed his support for the longer term contracts, which would provide the stability to enable the two organisations to attract additional funding from external sources.

Members of the Committee commended the work undertaken by the two organisations and supported the recommendations outlined in the report.

RESOLVED that the proposals for the future of the core contracting arrangements for Age Concern Bromley and Carers Bromley which will be considered by the Council's Executive on 9th December 2009 be supported.

(Mrs Lynne Powrie had left the room for consideration of this item)

71. UPDATE FROM THE CARE HOMES REFERENCE GROUP
[Report ACS09017](#)

The Committee reviewed a report advising Members on the activities of the Care Home Reference Group, which was set up by the Policy Development and Scrutiny Committee in 2007 to maintain an overview of the care home re-provision programme.

The Chairman of the Care Homes Reference Group highlighted that the group had dealt with many issues since it was established in 2007. Families involved in care home closures had been provided with reassurance, and a great deal of positive feedback had been received by both Officers and Members involved with the Reference Group.

The Chairman of the Committee expressed her thanks to all the Members of the Reference Group for the work they had undertaken.

RESOLVED that the impact of the activities of the Care Home Reference Group in respect of the closure of care homes and the development of alternative accommodation for older people be noted.

72. UPDATE ON SEXUAL HEALTH SERVICES
[Report LDCS09126](#)

The Committee considered a paper from Bromley PCT providing a summary of the current strategic approach, to improving sexual health in Bromley. A recently completed sexual health needs assessment had driven the development of a new sexual health strategy that focused on developing an integrated sexual health service for Bromley.

Prior to leaving the room, due to her declared interest, Councillor Carole Hubbard highlighted the need to continue to provide sexual health services for people of all ages, and welcomed the idea that these services would be available under one roof.

Members noted that the report referred to providing sexual health support for gay men and Members highlighted that the service should be inclusive in supporting both genders. Dr Angela Bhan acknowledged that this was true but underlined that specific issues had been identified within the gay male

demographic. Dr Bhan stressed that the service was inclusive and this would need to be better reflected in the report.

Members welcomed the assessment and agreed a further update in Spring 2010.

RESOLVED that the update be noted.

73. ADULT AND COMMUNITY WORK PROGRAMME 2009/10
[LDCS09124](#)

The Committee reviewed its work programme for 2009/10. The Chairman reported that she was going to contact the Department of Work and Pensions (DWP) regarding the impact of legislative changes to disability benefits. The Chairman also suggested that the Transport Reference Group should provide an update to the April 2010 Committee Meeting. The Committee noted that a further sexual health update would be provided in April 2010.

RESOLVED that the work programme be updated to reflect the changes outlined above.

The Meeting ended at 23:15

Chairman

Appendix 1

Written Question from Councillor Willetts to the Portfolio Holder for Adult and Community

Would the Portfolio Holder execute the EDMO process to a long term empty property at 14 Broomwood Road, Orpington, BR5 2JH?

Response

This property has been empty for approximately 7 years and scores sufficiently highly on the Empty Property rating system for EDMO or Compulsory Purchase action to be taken. Further details on the rating system and empty property action is included in a report on the agenda for tonight's meeting.

As well as the property being empty and unsightly, the garden – approx 200ft – is about 10ft high in what generally appears to be accumulated building waste. Clearance of this would be extremely expensive for the Council.

The owner has been spoken to and informed of impending EDMO action. As this is a somewhat lengthy process, to seek to get the garden cleared as soon as possible the Planning Division has served an Enforcement Notice for clearance by 9th November. Upon expiry, if not cleared, the Planning Enforcement Team will decide whether to prosecute or clear the site.

Once cleared then further consideration will be given to progressing with the EDMO.

Written Question from the Community Care Protection Group to the Portfolio Holder for Adult and Community

1. Disability Discrimination Act Responsibilities and Access Audit of Council-Owned Sites.

- (a) Has the Council carried out an audit of the sites it owns, to ensure, that where possible, modifications are made, so that disabled people are not denied access?***
- (b) Does it have a Statutory Duty to do so?***
- (c) If not, what are its responsibilities, and policies regarding the DDA?***

Response

(a) The Council has been carrying out a programme of Disability Discrimination Act (DDA) audits on all the operational sites it owns. The final programme of DDA audits is currently being undertaken and will be completed in the current financial year. The audits are used to assess compliance with the Act and to identify any reasonable adjustments that need to be made.

Any reasonable adjustments requiring changes to a physical feature of the building are then planned for subsequent adaptation works.

Reasonable adjustments of a non physical nature, such as changes to the local operation of a service, are then effected by the management operating the particular site.

(b) The authority does not have a statutory duty to carry out an audit, but it is a recommended action in the Disability Rights Commission's Code of Practice.

(c) The authority has adopted the good practice of carrying out DDA audits. The audits are analysed and used to determine any reasonable adjustments that should be carried out on a physical feature to ensure compliance with its duties under the Act.

Written Question from the Community Care Protection Group to the Chairman of the Adult and Community PDS Committee

1. Late Committee Reports and the Right of the Public to Ask Questions on Them

The deadline for Public Questions for this meeting was 11.11.09, but 2 important reports were not circulated, or available on the Website. This is not the first time this has occurred.

***Will the Committee: (a) allow questions to be submitted after the deadlines?
(b) Request DACS officers prepare timely reports?***

Response

a) The aim is to publish Council committee reports with the agendas, however sometimes this is not possible. In these circumstances, to avoid delaying a report to a future meeting sometimes a report is published after the agenda. Public questions are considered if they are received 4 working days prior to a meeting. Where this timescale cannot be met due to a report being published later than an agenda, the chairman will use their discretion and will normally provide either a verbal or written reply to questions about reports published after the agenda.

b) Officers certainly will be reminded of the importance of meeting planned agenda deadlines.

2. Residents Of Care And Nursing Homes Waiting Over 12 Months For An ACS Annual Careplan Review.

CCPG Public Questions to 26.10.09 Council elicited the figure of 118 residents without an Annual Review, but DACS claimed it was not possible to give a breakdown of the number of years waiting.

- (a) Why does “CareFirst” software not provide this information?**
(b) Will the Committee consider a report on this issue?

Response

a) CareFirst has the capability to produce a full range of information, however some information requests require specific reports to be developed and written and this applied to the information request in this question. As reported by the Portfolio Holder to the last Council meeting “Team managers are ensuring that priority is being given to those cases where reviews are outstanding for the longest periods” and the decision to focus on the production of information reports that support current case load and service information has been in line with this priority.

b) Yes, the Assistant Director, Care Services has been asked to provide an update on review performance for the ACS PDS meeting on 24th February 2010.

**ADULT & COMMUNITY
POLICY DEVELOPMENT AND SCRUTINY COMMITTEE**

Minutes of the Meeting held on 30th November 2009

Present

Councillor Judi Ellis (Chairman)
Councillors Roger Charsley, Nicholas Bennett, Charles Rideout
and Councillor Karen Roberts.

Shirley Burrows

Also present

Members of the Public Protection and Safety PDS Committee:

Councillors Tim Stevens JP, Ruth Bennett, John Canvin, Alexa Michael,
Harry Stranger and Stephen Wells.

Terry Belcher, Howard Clark and Cora Green

Councillor Colin Bloom, PPS Portfolio Holder
Councillor Pauline Tunnicliffe

74 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Carole Hubbard,
Councillor Brenda Thompson, Barbara Langridge, Leslie Marks and Gill Rose.
Shirley Burrows attended as an alternate for Barbara Langridge.

75 DECLARATIONS OF INTEREST

Councillor Judi Ellis declared a Personal Interest at Item 4 as her
daughter worked for the South London and Maudsley NHS Foundation Trust.
Councillor Roger Charsley declared a Personal Interest as an Associate
Member of the South London and Maudsley NHS Foundation Trust.

**76 QUESTIONS FROM MEMBERS OF THE PUBLIC ATTENDING
THE MEETING**

There were no questions.

**77 WITNESS SESSION: SECURITY AT BETHLEM ROYAL
HOSPITAL**

Members of the Public Protection and Safety PDS Committee (as
recorded above) were present for this item concerning an incident involving
the absconding of a patient from care whilst on escorted leave at West
Wickham. Representatives of the South London and Maudsley NHS
Foundation Trust attended for this item to make a statement and respond to

questions from Members of both Committees. The representatives attending were Professor Hilary McCallion, Director of Nursing and Education (and a member of the Trust Board), Patrick Gillespie, Service Director, and Professor Tom Fahy, Clinical Director of the Service. Detective Chief Inspector Chris Smart was also in attendance for this item representing the Borough Commander.

At the start of the item a statement was read in which an apology was made on behalf of the Trust for the incident. The statement emphasised that the Trust took public safety seriously and included reference to a duty of confidentiality for the details of patient care. Members were advised that leave was part of the treatment programme and no leave was authorised without full assessment. Patients whose mental state was not stable were not granted leave. The outcome of investigations would be ready within the next few weeks and the Trust would value the opportunity of returning to discuss consequent recommendations.

The Public Protection and Safety PDS Chairman thanked the Trust representatives for the statement. He explained that the incident had been a grave concern to residents. The Portfolio Holder also referred to concerns for residents living around the hospital and in the West Wickham area. It was important to be satisfied that all was being done that could be done and that lapses would not be repeated.

Responding to a question from a local ward Member, Councillor Nicholas Bennett, Professor McCallion explained that the Trust felt that it was appropriate for herself, Patrick Gillespie and Professor Tom Fahy to attend the meeting rather than the Trust's Chief Executive. When asked why independent persons were not asked to conduct the investigations, Members were advised that the process and conclusions of the Trust's review would be shared with the Council's Director of Adult and Community Services and that the Ministry of Justice would also be investigating. Councillor Bennett also enquired why it was that he had only heard of the incident via radio news on the Saturday afternoon and noted that there appeared to be no reference to the incident on the Trust's website. He also enquired how it was possible for the escape to have happened in West Wickham high street.

Members were advised that there was an escalation service in response to such incidents with co-ordination undertaken by the police who accordingly responded and alerted the public. Members were advised by DCI Smart that a decision was made on the Saturday morning to give as much press coverage as possible to the incident to help the investigation. There was a balance between helping the investigation in this way and informing local leaders. On being asked why it was necessary to wait until the Saturday morning to raise an alert, DCI Smart explained that medication and treatment deemed the patient a lower risk but as the patient had not been recovered on the Friday evening the alert decision was taken on the Saturday morning. At that time there were five other people at large considered by the police to be of more risk to the public. DCI Smart later confirmed that the Police had a

very good working relationship with the Trust and a constructive meeting had been held the previous week.

A further enquiry was made about security arrangements and reference was made to risk assessment, treatment and benefits for leave. Councillor Karen Roberts felt that it would have been helpful for Members in neighbouring wards to have been notified of the incident - it was necessary to be able to re-assure the local community – and there was a need for good communications. Councillor Roberts also enquired of the next steps and safeguards that would put in place to cut back on risk. Patrick Gillespie explained that the Trust was happy to meet residents and show facilities and services. Policy and procedures were being reviewed – in some cases jointly with the police – and reference was made to the piloting of a tagging system. The Public Protection and Safety PDS Chairman also spoke of the need for informing Members and Members were advised that comments made would be taken back and considered.

The Chairman of the Adult and Community PDS Committee enquired about medication and Members were advised that the Ministry of Justice would not grant permission for leave if a patient had stopped taking medication and there was a consequent risk to the public. Another Member enquired of the criteria and safeguards used to allow patients into the community. She emphasised that measures need to be in place to ensure there was less risk of a similar incident happening in the future. Members were informed of the Trust's overriding concern for public safety; if a patient was deemed to be a risk to the public then the patient would not be allowed leave. There was a gradual process involving inter-disciplinary consultations leading to a point when decisions on leave could be taken.

The Portfolio Holder expressed his regret that neither the Chairman nor the Chief Executive of the Trust was in attendance at the meeting. He referred to the importance of the Committee as a key scrutiny body. He also referred to the Council's drive to reduce the fear of crime and sought assurances that measures would be taken imminently to ensure that a similar incident would not re-occur in the near future. Further reference was made in response to reviewing competences and procedures and a review of patients' risk assessments.

The Portfolio Holder also asked for democratically elected oversight of the Trust's review and whether the Trust would be prepared to attend the Committee's meeting on 17th March to present findings and the outcome of its tagging pilot. Members were advised that the Trust would welcome meeting with local residents and within an "open-house" environment would be prepared to show Councillors checks and balances applied by the Trust. Confirmation was also given that the Trust would attend the Public Protection and Safety PDS Committee meeting on 17th March 2009.

In response to a call for the Trust's investigation report to be made public reference was made to the publication of recommendations and findings but recognition of the need for patient confidentiality. Councillor

Bennett accepted the need for patient confidentiality but felt that more should be in the public domain e.g. what was conveyed to the Ministry of Justice. He felt that members of the public should be able to see a full report. Members were advised that aspects such as risk assessment in clinical information could not be in the public domain. The Chairman of the Adult and Community PDS Committee felt that it was the process which would be helpful to know about suggesting that it was this that should be made public.

The meeting ended at approximately 8.40 pm.

Chairman

Report No.
LDCS10032

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: Adult and Community PDS Committee

Date: 24th February 2010

Decision Type: Non-Urgent Non-Executive Non-Key

Title: MATTERS ARISING FROM PREVIOUS MEETINGS

Contact Officer: Philippa Stone, Scrutiny Co-ordinator
Tel: 020 8313 4871 E-mail: philippa.stone@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Legal, Democratic and Customer Services

Ward: N/A

1. Reason for report

- 1.1 This report updates Members on recommendations from previous meetings which continue to be "live".

2. **RECOMMENDATION(S)**

- 2.1 The Committee is asked to note the progress on recommendations made at previous meetings.

Corporate Policy

1. Policy Status: Existing policy. "Building a Better Bromley"
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £476,706
 5. Source of funding: Existing Budget
-

Staff

1. Number of staff (current and additional): There are 14 posts in the Democratic Services team (11.89 fte, of which 10 fte are dedicated to committee support).
 2. If from existing staff resources, number of staff hours: Maintaining the matters arising report takes less than an hour per meeting.
-

Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Call-in is not applicable.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Current Membership of the A&C PDS Committee (16 Members including Co-opted Members)
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments: N/A

<u>Minute Number/Title</u>	<u>Decision</u>	<u>Update</u>	<u>Action</u>	<u>Completion Date</u>
31. Referral Relating to Direct Payment Procedure – Progress Update	That Councillor Ruth Bennett would review the direct payment forms over the summer and report back to the committee.		Councillor Ruth Bennett and Head of Assessment and Care Management	TBA
29th September 2009				
40. Matters Arising	It was agreed that the Director ACS should be asked to provide an update on the recruitment of an independent Chairman of the Bromley Adult Safeguarding Board at the meeting in February.	The Director to provide a verbal update to the Committee.	Director ACS	February 2010.
44(A) Budget monitoring 2009/10	That a joint report be considered with CYP PDS reviewing the transition period from CYP Services to Adult Services for individuals with disabilities.		Scrutiny Co-ordinator and Head of ACS Finance	

45. Bromley PCT: Update on Primary Care Developments	That representatives from the PCT be asked to return to the Committee in September 2010 to provide a further update.		Scrutiny Co-ordinator	September 2010
49. Report on Domiciliary Care Survey Results	Members requested that they be provided with further information regarding the survey results at the future meeting.	This item has been scheduled into the Committee's Work Programme.	Interim Assistant Director for Commissioning and Partnerships	April 2010
17th November 2009				
63. (A) Draft Budget 2010/11	That the Transport Reference Group review the effect that the fear of crime could have on the independence of vulnerable individuals using public transport.	This issue has been taken up by the Transport Reference Group and will be reflected in the final report of the Reference Group.	Chairman of the Transport Reference Group/ Scrutiny Co-ordinator	April 2010
65. Adult and community Services Mid-Year Performance	That a further report outlining details of the project allocating self monitoring machines to patients with long-term conditions be provided to a future meeting.	The project is being led by Supporting Independence in Bromley. Further information will be available towards the end of 2010.	Manager - Supporting Independence in Bromley	November 2010

68. Day Care Services for Older People	That the issue of the length of time it takes to transport clients to day care centres be considered by the Transport Reference Group.	This will form part of the Review of the Transport Reference Group which will be reporting in late Spring 2010.	Chairman of the Transport Reference Group/ Scrutiny Co-ordinator	April 2010
72. Update on Sexual Health Services	That a further update be provided in Spring 2010	This issue will be added to the Committee's work programme	Scrutiny Co-ordinator/Director of Public Health, Bromley PCT	April 2010
30th November 2009				
74. Security at Bethlam Royal Hosiptal	That representatives from the South London and Maudsley NHS Trust attend the Public Protection and Safety Committee's meeting on 17th March to present findings and the outcome of its tagging pilot.		Scrutiny Co-ordinator	17 March 2010

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Agenda Item 7

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Adult and Community, Councillor Graham Arthur, has made the following executive decision -

PROCUREMENT STRATEGY FOR SUPPORTING PEOPLE SCHEMES FOR YOUNG PEOPLE

(Report ACS090103)

Decision:

That the contract with Look Ahead for housing related support services for young people is extended for eight months until November 30th 2010.

