

# **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO DECISION SCHEDULE**



**Monday 26 March 2012**

**at 10.00 am**

**in Committee Room C, Civic Centre, Hartlepool**

Councillor H Thompson, Cabinet Member responsible for Adult and Public Health Services will consider the following items.

**1. KEY DECISIONS**

No items

**2. OTHER ITEMS REQUIRING DECISION**

- 2.1 Working Together for Change – A Review of Day Opportunities –  
*Director of Child and Adult Services*
- 2.2 Social Care Contract – Exception to Contract Procedure Rules –  
*Director of Child and Adult Services*

**3. ITEMS FOR INFORMATION**

- 3.1 Commissioned Services Update – *Director of Child and Adult Services*
- 3.2 Substance Misuse Procurement Update – *Director of Child and Adult Services*

**4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS**

No items

## **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO**

### **REPORT TO PORTFOLIO HOLDER**

**26 March 2012**



**Report of:** Director of Child & Adult Services

**Subject:** WORKING TOGETHER FOR CHANGE – A  
REVIEW OF DAY OPPORTUNITIES

---

#### **SUMMARY**

##### **1. PURPOSE OF REPORT**

To update the Portfolio Holder for Adult and Public Health Services on the review of day opportunities using the Working Together for Change approach.

##### **2. SUMMARY OF CONTENTS**

The report provides an update on progress against recommendations since the Adult & Public Health Portfolio Report, 14 November 2011, including:-

- ◆ Working Together for Change (WTfC) Review - April - July 2011
- ◆ Telephone Consultation with parents and carers - January 2012.
- ◆ Staff Planning Day - 23 December 2011
- ◆ Themed Learning Disability Partnership Board - 13 January 2012.

The report seeks approval to continue engagement with key stakeholders to develop alternatives to traditional day services for people with learning or physical disabilities.

##### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Holder has responsibility for adult social care services, including services for people with disabilities.

**4. TYPE OF DECISION**

Non Key.

**5. DECISION MAKING ROUTE**

Adult & Public Health Services Portfolio, 26 March 2012.

**6. DECISION REQUIRED**

That the Portfolio Holder for Adult and Public Health Services notes the update and approves continued engagement with key stakeholders on the potential future delivery options for day opportunities

**Report of:** Director of Child & Adult Services

**Subject:** WORKING TOGETHER FOR CHANGE – A  
REVIEW OF DAY OPPORTUNITIES

---

## **1. PURPOSE OF REPORT**

- 1.1 To update the Portfolio Holder for Adult and Public Health Services on the review of day opportunities using the Working Together for Change (WTfC) approach.
- 1.2 To seek approval to continue to engage with key representatives to shape and reform day opportunities by exploring alternatives to traditional day service provision.

## **2. BACKGROUND**

- 2.1 WTfC is a tried and tested approach to co-producing change with local people and harnessing the energy and intelligence from that process to drive commissioning and service development activity. It can help to make better use of scarce resources, improve productivity and lead to better outcomes for people by ensuring services provide the things people want and need in the way that makes most sense to them.
- 2.2 WTfC uses person-centered information, most commonly collected from individual reviews or support plans, to shine a light on what is working well for people, what is not working so well and what might need to change for the future.
- 2.3 During April and July 2011 commissioners, providers and people with support needs, their carers and families worked together to analyse and understand the results of 156 person-centred reviews. The group looked at what the information was telling them and the actions required as a result.
- 2.4 In addition to the WTfC event, day service staff undertook a telephone consultation with 156 parents / carers who provided support to people currently accessing day opportunities provision.
- 2.5 The culmination of the WTfC recommendations and the responses received from the telephone consultation were presented to the Learning Disability Partnership Board on 13 January 2012.

- 2.6 There was discussion at the Partnership Board about potential future funding cuts and representatives were asked to provide feedback on the work to date and identify issues for further discussion.

### 3. KEY FINDINGS – WORKING TOGETHER FOR CHANGE

- 3.1 The WTfC methodology extracted data from 156 person centered reviews and unearthed some common themes that are consistent with the national policy drive for personalisation.

- 3.2 Amongst some of the things people say are working:-

- ◆ enabling people to stay connected with family and friends
- ◆ having a choice of activities
- ◆ some degree of routine
- ◆ good staff with the right skills.

- 3.3 Things that are not working well for people:-

- ◆ transport
- ◆ food
- ◆ boredom
- ◆ repetition
- ◆ not getting out and about enough

- 3.4 Things that are most important for the future:-

- ◆ work opportunities
- ◆ maintaining friendships
- ◆ getting out and about
- ◆ feeling valued
- ◆ flexibility and choice

- 3.5 While some people identified “more service” and “a big centre” as their preferred solution, there were relatively few instances of people being obviously wedded to “buildings based services” – people want choice, flexibility, to get out and about more and to stay connected to friends and family – these are not things that have to run from traditional day services.

- 3.6 The times that services are available was identified as an issue for some people and there is scope to review the hours of support and to look at staff contracts.

- 3.7 Transport is clearly an issue for people – which could conceivably be best addressed by focusing on day opportunities being about connecting local people rather than ferrying people to and from a centre – making progress with enabling people to pool their personal budgets, even if the council plays no formal role in this, should help tackle the problem.
- 3.8 There is a very encouraging focus on employment as an aspiration. This fits well with the stated ambition to shift the balance of spend in the direction of supporting people into employment, education and training.

#### 4. KEY FINDINGS - TELEPHONE CONSULTATION

- 4.1 Staff from Hartlepool day services made 152 telephone calls to parents and carers during the week beginning 3 January 2012. The purpose of the consultation was to facilitate discussion on a number of issues including:-
- ◆ Proposed budget saving for 2012/13 and impact on use of external venues.
  - ◆ Allay fears / rumours about any plans to close Warren Road / Cromwell Street.
  - ◆ Feedback and invite comments on the Working Together for Change process, and information provided from other forums.
  - ◆ Listen to carers' thoughts on other issues including short breaks, housing, employment, health and support.
- 4.2 Telephone calls to all parents and carers were made as an alternative to holding meetings to ensure that the majority of people had an opportunity to contribute. The telephone consultation yielded a 94.7% return rate (156 people access day services).
- 4.3 During the calls, staff also took the opportunity to invite all carers to a Themed (Carers) Partnership Board meeting on Friday 13 January 2012, at the Centre for Independent Living
- 4.4 Staff completed a pro-forma to capture the comments from each conversation and a number of issues were identified. These are detailed in **Appendix 1**.
- 4.5 The themes arising from the telephone calls are as follows:-
- ◆ Concern that services may close or reduce
  - ◆ Concern that costs may rise
  - ◆ Concern about change and the impact on the most vulnerable
  - ◆ People commented on the importance of good consistent staff

- ◆ Concern around the cost of transport, food, and care
- ◆ Most people understood why savings needed to be made

## 5. KEY FINDINGS - STAFF PLANNING DAY

- 5.1 On 23 December a planning day was held with 33 day service staff.
- 5.2 Staff were encouraged to think about how good quality, personalised services could be provided / maintained against a number of challenges including the current financial climate.
- 5.3 Summary of the day
- ◆ Informing staff of the budget position for 2012/13
  - ◆ The recognised need to understand what is meant by day services
  - ◆ Increasing flexibility and responding to assessed need
- 5.4 As a result of the day a number of key themed working groups have emerged:-
- ◆ Information and engagement
  - ◆ Workforce development
  - ◆ Arts provision
  - ◆ Innovation and Creativity
- 5.5 Staff agreed to report on progress against these themed working groups to the Learning Disability Partnership Board in July 2012.

