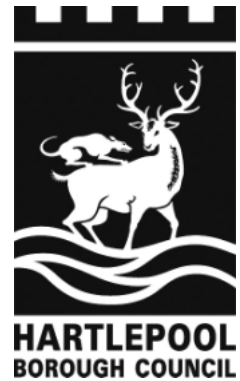


ADULT SERVICES COMMITTEE AGENDA



Monday 9th September 2013

at 10.00 am

in Committee Room B, Civic Centre, Hartlepool

MEMBERS: ADULT SERVICES COMMITTEE

Councillors Fisher, Hall, A Lilley, Loynes, Richardson, Shields and Sirs

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To receive the Record of Decision in respect of the meeting held on 12 August 2013 (*attached for information*)

4. BUDGET AND POLICY FRAMEWORK ITEMS

- 4.1 Medium Term Financial Strategy (MTFS) 2014/15 Savings Proposal –
Assistant Director, Adult Services

5. KEY DECISIONS

No items

6. OTHER ITEMS REQUIRING DECISION

No items



7. ITEMS FOR INFORMATION

- 7.1 Six Monthly Monitoring of Agreed Scrutiny Recommendations – *Scrutiny Manager*
- 7.2 Quarter 1 Financial Management Report – *Assistant Director (Adult's), Child and Adult Services and Chief Finance Officer*

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

ITEMS FOR INFORMATION

Date of next meeting – 7 October 2013 at 10.00am in the Civic Centre, Hartlepool



ADULT SERVICES COMMITTEE DECISION RECORD

12 August 2013

The meeting commenced at 10.00 am in the Civic Centre, Hartlepool

Present:

Councillor: Linda Shields (In the Chair)

Councillors: Keith Fisher and Brenda Loynes

In accordance with Council Procedure Rule 5.2 (ii) Councillor Rob Cook was in attendance as substitute for Councillor Carl Richardson

Officers: Jill Harrison, Assistant Director, Adult Services
Dave Stubbs, Chief Executive
Denise Wimpenny, Principal Democratic Services Officer

23. Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Ged Hall, Carl Richardson and Kaylee Sirs.

24. Declarations of Interest

None at this point in the meeting. However, a personal interest was declared later in the meeting (Minute 27 refers).

25. Minutes of the Meeting held on 15 July 2013

Received.

26. Extra Care Evaluation 2013 *(Assistant Director, Adult Services)*

Type of decision

For information only

Purpose of report

To inform members of the results of the Extra Care Evaluation 2013.

Issue(s) for consideration

The Assistant Director, Adult Services provided background information in relation to the extra care schemes within Hartlepool which offered 457 units of accommodation. The creation of the extra care housing schemes was to provide an alternative housing option for older people rather than the more traditional sheltered housing or residential/nursing care homes and consisted of a number of key elements as set out in the report.

The overall aim of the evaluation was to evaluate to what extent extra care was effective as a means of long-term housing and care provision for older people. A number of methods were used to evaluate the extra care schemes, details of which were outlined in the report. The evaluation, attached at Appendix 1, found that extra care housing was an effective way of providing housing and care for older people.

Following presentation of the report, the Assistant Director responded to issues raised by Members in relation to the results of the evaluation and monitoring arrangements. A lengthy discussion ensued regarding the ongoing problems at Hartfields in relation to the heating system during which Members raised concerns that residents were unable to individually control heating temperatures and commented on the impact on health and wellbeing as a result. The Assistant Director advised that the Adult Social Care Team were aware of this issue and feedback from Hartfields had suggested that whilst attempts had been made to address this issue, unfortunately a satisfactory outcome for the residents had not yet been achieved. The Assistant Director agreed to highlight the Committee's concerns at a future meeting with Hartfields and provide an update as soon as possible. In the absence of a resolution to the problem, the option to invite a representative from Hartfields to a future meeting of the Committee was discussed.

Clarification was sought with regard to the Council's contribution and involvement in the Joseph Rowntree Trust. Members were advised that whilst the organisation operated under two separate arms, Joseph Rowntree managed all aspects of Hartfields as an asset. In terms of financial involvement, the Council's contribution on extra care was £1.6m (including the housing related support element).