Reasons:

The Supporting People programme makes a significant contribution to the achievement of the key Council priorities of supporting and maintaining independence, the reduction of repeat homelessness and improving community safety.

The proposed decision was scrutinised by the Adult and Community PDS Committee on 17th November 2009 and the Committee supported the proposal.

Councillor Graham Arthur
Adult and Community Portfolio Holder

Mark Bowen
Director of Legal, Democratic and Customer Services
Bromley Civic Centre
Stockwell Close
Bromley
BR1 3UH

Date of Decision: 19th November 2009

Implementation Date (subject to call-in): 26th November 2009

Decision Reference: A&C09011

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Adult and Community, Councillor Graham Arthur, has made the following executive decision -

EMPTY PROPERTY STRATEGY AND POLICY

(Report ACS09106)

Decision:

That the scoring criteria utilised for the prioritisation of formal action on empty properties be reaffirmed.

That the draft Empty Property Strategy be approved.

Reasons:

The Empty Property Strategy 2009-2011 represents a part of the council's overall Housing Strategy. It links with the Council's Sustainable Community Strategy - 'Building a Better Bromley' 2020 vision as well as other local, sub regional, regional and national housing strategies. The Strategy also provides the basis for the development of services and policy decisions to bringing long term empty properties back into use in the London Borough of Bromley. It will contribute to the development of a new LBB Housing Strategy, to be produced in 2009/10 and assist with delivery of the London Mayors Housing Strategy.

The proposed decision was scrutinised by the Adult and Community PDS Committee on 17th November and the Committee supported the proposal.

Councillor Graham Arthur
Adult and Community Portfolio Holder

Mark Bowen
Director of Legal, Democratic and Customer Services
Bromley Civic Centre
Stockwell Close
Bromley
BR1 3UH

Date of Decision: 19th November 2009
Implementation Date (subject to call-in): 26th November 2009
Decision Reference: A&C09012

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Adult and Community, Councillor Graham Arthur, has made the following executive decision -

SUPPORTING PEOPLE SERVICES FOR PEOPLE WITH LEARNING DISABILITIES

(Report ACS09108)

Decision:

That a contract be awarded to Keyring for housing support for people with learning disabilities in independent housing for a period of 3 years from 1st April 2010 with the option to extend for up to a further 2 years, and

That a contract for housing support to 3 people with autism living in Burgess House be awarded to Bromley Autistic Trust for a period of 3 years from 1st April 2010 with the option to extend for up to a further 2 years.

Reasons:

The review of the current supporting people services for people with learning disabilities and local priorities in relation to maximising individual independence supports the aim of promoting independence contained within Building a Better Bromley. It is also in line with the core values and principles of "Valuing People Now" in particular that people with a learning disability have the right to lead their lives like any others with the same opportunities and responsibilities and the same dignity and respect, and are entitled to the same aspirations and life chances as other citizens.

The proposed decision was scrutinised by the Adult and Community PDS Committee on 17th November and the Committee supported the proposal.

Councillor Graham Arthur
Adult and Community Portfolio Holder

Mark Bowen
Director of Legal, Democratic and Customer Services
Bromley Civic Centre
Stockwell Close
Bromley
BR1 3UH

Date of Decision: 19th November 2009

Implementation Date (subject to call-in): 26th November 2009

Decision Reference: A&C09013

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Adult and Community, Councillor Graham Arthur, has made the following executive decision -

COMMUNITY EQUIPMENT RETAIL MODEL

(Report ACS09109)

Decision:

That the proposals for the development of the CERM be endorsed with the Policy Development and Scrutiny Committee and Portfolio Holder receiving a report evaluating the benefits of the service once it has been in operation for 6 months.

Reasons:

The community equipment retail model supports the Putting People First approach by sharing the same goal of promoting the independence, health and wellbeing of service users, while improving the choice and control of support offered. It also supports the 'universal offer' demonstrated in Putting People first which represents services available to all adults living in Bromley and relates to peoples widest needs i.e. public health, housing, recreation, transport

The proposed decision was scrutinised by the Adult and Community PDS Committee on 17th November and the Committee supported the proposal.

Councillor Graham Arthur
Adult and Community Portfolio Holder

Mark Bowen
Director of Legal, Democratic and Customer Services
Bromley Civic Centre
Stockwell Close
Bromley
BR1 3UH

Date of Decision: 19th November 2009

Implementation Date (subject to call-in): 26th November 2009

Decision Reference: A&C09014

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Adult and Community, Councillor Graham Arthur, has made the following executive decision -

[HOUSING AND RESIDENTIAL SERVICES: 2009/10 HALF YEAR PERFORMANCE REPORT](#)

(Report ACS09105)

Decision:

That the actions being taken, as detailed throughout the report, to meet the range of housing duties and needs in Bromley and to deal with increased pressures on the service resulting from the recession be approved.

Reasons:

The objectives and work detailed in the report to increase the supply of affordable housing, assist in achieving targets in Building a Better Bromley as well as the achievement of other corporate priorities and targets e.g. Residential Home Re-provision, Learning Development Supported Living Initiative and Town Centre Regeneration.

The proposed decision was scrutinised by the Adult and Community PDS Committee on 17th November and the Committee supported the proposal.

Councillor Graham Arthur
Adult and Community Portfolio Holder

Mark Bowen
Director of Legal, Democratic and Customer Services
Bromley Civic Centre
Stockwell Close
Bromley
BR1 3UH

Date of Decision: 19th November 2009

Implementation Date (subject to call-in): 26th November 2009

Decision Reference: A&C09015

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Adult and Community, Councillor Graham Arthur, has made the following executive decision -

BUDGET MONITORING 2009/10 – ADULT AND COMMUNITY SERVICES

(Report ACS09113)

Decision:

That the latest projections that indicate that the Adult and Community Services Portfolio will be overspent by £652,000 and the financial risks impacting on the ACS Portfolio Relating to the recession be noted.

That the Executive be recommended to release £200,000 from the Central Contingency relating to 2009/10 inflation pressures.

Reasons:

The Resources Portfolio Plan for 2009/10 includes the aim of effective monitoring and control of expenditure within budget and includes the target that each service department will spend within its own budget. Bromley's Best Value Performance Plan "Making a Difference" refers to the Council's intention to remain amongst the lowest Council Tax levels in outer London and the importance of greater focus on priorities. The four year financial forecast report highlights the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2009/10 to minimise the risk of compounding financial pressures in future years. Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council's budgetary control and monitoring arrangements.

The proposed decision was scrutinised by the Adult and Community PDS Committee on 17th November and the Committee supported the proposal.

Councillor Graham Arthur
Adult and Community Portfolio Holder

Mark Bowen
Director of Legal, Democratic and Customer Services
Bromley Civic Centre
Stockwell Close
Bromley
BR1 3UH

Date of Decision: 19th November 2009
Implementation Date (subject to call-in): 26th November 2009
Decision Reference: A&C09016

Report No.
ACS10009

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: **Adult and Community Services Performance Development and Scrutiny Committee**

Date: **24th February 2010**

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **QUALITY MONITORING IN CARE HOMES**

Contact Officer: Wendy Norman, Strategic Manager, Procurement and Contract Compliance
Tel: 020 8313 4212 E-mail: wendy.norman@bromley.gov.uk

Chief Officer: Terry Rich, Director of Adult and Community Services

Ward: Boroughwide

1. Reason for report

This report informs Members of the work undertaken to monitor the quality of service provided in residential and nursing homes for Adults in the borough.

2. **RECOMMENDATION(S)**

- 2.1 Members are asked to note and comment on this report.
- 2.2 Members are asked to endorse the principle that new placements are only made in one star homes if the service user wishes to exercise choice.
- 2.3 Members are asked to note and endorse the enhanced review activity which is employed where residents are living in a nil or one star home.

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: 824, 819, 821,818
 4. Total current budget for this head: £26m
 5. Source of funding: L.B.Bromley Adult and Community Service Budgets
-

Staff

1. Number of staff (current and additional): n/a
 2. If from existing staff resources, number of staff hours: n/a
-

Legal

1. Legal Requirement: Statutory requirement.
 2. Call-in: Call-in is not applicable.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 1000
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments:

3. COMMENTARY

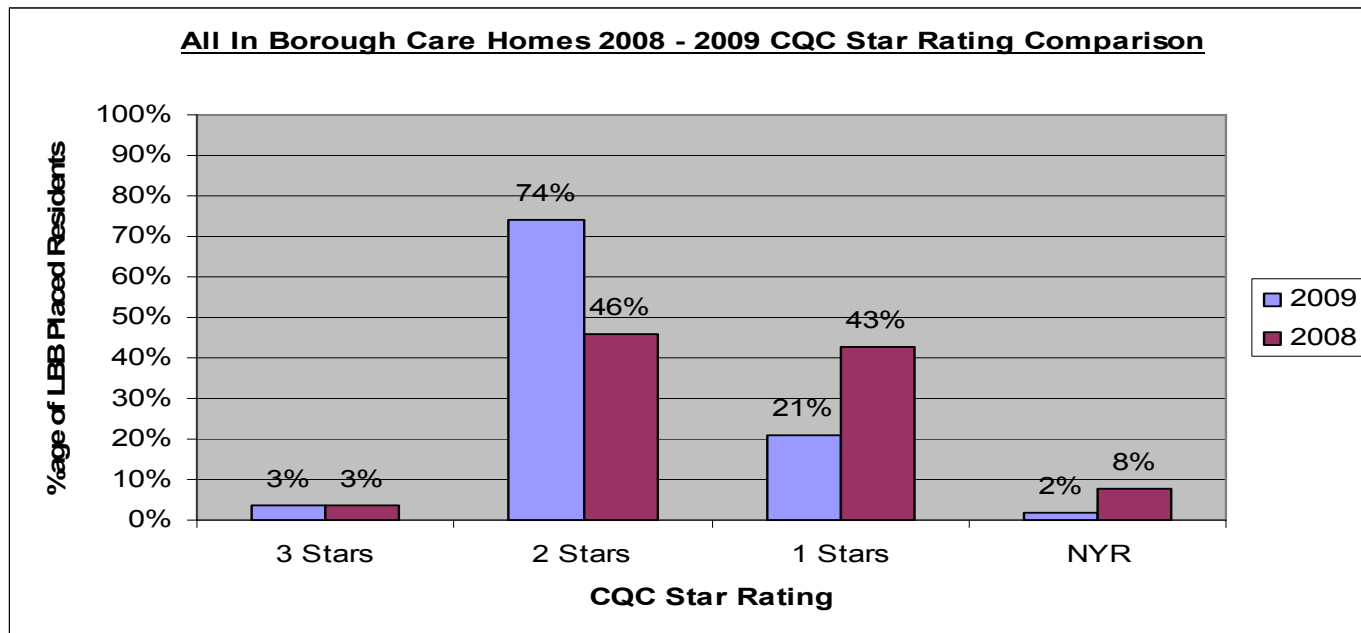
- 3.1 PDS committee receives regular updates covering the arrangements for monitoring contracts with care homes for older people. This report also includes an update on progress made to raise standards in homes for people with Learning Disabilities, Mental Health problems and Physical Disabilities within the borough.
- 3.2 The Council places on average 300 older people in nursing and residential homes each year. In order to secure best value the Council has a number of block contracts with homes in the Borough, however individuals make their own choice about where they wish to live and consequently the Council has a large number of spot contracts with providers, both in Bromley and in other parts of the country.
- 3.3 The number of new adult placements made is reducing as people opt for independent living options with support in line with the personalisation agenda. Service developments both in accommodation and support have been made for each client group which has helped to achieve these aspirations. There are fewer care homes for adults in Bromley than for older people, meaning that many placements are made out of borough.

The number of permanent placements by client group and contract type are shown in the table below.

Client Group	Spot Contracts	Block Contracts
Older People	581	583
People with Learning Disabilities	295	9 (in house registered service)
People with Mental health problems	79	36 (through access to PCT block contracts)
People with physical disabilities	35	0

- 3.3 Individuals are entitled to move into a home of their choice, however everyone considering a permanent move to residential care is encouraged to consider the Care Quality Commission (CQC, formerly CSCI) ratings of the home and to read the latest reports about individual homes which are available on the CQC public website. A brief description of the standards for each of the star ratings can be found in Appendix 4. The Department's practice is that Care Managers will not make placements in homes rated as nil or one star unless this is a deliberate and informed choice by the service user. The Council undertakes enhanced review activity of residents who are placed in nil or one star homes ensuring that they receive six monthly reviews. Late in 2009 CQC published concerns that some Councils continue to purchase a significant proportion of residential and nursing home care from providers that have been rated "poor" (0 star) or "adequate" (1 star) by CQC. This indicated that in 2008/09 Bromley had made 32% of placements in poor or adequate homes. To set this figure in context the average of the bottom quartile was 38% of placements to poor or adequate and the average of the top quartile was 14% of placements in poor or adequate homes. The Council continues to monitor the star rating of homes in which placements are made.
- 3.4 There has been a significant improvement in ratings of Bromley homes on the position reported previously which is illustrated in the chart below. During 2009/10 the number of one star homes in Bromley has reduced from 22 to 13 and the number of users residing in one star homes has reduced from 286 to 139. The number of older people accommodated in one star

homes includes those in Manorfields and Isard House. Star ratings also take into account the quality of accommodation provided by homes and this cannot be improved in a short time scale. Both of these homes will be closed by 2012 as part of the Council's long term re-provision plan and Care Managers will aim to move residents to homes rated two star and above unless they choose otherwise. The re-provision exercise will reduce the number of older people living in one star homes in Bromley by 75. Further performance information is included in the appendices.



3.5 The CQC star rating system is also used extensively by the Contract Compliance team to inform which areas they focus monitoring activities on. The Council's role in monitoring quality extends to all care homes in the borough, not just those with which it holds a contract. During 2009/10 all homes rated one star have received monitoring visits. These visits constituted 40% of all monitoring visits undertaken. Management information used to monitor performance includes;

- ❖ Safeguarding alerts
- ❖ Complaints
- ❖ Regulation 37 reports (also copied to CQC – reports of death, serious injury, hospital admission, outbreak of disease, medication errors etc.)
- ❖ Information from other stakeholders, eg Care Managers, Carers, Health Professionals
- ❖ Observations made during training courses.
- ❖ Results from customer satisfaction surveys
- ❖ Information supplied by Members, following visits.
- ❖ Regular maintenance and fire safety reports.

- 3.6 Areas of concern raised during monitoring and addressed by homes during 2009 are outlined briefly below.
- ❖ Feedback of poor practice in medication. Followed up by home manager who raised with staff to ensure care practice in these areas is up to standard.
 - ❖ Implemented sensory room to aid stimulation and wellbeing for users with dementia.
 - ❖ Replaced old dining room carpet in EMI unit to improve mealtime environment for residents.
 - ❖ Identified that staff needed palliative care training to improve end of life care. Staff now receiving training via consortium
 - ❖ Poor practice in manual handling observed. Training delivered on site to all staff via consortium. Home appointed a senior member of staff to train others in Moving and Handling. Followed up by monitoring officer and appropriate transfers observed
 - ❖ Implemented electronic care planning. New full time activities coordinator in post providing residents with regular and meaningful stimulation. Action plan put in place to improve continence care
 - ❖ New procedures implemented to manage residents personal allowance more effectively.
 - ❖ A new lounge being created to ease congestion in main lounge to make Service users with dementia more comfortable.
 - ❖ Care planning improvements in response to action plan. Replaced flooring on EMI unit to eradicate offensive odours following feedback from complaints. Now an improved environment for permanent and respite EMI residents
 - ❖ Overdue medication refresher training for Nurses implemented.
 - ❖ New activities co-ordinator has greatly improved residents stimulation. Regular entertainment events. Staff went to great efforts to accommodate a Spanish speaking resident by each learning some Spanish in order to communicate with her. Simple phrases were put on her bedroom door for staff to use.
 - ❖ Improvements made to Business continuity plans to make full evacuations arrangements clearer for staff.
 - ❖ Manual handling improvements made following concerns of poor practice. Member of staff now qualified MH trainer.
- 3.7 The contract compliance officers have developed two questionnaires to be used to assist in the monitoring of out of borough homes. One seeks service user views on the quality of care they are receiving; the other is sent annually to the host local authority in which the home is situated requesting an up to date appraisal of the home's performance.