## 6. HARTLEPOOL LD PARTNERSHIP BOARD – CARERS THEMED MEETING

- 6.1 Information from the WTfC process & telephone consultation was presented to people attending the Carers themed meeting on 13 January 2012. A number of issues were raised and officers from the Council put time aside during the meeting to address a number of concerns.
- 6.2 During the LDPB meeting eight facilitators provided feedback to the board on a range of issues. Members of the board provided initial responses on a range of key issues on the day.
- 6.3 Members of the LDPB agreed to address issues and a copy of the response is attached at **Appendix 2**.

6.4 The themes following the LDPB event identified similar concerns raised during the telephone consultation, these are summarised as:-

- ◆ Concern about the impact of change
- ◆ Cuts to funding affecting all, including Private and Voluntary Sector
- ◆ We have seen a reduction in people using day services, where are they going?
- ◆ Can we look at transport, how much does it really cost?
- ◆ Staff have built up good relationships, any change will hamper this.
- ◆ Can people give more to keep their jobs?
- ◆ We should make better use of our buildings
- ◆ Do we have alternatives to woodwork?
- ◆ Can we be involved in future consultation?
- ◆ Can we look at bringing services together?
- ◆ What are the current gaps, and what do we duplicate?
- ◆ Communication is a problem
- ◆ Can we have a list or menu of services?

## 7. EQUALITY AND DIVERSITY

7.1 An impact assessment was completed focussing on the potential to relocate elements of the day service; in particular the assessment focused on the potential impact where services were exposed to private leasing arrangements and where the issue of physical access had been raised as a concern. The assessment is attached at **Appendix 3**

## 8. NEXT STEPS & ACTION

8.1 A number of parents / carers & staff wanted to explore the possibility of developing different delivery models such as Local Authority Trading Companies, Social Enterprises or Community Interest Companies and are keen to work with council officers to address the issues and concerns raised through consultation. A number of small groups will be established to take this work forward and will report back to the Learning Disability Partnership Board.

8.2 Any changes to service will involve further consultation with people affected and their parents / carers.

## **9. RECOMMENDATIONS**

- 9.1 That the Portfolio Holder for Adult and Public Health Services notes the report and agrees the next steps and actions, which include continued engagement with key representatives to shape and reform day opportunities by exploring alternatives to traditional day service provision.

## **10. CONTACT OFFICER**

Neil Harrison  
Head of Service – Adult Social Care  
**Email:** neil.harrison\_1@hartlepool.gov.uk  
**Telephone:** 01429 284371

## Appendix 1

### Issues, Concerns and Comments From Telephone Consultations

Worried about cuts affecting peoples disabilities	Understand why savings need to be made
Are day services closing all together (is this just the start?)	If we close the service will we have more money to meet need
Will the number of days people attend start to be cut?	Why can't staff work more flexibly?
How will the CIL redevelopment impact upon people	CIL is a pleasant space
We need alternative buildings to go to	Councils should use buildings they own instead of renting from other landlords
Impact of decisions on wellbeing of individuals	People can adapt well to changes
Things have turned full circle we are going back in time	I want a job
Concerned about increasing charges i.e. food and transport	If costs go up will my budget rise
Concerned about impact on staff and will staff support be consistent	Who keeps an eye on the private providers
Needs to keep the service	I understand the arts will still be provided
Decisions have already been made	No concerns or questions
I want to be kept updated	I didn't get a call
What are individual budgets spent on	I know what support I get
Will contact local press, social workers, MP	Can we find a better way to communicate
Concerned about transport	Can parents provide more help with transport
Working together for change What is it? What was the cost for it? Why did we use other agencies?	I am aware of it

**Group 1**

<b><u>COMMENTS / QUESTIONS</u></b>	<b><u>RESPONSES</u></b>
<b><u>Where we are now</u></b>	
Budget cuts	No further cuts are planned for 2012/13.
More people living on their own.	There has been a reduction in people living in unsettled accommodation and more people being supported to live in the community.
Having a life and accessing services.	This is a very important aspect of what we intend to seek further consultation on.
Local Authority, private and voluntary.	Need to look at value for money, and opportunities for choice.
Better relationship with Primary Care Trust for fully health funded service users.	The LDPB may want to make contact with the new Health and Well Being Board in the future.
<b><u>Issues / Concerns</u></b>	
Service closures.	A number of people raised this issue, having seen the impact in other Local Authorities.
Difficulty understanding.	We aim to communicate effectively with all.
Worrying times	A number of people raised this issue.
Quality of service may suffer.	It will be important to ensure that quality of services is maintained and this can be challenging when funding cuts need to be made.
Building capacity / Accessibility.	Some of our services have problems with access But we are looking to address this.
Independence.	This needs to be at the heart of our decision making.
Choice restricted.	How can we encourage informed choice and decision making?
Not isolated.	We need to focus on making better use of the community resources available.
<b><u>Impacts</u></b>	
Anxiety.	We recognise that parents and carers are concerned.
People don't like change.	We will do all that we can to mitigate risks and support people through any changes.
Effects behaviour.	Do we have staff with the right skills to support people?
People become unhappy.	We would welcome any suggestions about how we improve communications.
Carers become stressed.	The Council recognises and values the vital role played by carers and support is available.
Pressures on staff and services users.	All Local Authorities are facing financial pressures and the funding cuts have had a significant impact in Hartlepool.
Isolated due to cuts.	We need to focus on making better use of the community resources available and reducing isolation where this is an issue.