The Chair commented on the difficulties in proving to what extent extra care was effective in preventing and reducing the level of admissions to residential care. The Assistant Director advised that given the ageing population resulting in more complicated health needs and the increasing prevalence of dementia, it was expected that the number of people requiring residential nursing care would have increased. However, that rate had remained the same. Whilst it was difficult to attribute this solely to the success of extra care, it was evident that a significant number of people had been supported to stay in their homes and maintain independence as a

result of various care support packages available.

With regard to the evaluation report which highlighted concerns that HBC Care Managers did not work well with Extra Care staff, a query was raised as to what measures had been introduced to address this issue. The Assistant Director reported on the measures that had been introduced which included providing additional training for Care Managers and Social Care staff, the potential outcomes and benefits of which were provided.

In relation to resident feedback sessions, a Member queried the reasons why no residents were present during the two sessions with Hartifields. The Assistant Director confirmed she would explore this issue and provide clarification following the meeting.

Decision

That the Extra Care Evaluation 2013 be noted.

Prior to consideration of the following item of business (Minute 27) Councillor Cook declared a personal interest.

27. Tender for the Provision of Low Level Support Service *(Assistant Director, Adult Services)*

Type of decision

For information only

Purpose of report

To inform Members of the outcome of the tender process relating to the provision of a Low Level Support Service.

Issue(s) for consideration

The Assistant Director reported on the background to the current contract for low level support services which had been awarded to Who Cares (NE) on 1 November 2011 and ended on 31 March 2013. On 4 February 2013 Cabinet decided that the Low Level Service contract would be put out to tender with the existing contract being extended until such time as the tendering process could be reasonably completed.

Details of the tender timescale was outlined in Appendix 1. With regard to the outcome of the tender process, two tender submissions had been received and evaluated, the outcome of which was detailed in the report.

The contract had been awarded to Hartlepool Voluntary Development Agency (HVDA) and would commence on 1 October 2013 ending on 31 March 2014 .

Decision

The Committee noted the outcome of the tender process relating to the provision of Low Level Support Service.

The meeting concluded at 10.40 am.

P J DEVLIN

CHIEF SOLICITOR

PUBLICATION DATE: 19 AUGUST 2013

ADULT SERVICES COMMITTEE

9th September 2013



Report of: Assistant Director for Adult Services

Subject: MEDIUM TERM FINANCIAL STRATEGY (MTFS)
2014/15 SAVINGS PROPOSAL

1. TYPE OF DECISION/APPLICABLE CATEGORY

Budget and Policy Framework decision.

2. PURPOSE OF REPORT

2.1 The purpose of the report is to enable Members to consider the initial 2014/15 savings proposals relating to the Committees remit and to feedback comments to the Finance and Policy Committee.