MEMBER VISITS

- 3.8 At the PDS meeting on June 2nd 2009 Members agreed to include homes for adults within the scope of their visits. Members highlighted the importance of undertaking visits to care homes. A rota for visits has since been circulated to all Members. The Chairman highlighted the importance to visiting homes on days when the manager was available. Members have been provided with a form which prompts comments and observations.

SAFEGUARDING

- 3.9 When safeguarding referrals are made the Care Management teams instigate the Council's safeguarding procedures. Monitoring officers can be involved in safeguarding investigations and always follow up on learning points or action plans at the conclusion of each case. The Council's safeguarding manager meets regularly with a joint agency group of LBB, CQC and Health Commissioners to exchange information and share any concerns about local homes. This ensures that any potential issues are picked up and factored into monitoring and training programmes early.
- 3.10 The Council has received 101 referrals about safeguarding in care homes during 2009/10 to date, 10 of which related to out of borough homes. It is important to note that referrals are not always substantiated upon investigation. Nine referrals related to one star, in borough homes. There have been several referrals made about 3 homes which has resulted in them being closely monitored through the joint agency group.
- 3.11 The number of referrals has increased by 16% compared with the same period in 2008/09. A significant amount of local training and publicity has been invested in safeguarding during the last year and this, along with the high profile cases of safe guarding highlighted in the media may account for the increased number of referrals which were mainly made in the early part of the year. Data analysis shows that 55% of the referrals were related to paid care staff, others being related to problems with family members, or between service users.
- 3.12 The Safeguarding team regularly attend provider forums in order to ensure that providers are kept up to date with changing requirements, such as the changes to the vetting and barring scheme. Providers are now represented on the Adult Safeguarding Board which ensures that provider issues are considered as part of this multi agency approach.
- 3.13 New clauses have been added to all contracts to reflect the strengthened safeguarding arrangements put in place by the Council during 2009.

JOINT WORKING TO IMPROVE STANDARDS

- 3.14 The Council hosts a Provider Forum which works to improve on quality and consistency of care in homes and to promote and share good practice. Membership of the forum is extended to all local care homes and relevant health professionals, for instance the PCT officer responsible for overseeing medication in care homes. The forum has an annual work plan which has concentrated this year on the issues of improving the experience of users being admitted and discharged from hospital, moving and handling, and the provision of activities for people with dementia. In addition to the provider forum there is a joint Council and PCT Health Support to care homes group which focuses on health related support to care homes and particularly on work to avoid hospital admissions.

TRAINING

- 3.15 The Council helps to assist in raising the standards of training for the care homes through offering membership of a training consortium where providers can pool their available training funds and purchase places on training programmes. Courses are run throughout the year to address identified training needs. Bromley Council, as purchasers of social services from the private/ independent sector, are committed to working in partnership with local providers to ensure adequate provision is made for training and that providers can access a comprehensive training programme. The Council will continue to work with providers to ensure that the courses provided are timely and assist providers in balancing the competing demands of delivering care and ensuring that staff are receive both induction and refresher training.

- 3.16 The training courses provided for care home managers and their staff address the National Minimum Standards for registered care services which are issued by the Department of Health as part of the implementation of the Care Standards Act 2000. These standards include requirements about the competence of the workforce including their suitability, experience and qualifications. The overall intention of the Care Standards Act 2000 is to improve the quality of care provided and to ensure that services delivered are what users want.
- 3.17 There are 79 care homes in Bromley. Currently there are 26 members of the care home training consortium. Several members are larger organisations who own more than one home. Analysis of the membership indicated that the consortium members were those owning homes with higher quality ratings. As a response the consortium administrator has made a particular point of encouraging homes with lower ratings to join the consortium in order to ensure access to high quality training for all care home staff. One of these joined during 2009/10 and 2 additional one star homes have committed to join in 2010/11. One third of the one star homes are now members of the consortium, making one star homes 10% of the total membership. Homes that are not members of the consortium are responsible for ensuring that their staff are adequately trained and the monitoring officer follows this up by scrutinising training records.
- 3.18 Within the training programme approximately 32 different courses are currently provided, of which 4 are core training courses; first aid, food hygiene, health and safety and manual handling. The other courses are also valuable learning opportunities for care staff to gain additional skills and knowledge to help them carry out their duties. These include dignity in care, dementia, diet and nutrition, safe administration of medicines and infection control.
- 3.19 During the year additional courses were scheduled to reflect current key issues regarding care homes. These included:
- ❖ a specific course in English used in the Care home scenario,
 - ❖ additional moving and handling courses both delivered on site using the home's own equipment with staff groups training together.
 - ❖ Additional refresher courses in moving and handling focusing on double handed care and helping non compliant clients were also scheduled and were popular with consortium members.
- The programme is regularly updated and reviewed to include training on new legislation such as Mental Capacity Act training and Deprivation of Liberty. The Council also works with the PCT to identify opportunities for joint health and social care training.
- 3.20 Staff attending training courses are expected to complete a test demonstrating that the learning experience has been successful before receiving certification of attendance. The consortium administrator works closely with trainers in order to identify any areas of training which require further attention.
- 3.21 Business continuity planning has been another focus of attention during 2009 and 2 events were held for social care providers at which they were able to test their individual plans out in a pandemic scenario and see how these would fit in with the Council's business continuity and emergency planning arrangements. These have been tested twice during the year due to difficult weather conditions.

DIGNITY IN CARE

- 3.22 In April 2009 the Council, Bromley PCT, Oxleas Trust and Princess Royal University Hospital jointly hosted a Dignity in care conference through Bromley Older People's partnership group. The conference main focus was to share good practice across providers and this was achieved as there was a good attendance from front line practitioners. The conference promoted a "Dignity in Care" award which was open to all Bromley providers. Several entries were received

from Care Homes and the 2009 award, sponsored by Bromley Age Concern was jointly won by a Care Home and a Domiciliary Care Provider.

4. POLICY IMPLICATIONS

National and local policies expect that continuous improvement be achieved in the quality of care delivered in residential and nursing homes serving the local community.

5. LEGAL IMPLICATIONS

- 5.1 Under Section 21 of the National Assistance Act 1948 the Council has a duty to provide or arrange for residential accommodation for persons who by reason of age, illness, disability or any other circumstances are in need of care and attention not otherwise available to them.
- 5.2 Once a person has been assessed as being in need of such care the Council must have regard to the National Assistance Act 1948 (Choice of Accommodation) Direction 1992 which are intended to give clients a choice over where they receive such care arranged or provided by the Council. Such choice has to reflect both the costs of such accommodation as well as its availability.

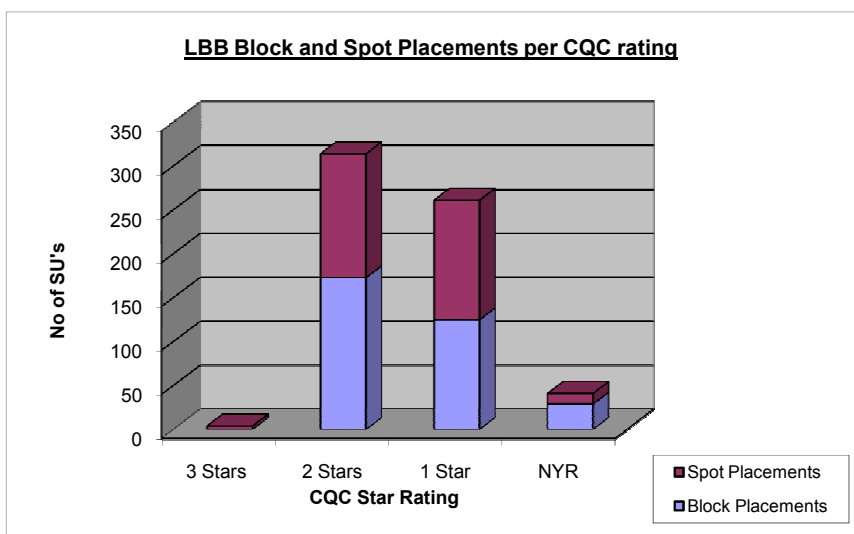
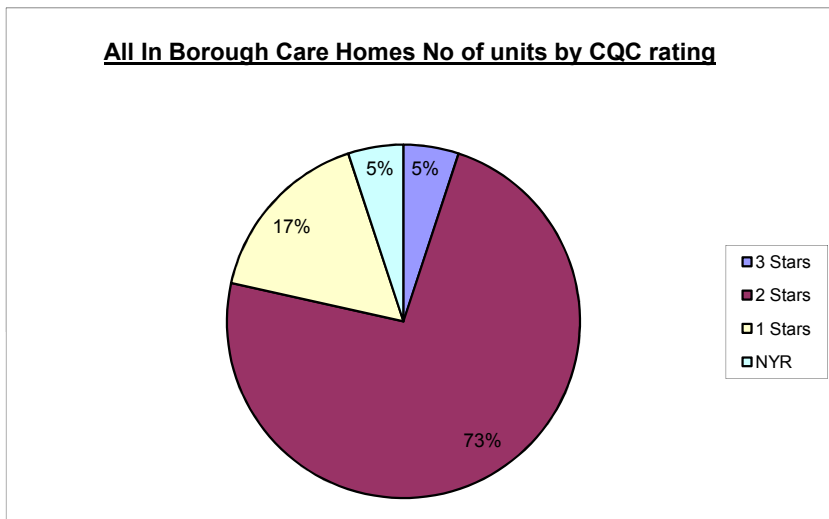
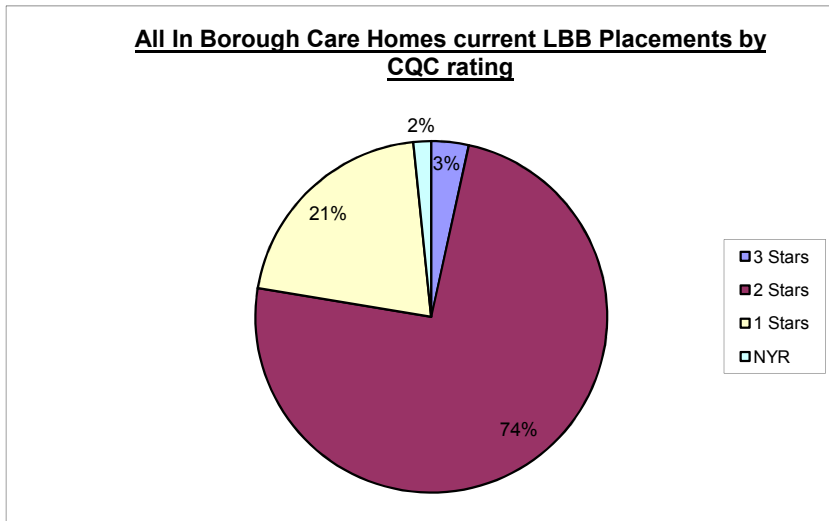
Non-Applicable Sections:	Financial implications. Personnel Implications
Background Documents: (Access via Contact Officer)	An overview of the Social Care Market in England 2008-09 – Care Quality Commission December 2009 ACS09053 Quality Monitoring in Adult Care Homes ACS 08190 Quality Monitoring in Residential Care and Nursing homes

LB Bromley Care Homes for Older People 2010							ACS10009	Appendix 1		
Home	Residential/Nursing	PF/EMI	No of LBB placed SU's (20th Jan 10)	CQC Star Rating 2010	CQC Star Rating 2009	Star Rating Change	Bed Capacity PF / EMI		LBB Contract Monitoring Visits 09/10 (Feb to Jan)	
Antokol	Resi	PF/EMI	4	2 Stars	1 Star	▲		34	1	
Archers Point	Resi	PF	8	2 Stars	1 Star	▲	24			
Ashcroft	Nursing	PF	3	2 Stars	2 Stars	-	22			
Ashglade	Resi	PF	3	2 Stars	2 Stars	-	15			
Ashling Lodge	Resi	PF	4	2 Stars	1 Star	▲	13			
Beechmore Court	Resi	PF/EMI	12	2 Stars	1 Star	▲	20	16		
Belle Grove	Resi	PF/EMI	33	2 Stars	2 Stars	-	29	25	2	
Benedict Nursing Home	Nursing	PF	20	1 Star	1 Star	-	48		1	
Blyth House	Nursing	PF	7	1 Star	1 Star	-	23		1	
Bromley Park	Nursing	EMI	13	2 Stars	2 Stars	-		50	1	
Burrell Mead	Resi	PF	4	2 Stars	1 Star	▲	22			
Burrows House	Resi	PF/EMI	33	2 Stars	1 Star	▲	29	25	2	
Clairleigh NH	Nursing	PF	5	2 Stars	2 Stars	-	30			
Coloma Court	Nursing	PF/EMI	10	2 Stars	NYR	-	52	10		
Elmstead	Resi	PF/EMI	6	2 Stars	2 Stars	-	29	15		
Elmwood	Nursing	PF	19	2 Stars	2 Stars	-	67		2	
Eversleigh	Resi	PF	2	2 Stars	2 Stars	-	31			
Fairlight and Fallowfield	Resi/Nursing	PF	7	2 Stars	2 Stars	-	68			
Fairmount	Resi	PF/EMI	1	2 Stars	2 Stars	-	26	12		
Glebe Court	Nursing	PF	6	2 Stars	1 Star	▲	47		1	
Greenhill	Nursing	PF/EMI	45	2 Stars	1 Star	▲	42	22	3	
Heatherwood	Resi	PF	2	2 Stars	2 Stars	-	8			
Homefield	Nursing	EMI	26	2 Stars	2 Stars	-		44	2	
Homelands	Resi	EMI	3	2 Stars	2 Stars	-		12		
Isard House	Resi	EMI	39	1 Star	1 Star	-		45	4	
Jansondene	Nursing	PF	15	1 Star	1 Star	-	32		1	
Kingswood House	Resi	PF/EMI	28	2 Stars	2 Stars	-	26	13	2	
Lauriston House	Nursing	PF	14	2 Stars	2 Stars	-	92			
Manorfields	Resi	EMI	36	1 Star	1 Star	-		47	3	
Nettlestead	Resi	PF	1	2 Stars	2 Stars	-	22			
Oak Residential Home	Resi	PF/EMI	0	NYR	NYR	-	4			
Oatlands	Resi	EMI	29	2 Stars	NYR	-		56	2	
Park Avenue	Nursing	PF/EMI	14	2 Stars	1 Star	▲	18	33	1	
Prince George Duke of Kent	Resi/Nursing	PF	11	2 Stars	2 Stars	-	78			
Queen Elizabeth House	Resi	PF	5	3 Stars	3 Stars	-	28			
Queen Mary House	Resi	PF	1	2 Stars	2 Stars	-	36			
Rookstone	Resi	PF	14	2 Stars	2 Stars	-	31			
Rosecroft	Resi	EMI	7	2 Stars	1 Star	▲		20		
Rowena	Resi	EMI	8	2 Stars	2 Stars	-		22		
Rutland	Resi	PF	1	1 Star	NYR	-	4		1	
Sloane House	Nursing	PF	0	2 Stars	2 Stars	-	33			
St Raphael's	Resi/Nursing	PF	28	2 Stars	2 Stars	-	58		1	
Sundridge Court	Nursing	PF	9	2 Stars	1 Star	▲	30			
The Brackens	Resi	PF/EMI	4	1 Star	1 Star	-	9		1	
The Florence	Nursing	PF	9	1 Star	1 Star	-	31		1	
The Heathers	Resi	PF	1	2 Stars	2 Stars	-	12			
Whiteoak	Nursing	PF	5	2 Stars	2 Stars	-	27			
Willett House	Nursing	EMI	8	2 Stars	2 Stars	-		35	2	
				0 star	Poor					
				1 star	Adequate					
				2 star	Good					
				3 star	Excellent					