## Group 2

COMMENTS / QUESTIONS	RESPONSES
Is all this complete waste of time (PR) if it's already cut and dry?	<p>At the recent LDPB meeting Neil Harrison told us that we do need to find £30,000 savings from day services and whilst some decisions have already been made and could be termed as being "cut and dry", there is still the opportunity to influence where and how changes are made.</p> <p>He added that a meeting would be set up regarding Handprint Art Studio with a possibility of merging the service with something else. Neil added that investment could be made in services if it would help to make savings in the long term.</p>
Private sectors have already had their hours cut so if day services reduce/close where will people be supported. (Supported people) (PCP is out the window).	People will continue to be assessed and have their needs identified using the self directed support process. We will need to continue to ensure we allocate resources to meet assessed need.
People can not easily adjust to change, which affects behaviour. (Autism!!)	This is correct, and why it is important for us to involve all people where change is happening. Any plans around service changes that may affect individuals are raised at Multi Disciplinary Team meetings. Staff within day services also use communication passports to pass on individuals needs, issues, concerns etc to care staff. This helps to ensure that good quality care and consistent support is maintained.
What alternatives will there be when Brougham, Handprints and Cromwell close?	<p>At the recent LDPB meeting Neil Harrison explained that there are no plans to stop the activities currently offered at Cromwell Street or Handprint Arts Studio. Consideration is however being given to the possibility of moving some activities to the Centre for Independent Living (CIL) which would save on rental and utility charges currently incurred and also improve disabled access. No final decision has been made. Neil advised that we are on target to make an income of £20,000 from leasing rooms/space at the CIL which could be used to offset this. He added that this could minimise the impact of losing buildings, but there are some issues regarding access to some buildings and staff support.</p> <p>If Brougham closes, we will work with individuals who access the service at the moment to identify their needs and how these can best be met. This may include college courses, employment opportunities, the Waverley Terrace Allotment Project or accessing other services in the community. It is also possible that another provider will take on the services at Brougham.</p>
Sizes of Warren Road and Havelock have reduced. Where are the people going to go?	It is true that we now have buildings that are no longer just about providing day opportunities. We have lots of different organisations sharing with us, but we do still have capacity to support people at both these sites.

	<p>There is no change planned at Cromwell Street at the moment so we can also use that building. We are in addition looking at the rooms that staff and the management team use to see if we can free up more areas for activity.</p> <p>The number of people accessing our day services has gone down. At the same time we have seen activity increase over several years at places such as Waverley Terrace Allotment, Hartlepool College of Further Education (HCFE), SYMO, Roaring Mouse and at places provided by the private and voluntary sector.</p>
Look at saving money with transport, but individuals!!	<p>We think this is about looking at how we can make better use of 'in house' provision for transport. We have reduced the costs over the last couple of years but we need to do more.</p> <p>We are also encouraging people to use their individual budgets to access a range of different transport options and supporting people with training to travel more independently.</p>
Redundancies in staff will affect individuals due to trust – build good working relationships with the person and the families.	<p>Chris Horn told us at the recent LDPB meeting that there are no plans at the moment to make staff redundant. Chris told us that it is important to have consistency in support and this would need to be considered in any proposed changes.</p>

### Group 3

<u>COMMENTS / QUESTIONS</u>	<u>RESPONSES</u>
How can the service go forward if you are cutting back?	Lots of organisations and charities and all local authorities are being asked by the Government to provide the same level of services or more with less money and resources. It is a challenge but with the help of the Partnership Board and the staff teams we are trying to ensure that services do "go forward". We will need to think very carefully about how we continue to meet people's needs in these difficult times. Many Local Authorities have asked Partnership Boards to be mindful and adjust expectations.
Where are the people going to go?	Our first piece of work has looked at making best use of our local resources; we will be building on this work over the next 6 - 12 months and we will involve people with our proposals and plans. The Local Authority will be looking at its functions and capabilities over coming months to look at what we are good at providing and what our strengths are. We will work in partnership with others to look at provision across Hartlepool to ensure we get best value.
Hospitals are shutting and want to save services.	<b>Further information on the Momentum project can be found here:-</b> <a href="http://www.momentum.nhs.uk/momentum/whereWeAreNow.html">http://www.momentum.nhs.uk/momentum/whereWeAreNow.html</a>
People can give more to keep their jobs.	Whilst staff restructures took place in 2009 we will be looking again to ensure we have a structure that meets our service intentions. This is about the numbers of staff, level of skill, and specific roles and abilities.
Maintain what we have.	This may not be possible. Many people have expressed a wish to, or already have reviewed and changed the way they receive their support through the use of personal budgets. However, we do recognise that some people will continue to want to have their support provided through current arrangements. This is going to be really challenging in the current financial climate.
We should make better use of buildings.	Great idea, this is something we are actively pursuing. A good example of this is that we are using the CIL to generate income by using it on evenings and weekends.
We've fought for years to keep services and now they are being taken away.	Yes, we understand that people have been very supportive around the services they have received. We hope that we will be able to maintain a vehicle for you to raise your concerns and hope you will continue to be listened to. We will also encourage people to attend other local forums within the town to make their views known.
It should be what the service user wants not what parents/carers think they want/should do – modernise services.	This is very important however the wishes and aspirations of both services users and parents/carers need to be considered.

<p>What are care managers going to do to find alternative services (woodwork)?</p>	<p>Chris Horn suggested that people may wish to pool their budgets to fund specific support and enable an activity to take place. He added that this would need to be discussed further in the future but could be another possibility.</p>
--	---

## Group 4

COMMENTS / QUESTIONS	RESPONSES
<p><b>Budget:</b></p> <p>Handprint - Look at "Handprint" to produce its own revenue. How much does Handprint cost Social Services? Can we find out costs overall?</p>	<p>On average there are eight people attending the Handprint art studio every day.</p> <p>The total (maximum) number of people accessing the studio from 'in house' day services is 28 (the same people).</p> <p>This equates to 78 people across the week.</p> <p>The figure does not include people with higher and additional support needs from both within Hartlepool day services and also external to HBC day service provision (precise numbers not known).</p> <p>There is one member of staff working there each day. The day service expenditure on materials is about £400. Rent is £125 a week (£6,500 per annum). Utilities i.e. gas and electricity cost about £300 per month for both Handprint and Cromwell.</p> <p>There are other costs to running the Handprint project which are not immediately apparent. This could include things like, Insurance, maintenance, management, and health and safety. Because these are provided or procured as part of a larger council contract the full costs to providing these are not known</p> <p>The Illustrative costs to run the group at another location such as at the CiL or Surtees Street would be as follows:</p> <p>Staffing: £25,000 (with add on costs)</p> <p>Management: £7,612 (estimated cost based on Handprint been 7% and 14% of managers/ team co-ordinators time/responsibility)</p> <p>Transport : £5,538 (estimated cost based on 12.5% of bus hire and 50% of carer/drivers time)</p> <p>Staff Cover: £2,500 (estimated cost to day service covering sickness/holidays based on providing cover 10% of the time)</p> <p>Materials £400</p> <p>Estimated cost of running the service at Handprint is £48,800</p> <p>Estimated cost of running the service at CiL is £41,100</p> <p>Rent for Cromwell is £200 per week and Brougham is £320 a month. Rob Ryan agreed to provide numbers and staffing for Cromwell and Brougham.</p>

	We will set up a working party to look further at this and would appreciate representation.
Brougham – is it going to be transferred to Pathways, if so, will it be the same staff? Where is it going to be relocated to?	There are no plans for the woodwork activity that is currently undertaken at Brougham Enterprise Unit to be transferred to Pathways. There are a number of individuals who have expressed an interest in working on the allotment site, care managers are able to facilitate this if people are interested.
Warren Road – Are we going to be consulted initially on any future changes?	Yes absolutely and as mentioned in a previous question we hope to set up working parties soon to explore future options.
Can the two buildings (Brougham and Handprint) be worked out of one unit?	Yes this is a possibility but we would need to look at this further.
We are going back to using day services instead of being out in the community doing other things.	There is a need to understand how people are spending their time, both within Council buildings and within the community. We will be exploring how we address these concerns as part of future consultation.