3. BACKGROUND AND OVERVIEW OF COUNCILS FINANCIAL POSITION

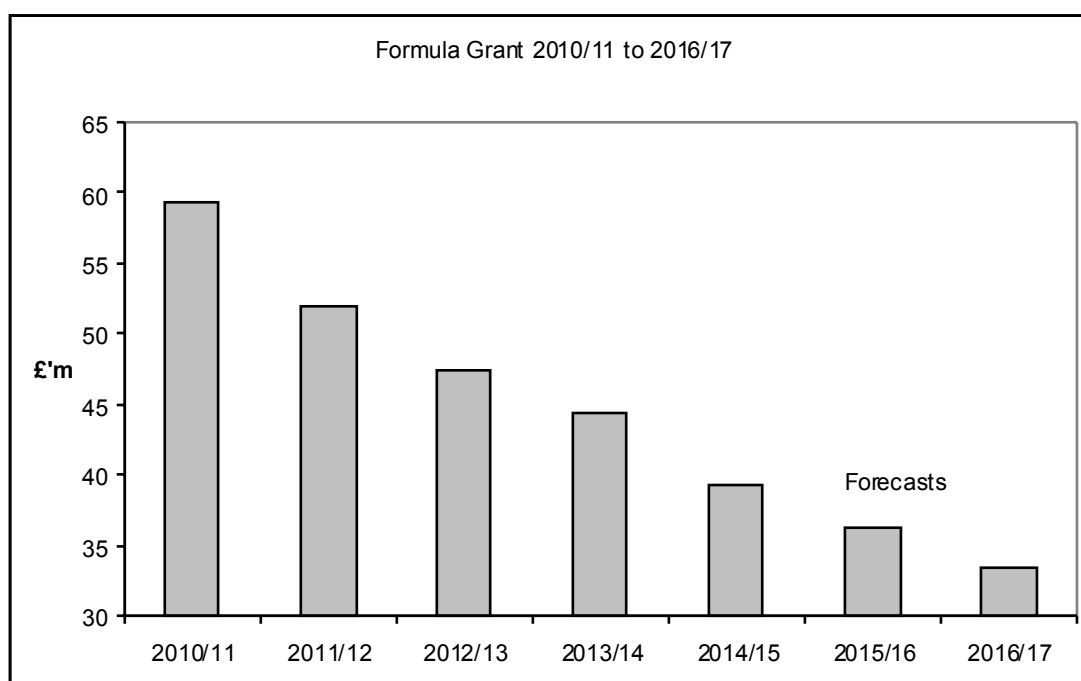
3.1 Detailed budget reports were submitted to the Finance and Policy Committee on 31st May 2013 and 2nd August 2013 to enable Members to begin to develop detailed budget proposals for 2014/15. These proposals will be referred to full Council in February 2014 to enable the 2014/15 Budget and Council Tax to be approved.

3.2 The report to the Finance and Policy Committee on 2nd August 2013 provided an update on the latest position and covered the following areas:

- Background and Government Spending Plans 2014/15 Onwards;
- One-off resources available to manage risks and / or support Council priorities;
- General Fund Revenue Budget 2014/15 to 2016/17;
- Strategy for bridging 2014/15 budget deficit;
- Council Tax 2014/15 to 2016/17;
- Impact of 2014/15 budget proposals on 2015/16 and 2016/17 forecast deficits;
- Review of Reserves;
- Reductions in other grant funding;
- Strategy for managing capital risks; and
- Conclusion and recommendations.

3.3 In summary the Finance and Policy Committee report provided an update of the previous MTFS report submitted to full Council in February 2013, which provided a comprehensive assessment of the financial challenges and risks facing the Council over the 4 years commencing 2013/14. In summary the report advised Members that the Council is facing the most challenging financial position since becoming a unitary authority in 1996, which reflects:

- The scale of Government cuts in core General Fund grants confirmed for 2013/14 and 2014/15. It is anticipated these cuts will continue in the following two years. The June 2013 Spending Review announcement confirmed the overall level of cuts for 2015/16 and further details are provided later in the report. The previously forecast grant cuts are summarised below and it should be noted the 2015/16 and 2016/17 forecast will be updated when more information on the impact of the recent Spending Review announcement on individual Councils is known;



- The abolition of the national Council Tax Benefit system and the transfer of financial responsibility for Council Tax Support to individual Councils, with a 10% national funding cut. The actual cut for Hartlepool was around 13% when account is taken of actual support previously provided under the former national Council Tax Benefit scheme. There is a risk further grant cuts are made in this area in future years if the Government determines to implement further cuts in the Welfare Budget. In addition, the Government's decision to mainstream this grant and include it within the core revenue grant from 2014/15 increases financial risk for areas serving more deprived communities, including Hartlepool, as reductions in core revenue grant have historically had a disproportionate impact on these areas;