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ADULT RESIDENTIAL CARE PLACEMENTS JANUARY 2010					ACS10009	Appendix 2	
Home	PD/LD/MH	No of LBB placed SU's Jan 10	CQC Star Rating 2010	Date Rated	CQC Star Rating 2009	Date Rated	
Springfield	PD	1	1 Star	17/06/09	Not yet rated		
St Cecilia's	PD	9	3 Stars	07/03/07	3 Stars	07/03/07	
Community Options Ltd (33 Albermarle Road)	MH	7	2 Stars	20/08/08	2 Stars	20/08/08	
Community Options Ltd (78 Croydon Road)	MH	7	2 Stars	12/06/07	2 Stars	12/06/07	
Community Options Ltd (56 High St)	MH	9	Not yet rated		Not yet rated		
Community Options Ltd (73 Repton Road)	MH	5	2 Stars	25/10/07	2 Stars	25/10/07	
Community Options Ltd (4 Sandford Road)	MH	5	2 Stars	14/10/08	2 Stars	14/10/08	
Community Options Ltd (19 Wheathill Road)	MH	5	1 Star	22/07/08	1 Star	22/07/08	
The Haven	MH	0	2 Stars	11/08/08	2 Stars	11/08/08	
Woodham 2	MH	0	1 Star	08/06/09	1 Star	09/07/08	= Woodham ENT
Ash Care Home	LD	4	3 Stars	30/09/08	3 Stars	30/09/08	
Burgess House (Flat a)	LD	4	2 Stars	17/08/07	2 Stars	17/08/07	BAT
Burstow Lodge	LD	6	2 Stars	07/07/08	2 Stars	07/07/08	Family Mills
Cowden Road 52-54	LD	5	3 Stars	18/11/08	3 Stars	18/11/08	Avenues
Elmers End Road	LD	0	1 Star	22/05/07	1 Star	22/05/07	LCD
Hamilton House	LD	2	1 Star	11/06/09	2 Stars	12/07/07	▼ BAT
Healy Drive 1	LD	0	2 Stars	26/09/08	2 Stars	26/09/08	Catholic Childrens
Healy Drive 3 (Cabrini House)	LD	1	2 Stars	10/07/09	2 Stars	09/10/08	= Catholic Childrens
Maple Road 10	LD	0	2 Stars	21/12/09	2 Stars	21/02/08	= LCD
Nash College	LD	5	2 Stars	12/12/08	2 Stars	12/12/08	Liveability
Northernhay	LD	5	2 Stars	30/04/08	2 Stars	30/04/08	BAT
The Old Manse	LD	1	2 Stars	28/05/08	2 Stars	28/05/08	Self
17 Park Road	LD	4	2 Stars		2 Stars	17/07/07	▲ Sanctuary
Tanglewood	LD	0	2 Stars	12/10/09	2 Stars	01/10/08	= Totem
Thicket Road	LD	9	2 Stars	15/12/09	2 Stars	15/08/07	= LCD
Orchard Cottage	LD	4	2 Stars	16/10/07	2 Stars	16/10/07	LBB
St Blaise	LD	5	2 Stars	01/04/09	1 Star	15/04/08	▲ LBB
Devonshire Road	LD	3	2 Stars	25/07/07	2 Stars	25/07/07	= LBB
Redbourne House	LD	0	2 Stars	06/05/09	Not yet Rated		Redbourne Care
			0 star	Poor			
			1 star	Adequate			
			2 star	Good			
			3 star	Excellent			

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Summary of National Minimum Standards ACS1009 Appendix 4

Choice of Home	1	Each service user is given sufficient information to choose the home
	2	Each service user is given a written contract
	3	No service user is admitted before their needs are assessed
	4	Service user's know the home will meet their needs
	5	Service user's can visit the home prior to admission
	6	Quality of Intermediate care (If applicable)
Health and Personal Care	7	Service user's needs are set out in a care plan
	8	Service user's health needs are fully met
	9	Service user's are responsible for own medication or it is administered appropriately
	10	Service user's are respected and their privacy protected
	11	Service user's are assured of dignified death
Daily life and Social activities	12	Service user's lifestyle matches their expectations
	13	Service user's maintain contact with their family/community
	14	Service user's have access to choice/control over their lives
	15	Dietary needs are met in pleasant surroundings
Complaints and Protection	16	Service user's and representatives are confident of the complaints system
	17	Service user's legal rights are protected
	18	Service user's are protected from abuse
Environment	19	Service user's live in a safe, well maintained environment
	20	Service user's have access to safe communal areas
	21	Sufficient and suitable washing/toileting facilities are available
	22	Specialist equipment for maintaining independence is provided
	23	Rooms suit Service user's needs
	24	Bedrooms are safe/comfortable
	25	Service user's live in safe/comfortable surroundings
	26	The home is clean, pleasant and hygienic
Staffing	27	Service user's needs are met by numbers and skills mix of staff
	28	Service user's in are safe hands at all times
	29	Service user's are protected by the homes recruitment policy
	30	Staff are trained/competent to do their jobs
Management and Administration	31	Manager's suitability
	32	Service user's benefit from management approach
	33	The home run in best interests of Service user's
	34	Service user's safeguarded by the homes financial procedures
	35	Service user's financial interests are safeguarded
	36	Staff are appropriately supervised
	37	Service user's interests are safeguarded by record keeping
	38	The health and safety of service user's is protected.

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Report No.
ACS10005

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: Adult & Community Services Portfolio Holder

For Pre-decision Scrutiny by the Adult & Community Services PDS Committee on 24th February 2010

Date: 24th February 2010

Decision Type: Non-Urgent Executive Key

Title: BUDGET MONITORING 2009/10 - ADULT & COMMUNITY SERVICES

Contact Officer: Tracey Pearson, Interim Head of Finance,
Tel: 020 8461 7806 E-mail: tracey.pearson@bromley.gov.uk

Chief Officer: Terry Rich, Director of Adult & Community Services

Ward: Borough Wide

1. Reason for report

This report provides an update of the latest budget monitoring position for 2009/10 for the Adult and Community Services Portfolio, based on expenditure and activity levels up to 31 December 2009.

RECOMMENDATION(S)

The Portfolio Holder

1. Notes that the projected overspend for the Adult and Community Services Portfolio as at 31st December has reduced from £333k to £292k.
2. Note that a sum of £100k has been transferred from the budget for Private Sector Renewals, to fund the increased cost of Renovation Grants in 2009/10, as approved by the Executive on 3rd February 2010 (see Para. 5.3).

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: Recurring cost.
 3. Budget head/performance centre: All Adult & Community Services Portfolio Budgets
 4. Total current budget for this head: £87.4M
 5. Source of funding: Existing revenue budgets
-

Staff

1. Number of staff (current and additional): 788 fte's
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Statutory requirement. The statutory duties relating to financial reporting are covered within the Local Government Act 1972; the Local Government Finance Act 1998; the Accounts and Audit Regulations 1996; the Local Government Act 2000; and the Local Government Act 2002.
 2. Call-in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The 2009/10 budget reflects the financial impact of the Council's strategies, service plans etc. which impact on all of the Council's customers (including council tax payers) and users of the services.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

This report provides the budget monitoring position for the Adult & Community Services Portfolio based on spend and activity at the end of December 2009.

CHIEF OFFICER'S COMMENTS

Continuing high pressure on demand for care services is being experienced across the Portfolio. This is being managed by effective monitoring, efficiencies and by identifying compensating savings wherever possible.

4. POLICY IMPLICATIONS

- 4.1 The Resources Portfolio Plan for 2009/10 includes the aim of effective monitoring and control of expenditure within budget and includes the target that each service department will spend within its own budget.
- 4.2 Bromley's Best Value Performance Plan "Making a Difference" refers to the Council's intention to remain amongst the lowest Council Tax levels in outer London and the importance of greater focus on priorities.
- 4.3 The four year financial forecast report highlights the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2009/10 to minimise the risk of compounding financial pressures in future years.
- 4.4 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council's budgetary control and monitoring arrangements.

5. FINANCIAL IMPLICATIONS

- 5.1 The 2009/10 projected outturn is shown in Appendix 1 and includes a forecast of projected expenditure for each division, compared to the latest approved budget, with an explanation of any variations. The projections are based on expenditure and activity levels up to December 2009 and show a projected overspend of £292,000. The final column in Appendix 1 (a) shows the full year impact of any overspends in this financial year which are expected to follow through into next year. Appendix 2 shows the make up of the latest approved budget for the Portfolio.
- 5.2 Costs attributable to individual services have been classified as "controllable" and "non-controllable" in Appendix 1. Budget holders have full responsibility for those budgets classified as "controllable" as any variations relate to those factors over which the budget holder has, in general, direct control. "Non-controllable" budgets are those which are managed outside of individual budget holder's service and, as such, cannot be directly influenced by the budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service. As such, any variations arising are shown as "non-controllable" within services but "controllable" within the Resources Portfolio. Other examples include cross departmental recharges and capital financing costs. This approach, which is reflected in financial monitoring reports to budget holders, should ensure clearer accountability by identifying variations within the service that controls financial performance. Members should specifically refer to the "controllable" budget variations relating to portfolios in considering financial performance.
- 5.3 The Capital Programme includes £960k in 2009/10 for the provision of Disabled Facilities Grants (DFG). These are mandatory grants to disabled people to enable them to adapt their homes so as to remain in those homes. This is funded by a government subsidy (originally

estimated at £660k pa) and a revenue contribution of £300k per annum. The number of DFG cases and the rising cost of works, materials and equipment have put pressure on the capital budget and the Director of Adult & Community Services has agreed a virement of £100k from the revenue budget for Private Sector Renewals. This was reported in the Capital Programme Monitoring – 3rd Quarter 2009/10 and approved by the Executive on 3rd February 2010.

5.4 The main pressures arise in the Care Services division, where an overspend of £646,000 is currently forecast, which can be analysed as follows;

	£'000
Contracted out homes/residential care	-87
Domiciliary care for older people	57
Domiciliary and residential care for clients with physical disabilities	352
Total Assessment & Care Management	322
Direct Services - Homecare	279
Aids/Hiv grant	-40
Learning disabilities - care management	85
Total Care Services	646

5.5 The projected underspend of £304,000 for the Commissioning and Partnerships division arises from the following, and contributes towards relevant pressures within the Care Services division.

	£'000
Carers grant expenditure	-54
Commissioning & Partnerships staffing etc.	-36
	-90
Procurement & Contracts Compliance - Supporting People grant	-100
Learning Disabilities Services	-138
Mental Health Services	24
Total Commissioning & Partnerships	-304

5.6 Further explanation of the variations can be found in appendix 1 (b).

Non-Applicable Sections:	Legal, Personnel, Customer Impact
Background Documents: (Access via Contact Officer)	2009/10 Budget Monitoring files within Adult & Community Services Finance Section

2008/09 Actuals £'000	Division Service Areas	2009/10 Original Budget £'000	2009/10 Latest Approved £'000	2009/10 Projection £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	Care Services							
0	AIDS-HIV Grant	52	52	12	-40	1	-40	0
25,559	Assessment and Care Management	30,489	31,109	31,431	322	2	356	262
8,647	Direct Services	3,368	3,253	3,532	279	3	279	0
2,447	Health Intervention	2,885	2,874	2,874	0		0	0
1,464	Learning Disabilities Care Management	1,143	1,520	1,641	121	4	87	153
1,392	Learning Disabilities Day Services	2,253	2,254	2,218	-36	5	-15	0
1,222	Learning Disabilities Housing & Support	1,340	1,227	1,227	0		0	0
40,731		41,530	42,289	42,935	646		667	415
	Commissioning and Partnerships - ACS Portfolio							
2,331	Commissioning and Partnerships	2,496	2,783	2,693	-90	6	-122	0
13,475	Learning Disabilities Services	13,524	13,435	13,297	-138	7	-89	500
4,942	Mental Health Services	4,706	4,720	4,744	24	8	17	0
602	Procurement & Contracts Compliance	467	443	343	-100	9	-100	0
21,350		21,193	21,381	21,077	-304		-294	500
	Housing and Residential Services							
-13	Enabling Activities	-17	-17	-17	0		0	0
-1,632	Housing Benefits	-13	-320	-320	0		0	0
556	Housing Needs	621	589	549	-40	10	-40	0
436	Housing Strategy & Development	354	342	342	0		0	0
778	Residential Services	1,437	1,428	1,428	0		0	0
125		2,382	2,022	1,982	-40		-40	0
	Strategic Support Services							
10,863	Concessionary Fares	7,534	7,534	7,534	0		-6	0
797	Customer Services	929	898	895	-3		6	0
1,795	Performance & Information	1,749	1,666	1,659	-7		0	0
51	Quality Assurance	74	196	196	0		0	0
0	Transforming Social Care	-413	0	0	0		0	0
13,506		9,873	10,294	10,284	-10		0	0
75,712	TOTAL CONTROLLABLE FOR ADULTS AND COMMUNITY SERVICES	74,978	75,986	76,278	292		333	915
4,430	TOTAL NON CONTROLLABLE	1,113	1,457	1,467	10		10	0
9,830	TOTAL EXCLUDED RECHARGES	9,607	10,005	10,006	0		0	0
89,972	PORTFOLIO TOTAL	85,698	87,448	87,751	302		343	915

REASONS FOR VARIATIONS

1. AIDS-HIV Grant - Cr £40k

Current projections indicate that the department's contribution towards expenditure relating to this grant will not be fully committed this year. This means that the underspend can contribute towards the pressures on the domiciliary care budget for clients with physical disabilities.

2. Assessment & Care Management - £ 322k

The variation can be analysed as follows:-

	£'000
Residential care for older people	(87)
Domiciliary care & direct payments for older people	57
Residential care for clients with physical disabilities	(49)
Domiciliary care & direct payments for clients with physical disabilities	<u>401</u>
	<u>322</u>

Referrals to the Physical Disabilities team have increased significantly and resulted in an overspend at the end of last year. The latest projections indicate that there will be an overspend of £352k this year, which reflects the full year effect of the 2008/09 variation, as well as continuing pressures.

It is anticipated that cost pressures of £400k will follow through into 2010/11. The draft budget contains funding of £200k, leaving the balance to be managed by taking action to reduce the overspend in the latter months of 2009/10 and in 2010/11.

3. Direct Services - £279k

The number of domiciliary care hours provided by the In-House service is currently below that budgeted for, resulting in a projected overspend. Fixed overheads are not being fully recovered by the hourly charge that is made to the services, but as care management hold the budgets to pay for these services, any overspend is offset by a corresponding underspend in the in-house homecare budget within Assessment and Care Management.

4. Learning Disabilities Care Management - £121k

There is an increase in the projected overspend for domiciliary care this month and a net overspend of £55k is currently projected for agency domiciliary care, based on activity to the end of November. Direct payments are anticipated to overspend by £66k, based on the number of clients receiving payments to the end of December.

Based on current activity there is an anticipated overspend of £153k in 2010/11, which will be funded from the £967k for LD growth included in the 2010/11 draft budget (see also note 7).

5. Learning Disabilities Day Services - Cr £36k

There is currently a small underspend of £36k on this budget due to delays in recruiting to vacant posts.

6. Commissioning & Partnerships - Cr £90k

The projected underspend mainly comprises:

	£'000
Carers Budget	(54)
C&P Salaries	(66)
Other	<u>30</u>
Total projected underspend	<u>(90)</u>

The projected underspend of £54k on the Carers Budget is mainly a result of low take-up of funding delegated to care management teams. This underspend is being used to fund additional budget pressures (relating to help for carers) in other areas of the department.

The £66k net underspend on salaries arises mainly from vacancies (including vacancies whilst post holders are seconded elsewhere).

7. Learning Disabilities Services - Cr £138k

An underspend of £138k is now projected on the LD Services under the Commissioning and Partnerships division, a reduction of £49k since last month. There were a variety of reasons for this which include reduced client costs of Cr £47k from a client moving back in borough, additional funding from the LSC Cr £25k and the net cost of potential new clients for the remainder of the year £23k.

Based on information to the end of December the full year effect of the overspend is expected to be £500k, which is mainly as a result of several unexpected transition clients from CYP. The 2010/11 draft budget includes a provision of £967k for growth in client numbers.

LD Re provision

The projections include expenditure of £2.192m relating to the ex PCT clients moved to new social care accommodation as part of the LD Campus Closure programme. These costs are fully funded by the PCT and are included in the £8m provision held in the central contingency.