## Group 5

COMMENTS / QUESTIONS	RESPONSES
Do we need a Mayor?	<p>Councillor Ged Hall stated we often hear “why do we need a mayor” and he informed members that if we were to lose the Mayor it would save £1 out of every £200 that we need to save so we need to look at the scale of the savings needed. Similarly, if Councillor’s allowances we were stopped there would be very little impact given the scale of the savings that the Council needs to make. Councillor Hall stated that all comments received were valued and appreciated.</p> <p>A carer stated that she felt it was not that people don’t believe in Councillors, but it is the way budgets are spent that cause concerns, she added this was meant in respect of higher decisions not just local decisions.</p>
How do we ensure change is communicated effectively to people with learning disabilities?	<p>Neil Harrison informed everyone that any changes would be communicated through the following;</p> <ul style="list-style-type: none"> <li>• Learning Disability Partnership Board</li> <li>• Carers Forums (Leigh Keeble)</li> <li>• Staff Supporting Carers</li> <li>• Social Media</li> <li>• HBC Website</li> <li>• Post</li> </ul> <p>Neil added that ways of communicating issues would also be looked into.</p>
We need to ensure that information is clearly communicated to all in a timely manner to prevent gossip/”Chinese whispers”.	<p>We think this question relates to the role of staff as a similar question (see above) has been answered in relation to people who access day opportunities.</p> <p>We are currently talking to staff (and improving internal communication) about the impact of passing on information that is not factually correct. Staff as professionals know of the impact upon service users, families and carers in regards to day services and strive to correct any inaccurate information that is passed around. We do stress this at team meetings and also at staff development days</p>
Changes need to be planned effectively to ensure smooth transitions.	Agreed, and we are looking at how transitions will be managed during this difficult time.
Are further consultations planned before 2013/14?	Yes we will continue to use the Partnership Board and other vehicles to consult.
Use of social medial to capture/ensure wider audience.	Good idea, and we have already started to use some of these methods to capture peoples thoughts.
What do we fill gaps in specialist provision with when services possibly close?	Individuals will continue to receive an assessment of need. We will need to ensure that, where relevant, the right professionals are involved.

Maintain standards, client led.	A lot of work has been done to address service standards. For example National Autistic Society (NAS) accreditation for Warren Road, peer advocacy, as well as the encouraging feedback through user forums, questionnaires, and the Partnership Board.
What happens to child services?	All services are being asked to look at their existing provision and services and will have to review their provision and look for savings for 2013/14 and beyond.
Involves young carers / parents of children with disabilities.	The LDPB will welcome all views from young carers / parents of children with disabilities.
Should members of the Local Authority staff be involved / working with private companies / who do provide same type of service? Is this a conflict of interest?	<p>There are clear guidelines within the local authority to address these issues.</p> <p>All employees who have interests that could potentially have a conflict or bearing upon their HBC duties have to write to their departmental director to inform them of any external interests. This notification is also copied into the Human Resources department.</p> <p>Departmental management teams would look to see what influence the staff member would have or if any conflict would exist when working for external organisations to HBC and minimise that influence or impact</p>

## **Group 6**

<b><u>COMMENTS / QUESTIONS</u></b>	<b><u>RESPONSES</u></b>
How many people have been contacted in relation to their views? (not everyone received a phone call)	Darran Hutchinson explained that on 3 January 2012, 152 carers were contacted by telephone regarding the savings / efficiencies for 2012/13 in respect of day services. The conversations also included the 'Working Together for Change' review of day services and employment. This looked at 156 person centred reviews from people using day service provision. In addition 30 carers attended the recent Learning Disability Partnership Board meeting and put forward their views to Council staff.
How are services going to be affected?	It is difficult to say as yet, we have no plans drafted, and are unaware of the savings we will need to make for 2013/14. We do recognise however that because we have already made savings in previous years there will be difficult decisions made which will have an impact on future service provision.
How will we ensure the impact of any changes will not affect people with learning disabilities (people with disabilities do not cope well with change)?	We will try to reduce the impact as much as we can, this will be difficult and changes will need to be made. It is hoped through careful planning and good staff support that this will be minimised.

## Group 7

COMMENTS / QUESTIONS	RESPONSES
<b>Re: Concerns of cutting the day's people can attend day services.</b>	
People have a budget and can use this to access any day service provision. As long as it is within their budget.	This is correct however the true unit cost of day provision is currently subsidised, We will look at this during the forthcoming year so people are aware of the true cost of service and will be better informed so they can deploy their budget according to need.
Would they look to reduce the number of days the day centre is open to cut costs on electricity, gas, staff.	This could be something we could look at and we will be looking at all ways to reduce costs and work more efficiently. Nothing has been ruled out at this time.
Could people do money raising events to keep things that are important to them?	Yes and again we will be looking to see how we could use this suggestion to encourage greater community support and involvement.
How much was saved in money at the end of the financial years and has this gone into the "flexible pot".	The Child and Adult services dept were asked to make savings of around £2.7 million, with £1.6 million coming from adult services. Day services for people with learning disabilities contributed around £30,000 of this and the impact on services was reduced because of the impact of income at the CIL (£19,000). The impact has been minimal to date, but we can't guarantee this will be the case in the future.
Is there a list of what is on offer to use their budget on?	We will be providing this in order to ensure people are aware of what is on offer within Hartlepool.
As long as services are relocated and not closed I will be happy.	There are no plans at present to close any day services (Warren Road / Havelock). Some services or activities may need to be relocated, outsourced or changed due to lack of demand.