- The implementation of the Business Rates Retention system, which will transfer significant financial risks to individual Councils. Under the new system a 'safety net' system will operate which will require individual Councils to fund the first 7.5% of in-year reductions in business rates from their own resources. Additional Government support will only be paid for shortfalls above this threshold. For Hartlepool this equates to an annual risk of around **£1.9 million** in 2014/15 and future years. This is a significant risk for Hartlepool owing to the potential impact of in-year reductions in the business rates paid by the Power Station, which contributes **17%** of the total Business Rates collected by the Council;
- Individual Councils face potential costs relating to 50% of back-dated Business Rates appeals. The Government has set aside some funding for this issue nationally, although it is not yet clear if this will be sufficient at an individual authority level. This is also a significant risk for the Council as the Power Station has a number of outstanding appeals and further information is provided later in the report;

3.4 In relation to the 2014/15 budget the report advised Members that the Council faces a gross budget deficit of **£8.524m**. The gross budget deficit can be reduced to **£4.594m** without impacting on services through a combination of permanent budget savings and one-off factors as summarised below:

Revised budget deficit 2014/15

	£'000	£'000
Budget Deficit reported February 2013		8,524
Public Health Funding		(500)
Full Year ICT saving (includes potential rental income)		(500)
Initial Changes in Planning assumptions (includes budget reductions from continuing 1% public sector pay gap, saving from senior management restructure, lower energy increases and lower Employers Pension contributions)		(1,797)
Net Budget Gap 2014/15		5,727
One-off funding (funded from uncommitted one-off resources and will be sustainable at this level for 3 years. Thereafter, this will need to be replaced by identifying additional savings of £1m in 2017/18).	(1,000)	
Use of residual balance of 'Savings implementation reserve'	(133)	
Total use of one-off funding		(1,133)
Permanent budget cuts to be implemented 2014/15		4,594

3.5 The Finance and Policy Committee report also detailed departmental savings proposals with a total value of **£4.376m**.

- 3.6 Assuming the proposed departmental savings are implemented there is a net unfunded deficit for 2014/15 of **£0.218m**. At this stage it is anticipated that this amount can be bridged from the 2014/15 New Homes Bonus which will be payable for 7 years commencing 2014/15. This income is not yet guaranteed and will depend on the share of the national New Homes Bonus funding the Council receives, although at this stage this is a reasonable planning assumption. It should be noted that this proposal will mean that in 2014/15 total support for the core revenue budget from the New Homes Bonus will be £1.4m.
- 3.7 As reported previously the New Homes Bonus is funded by top slicing the national funding for Local Authorities. Whilst it is forecast the Council will receive a total New Homes Bonus payment of £1.4m in 2014/15, this needs to be seen in the context of the permanent cut in the Council's core grant which in 2014/15 is forecast to be £20m (34%) less than it was in 2010/11.
- 3.8 Assuming Members approve the proposals detailed in the previous paragraphs for addressing the 2014/15 budget deficit the Council will still face significant budget deficits in 2015/16 and 2016/17. Over the period of the current MTFS it is forecast that the Council will have to make permanent budget cuts of around **£16.2m**, as follows:
- 2014/15 net deficit £4.6m;
 - 2015/16 revised deficit £6.3m;
 - 2016/17 revised deficit £5.3m.
 - Total forecast deficit £16.2m
- 3.9 The revised deficit is less than the initial forecast prepared in February 2013 of £19.4m and the reduction reflects the benefits of the revised planning assumptions and available one-off resources to support the budget over the next three years. The use of the one-off resources over the next three years is not a permanent solution and defers an additional budget deficit of £1m until 2017/18.

4. SPECIFIC ISSUES TO BE CONSIDERED BY THIS COMMITTEE

- 4.1 The Finance and Policy Committee considered details of proposed departmental budget savings and budget pressures for 2014/15 and determined to refer these proposals to the relevant Policy Committees for consideration and comments back to Finance and Policy Committee on 19 September 2013. Accordingly the following details are attached for Members consideration:
- 2014/15 proposed savings – **Appendix A**
 - 2014/15 budget pressures – No budget pressures for this Policy Committee have been identified

5. RECOMMENDATIONS

- 5.1 It is recommended that Members consider the 2014/15 proposed savings and comment back to Finance and Policy Committee on 19 September 2013.