8. Mental Health Services - £24k

The projected net overspend after proposed management action is £24k, which is analysed as follows:

	Dec-09	Nov-09
	£'000	£'000
Residential, DP's & flexible support	103	133
Contribution to PCT	(39)	(41)
Other	(14)	(17)
	<u>50</u>	<u>75</u>
<i>Management action - planned moves</i>	(26)	(58)
Net projected overspend	<u>24</u>	<u>17</u>

Pressures in the current year have been contained by the use of unused provisions made at the end of last year, but not required as a result of successful legal negotiations disputing the council's liability for an expensive client referred via the courts.

The success of planned moves and ongoing reviews, particularly for high cost placements, are vital in keeping spend within budget in 2010/11. The full year effect of the current placements is estimated to be £254k but it is anticipated that this will be mitigated by savings from planned moves.

9. Procurement & Contract Compliance - Cr £100k

Due to delays in some of the projects expected to take place this year, current commitments against the Supporting People Services Grant indicate a likely underspend this year. Given that the ACS Department is in an overspend position, an underspend of £100k has been reported to be used to contribute to relevant budget pressures within the Department.

10. Housing Needs - Cr £40k

There is a slight underspend of £40k projected relating to fewer people going into B&B placements.

Waiver of Financial Regulations

Ten contract waivers were approved for residential placements costing over £50k per annum during the third quarter of the financial year.

Nine placements were for PCT clients transferring as part of the Learning Disabilities Campus Closure programme, at a cost between £56k and £69k each and fully recharged to the PCT. The other client was a mental health client who was placed in September at a cost of £70k, which is 50% funded by the PCT.

ACS PORTFOLIO LATEST APPROVED BUDGET 2009/10

Budget Variations allocated to portfolios in 2009/10	Adult and Community Services £'000
2009/10 Original Budget	
Total For Portfolio	85,700
Budget Variations allocated during the year:	
Carry forwards from 2008/09:- (agreed by Executive 17/06/09)	
- Carers (ACS)	42
- Stroke Care Grant - Expenditure	93
- Stroke Care Grant - Grant Income	Cr 93
- Social Care Reform - Expenditure	100
- Social Care Reform - Grant Income	Cr 100
- Supporting People Services - Expenditure	224
- Supporting People Services - Grant Income	Cr 224
- Overcrowding Pathfinder Grant - Expenditure	76
- Overcrowding Pathfinder Grant - Grant Income	Cr 76
Total Carry forwards	42
General Items in 2009/10 Contingency Sum	
Full year effect of increase of 0.3% in 2008 NJC pay award notified last year	69
Additional Housing Benefit and Council Tax Benefit administration costs	123
- Additional specific grant	Cr 123
Additional Efficiency Savings	Cr 57
Learning Disabilities Service	300
Clawback of the 2009/10 NJC pay award	Cr 244
Alignment of ACS budget with income that will be received in 2009/10	600
NNDR revaluation	3
Provision for inflation adjustments	200
Further increases in fuel costs	8
Total General Items	879
Grants included within Central Contingency Sum	
Mental Capacity Act (Area Based Grant) - Executive 30/03/09	141
Social Care Reform :-	
- New Grant	413
- Additional grant related expenditure	519
- Additional grant related income	Cr 519
Handyperson Grant	Cr 75
- Grant related expenditure	75
Total Grants	554
Variations in Recharges	76
Variations in Recharges etc.	76
Total Budget Transfers etc.	197
Total Variations per Financial Monitoring Report	1,748
2009/10 Latest Approved Budget	87,448

Agenda Item 9

Report No.
DR10029

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

<Please select>

Decision Maker: Adult & Community Services Portfolio Holder

**For pre-decision scrutiny by the Adult & Community Services
PDS Committee on 24th February 2010**

Date: 24th February 2010

Decision Type: Non-Urgent Non-Executive Non-Key

Title: CAPITAL PROGRAMME - 3RD QUARTER MONITORING
2009/10 & 2009 CAPITAL REVIEW

Contact Officer: Martin Reeves, Group Accountant (Technical)
Tel: 020 8313 4291 E-mail: martin.reeves@bromley.gov.uk

Chief Officer: Director of Resources

Ward: All

1. Reason for report

On 3rd February 2010, the Executive received the 3rd quarterly capital monitoring report for 2009/10 and agreed a revised Capital Programme for the four year period 2009/10 to 2012/13. This report highlights changes agreed by the Executive in respect of the Capital Programme for the Adult & Community Services Portfolio. At that meeting, the Executive also approved new capital bids recommended by Chief Officers in this year's Capital Review process and details of successful Adult & Community Services Portfolio bids are included in paragraph 3.1. The revised programme for this portfolio is set out in Appendix A.

2. **RECOMMENDATION(S)**

The Portfolio Holder is asked to note and confirm the report.

Corporate Policy

1. Policy Status: Existing policy. Capital Programme monitoring and review is part of the planning and review process for all services. The capital review process requires Chief Officers to ensure that bids for capital investment provide value for money and match Council plans and priorities.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: Estimated cost Net increase of £1,470k (external funding and revenue contributions for DFG expenditure)
 2. Ongoing costs: Non-recurring cost.
 3. Budget head/performance centre: N/A (Capital Programme)
 4. Total current budget for this head: £Total £20.6m for Adult & Community Services Portfolio over five years 2009/10 to 2013/14
 5. Source of funding: Capital grants, capital receipts and revenue contributions
-

Staff

1. Number of staff (current and additional): N/A
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Call-in is not applicable.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): N/A
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

New schemes

3.1 The 2009 capital bidding process did not produce many absolutely critical proposals. For the Adult & Community Services Portfolio, the only new scheme approved by the Executive for inclusion in the Capital Programme was further provision for Disabled Facilities Grants (DFGs). Minor sums were approved in the years 2010/11 to 2012/13 to reflect increased government support for DFGs and provision of £1,070k was agreed in 2013/14, funded by government grant of £770k and a revenue contribution of £300k. Although other urgent schemes were put forward but not recommended for approval, none of these related to this portfolio.

Capital Monitoring – variations reported to the Executive on 3rd February 2010

3.2 A revised Capital Programme was approved by the Executive in February, following a detailed monitoring exercise carried out after the 3rd quarter of 2009/10 and including the new schemes outlined in paragraph 3.1. Further information is provided in paragraphs 3.3 to 3.4 and the revised Programme for the Adult & Community Services Portfolio is attached as Appendix A. A summary of the variations agreed by the Executive is set out below.

	2009/10	2010/11	2011/12	2012/13	2013/14	TOTAL
	£000	£000	£000	£000	£000	£000
Approved Programme before Executive	9,191	6,684	2,205	1,010	-	19,090
New schemes approved by Feb Executive	-	110	110	70	1,080	1,370
DFGs - additional revenue contribution	100	-	-	-	-	100
Rephasing - Learning Disability Day Centre	-220	220	-	-	-	-
- Social care grant	-372	372	-	-	-	-
- Mental health grant	-221	221	-	-	-	-
- Social care IT infrastructure grant	-78	78	-	-	-	-
- expenditure re S106 receipts	-1,200	1,200	-	-	-	-
Revised A & CS Capital Programme	7,200	8,885	2,315	1,080	1,080	20,560

3.3 Renovation Grants – additional revenue contribution (£100,000 in 2009/10)

The Capital Programme previously included £960k in 2009/10 for the provision of Disabled Facilities Grants. These are mandatory grants to disabled people to enable them to adapt their homes so as to remain in those homes. This was funded by a government subsidy (originally estimated at £660k pa) and a revenue contribution of £300k pa. The number of DFG cases and the rising cost of works, materials and equipment has put pressure on the capital budget and the Director of Adult & Community has agreed a virement of £100k from the revenue budget for Public Sector Renewals. The Executive agreed that this sum should be added to the Capital Programme budget for DFGs.

3.4 Scheme Rephasing

The estimated phasing of expenditure on a number of schemes has been revised and changes agreed by the Executive are shown the table in paragraph 3.2.

4. POLICY IMPLICATIONS

4.1 Capital Programme monitoring and review is part of the planning and review process for all services. The capital review process requires Chief Officers to ensure that bids for capital investment provide value for money and match Council plans and priorities.

5. FINANCIAL IMPLICATIONS

- 5.1 These were reported in full to the Executive on 3rd February 2010. The Capital Programme for the Adult & Community Services Portfolio has increased by £1.5m as a result of variations approved by the Executive as set out in the table in paragraph 3.2.

Non-Applicable Sections:	Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	Departmental monitoring returns January 2010. Approved Capital Programme (Executive 4/11/09). New scheme proposals from Chief Officers in August 2009. Capital monitoring and Review reports to Executive in January and February 2010.

ADULT & COMMUNITY SERVICES PORTFOLIO - APPROVED CAPITAL PROGRAMME as at 3rd FEBRUARY 2010									
Capital Scheme/Project	Total Approved Estimate	Actual to 31.3.09	Estimate 2009/10	Estimate 2010/11	Estimate 2011/12	Estimate 2012/13	Estimate 2013/14	Responsible Officer	Remarks
	£'000's	£'000's	£'000's	£'000's	£'000's	£'000's	£'000's		
SOCIAL SERVICES									
Care Standards Act 2000 Requirements - general	500	187	80	143	90			Lorna Blackwood	
Learning Disability Day Centre	2310	755	30	778	747			Jerry Ratcliff	Capital receipt £2.54m
Improving Information Management	136	4	132					Helen Stewart	Government grant
Care Homes - improvements to environment for older people	290	269	21					David Roberts	100% government grant
PCT Learning Disability reprovion programme	8604	765	3900	3939				Colin Lusted	Fully funded by PCT
Care Home reprovion - decanting costs	1500	0	702	400	398			Lorna Blackwood	To be met from capital receipts from disposal of homes
Social care grant	558	0	0	558				David Roberts	100% government grant
Mental health grant	331	0	0	331				David Roberts	100% government grant
Social Care IT Infrastructure	233	0	73	160				David Roberts	100% government grant
HIV Capital Grant - The Junction refurbishment	18	17	1					Rebecca Jarvis	100% government grant
*Feasibility Studies	50	0	10	10	10	10	10	Tracey Pearson	
TOTAL SOCIAL SERVICES	14530	1997	4949	6319	1245	10	10		
HOUSING									
Shared ownership housing - Bromley NHS PCT project	320	64	0	256				Graham Mackenzie	100% Learning Disability Development Fund
Housing Provision - approved expenditure proposals	657	417	240					David Gibson	
Housing Provision - unallocated	220	0	180	40				David Gibson	Reinvestment of housing capital receipts; subject to reduction re pooling
Payment in Lieu Fund - unallocated	3745	1956	589	1200				David Gibson	Expenditure subject to cash receipts from Affordable Housing Policy
London private sector renewal schemes	1480	1298	182					Martin Parsons	100% external funding
Renovation Grants - Disabled Facilities	6354	1014	1060	1070	1070	1070	1070	Martin Parsons	60% Govt grant capped at £770k in 10/11; £300k revenue cont from 09/10
TOTAL HOUSING	12776	4749	2251	2566	1070	1070	1070		
TOTAL ADULT & COMMUNITY SERVICES PORTFOLIO	27306	6746	7200	8885	2315	1080	1080		

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Report No.
ACS 10010

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: **Adult and Community Policy, Development and Scrutiny Committee**

Date: 24th February 2010

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **TIMELINESS OF ASSESSMENTS AND REVIEWS**

Contact Officer: David Roberts, Assisitant Director Care Services
Tel: 020 8313 4754 E-mail: david.roberts@bromley.gov.uk

Chief Officer: Terry Rich - Director - Adult and Community Services

Ward: All

1. Reason for report

This report gives an update on performance on assessments and reviews during 2009 / 2010.

2. **RECOMMENDATION(S)**

The PDS Committee is asked to:-

Note the current performance in respect of assessments and reviews and the action being taken to improve performance in these areas.

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Supporting Independence.
-

Financial

1. Cost of proposal: N/A contained within budget
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Assessment and Care Management and Learning Disabilities Care Management
 4. Total current budget for this head: £5.7m, (of which £902,330 is the budget for Learning Disabilities Care Management)
 5. Source of funding: Revenue Support Grant and Area Based Grant
-

Staff

1. Number of staff (current and additional): 116 fte existing
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Statutory requirement.
 2. Call-in: Call-in is not applicable.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Approx 2000 new assessments with approx 8500 people receiveing services.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 This report covers the action underway to improve the quality of our adult social care service delivery in two critical areas; i) the timeliness of assessments and ii) the annual review of care packages provided.
- 3.2 People with social care needs requesting assistance from the Council enter the system via a referral through BSSD or via the hospital care management team if there is a need identified during a hospital admission. These referrals lead to an assessment of need with referees either being signposted to other providers for those that do not meet our eligibility criteria, or their needs being assessed and a care plan devised for those that do. Local authorities are monitored against the number of assessments that are completed within 28 days and the number of annual reviews completed. Once an assessment is completed Local Authorities are also monitored on the proportion of care services commenced within 28 days, following assessment.

Bromley's performance in completing assessments and undertaking annual reviews is set out below

	Assessments completed with 28 days	Reviews (% completed during year)
2006 / 2007	73.84%	70%
2007 / 2008	77.12%	74%
2008 / 2009	72.6%	66%
2009 /2010	Forecast: 80%	Forecast: 85%

- 3.3 As can be seen performance for assessments and reviews declined over the period 07/08 to 08/09.

This performance was a significant factor contributing to CQC's overall annual assessment of social care services in Bromley as "adequate" in 2008/09. ([Bromley Annual Performance Assessment Report 08/09 \(PAR\)](#)). As members will recall, the department experienced increased pressures on front door services last year and this report provides an analysis and explanation of the current situation and progress made by Care Services in respect of:

- The timeliness of completing assessments of users referred to the Department for assessment
- Annual Reviews of service users in Residential and Nursing homes
- Reviews of service users in their own homes and receiving services from the Department
- Speed of delivery of service packages to the service users

This report also highlights the growth of referrals within the current financial year, and the impact that this has had on service delivery and the actions taken to mitigate the impact.

3.4 To improve performance in both assessments and reviews targeted work has been completed in improved business processes and improved management reporting. To monitor progress, a fortnightly programme of targeted monitoring meetings with the Director, Assistant Directors, performance staff and service delivery team managers has been implemented to ensure that performance and actions in respect of assessments and reviews is scrutinised regularly. This regular monitoring also ensures that any outstanding reviews and assessments are identified and scheduled for completion.

Assessments: The timeliness of completing assessments of users referred to the Council for assessment.

3.5 The Department’s target for the completion of assessments for 2009/10 is 85%. Current performance for 09/10 (as at end of January 2010) is 75% which is below target, however if the current assessment performance continues the year end performance is predicted to be 80%.

3.6 The 28 day period for assessment is a benchmark for measuring and comparing performance. However, it is the level and complexity of a person’s need which determines the specific assessment response for individuals. Those in the most urgent need are treated as a priority. Some people will wait longer than 28 days as their situation is more stable than the demand from urgent cases.

3.7 This years assessment performance has been achieved, despite a growth in referrals of just over 63%(excluding Safeguarding alerts). The current number of referrals received by month is as shown below:

Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2008 / 2009	1931	2069	2145	3505
2009 / 2010	3800	3546	2689	N /A

3.8 Actions taken to mitigate the impact of the increased volume and provide timely assessments include:

- Additional short term staff within the older peoples teams to undertake assessments.
- Integration of occupational therapy and care management assessments in two older people’s teams since September 09 which has reduced the duplication of assessments. For older people this means they do not have to wait on two lists and have only one assessment for both care and equipment providing them with a more timely response.
- The Care Placement Team was expanded in November 09, and this has improved the quality and timeliness of the placement process (including contractual and financial matters falling within the care management area of responsibility) taking pressure away from the older peoples care management teams.
- From the 1st March 2010 a qualified staff member is being located within BSSD. This will ensure that customers who require a low level assessment, at point of contact, can be dealt with immediately and timely appointments for assessments can be arranged at venues around the Borough.

Annual Reviews of service users in Residential and Nursing homes.

3.9 It is a requirement to complete an annual review of a service user who has been resident within a care home for more than 12 months. Where a service user moves into a care home within the

current performance monitoring year, their first annual review is completed twelve months after their date of entry.