## **Group 8**

<b><u>COMMENTS / QUESTIONS</u></b>	<b><u>RESPONSES</u></b>
Feel like original members are being pushed out of the centre because of costs and because rooms are being used for other things.	We are aware that a number of changes have resulted in limited space within the CIL for example; we are actively working to encourage the local community to become involved with activities. We need to ensure that more people use the facility to ensure we get the best use of our resources.
Don't like sharing the building but understand why we have to.	We appreciate that a lot of change has happened and will happen over the next several months. We will continue to engage and support people where concerns arise. It needs to be recognised that the successful use of both Warren Road and Havelock is as a result of the support and co-operation of all its partners.
Worried there aren't enough new referrals for people to use this building.	We will need to look at this in more detail and see how we encourage appropriate referrals. For example Warren Road is able to provide a specialist environment and unique selling point as they are working towards NAS accreditation.
People still have to pay during bank holidays when the service is closed, where does this money go?	The cost of the service is based on the current provision of 48 weeks of the year. This takes into account staff holidays, training and other overheads. Where people require support during for example bank holidays, care managers are able to support people to look at alternative provision if required. There is an additional cost to provide this.
Concerns that families will have to pick up the pieces if services change and there is no addition to existing support for carers.	This is a very valid point; carers play a crucial role in providing natural unpaid support. We will continue to recognise carers and offer support where needed.

## 2.1 Appendix 3

### Impact Assessment Form

Department	Division	Section	Owner/Officer
Child and Adult Services	Adult Social Care	Day Services	Jill Harrison
Function/ Service	Day Service Buildings		
Information Available	<p>Hartlepool Borough Council Day Services provides support to people with learning disabilities, physical disabilities and long term conditions. The service is provided through a number of buildings across Hartlepool but the management and administration of the service is via Warren Road Day Service located in the Brus Ward of Hartlepool and Havelock Day Centre based in the Centre for Independent Living in the Burbank Estate.</p> <p>Currently there are 156 people with disabilities accessing in-house day services - this number has remained relatively static although the number of sessions that people access changes dependant on other activities such as employment and college attendances. There is however, a growing trend that the number of sessions that individuals attend over the week has gone down.</p> <p>Hartlepool Day Services offer a number of activities which include: care and support; arts; leisure activities such as bowling and swimming; daily living skills; and social interaction opportunities.</p> <p>Valuing People 2001 led to a process of day service modernisation which saw a number of more traditional day service activities such as metal work, education and drama being delivered in more appropriate settings within the community. Valuing People and the emergence of personal budgets and direct payments to allow individual choice and control has seen the emergence of organisations such as Roaring Mouse and SYMO providing user led activities.</p> <p>These developments have led to day services in Hartlepool for people with disabilities moving away from building based services to become increasingly personalised and community focused and based on person centred plans. This is evident in data available on the social care data system, CareFirst, which shows people accessing a range of activities including employment link, walking groups etc., i.e. services not provided through Hartlepool day services.</p> <p>There are approximately 130 people with a learning disability accessing Hartlepool day services. Of these, 28 people with a learning disability access Handprint Arts Studios on a weekly basis. The average daily attendance is 8 people. This service is supported by 1 member of staff a day.</p> <p>Handprint was established in 2006 to engage with adults with learning disabilities to express themselves through a range of arts activities. Handprint provides arts workshops as part of the day services. It moved to its current location in Surtees Street in August 2006.</p> <p>The building is not owned by the Council and costs £6,500 per annum rent plus approximately £150.00 per month utilities.</p> <p>The day service facility based at Brougham Enterprise Unit is</p>		

specifically for woodwork and has been operating for over 10 years. The total number of people accessing the woodwork session at Brougham Enterprise is nine. All of the group are male and the majority (5) are over 60.

Over the years the objectives of the unit have changed. In its history, the focus of the unit was around designing and building garden furniture. This later progressed to the restoration of old furniture. In more recent times, the key objectives have become blurred. We have had anecdotal evidence that many who access this service do so for social reasons rather than woodworking.

Brougham Enterprise Unit costs £3,840 per annum (including lease and utility costs).

In response to the changing national and local climate around the personalisation of adult social care and more recently, the Comprehensive Spending Review and budget cuts in local government spending, the Council has had no alternative but to look at all services including day service provision. Over recent years there has been a tendency to 'salami' slice money out of services and this has happened in day services. This approach is not sustainable over the coming years with increasing expectations of budget reductions. The service has to look at different ways of delivering activities and ensuring people's needs are met whilst trying to minimise the impact on service users and carers and staff.

A current area for review is where services such as Handprints and woodworking are being delivered in buildings that incur rent and utility costs in addition to those buildings already owned and operated by the council. There is no plan to cease the arts facility, rather to relocate it.

One key aim of day services should be to provide inclusive open services that individuals who either receive a personal budget or wish to access those activities can get to. Research has shown that there are many benefits to individuals in being part of the wider community rather than being separated because of a disability. Handprint Studio has become very much a facility for people with learning disabilities. Because of its location in an older building, it is not accessible to either people with a physical disability or to some with long term conditions.

The plan is to move the Handprint service from its current location in to a newly created space in the Centre for Independent Living (CIL) in Burbank Street. The centre is accessible and has 'changing places' facilities.

Whilst it could be argued that this proposal would suggest a move back to more traditional centre based day service provision, this is not the case. Staff are working with officers from cultural services to develop the art space and create an arts hub so enhancing the service. There will be exhibitions and artists using the room. The space will be available for community use and will provide arts opportunities for anyone who wants it including people with physical disabilities and learning disabilities.

With regards to the woodworking service at Brougham Enterprise Unit, there is no plan to continue to offer this service as part of Hartlepool

<p><b>Relevance</b></p> <p><i>Identify which strands are relevant to the area you are reviewing or changing</i></p>	<p>Day Service as demand is low. If the service was to be withdrawn from the Unit, 3 months notice would need to be given. Each individual user will be supported by their care worker to look at their support plan and see what other activities are available to ensure that their needs are met.</p> <p>It should be noted that Hartlepool Day Services also currently leases a unit in Cromwell Street. Any decision on the future of Cromwell Street has been deferred as at the current time revenue from the CIL is used to supplement the building. The reason that there are no immediate plans to cease operating at Cromwell Street is that whilst it mainly acts as a base for education for people with learning disabilities, in contrast to Handprint Studio and Brougham Enterprise Unit, it is a flexible, multi-use site which can be used for a range of activities.</p> <p><b>Consultation</b> - discussions about the future of day services generally, have started. Staff, service users and carers have been asked and will continue to be asked to consider how best to ensure that in the current budget climate, the needs of the people who receive services are met and that there are meaningful opportunities for people to participate in a range of activities. As part of these discussions the current proposals in terms of ceasing the rent of spaces such as Handprint Studio and Brougham Enterprise unit has been raised.</p> <p>The specific consultations exercises have been: the Working Together for Change event at which, using data from 60 learning disability reviews, the review of day services started with 21 service users, carers, commissioners and providers of services; day services staff development day attended by 33 members of staff, where discussions on budgets and the future of day services took place; telephone interviews with 152 carers of people who access day services (despite attempts, 4 people were not contacted); and the Learning Disability Partnership Board attended by over 75 people which focused on carers issues in relation to day services. In all of these consultations a number of key themes emerged:</p> <ul style="list-style-type: none"> <li>▪ The rumoured closure of day service provision - particularly the service at the Havelock Centre and Warren Road</li> <li>▪ The recognised need to develop more day opportunities</li> <li>▪ An emphasis on the continued need for employment and training opportunities.</li> <li>▪ The need for more flexible opportunities including activities in the evenings and at weekends</li> <li>▪ The problems with transport</li> <li>▪ General concerns around poor communication which leads to rumours.</li> </ul>	
	Age	✓
	Disability	✓
	Gender Re-assignment	
	Race	
	Religion	

	Sex		
	Sexual Orientation		
	Marriage & Civil Partnership		
	Pregnancy & Maternity		
Information Gaps	None		
What is the Impact	See below		
Aim 1: Eliminate unlawful discrimination, harassment, victimisation, and any other conduct prohibited by the act.			
Not applicable			
Aim 2: Advance Equality of opportunity, between people who share protected characteristics and those who don't.			
By providing a more accessible place for arts activities, the activity can be extended and offered to others with shared protected characteristics.			
For people accessing the woodworking activities, other alternatives will be examined to ensure that people's social interaction needs are met.			
Aim 3: Foster good relations between people who share a protected characteristic and those who do not share it.			
With the arts activities being more community focused it will reduce isolation and encourage good relations.			
For those accessing the woodworking activities, people will be supported in accessing other opportunities (including Tram Shed) which are more community based so potentially fostering good relations.			
Addressing the impact	1. No Major Change ✓		
	2. Adjust/Change		
	3. Continue as is		
	4. Stop/Remove		
Action identified	Responsible Officer	By When	How will this be evaluated?
Monitor access to new facility	Chris Horn	Ongoing	Through attendance figures
Ensure individuals are supported in decisions about alternative provision	Neil Harrison	As required	That users are happy with alternate provision.
Date sent to Equality Rep for publishing		Updated 27/02/2012	

## **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO**

26 March 2012



**Report of:** Director of Child and Adult Services

**Subject:** Social Care Contract: Exception to Contract  
Procedure Rules

---

### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To seek the Portfolio Holder's approval to make an exception to Contract Procedure Rules in respect of a social care contract.

#### **2. SUMMARY OF CONTENTS**

The report provides information on the contract, the financial impact and the justifications for making an exception to the Rules.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

Any exception to Contract Procedure Rules must be agreed by the appropriate Portfolio Holder.

#### **4. TYPE OF DECISION**

Non Key

#### **5. DECISION MAKING ROUTE**

Decision by Adult & Public Health Services Portfolio Holder – 26 March 2012.

#### **6. DECISION REQUIRED**

That the Portfolio Holder agrees to make an exception to Contract Procedure Rules for the reasons set out in section 3 of this report and grants permission to enter into a new twelve month agreement with the current provider.

**Report of:** Director of Child and Adult Services

**Subject:** Social Care Contract: Exception to Contract Procedure Rules

---

## **1. PURPOSE OF REPORT**

- 1.1 To seek the Portfolio Holder's approval to make an exception to Contract Procedure Rules in relation to the contract for rehabilitation and transitional care with West View Lodge Care Home.

## **2. BACKGROUND**

- 2.1 The current passage of the Health and Social Care Bill through the Houses of Parliament will potentially result in the commissioning of health services being undertaken by Clinical Commissioner Groups (CCGs) rather than Primary Care Trusts (PCTs). This is creating uncertainty over future commissioning arrangements for existing joint arrangements between the Council and Hartlepool PCT.
- 2.2 One joint contract for services commissioned for the benefit of adults is due to come to an end and it is not felt appropriate to re-tender this service at the present time because of the unknown impact on future commissioning arrangements by the introduction of CCGs.

## **3. CURRENT ARRANGEMENTS**

- 3.1 The Council has had contractual arrangements in place, with Four Seasons Healthcare, since June 2008 for a service that is jointly funded by the Council and Hartlepool PCT and supports people on discharge from hospital. It provides a period of rehabilitation and facilitates transition, supporting people to return home, move to extra care provision or to residential care, with a focus on enabling people to retain the maximum level of independence possible. The current contract ends on 31 May 2012.
- 3.2 The rehabilitation and transitional care service is provided in the twenty bed Jubilee Unit in West View Lodge Residential Care Home with 12 transitional care beds and 8 beds for rehabilitation. Rehabilitation beds are used for those people who require a programme of physical therapy to maximise their functional ability whereas the transitional beds support timely discharge from hospital and prevent premature entry into long term residential care.
- 3.3 The service has established links with Multi Link, Rehabilitation Services, Rapid Response Nursing, the Re-ablement Team, Care Managers and

Accident & Emergency and includes a dedicated Personal Activity Co-ordinator to provide activities appropriate to each individual's rehabilitation and transitional care needs. The staff team on the Unit also includes a dedicated Unit Manager, senior carers and care assistants providing 24 hour support.

- 3.3 Physiotherapists, Occupational Therapists, care staff and nurses attend a daily handover meeting to ensure that all relevant professions are informed of progress for each individual and can agree changes to the care and support as necessary.
- 3.4 The service has a clear focus on recovery and enablement. Care staff work alongside therapy staff throughout the day which develops good rehabilitative approaches to care and builds a common understanding of condition management, appropriate moving and handling techniques etc. The training and guidance provided to care staff embeds the culture of re-ablement.
- 3.5 Recorded outcomes show that almost 60% of those who receive rehabilitation at West View Lodge return home compared to 30% who receive therapy services in other care homes. Individuals who receive transitional care in the dedicated unit at West View Lodge are less likely to be permanently placed into a care home than those who receive their care elsewhere.
- 3.6 Access to gym equipment is important in effective rehabilitation especially in the early stages of recovery and having access to an on-site gym in West View Lodge enables more effective therapy. 90% of people who have undertaken a therapy programme in West View Lodge have demonstrated significant improvement in their functional mobility
- 3.7 The future commissioning of rehabilitation and transitional care is linked to work that is currently underway with Hartlepool PCT and the shadow CCGs. Plans are not yet finalised and further work is needed to understand the requirements of the PCT/CCG and the subsequent funding. As a result, the Department is not in a position to undertake a full tender process at this time but would expect to undertake a full procurement exercise in late autumn 2012 with a view to awarding a contract to commence in June 2013.
- 3.8 An exception to the contract procedure rules is being requested to allow the Council to enter into a new jointly funded agreement for 12 months from 1 June 2012 with Four Seasons Healthcare for the continued delivery of the service in its current form. If granted, a report would go to Contract Scrutiny Committee for information.