- 3.10 At the time of entering a home, six weekly and three monthly reviews are completed as part of the settling in process, by the appropriate care manager, to ensure that there are no care issues. However, the annual view is required to be completed within twelve months of the date of entry and is completed by the Care Services Review team.
- 3.11 As at 8th February 2010 there are 700 service users in Residential homes and 349 service users in Nursing Homes. In total 1,049 service users are living in residential or nursing homes.
- 3.12 As at 8th February 2010 of those 1,049 service users 892 are due a review. Of those due a review - 729 have been completed, which gives a completion rate of reviews for residential and nursing service users of 82% as at 8th February 2010.
- 3.13 As at 8th February 2010, of those service users that have been residential in a home for more than 12 months, 80 service users in Residential and 19 service users in Nursing have not yet received an annual review. These have all been scheduled for review by the end of February 2010 as part of the department's programme of undertaking reviews in a planned way taking account of priorities. Also, there are no service users within this group that are placed with in a zero or one star home. The following table provides a breakdown by service user group and service type of those who have a planned review but which is over the 12 month period.

Service Users Group	Nursing	Residential
Adult Physical Disability	1	9
Mental Health	0	28
Learning Disability	0	16
Older People	18	27
Total	19	80

- 3.14 Members will be aware of the recent publicity concerning the quality of some care home placements purchased by local authorities as reported recently by CQC - ([The Quality and Capacity Of Adult Social Care Services \(CQC\)](#)).
- 3.15 CQC currently rate Care Homes using a range of standards including environmental as well as care factors. For example two homes within the Councils Re-provision (Manorfields and Isard House) are rated as adequate due to environmental issues rather than care factors.
- 3.16 In Bromley, there is currently one person in a home now rated as Zero or Poor by CQC. This service user has received an annual review, is happy and chooses to stay in the home.
- 3.17 Currently we have 216 service users in 36 homes classed as Adequate (1 star). 18 service users who have an outstanding review as at 8th February 2010, (again these are programmed for review by the end of February 2010). The following table provides a breakdown by service user and service:

	Nursing	Residential
Adult Physical Disability	0	0
Mental Health	0	2
Learning Disability	0	0
Older People	6	10
Total	6	12

3.18 All service users in zero or one star home are now scheduled to receive six monthly reviews to ensure that they remain within a safe and supported environment.

Reviews of service users in their own homes and receiving services from the Council.

3.19 It is a requirement that a review of the service received by service users living in their own home, where that service has been in place for more than 12 months, is carried out annually.

3.20 As of the 31st January 2010, 89% of people living in their own homes have a received a review within the previous 12 months. This is an improvement over the outturn of last year's performance. Overall, there are 1,870 service users in their own homes receiving a range of services, with 1,122 service users due an annual review and 748 service users not yet due an annual review (receiving a service for less than 12 months). Of the service users who should have received an annual review, there are 73 service users who have not yet received an annual review. It is planned that these outstanding reviews will be completed by the end of February 2010. The following table provides a breakdown by client group:

Service user group	Personal care
Adult Physical Disability	17
Mental Health	0
Learning Disability	9
Older People	47
Total	73

3.21 Actions taken to improve review performance include:

- The review team now undertakes all reviews for older people and additional staffing has, this year, been allocated to respond to the increased volume.
- Programme of reviews scheduled ensuring review "peaks" can be better managed this year and going forward.
- Service users in homes that CQC rate as poor or adequate are to be reviewed at least twice yearly. (note ratings change as inspections are undertaken by CQC)

3.22 During 09/10 an audit of review activity, combined with regular monitoring and additional concerted work within the Care Services division has improved the timeliness of reviews. Any outstanding reviews, as identified above, are scheduled for completion in February 2010.

Speed of delivery of service packages to the service users.

3.23 The position as at 31st January 2010 is that 87% of service users received their service within 28 days of the assessment.

3.24 People in urgent need are assessed and receive services inside the 28 day target set to benchmark overall performance.

3.25 People who do not receive services within 28 days include those who may be waiting for a place in specific care home of choice, or require a complex piece of equipment that needs to be ordered.

3.26 The outturn for 2008 / 2009 was 87.4 %. Our performance in relation to England and the Comparator group performance is as shown below:

Year 2008/09	Average
Bromley	87.4
Comparator Group	90.8
England	90.9

3.27 In respect of the anticipated year end performance for 09/10, we are still on target to improve on last year's performance and predict that 90 % of service users will have received their service within 28 days of their assessment, which will be comparable to performance across England and the Comparator group.

Summary

3.28 During the course of this year more people have self-referred or been referred to adult social care for services and actions have been taken, within the resources available, to ensure that people receive better responses from both assessment and review services.

3.29 Performance in both assessments and reviews has improved during 9/10 and it is expected to continue to improve during the remainder of the current year. The service will continue to prioritise responses for those in the most urgent need, whilst aiming to maintain and improve overall performance.

3.30 The department has set challenging targets for next year with assessment completion within 28 days for all set at a 90% target figure and annual reviews set at 95%.

Non-Applicable Sections:	Policy, Financial, Personnel
Background Documents: (Access via Contact Officer)	Bromley Annual Performance Assessment 08/09: (Bromley Annual Performance Assessment Report 08/09 (PAR)). The Quality and Capacity of Adult Social Care Services: (Quality and Capacity Of Adult Social Care Services (CQC)).

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Report No.
ACS10011

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: Adult and Community Policy Development & Scrutiny Committee

Date: 24th February 2010

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **SUPPORTING INDEPENDENCE IN BROMLEY PROGRAMME**

Contact Officer: Jean Penney, Programme Manager, Supporting Independence in Bromley
Tel: 020 84617994 Tel No E-mail: jean.penney@bromley.gov.uk

Chief Officer: Terry Rich, Director, Adult & Community Services

Ward: Borough Wide

1. **Reason for report**

To provide an update on the development of the Supporting Independence in Bromley Programme and the Customer Journey.

2. **RECOMMENDATION(S)**

- 2.1 Members of the Policy Development and Scrutiny Committee are asked to comment on the development of the customer journey.
- 2.2 The Portfolio Holder is asked to endorse the development of the customer journey.

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Supporting Independence.
-

Financial

1. Cost of proposal: <please select>
 2. Ongoing costs: <please select>.
 3. Budget head/performance centre: Transforming Social Care - Programme Manager - Jean Penney
 4. Total current budget for this head: £2.1 m over two years
 5. Source of funding: Social Care Reform Grant
-

Staff

1. Number of staff (current and additional):
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Non-statutory - Government guidance. Government guidance. Grant conditions required to secure Social Care Reform Grant as above. Transforming Adult Social Care, LAC (DH) (2009) 15th March, 2009. Putting People First 10th December, 2007
 2. Call-in: Call-in is not applicable.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The transformation agenda will impact upon all who require publicly funded adult social care as well as shaping the wider social care market for those who self-fund. Currently 10,000 adults per annum receive support and social care services in Bromley.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments:

3. COMMENTARY

3.1 Introduction: In line with the strategic direction articulated in the Putting People First concordat (December, 2007) the Supporting Independence in Bromley programme is designed to promote the independence, health and wellbeing of service users and carers by focusing on prevention, early intervention, enablement and high quality personally tailored services.

3.2 Meeting future demand: The population of Bromley is just under 300,000, and is projected to rise by 0.9% over the next five years. Delivering efficiencies within the system is therefore an essential element of the Supporting Independence in Bromley programme and will place Bromley in a position where it is able to meet increased demand in the future. The programme aims to develop ways of helping people that remove or reduce their need for care and support so that our staffing resources are able to maintain and improve focus on those that need us most. The Programme will therefore deliver a programme of change that will:

- Maintain our focus on funding people deemed to have critical and substantial needs and safeguarding adults.
- Focus our specialist advice and support on those that need and want it and allowing those that prefer to do more for themselves to do so.
- Focus our internal resources on reducing need and building independence, through targeted short-term prevention, re-ablement and independence training.

3.3 Universal and Targeted Offer: The Programme will develop two “offers” i.e. two ways that services can be provided to residents of Bromley.

1. The ‘universal offer’ which represents services available to all adults living in Bromley and relates to peoples widest needs i.e. public health, housing, recreation, transport. Developing understand about the role and responsibility of local strategic partners in meeting the needs of disabled and older people in their community and increasing access to universal services will reduce the need for people to access social care.
2. The ‘targeted offer’ which represents the services delivered to those adults who need to engage very directly with social care services.

The Council and its local strategic partners have an important role to play in delivering the ‘universal offer’ whilst ACS is crucial to the delivery of the ‘targeted offer’.

3.4 Access to support: The starting point for service changes looks at how people who do not meet eligibility and would normally have to navigate the system themselves will access information, advice and guidance that will facilitate decision making and enable them to find their own solutions without the need for accessing statutory support.

3.5 Technology: We are currently looking at a variety of web-portals that are easy to navigate and use and will provide or signpost people to information, advice and guidance which will help them to find their own solutions. Information, advice and guidance will not only be accessible by web but by telephone, as well as face to face and available in a variety of locations for example Libraries, GP surgeries.

3.6 Self-Assessment: A self-assessment web-site will help people to identify their own needs and will tell people whether they are likely to receive social care funding or not. For people who are not eligible it will signpost them to appropriate support and advice services. For people who request a community care assessment the self-assessment will be used to inform the assessment and reduce staff time.

- 3.7 One Stop Shops:** The development of one stop shops where people can try out equipment, access information about social care and universal services will enable individuals to lead independent lifestyles in the community. This resource will also focus on community participation and encourage people to become active members of their local community so that through peer networking and support groups they are helped to live independently and safely within the community.
- 3.8 Access to ACS:** Staff from ACS based in Bromley Social Service Direct will deliver an enhanced approach to providing information, advice and guidance at the point of contact and the 'switching on' of low cost simple services will enable ACS to focus on reducing high level of need, reaching more of the people who need the services most, and reducing the costs incurred in providing access to services. A successful customer-facing service will deliver a high level of customer satisfaction, increased knowledge of what is available and where, as well as streamlined delivery method for all services resulting in less referrals to the Assessment service.
- 3.9 Prevention:** There is a strategic shift in the focus of care and support away from intervention at the point of crisis to a more holistic, pro-active and preventative model centred on improved well-being. The introduction of re-ablement at the point of in-take aims to significantly reduce the numbers of people being referred for on-going Council funded support. Identifying the potential benefit of re-ablement at the time of review and providing a re-ablement service to those people aims to reduce the number of people requiring Care Managed services.

The Care Services Efficiency Development Programme using data from 7 London authorities and for people who fall into the substantial banding within the Fair Access to Care criteria, suggest that 2.28% of the total population could benefit from re-ablement i.e. 1,046 people living in Bromley. Their recent longitudinal study main findings show:

In 3 of 4 schemes:

- 53% to 68% left re-ablement requiring no immediate homecare package
- 36% to 48% continued to require no care package 2 years after re-ablement.

- 3.10 Equipment:** The introduction of assistive technology to support people in their own homes aims to reduce the need for people to have packages of support which are managed by LBB. A 'Smart house' at Lewis House in Beckenham has been set up so that people can try out equipment for themselves and reduce the need for staff visiting people at home.

The community equipment retail model provides an opportunity for people to access accredited information about equipment in the high street without having to come through statutory services. The Care Services Efficiency Delivery Programme carried out a shadow running evaluation of the transforming community equipment programme in 3 pilot areas, Cheshire, Manchester and Oldham. They found that people experienced a reduction in the average number of days from **referral to assessment** from 18 to 9 days (a reduction of 50%) and from **assessment to case closure** from 45.5 to 27.5 days when accessing equipment through the retail model. Even with an increase in user referrals the reduction in waiting times was achieved.

We have commissioned a web-site called AskSARA. This provides a self-assessment process which gives details of equipment that can be purchased to meet the need defined by the individual. It gives full details of why the item of equipment has been recommended and for people who define themselves as having more complex needs suggests that they ask for an Occupational Therapy Assessment. The completed self-assessment can be sent on to ACS reducing staff time in completing the assessment. ACS staff based at BSSD will be able to support people over the telephone to complete the Assessment.

3.11 Personal Budgets: Every person will know how much money is available to spend on their care/support needs at the time of assessment. People can choose the level of responsibility they wish to have in managing the budget and support. Some people will choose to have total choice and control and manage the budget and support themselves i.e. receive a direct payment. People choosing to have a direct payment and manage their own support will save LBB staff time changing service delivery etc.

The introduction of a pre-paid card will make monitoring the direct payment easier as staff will be able to view the statement on-line in the office without having to visit clients and chase clients to send in their accounts. Options for such a card are being explored and evaluated.

3.12 Support Planning and Brokerage: When people have been allocated their personal budget they will be able to choose the level of support they need and who will help them plan how to spend their money and to secure the service/support. Some people may choose to do this themselves, others may ask a family member, friends or ask LBB staff or Inspire, which is an organisation commissioned by LBB, to help with support planning and brokerage. By giving people greater choice on where their support comes from we aim to free up Care Management resources to focus on those in greater need.

Age Concern and Mencap Brokerage service is supporting people who do not meet the Council's eligibility for social care funding.

3.13 Integrated approach: An integrated approach to case management for health and social care professionals where clients/patients have one primary case worker will enable qualified staff to focus their skills on those in greater need and meet rising demand.

The development of a trusted assessor programme where staff from other agencies are trained to deliver low level assessments which are authorised by ACS staff will reduce waiting lists and access to services.

3.14 Processes: Introducing assessment, support planning and review processes that are proportionate to need, will allow ACS staff to concentrate on those with more complex needs and meet increased demand.

Developing new, optimised processes removing the unnecessary "hand-offs" and ensuring that tasks are carried out by the most appropriate level of resources will reduce waiting lists, speed up and improve the customer journey.

The introduction of web enabled technology so that assessment and care planning, on user friendly forms, can take place alongside a client in their own home and then uploaded to the current social care system will save time for ACS staff and prevent double inputting of information.

3.15 Risk Enablement: Support for managing risks and positive risk taking will be built into the new system so that people are able to make good choices, understand the consequences and take some responsibility for them. A risk enablement panel will support individuals, their families and ACS staff in managing risk and preventing safeguarding alerts.

4. POLICY IMPLICATIONS

The Supporting Independence in Bromley programme is supported by the Building a Better Bromley key aim Supporting Independence and is the key theme within the Adult and Community Portfolio Plan 09/10. The programme is in line with national developments to transform social care and supported by specific 3 year funding through the "social care reform grant". This funding supports the vision as laid down in "Our Health, Our Care our Say" and the "Putting People First" Dec. 2007

5. LEGAL IMPLICATIONS

Government circulate LAC(DH) (2009) has the effect of Mandatory Guidance and thus will need to be complied with to enable monies to be released contingent to section 31 of the Local Government Act 2003. The Social Care Reform Grant is a specific grant for a limited period of 3 years. All expenditure is of a temporary nature and any posts are either short term project management posts or will only continue at the end of the programme where compensating savings have been identified elsewhere as a consequence of the change programme. The expenditure plan is overseen by the Programme Board.

6. PERSONNEL IMPLICATIONS

Changes in staffing requirements, including the types and levels of staff required and the appropriate competences to deliver personalised social care will be subject to the usual HR procedures which will include full consultation with staff, trade unions and departmental representatives on any changes that have an impact on jobs and rules. Such changes will be reported to Members as a matter of course.

Non-Applicable Sections:	[List non-applicable sections here]
Background Documents: (Access via Contact Officer)	[Title of document and date]

Report No.
ACS10007

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: **Adult and Community Services Policy Development and Scrutiny Committee**

Date: **24th February 2010**

Decision Type: Non-Urgent Non-Executive Non-Key

TITLE: 2010/11 GRANTS REPORT

Contact Officer: Lesley Moore, Head of Finance
Tel: 020 8313 4633 E-mail: lesley.moore@bromley.gov.uk

Chief Officer: Terry Rich, Director of Adult & Community Services

Ward: Borough Wide

Reason for report

1. The Executive and Resources PDS Committee has requested that the individual PDS Committees look at government grants received and consider reports highlighting the dependency on government funding, what services are funded through the grants, and options for the future.
2. This report reviews the range of Government Grants deployed within the Adult & Community Services Portfolio, considers the risks of dependency on such grants, and summarises the exit strategies that are in place to cope with the eventual cessation of the grants.

2. RECOMMENDATION(S)

The PDS is invited to:

- (a) consider the government grants received and services funded through the grants
- (b) review the department's exposure to risk from this source of funding and options for the future management of this risk.