#### 4. FINANCIAL CONSIDERATIONS

- 4.1 Financial considerations are set out in confidential **Appendix 1. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to information)**

**(Variation Order 2006) namely, (para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).**

## **5. RECOMMENDATION**

- 5.1 That the Portfolio Holder agrees to make an exception to the Contract Procedure Rules for the reasons set out in section 3 of this report and grants permission to enter into a new twelve month agreement with the current provider.

## **6. CONTACT OFFICER**

Phil Hornsby  
Head of Service  
Tel: 01429 523944  
E mail: [phil.hornsby@hartlepool.gov.uk](mailto:phil.hornsby@hartlepool.gov.uk)



## **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO**

Report to Portfolio Holder  
26 March 2012



**Report of:** Director of Child and Adult Services

**Subject:** COMMISSIONED SERVICES UPDATE

---

### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To update the Portfolio Holder on current issues within adult social care commissioned services and future priorities.

#### **2. SUMMARY OF CONTENTS**

The report provides a quarterly update to the Portfolio Holder on the following issues:

- Care home status, occupancy levels and work being undertaken during 2011-2012.
- Domiciliary care services

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Holder has responsibility for adult social care provision.

#### **4. TYPE OF DECISION**

Non-key

#### **5. DECISION MAKING ROUTE**

Adult and Public Health Services Portfolio Holders on 27 March 2012.

#### **6. DECISION(S) REQUIRED**

The Portfolio Holder is asked to note the report and to receive further updates on a quarterly basis.

**Report of:** Director of Child and Adult Services

**Subject:** COMMISSIONED SERVICES UPDATE

---

## 1. PURPOSE OF REPORT

- 1.1 To update the Portfolio Holder on the work undertaken, issues and priorities for commissioned services in 2012.

## 2. BACKGROUND

- 2.1 It has been agreed that there will be a quarterly report delivered to the Portfolio Holder regarding regulated and non-regulated adult social care commissioned services.

## 3. CARE HOMES OLDER PEOPLE

- 3.1 There are 21 older people homes in Hartlepool and information from the latest occupancy survey completed in December 2011 is attached at **Appendix 1**.
- 3.2 In summary the survey indicates the following levels of occupancy in the homes:
- 9 homes have occupancy levels in excess of 90%
  - 6 homes have occupancy levels between 70% - 90%
  - 6 homes have occupancy of levels than 70%
- 3.3 The occupancy levels of homes which provide nursing has been increasing over the last year. The table below is a breakdown of all older people care home services taken from the 2011 occupancy surveys and demonstrates the high level of occupancy through 2011 for nursing beds:

	March	June	Sept	Dec
Residential Elderly Occupancy	77%	78%	78%	79%
Residential EMI Occupancy	85%	80%	88%	84%
Nursing Elderly Occupancy	90%	93%	90%	97%
Nursing EMI Occupancy	95%	88%	100%	97%

- 3.4 There is currently a moratorium on new placements to Lindisfarne Care Home due to a number of issues that the Council and the care home proprietors are working together to resolve.
- 3.5 As reported to the Portfolio Holder in January a programme of unannounced visits was completed for all older people's residential services. The visits focused on meals and nutrition, activities within the home, general appearance of the home and also reviewed staffing levels at the time of the visit. The times of the visit varied across the homes and included weekends and out of hours.
- 3.6 Key messages from the visits are:
- There is a good selection of food available at meal times all homes provide choice according to dietary requirements, and hot/cold drinks are available throughout the day.
  - A small number of homes do not have dedicated activity co-ordinators, but in those homes it was clear that it was the responsibility of all staff to be involved in activities.
  - Generally all the homes were of good appearance and any issues that were observed by the officers during the visit were highlighted to the manager and dealt with accordingly
- 3.7 The Quality Standards Framework verification visits are now in progress and are due for completion during April 2012. Once complete the findings will be used to determine the gradings and fee rates for 2012
- 3.8 A new contract with outcome based specifications is nearing completion and will be implemented from May 2012, with fees linked to quality grading.

#### **4. LEARNING DISABILITY CARE HOMES**

- 4.1 Of the 7 learning disability care homes in the borough that the Council contracts with there is an average occupancy level of 95%.
- 4.2 There are no contractual issues with any of the care homes.

#### **5. MENTAL HEALTH**

- 5.1 There are 3 homes in the borough that accommodate adults with mental health problems with overall occupancy level of 78%.
- 5.2 There are no contractual issues with any of the care homes.

**6. DOMICILIARY CARE**

- 6.1 The Council contracts with 6 domiciliary agencies who provide care and support to people in their own homes and the community
- 6.2 Currently the providers are performing well and there are no identified problems

**7. RECOMMENDATIONS**

The Portfolio Holder is asked to note the report and to receive further updates on a quarterly basis.

**8. CONTACT OFFICER**

Brian Ayre  
Commissioned Services Manager  
Level 4, Civic Centre  
01429 284264

### 3.1 Appendix 1

#### INDEPENDENT SECTOR RESIDENTIAL/NURSING HOMES - OCCUPANCY SURVEY 31st Dec 11

Summary of Registered Beds and Occupancy Levels													
Home Type	Elderly Beds.	Elderly Occ.	EMI Beds	EMI Occ.	P. Dis. Beds	P. Dis. Occ.	L. Dis. Beds.	L. Dis. Occ.	M. H. Beds	M.H. Occ.	Total Beds	Total Occ.	% Occ.
Residential	456	360	182	153	25	21	51	42	11	9	725	585	81%
Nursing	29	28	62	60	0	0	0	0	50	37	141	125	89%
Dual Registered-Residential	-	35	-	23	-	0	-	0	-	0	159	58	87%
Dual Registered-Nursing		34	-	46	-	0	-	0	-	0		80	
<b>Total</b>	<b>485</b>	<b>457</b>	<b>244</b>	<b>282</b>	<b>25</b>	<b>21</b>	<b>51</b>	<b>42</b>	<b>61</b>	<b>46</b>	<b>1025</b>	<b>848</b>	<b>83%</b>

Residential Elderly Occupancy =	79%
Residential EMI Occupancy =	84%
Nursing Elderly Occupancy =	97%
Nursing EMI Occupancy =	97%
Dual Registered Homes Occupancy =	87%

Residential Phys. Dis. Occupancy =	84%
Nursing Phys. Dis. Occupancy =	0%

Residential L. Dis. Occupancy =	82%
Nursing L. Dis. Occupancy= no provision	0%

Residential M. Health Occupancy =	82%
Nursing M. Health Occupancy =	74%

## **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO**

Report to Portfolio Holder  
26 March 2012



**Report of:** Director of Child & Adult Services

**Subject:** SUBSTANCE MISUSE PROCUREMENT -  
UPDATE

---

### **SUMMARY**

#### **1. PURPOSE OF REPORT**

The report details the arrangements for commissioning the substance misuse services, from 1<sup>st</sup> April 2012 in line with Internal Audit recommendations and the activity illustrated in the Adult Treatment Plan 2011/12.

#### **2. SUMMARY OF CONTENTS**

The report provides an overview of the responsibilities that Safer Hartlepool Partnership have with the National Treatment Agency and government departments in implementing the national drug and alcohol strategy. It also provides information on the progress made in commissioning the drug and alcohol services as from 1<sup>st</sup> April 2012. In addition there is an indication of the future financial partnership required for continued service provision following the NHS changes.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

Responsibility for implementation of the government's drug and alcohol strategies and the associated commissioning will be part of the Public Health responsibilities that are being transferred to the local authority. They are managed by Safer Hartlepool Partnership and are of interest to the Health and Wellbeing Board.

**4. TYPE OF DECISION**

Non Key.

**5. DECISION MAKING ROUTE**

Adult and Public Health Services Portfolio Meeting 26 March 2012.

**6. DECISION(S) REQUIRED**

The Portfolio Holder is asked to note the commissioning arrangements for drug and alcohol treatment and support for 2012 – 2014.

**Report of:** Director of Child & Adult Services

**Subject:** SUBSTANCE MISUSE PROCUREMENT -  
UPDATE

---

## **1. PURPOSE OF REPORT**

- 1.1 The report details the arrangements for commissioning the substance misuse services, from 1<sup>st</sup> April 2012 in line with Hartlepool Borough Council procurement processes with activity illustrated in the Adult Treatment Plan 2011/12.

## **2. BACKGROUND**

- 2.1 Safer Hartlepool Partnership (SHP) is the multi agency partnership that has responsibility for the local implementation of the government's national drug strategy and alcohol harm reduction strategy.
- 2.2 In future with the NHS changes and the formation of Public Health England, responsibility for the drugs and alcohol agenda along with some of the resources, will be transferred to the local authority, Safer Hartlepool Partnership will continue to have management responsibility but the activity and associated resources will be of interest to the Health and Wellbeing Board.
- 2.3 The government provide an annual funding allocation from the Department of Health, Home Office and Department of Work and Pensions with a requirement to produce an annual plan that confirms local targets and activity around specific initiatives and improvements to ensure comprehensive treatment and support services in line with the national strategy and best practice.
- 2.4 Hartlepool Adult Treatment Plan 2011/12 was approved by the key stakeholders within Safer Hartlepool Partnership (i.e. Police, Probations, NHS Hartlepool, local authority, Fire Brigade) and then endorsed by Cabinet on 21<sup>st</sup> March 2011. The plan has since been performance managed on behalf of the government departments through the regional office of the National Treatment Agency (NTA).
- 2.5 Although there has been a Drug Strategy and a regular grant allocation in place for over 10 years the funding is provided on an annual basis with confirmation received in February or March for the 12 months starting 1<sup>st</sup> April. This has made commissioning difficult and historically the majority of services have been contracted by

Hartlepool Borough Council through use of a Service Level Agreement (SLA) rolled forward if performance is satisfactory.

- 2.6 Following an Internal Audit exercise (January 2011) Safer Hartlepool Partnership accepted the recommendation that any commissioning undertaken through Hartlepool Borough Council will comply with the council's procurement process and procedures and agreed a deadline of 1<sup>st</sup> April 2012. The activity was included in the Adult Treatment Plan and on the Authorities Covalent system.

### **3. COMMISSIONING OF SERVICES**

- 3.1 Following transfer of the Drug and Alcohol Action Team (DAAT) from the Regeneration and Neighbourhood Department to the Child and Adult Department officers have been guided and working closely with the relevant Procurement Team.
- 3.2 The governments funding allocation for drugs in 2011/12 included support for dependant drinkers too, so to maximise resources and improve the model of delivery, changes were made to the existing specifications to move from separate drug and alcohol provision to an integrated substance misuse model.
- 3.3 NHS Hartlepool fund and commission the clinical treatment service and with the annual grant allocation Hartlepool Borough Council will commission 5 additional 'wraparound support' services as defined in the Drug Strategy, Models of Care and National Institute of Clinical Excellence (NICE) guidance. These are:-
- (i) Psychosocial Counselling, Aftercare and Relapse prevention
  - (ii) Harm Reduction and Needle Exchange
  - (iii) Recovery and Reintegration
  - (iv) Education, Training and Employment
  - (v) Family and Service User Support.
- 3.4 Expressions of interest were invited in September 2011 with a positive response and following 'Invitation to Tender' over twenty organisations submitted tender documentation.
- 3.5 Following evaluation and interviews between 23<sup>rd</sup> January and 10<sup>th</sup> February, two organisations were successful and are currently involved in TUPE negotiations and the transition of services ready to begin delivery as from the 1<sup>st</sup> April 2012.

#### **4. FINANCIAL CONSIDERATIONS**

- 4.1 The total expenditure on drug and alcohol treatment in 2011/12 is expected to be £2,521,008 and is provided through the government drug grant i.e..the Pooled Treatment Budget; Drug Intervention Grant; and NHS Hartlepool mainstream funding Tackling Drugs.
- 4.2 The funding allocation that would be related to the contracts is the Pooled Treatment Budget which as previously stated is advised on an annual basis. The 2012/13 allocation has been confirmed as £1,308,171, which is a reduction against the 2011/12 allocation of £1,402,901 however there is sufficient funding to cover the 2012/13 contract envelope of £1,237,700.
- 4.3 The contract offered to the successful providers will be for two years with an opportunity for a further two years extension if performance is satisfactory. However as funding is only confirmed on an annual basis all documentation and the contract will include a caveat relating to funding being available,
- 4.4 Within the NHS restructuring there are a number of proposed changes to current strategic responsibilities and allocation of resources but without the detail it is difficult to forecast and plan. There is an expectation that in the future the drug funding will be included in the overall Public Health allocation for Hartlepool, whether ring fenced or not, and the awarding of these substance misuse contracts for the period after April 2013 will need to be committed from that allocation.

#### **5. RECOMMENDATIONS**

- 5.1 The Portfolio Holder is asked to note the commissioning arrangement for drug and alcohol treatment and support for 2012 – 2014.

#### **6. REASONS FOR RECOMMENDATIONS**

- 6.1 There are changes to the current structures for drug and alcohol Services, and the Portfolio Holder is likely to assume some responsibility in the future.

#### **7. BACKGROUND PAPERS**

Internal Audit Report 5<sup>th</sup> January 2011  
Cabinet Report/Adult Treatment Plan 2011/12 – 21<sup>st</sup> March 2011

**8. CONTACT OFFICER**

Chris Hart  
Drug and Alcohol Manager  
Tel: (01429) 284593  
Email: [chris.hart@hartlepool.gov.uk](mailto:chris.hart@hartlepool.gov.uk)