Corporate Policy

Existing policy:

Financial

1. Estimated cost £106m
 2. Recurring cost
 3. Budget head <Various ACS Grants including Housing Benefits>
 4. Total budget for this head £106m
-

Staff

1. Number of staff (current and additional) - 46
 2. If from existing staff resources, number of staff hours – N/A
-

Legal

1. Non-statutory - Government guidance:
 2. Call-in is not applicable:
-

Customer Impact

Estimated number of users/beneficiaries (current and projected) - the grants in the report reflect various services covering a wide range of customers and users of the services.

3. COMMENTARY

- 3.1 The department receives £10,105,910 in Area Based Grants and £3,056,630 in Specific Grants, which are used to fund a number of core services.
- 3.2 The breakdown of the grants for 2010/11 within ACS are shown in the table below:-

	2010/11 £	Dept
Area Based Grants		
Adult Social Care Workforce	676,250	DoH
Carers	1,214,280	DoH
Local Involvement Networks	150,470	DoH
Mental Health	615,560	DoH
Preserved Rights	1,469,060	DoH
Learning Disabilities Development Fund	174,680	DoH
Supporting People Administration	166,020	DCLG
Supporting People Grant	5,428,130	DCLG
Area Based Grants held in Central Contingency		
Mental Capacity Act	134,840	DoH
Additional Carers	76,620	DoH
	<u>10,105,910</u>	
Specific Grants		
Aids/HIV	138,000	DoH
Homelessness Grant	135,000	DCLG
LD Campus	1,435,630	DoH
Social Care Reform	1,145,000	DoH
Stroke Grant	93,000	DoH
Handyman	110,000	DCLG
	<u>3,056,630</u>	
TOTAL	<u><u>13,162,540</u></u>	
Housing Benefit Subsidy	<u>92,880,230</u>	DWP

Area Based Grants

- 3.3 Area Based Grants (ABG) are former specific grants that were, and still are, allocated for particular purposes. The government's performance assessment framework embeds targets to measure the delivery of the objectives associated with these purposes. However, ABG is now not ring-fenced, so the Council is free to use these grants as it sees fit. As with all other grant allocations, the government can reduce or end them at any time, and the Council would suffer such a reduction in funding even where Chief Officers' savings have been made from the Area Based Grants as part of the current year's and previous years' budget-setting process.
- 3.4 Although ABG is not now ring fenced, it can, in terms of volatility and risk, be bracketed together with other Specific Grants, in that both are composed of a large number of separate grants each with its own terms of reference or guidance on use, and each related to a particular government initiative which often are likely to have a finite life span, even where this has not yet been made known by the government.

- 3.5 The areas of expenditure within ASC Portfolio that Area Based Grant is being spent on are detailed as follows:-

Social Care Workforce Grant

This funding stream is designed to support workforce development in social care in the statutory, private and voluntary sector. It is available to help social care staff (both CYP and ACS) achieve NVQ qualifications and continuous Professional Development and tackle the problem of recruitment & retention of staff.

Carers

The main purpose of this grant is to enhance provision of community care and children's services to allow carers to take a break from caring, stimulate greater awareness by authorities of the need for the services in their area to be more responsive to the needs of the carers and to provide carers with services other than breaks, in keeping with the 2001 Carers and Disabled Persons Act.

Local Involvement Network

Funding has been made available to local authorities to set up a local involvement network to promote and support the involvement of people in the commissioning, provision and scrutiny of local health and social care services. It has to operate independently of the local authority within its own governance structure and decision-making processes. Local authorities with a responsibility for social services are statutorily required to procure the host organisation which will establish and support LINKs and also to performance manage the host organisation against a contract.

Mental Health

This grant is to assist local authorities to finance the provision of social care for people with mental illness.

Preserved Rights

This grant is allocated to individual local authorities based on the number of former Preserved Rights residents who are supported in each local authority. From April 2002 local authorities became responsible for providing residential accommodation to persons ordinarily resident in their area who were previously in relevant accommodation with Preserved Rights to higher income support. The Preserved Rights Grant is paid to local authorities to cover the costs of residential/nursing care for those specific individuals and to help them discharge these responsibilities.

Learning Disabilities Development Fund

The Learning Disability Development Fund (LDDF) was created to support local implementation of the agenda set out in the learning disability white paper, Valuing People (2001), and until 2007/8 has been allocated to PCTs for local learning disability partnership boards to determine its allocation. In recognition of the lead role of local authorities this funding is now being paid to them instead.

Supporting People Services

This grant has been made available to local authorities to help service users who are supported to establish and maintain independent lives. This grant originated from a transfer of services previously funded through higher rate housing benefit and housing association

special needs management grants and funds sheltered and supported housing schemes for older people and various vulnerable groups. It is also there to support service users who have moved on in a planned way from temporary living arrangements and to ensure that there is fair access to people who are eligible for supporting people services.

To help local authorities administer supporting people services and administration grant is also available.

Mental Health Capacity Act

This grant covers three areas of work, Independent Mental Capacity Advocate (IMCA) Service, Mental Capacity Act Training and additionally following a recent amendment to the Act there is a new work stream to establish a service response to the Deprivation of Liberty legislation. The Act makes it a legal requirement for people lacking mental capacity to have independent advocacy when there are no known relatives or close friends to speak for them.

Specific Grants

3.6 A total of £3,056,630 is allocated to ACS in the form of specific grant for the following services

HIV/AIDS

Local authorities have the lead responsibility for developing social care provision for those affected by HIV/AIDS. The grant is to assist local authorities to finance the provision of social care for people with HIV/AIDS.

Homelessness Grant

This money is available to local authorities to deliver new initiatives that will meet the government's targets around reducing the use of B&B and preventing homelessness.

Learning Disabilities Campus Reprovision

The Department of Health has made revenue funding available to affected Councils over a three year period (2008 - 2011) to help support reprovision programmes to achieve the closure of NHS LD campus accommodation, and to secure for individuals with learning disabilities living in Primary Care Trust Campus accommodation a move into their own homes within the community with individualised support packages.

Social Care Reform Grant

The Government reform of social care, set out in Our Health, Our Care, Our Say outlines the requirement to provide people with care needs with greater choice and control, including ensuring that people eligible for Council funded support, and self-funders have access to information advice and support. The specific grant has been made available for three years from 2008-2011.

Stroke Grant

This funding is to help support the implementation of the National Stroke Strategy which sets out 20 quality markers needed for raising the quality treatment and care, including social care, for stroke survivors and carers over the next decade. The evidence shows that the provision of high quality social care is of fundamental importance in the stroke care pathway.

Handyman Grant

The DCLG agreed additional funding for the handyperson scheme at the end of February 2009, to enable authorities to “expand and further develop any existing services”, in order “to achieve better outcomes for older people”. Under the scheme almost any work is considered that will help to get patients discharged quickly from hospital, prevent accidents in the home or will assist a client in remaining in their own home.

- 3.7 The Council also receives £92m in Housing Benefit subsidy which for accounting purposes sits within the ACS budget, relating to the number of people entitled to claim housing benefit. As the amount of subsidy received is directly linked to activity it is not considered to be high risk. The only risk to the council is if the government reduce subsidy levels around housing benefit administration (currently £1.1m) or if subsidy levels reduce for people living in temporary accommodation which has been the trend over the last two years.
- 3.8 Appendix 1 provides the exiting strategies in place or proposed to cope with the eventual demise or reduction of the grant funding.

4. POLICY IMPLICATIONS

- 4.1 “Building a Better Bromley” refers to the Council’s intention to remain amongst the lowest Council Tax levels in Outer London. Strict budgetary control continues in 2009/10 to minimise the risk of compounding pressures in future years.

5. FINANCIAL IMPLICATIONS

- 5.1 The risk from dependency on grants should also be viewed within the context of the whole range of government funding mechanisms. This includes government limits on Council Tax funding increases and the funding mechanism which sets a floor level of funding for Councils such as Bromley. But for this floor level of funding, Bromley would receive an even lower allocation of funding, below that which the government acknowledges as an absolute minimum.
- 5.2 Since Bromley is funded at “floor level”, it faces a further risk if there is any future move to transfer specific grants into the main formula grant. In this event, and unless the government specifically alters the normal arrangements, a grant transferred to the main formula grant might simply reduce the gap between Bromley’s level of funding that the pure formula grant would have given and the “floor level” which it actually receives. In such an event, the specific grant would have been lost with no corresponding real benefit to the formula grant.

6. LEGAL CONSIDERATIONS

- 6.1 As far as possible all contracts which have been let using grant funding should have break clauses that permit the Council to cease or vary the service dependent upon whether the grant is withdrawn or reduced. Whether there is any knock on effect from the loss of staff resources as a consequence of the withdrawal of such funding will depend upon the extent to which funding has been used to support other projects (if at all).

7. PERSONNEL CONSIDERATIONS

- 7.1 Where local authority staffing costs are funded from time limited funding or from grants the exit strategy would have to be implemented early enough to enable formal consultation to take place with staff, departmental representatives and trade unions. In addition the process needs to commence early enough so that any costs arising from the termination of posts can be recouped. Where funding is provided to a third party to deliver services, consultation with

those bodies would need to commence in good time to ensure that they were also able to meet their obligations in terms of the consultation process, and employment processes.

- 7.2 In the event that there are redundancy implications for local authority staff these will be managed in line with the Council's HR procedures for managing change which include a redeployment framework. The affected staff would be briefed and consulted on the impact of the budget proposals on their employment and every effort will be made to redeploy staff at risk.

Non-Applicable Sections:	N/A
Background Documents: (Access via Contact Officer)	Supporting documents held within ACS finance

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Area Based	Description	Grant 2010/11 £'000	Fte's grant funded No's	Exit Strategy
Social Care Workforce	This grant supports the training of social care staff across the statutory, private and voluntary sector. It is to be used to Develop NVQ qualifications and continuous professional development in social care to enable service providers to meet the National Minimum Standard. It can be used to increase the effectiveness of human resource management, help tackle recruitment & retention and assist the reform of service provision through the development of new types of worker	676	8.00	Any reduction or curtailment of funding in this area would be addressed through a reduced social care training programme. Redundancy costs for any affected staff would be funded from remaining grant.
Carers	The main purpose of the Carers grant is to enhance provision of community care and children's services to allow carers breaks, be more responsive to carers and provide carers with other services.	1291	0.00	A reduction or curtailment of funding in this area would be addressed through ending contracts with voluntary sector organisations who currently provide advice, support and services to carers. It would also result in reducing access to various respite care services for people caring for elderly and/or disabled family members.
Local Involvement Networks	An additional £151,000 p.a. for 3 years has been made available from Government to local authorities to help strengthen the ability of local communities to influence what health & social care services are provided and how they run. Under the Local Government and Public Involvement in Health Act 2007, each local authority has a duty to make contractual arrangements for the involvement of people in the commissioning, provision and scrutiny of health services and social care services i.e. to establish local involvement networks or LINKs.	150	0.00	A reduction or curtailment of funding in this area would be addressed through ending the contracts with voluntary sector organisation who provide this service. It would result in the Council failing to discharge a statutory duty.
Mental Health (MIG)	Resources provided by the Mental Health Grant help support services for adults with mental illness.	616	8.80	A reduction or curtailment of funding in this area would be addressed through reducing staffing levels within front line mental health teams and through reducing funding to voluntary sector organisations providing day services. Whilst some risks could be mitigated through natural turnover of staff, it is likely that a complete loss of funding would result in redundancy costs which would be difficult to be able to cover from any remaining grant. Loss of front line posts and substantial reduction in funding for mental health day services could leave the Council in breach of statutory duties in relation to Mental Health services.
Preserved Rights	Preserved Rights resources are allocated to individual local authorities pro rata to the number of former Preserved Rights residents which each authority indicated they supported in September 2002. The reduction each year is due to the governments assumptions on attrition rates.	1469	0.00	This grant is programmed to reduce over time as the numbers of people within the Preserved Rights bracket diminishes. Should the grant be reduced faster than the attrition rate or prematurely curtailed, there would be a pound for pound additional pressure on the existing residential and nursing care budgets which could not be avoided.
LDDF	The Learning Disability Development Fund (LDDF) was created to support local implementation of the agenda set out in the learning disability white paper, Valuing People	175	0.00	Any reduction or curtailment of funding in this area would be addressed through reduced spending on learning disability day and community services and through reducing respite services for families and carers.
Supporting People Services	Supporting People is a substantial funding programme originally funded through a transfer to Local Government of funds previously distributed to housing support providers via Housing Benefits and through Housing Association Special Management allowances. It provides housing related support through both in-house and external agencies aimed at reducing homelessness and enabling vulnerable people to maintain their homes and tenancies. As a preventative programme, Supporting People contributes to a range of key Government targets and objectives.	5,428	10.00	There is a mix of externally contracted services procured through a range of housing support providers and registered social landlords, together with a number of in-house social care and housing support related services. Most contracted services are on 3 year contracts with a third coming up for renewal each year. There is capacity therefore to manage through decommissioning services a proportion of independent sector services in any given year. The impact would be substantial and would lead to real and visible reductions in services to large numbers of elderly and other more vulnerable Bromley residents. In relation to in-house services, these include the housing resettlement team and our extra care housing service. The resettlement team would not be sustainable without this funding and redundancies would be likely and would need to be funded through a call on remaining grant. In relation to Extra Care Housing, the viability of care arrangements for residents in the schemes would be seriously undermined without the staffing paid for out of this grant and those costs would become an additional burden on other social care budgets.
Supporting People Administration	This grant is a contribution towards the costs of administrating the contracting for and monitoring of supporting people services.	166	1.80	Reduction in staff to be managed through natural turnover of staff within the procurement and contracts service

Area Based	Description	Grant 2010/11 £'000	Fte's grant funded No's	Exit Strategy
Mental Health Capacity	The Mental Health Capacity Act came fully into force on 1 October 2007 and the Department of Health has made available additional grant over the next 3 years, to assist Councils with Social Services Responsibilities to train staff across their implementation Network to understand the implications of the Act . The majority of the expenditure will be required to fund the Independent Mental Advocate Service (IMCA) whose role will be to help support vulnerable people who lack capacity, that are facing important decisions made by the NHS and local authorities, regarding serious medical treatment and changes of residence.	135	1.00	A reduction or curtailment of funding in this area would be addressed through reviewing current spend and commitments. However given the statutory requirement to have in place IMCA and DOLS assessors, it is unlikely that that this spend could be substantially reduced.
Sub- Total		10,106	30	
Specific Grant:				
Aids/HIV	The Aids Support Grant helps local authorities to support social care packages for people living with Aids/HIV. The grant enables those with HIV to live independently in the community for as long as possible, and assists with the cost of HIV training for relevant social workers.	138	1.00	A reduction or curtailment of funding in this area would lead to a review or potential ending of a contract with a voluntary sector agency providing care and support to people affected by HIV/AIDS. One social work post within the department would be absorbed through redeployment into vacancies across ACS.
Homelessness Grant	This money is available to local authorities to deliver new initiatives that will meet the governments targets around reducing the use of B&B and preventing homelessness.	135	1.00	A loss of grant funding would result in winding up of a range of homeless prevention initiatives with potential negative impact on costs to LBB of providing temporary accommodation through B&B.
Learning Disabilities Campus Reprovison	The Department of Health has made revenue funding available to councils over a three year period (2008- 2011) to help support individuals with learning disabilities living in Primary Care Trust Campus accommodation to move into their own homes within the community with individualised support packages.	1436	6.00	This grant is time limited and funds project costs and double running costs associated with the programme. All posts are temporary and any with severance costs are identified and specific allowances for redundancy built into the spending plan.
Social Care Reform	This grant has been made available to local authorities with social care responsibilities to focus on increasing people's independence and promote inclusion in communities through early intervention and promotion of well-being. The ambition is to meet this aspiration through radical reform of social care and make personalisation the cornerstone of social services. What this means is every person receiving support, in whatever setting, have choice and control over the shape of that support.	1145	6.00	This grant is time limited and funds project costs and piloting of new ways of working associated with the programme. All project posts are temporary and any with severance costs are identified and specific allowances for redundancy built into the spending plan. Where additional capacity has been invested within front line teams, compensating savings through revised operational procedures are being developed for any posts that will remain at the end of the grant funded period.
Stroke	This funding is to help support the implementation of the National Stroke Strategy which sets out 20 quality markers needed fro raising the quality treatment and care, including social care, for stroke survivors and carers over the next decade. The evidence shows that the provision of high quality social care is of fundamental importance in the stroke care pathway.	93	2.00	A reduction in grant for this area will result in a curtailment of contracted activity supporting people suffering from strokes and their families. There will be costs associated with care packages that will have to be absorbed within existing care services budgets.
Handyman	This funding supports a scheme providing assistance with small scale repair and maintenance items to enable early discharge from hospital and also for older and vulnerable householders aimed at keeping them safe and enabling them to maintain their independence in their own homes.	110	0.00	The scheme would have to be wound up.
Sub- Total		3,057	16	
Total (£m)		13,163	46	

Report No.
ACS10008

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: **Adult and Community Policy Development and Scrutiny Committee**

Date: **24th February 2010**

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **RE-PROVISION OF ACCOMMODATION AND CARE FOR PEOPLE WITH LEARNING DISABILITIES**

Contact Officer: Lorna Blackwood, Interim Assistant Director Commissioning & Partnerships
Tel: 020 8313 4110 E-mail: lorna.blackwood@bromley.gov.uk

Chief Officer: Terry Rich, Director of Adult and Community Services

Ward: Boroughwide

1. Reason for report

The report updates the Policy Development and Scrutiny Committee on progress towards re-providing accommodation and care for people with learning disabilities moving out of "campus" accommodation previously provided by Bromley Primary Care Trust (BPCT).

2. **RECOMMENDATION(S)**

2.1 **Members are asked to note progress on the re-provision of accommodation and care for people with learning disabilities moving from PCT provided campus accommodation.**

Corporate Policy

1. Policy Status: Existing policy. Supporting independence for vulnerable people
 2. BBB Priority: Supporting Independence.
-

Financial

1. Cost of proposal: Estimated cost £6.8m excluding support costs
 2. Ongoing costs: Recurring cost.
 3. Budget head/performance centre: BPCT budgets
 4. Total current budget for this head: £6.8m
 5. Source of funding: Funding transferred from BPCT
-

Staff

1. Number of staff (current and additional): n/a Staff currently employed by BPCT will transfer to external providers under TUPE arrangements
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Non-statutory - Government guidance.
 2. Call-in: Call-in is not applicable.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 70 people with learning disabilities currently living in BPCT provided campus accommodation
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 This programme was established in 2007 with the aim of re-providing for all those people living in PCT residential accommodation – principally on the Bassetts, Cheyne Hospital and Angus sites. The numbers of people involved was around 100 and previous reports have covered progress in re-providing for around 50% of these residents.
- 3.2 Bromley Primary Care Trust (BPCT) currently supports 42 people with learning disabilities who are still living in BPCT owned campus accommodation across 2 main sites. The Council oversees the management of the service through a Section 75 Agreement between the Council and BPCT.
- 3.3 In line with the requirement set out by the Department of Health, a programme led by the Council is under way to enable the individuals currently residing in the BPCT campus accommodation to move into their own homes within the community with individualised support packages. The programme was originally due to be completed by March 2010 although the Department of Health has now indicated that this has been extended into 2010/11.
- 3.4 There are two elements to the programme. The first involves a mix of modernisation of existing properties and the transfer of ownership of them to social landlords and the development of new properties in partnership with social landlords. Secondly care and support services within the redeveloped and new properties will be transferred to external providers through tendering processes.
- 3.5 Programme costs are funded from specific revenue grant from the Department of Health. Property development costs are funded from a mix of capital provided by the Department of Health, BPCT, the Homes and Communities Agency (HCA) and social landlords. Funding for ongoing care and support costs is agreed with and transferred from BPCT as individual service users transfer to new provision, subject to agreement from the Learning Disability Executive and BPCT Boards.

Care and support

- 3.6 In August 2008 care provision for 15 service users living in 3 properties currently owned by BPCT transferred to the Avenues Trust. Avenues Trust also took over the care provision for 13 service users in self-contained accommodation in Swingfield Court, owned by Broomleigh, in June 2009. A further service, 213 Widmore Road, providing for 5 clients also transferred to Avenues Trust in July 2009, in an existing property which was purchased by a social landlord.
- 3.7 In September 2009 the contract for care in Lancaster House, a newly purpose built property in Biggin Hill, was awarded following tendering to MCCH and 6 service users moved in during January and February.
- 3.8 Tenders for the remaining 8 schemes are currently being evaluated and the results will be reported to the council's executive on 31st March 2010.

Accommodation

- 3.9 Business cases for the remainder of the properties required have been prepared and validated by independent property consultants. The list of properties with timescales and number of service users is set out below:

Scheme	Completion Date	Service Users
Bromley Common	Apr-10	4
Devonshire Road	Aug-10	4
Group supported living - Orpington	Nov-10	3
Group supported living - Biggin Hill	Sep-10	4
Bourne Way Replacement - Orpington	Sep-10	4
Coppice & Spinney	Nov-10	7
The Glade	Nov-10	4
Masons	Feb-11	7

4. FINANCIAL IMPLICATIONS

4.1 To support local Councils to complete the BPCT re-provision programme, revenue and capital funding has been made available over 3 years. The revenue funding is to pay for programme management costs, contract support and transition costs with the capital funding set aside for accommodation costs. The grant funding is shown in the table below:-

	2008/09	2009/10	2010/11	Total
	£	£	£	£
Revenue Grant	394,100	872,640	1,400,000	2,666,740
Capital Grant	4,960,000	1,917,700	0	6,877,700

4.2 Additional capital funding for the Programme will also be sought from Registered Social Landlords, the Homes and Communities Agency and Bromley Primary Care Trust.

4.3 The Programme and the LD Executive Group continue to ensure that robust financial management is in place for the revenue care costs, new commissioned services and the PCT Capital commitment.

4.4 All of the moves to date have been contained within the overall financial envelope available after allowing for attrition and client contributions towards their care.

4.5 As service users transfer into new provision the funding for ongoing care and support transfers from BPCT to the Council. Responsibility for funding all healthcare elements of the re-provided services remains with the NHS, including specialist learning disability health services, forensic services, continuing care and mainstream healthcare.

4.6 The BPCT and Department of Health are providing funding for accommodation that will be available in the longer term to the Council.

4.5 To ensure that the Council achieves value for money, a full tendering exercise has been undertaken around the care provision for the 8 remaining schemes and has resulted in 10 providers submitting bids. All schemes have at least 5 tenders.

- 4.6 The outcome of the tenders has identified a potential funding gap and officers from LBB and the PCT are working in partnership to fully evaluate these risks and to reduce them. A number of options are being pursued to ensure that costs are contained including reviewing our contractual arrangements with the providers to secure reduced costs over time, evaluating management costs and how these can be funded, calculated client contributions to maximise full benefit, and further negotiations with tenderers to reduce costs. In addition, officers are exploring whether time limited funding could assist in closing the gap.
- 4.7 A full report on the transfer of funding from BPCT to the Council was considered by Adult and Community the Portfolio Holder on 21st April 2009 and an update on progress of the re-provision of accommodation and care was reported to the Adult and Community PDS Committee on 15th July 2009. A full report is to be made to the Executive in March on all aspects of the funding transfer.

5. POLICY IMPLICATIONS

- 5.1 The commissioning arrangements are consistent with the objective in Building a Better Bromley to support vulnerable people and with national policy as set out in Valuing People and the recent consultation paper, Valuing People Now. They also ensure compliance with the requirement by the Department of Health to re-provide services for everyone with a learning disability living in NHS Campus accommodation by 2010/11.

6. LEGAL IMPLICATIONS

- 6.1 The Portfolio Holder has previously been advised of the reprovisioning strategy for supported living accommodation for people with learning disabilities which involves the Council passing on capital from the PCT, following (inter alia) disposal of their premises in which the service users were formerly housed, to RSLs via s75 arrangements. This funding allows the RSLs to acquire and/or refurbish suitable accommodation for the service users who will then enter into tenancy agreements with the RSLs as their landlords (the accommodation costs being met from their benefits in the majority of cases).
- 6.2 Social care support services are commissioned by the Council from external providers to whom relevant BPCT staff will transfer. The selection of suitable providers at reasonable cost and on acceptable terms has been the subject of a recent report to the Executive.

7. PERSONNEL IMPLICAITONS

- 7.1 Staff are transferring from BPCT to new providers under TUPE arrangements. As staff are currently employed by BPCT there are no direct personnel implications for the Council from the re-provisioning arrangements.

Non-Applicable Sections:	
Background Documents: (Access via Contact Officer)	Report to ACS Portfolio Holder 21 st April 2009 (report no 09032) Report to ACS PDS 15 th July 2009 (report no 09074)

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Report No.
LDCS10027

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: Adult and Community PDS Committee

Date: 24th February 2010

Decision Type: Non-Urgent Non-Executive Non-Key

Title: ADULT AND COMMUNITY PDS WORK PROGRAMME 2009/10

Contact Officer: Philippa Stone, Scrutiny Co-ordinator
Tel: 020 8313 4871 E-mail: philippa.stone@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Legal, Democratic and Customer Services

Ward: N/A

1. Reason for report

- 1.1 This report provides the Committee with an opportunity to review its work programme and make any necessary adjustments.

2. **RECOMMENDATION(S)**

- 2.1 The Committee is asked to consider its work programme and schedule of meetings and indicate any changes that it wishes to make.

Corporate Policy

1. Policy Status: Existing policy. As part of the Excellent Council stream within Building a Better Bromley, PDS Committees should plan and prioritise their workload to achieve the most effective outcomes.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £476,706 (2009/10)
 5. Source of funding: Existing budgets
-

Staff

1. Number of staff (current and additional): There are 14 posts in the Democratic Services Team (11.89 fte, of which 10 fte are dedicated to committee support).
 2. If from existing staff resources, number of staff hours: Maintaining the Committee's work programme takes less than an hour per meeting.
-

Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Call-in is not applicable.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for Members of this Committee to use in controlling their on-going work.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

- 3.1 The Committee's 2009/10 Work Programme to date is attached at **Appendix A**.
- 3.2 The Committee is asked at each meeting to consider its Work Programme and review its workload in accordance with the process outlined at Section 7 of the Scrutiny Toolkit. All PDS Committees are also recommended to monitor the Council's Forward Plan of Key Decisions for their portfolios and to use it for identifying issues for consideration in advance of executive decisions being made. The Forward Plan issued on 14th October includes key decisions related to the Adult and Community Portfolio and the next Forward Plan will be published on 16th December 2009.
- 3.3 The Committee has established a reference group to review Transportation issues across the Adult and Community Portfolio. The proposed terms of reference for the group are:
- 1) To identify the current transport arrangements provided by the Council to support people with independent living. This will include scrutiny of:
 - The range of current services provided by the Council, e.g. ACS transport fleet services, black taxi card service, disabled freedom pass service etc.;
 - The quality of services (i.e. reliability, flexibility availability);
 - Cost effectiveness of service (i.e. unit costs comparisons, value for money etc).
 - 2) To consider the future travel requirements of people requiring council support, in line with "Supporting Independence in Bromley" this will include scrutiny of :
 - Future projected demands (including numbers as well as well as changing expectations)
 - Any planned developments for travel arrangements within the Council and also key partner's e.g. health, and 3rd sector;
 - The future use and impact of direct payments/personal budgets to meet service user choices for travel arrangements;
 - Accessibility of mainstream transport services for vulnerable people.
 - 3) In the light of the above, consider and review the funding of future travel arrangements for vulnerable people as part of the wider agenda of Supporting Independence in Bromley.

The following Members are part of the reference group: Councillor Ellis, Councillor Charsley, Leslie Marks and Maureen Falloon.

- 3.4 The NHS Healthcheck Working Group will continue to review health services across the Borough. The current membership of the Working Group is: **Councillor Judi Ellis, Councillor Carol Hubbard, Councillor Charles Rideout and Councillor Brenda Thompson**. The Working Group will hold its first meeting of the year on 11th November.
- 3.5 In approving the work programme Members will need to be satisfied that priority issues are being addressed; that there is an appropriate balance between the Committee's key roles of (i) holding the Executive to account, (ii) policy development and review, and (iii) external scrutiny of local health services; and that the programme is realistic in terms of Member time and officer support capacity.

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous work programme reports

A&C PDS Committee – Work Programme 2009/10**2 June 2009**

Appointment and Review of Co-opted Members
 Presentation (Bromley PCT) - Practice Based Commissioning and Referral Management
 Presentation: Care Brokerage – Bromley Mencap
 Bromley Homeseekers – Progress Report
 Contract Monitoring of Care Homes for Adults
 Direct Payments Procedures Review – up date.
 Annual Monitoring Report on Adult & Community Services Department - Complaints received
 April 2008 to March 2009
 Bromley Mortgage Rescue Scheme
 Matters Arising/Work Programme

15 July 2009

Presentation – Community Links Bromley
 Outcomes from the Joint Overview and Scrutiny Committees Reviewing Proposals for Stroke and
 Major Trauma
 Presentation – Transforming Social Care
 Bromley Safeguarding Adults Board: 2008/09 Annual Report
 Housing and Residential Services Annual Report – 2008/09 Annual Report
 Budget Monitoring 2009/10
 Budget Closedown
 Matters Arising/Work Programme
 Transforming social care
 PCT/LD Accommodation progress report
 Empty Dwelling Management Order
 Temporary to Permanent housing initiative

29 September 2009

Supporting Independence in Bromley Update (Re-ablement)
 Thyme Out Update
 Presentation (Bromley PCT) – Update regarding Proposals for GP and Dentistry
 Bromley PCT – Procurement for the Urgent Care Centre alongside A&E at the PRUH
 Contract Monitoring - Gateway Review Progress Report
 Domiciliary Care Survey Results
 Update on Swine Flu
 Budget Monitoring 2009/10
 Matters Arising/Work Programme

17 November 2009

Adult and Community Services Mid-year Performance
 Housing and Residential Services mid year Report
 Empty Property Strategy
 Supporting Independence in Bromley Update
 Procurement Strategy For Housing Support For Older People
 Day care services for older people
 Review of Contract for Supported accommodation and floating support for people with learning
 disabilities
 Review of Contract for Supported accommodation and floating support for young people
 Review of Contract for Age Concern – core funding
 Care Homes Reference Group – Update
 Impact of the Recession on Services and Budget
 Update on Sexual Health Services

Draft Budget
Budget Monitoring 2009/10
Matters Arising/Work Programme

16 February 2010 (Special Meeting)

Care Quality Commission Inspection of Adult Social Care

24 February 2010

Quality Monitoring of Care Homes – Annual Report 09/10
Care Assessments and reviews - performance update
Supporting Independence in Bromley Update
Framework contract for Supporting People
Grants report 2010/11
Capital Monitoring report 09//10
Budget Monitoring report 09/10
Matters Arising/Work Programme

14 April 2010

Annual Health Check 2009/10
Supporting Independence in Bromley Update
Draft Portfolio Plan 10/11 and performance update 09/10
Quality Monitoring of Domiciliary Care services – Annual Report
Review of Transition from CYP Services to Adult Services for individuals with disabilities
Findings from the Transport Reference Group
Bromley PCT: Sexual Health Update
Budget Monitoring 2009/10
Matters Arising/Work Programme

22 June 2010

Appointment and Review of Co-opted Members
Supporting Independence in Bromley Update
Review of Allocations Policy and Housing Register Banding
Annual Monitoring Report on Adult & Community Services - Complaints 09/10
Housing and Residential Services 2009/10 Annual Report
Review of Carers Strategy
Matters Arising/Work Programme

27 July 2010

Supporting Independence in Bromley Update
Bromley Safeguarding Adults Board 2009/10 Annual Report
Budget Monitoring 2010/11
Budget Closedown 2009/10
Matters Arising/Work Programme

21 September 2010

Supporting Independence in Bromley Update
Bromley PCT: Update on Primary Care Developments
Budget Monitoring 2010/11
Matters Arising/Work Programme

2 November 2010

Supporting Independence in Bromley Update
Adult and Community Services Mid-year Performance Report
Housing and Residential Services Mid Year Performance Report
Draft Budget
Budget Monitoring 2010/11
Matters Arising/Work Programme

25 January 2011

Supporting Independence in Bromley Update
Contract Monitoring of Care Homes – Annual Report
Budget Monitoring 2010/11
Matters Arising/Work Programme

29 March 2011

Supporting Independence in Bromley Update
Draft Portfolio Plan
Budget Monitoring 2010/11
Matters Arising/Work Programme

Agenda Item 16a

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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