6. CONTACT OFFICER

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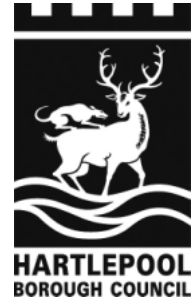
Chris Little
Chief Finance Officer
01429 523003
Chris.little@hartlepool.gov.uk

4.1 Appendix A

Division / Area	Savings	Brief description of change	Risk
	14/15 £'000		
Adults Social Care			
Adult Social Care – Carers Services	200	NHS funding has been secured to support and maintain services for carers. This will enable a saving to be achieved with no impact on services for three years.	G
Adult Social Care – Contributions Policy	150	Review of Contributions Policy to increase the amount that people contribute to the cost of their care and support, subject to means testing.	A
Adult Social Care – OP Day Services	100	Re-commission day services for older people to achieve savings against current spend.	A
Adult Social Care – Housing Related Support	165	Further review of all housing related support contracts (including extra care) to achieve savings against current spend.	A
Adult Social Care – Low Level Services	170	Cease commissioning of low level services when the current contract ends (March 2014).	A
Adult Social Care - OT	100	Reconfiguration of Occupational Therapy services linked to developments around mobile working.	A
Adult Social Care – Review of Management Structures	155	Reconfiguration of adult social care management structures and support to HSAB.	A
Adult Social Care – Disability Services	130	Review of costs within day services (admin, accommodation etc), review of high cost residential placements and implementation of Teeswide arrangements for advocacy and for specialist care and support.	A
Adult Social Care – Sensory Loss	55	Reconfiguration of services that support people with sensory loss.	A
Adult Social Care – MH Day Services	50	Cease commissioning of day opportunity support for people with mental health needs when the current contract ends in September 2014. Full year saving to be achieved in 2015/16.	A
Adult Social Care – Workforce Development	50	Reduce adult social care workforce development budget and focus on essential training only (i.e. Safeguarding and Best Interest Assessment).	A
Total	1,325		

ADULT SERVICES COMMITTEE

9 September 2013



Report of: Scrutiny Manager

Subject: SIX MONTHLY MONITORING OF AGREED
SCRUTINY RECOMMENDATIONS

1. TYPE OF DECISION/APPLICABLE CATEGORY

This is a non Key Decision

2. PURPOSE OF REPORT

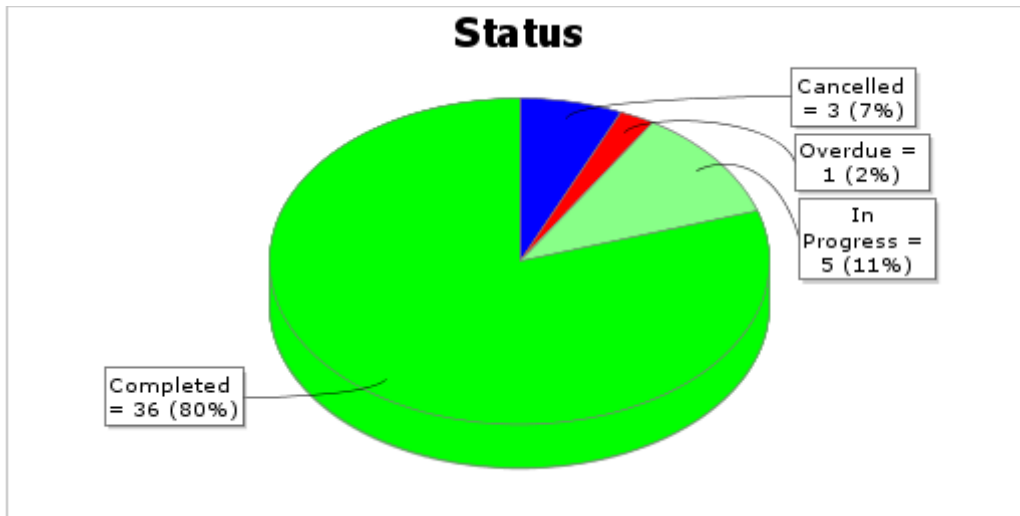
2.1 To provide Members with the six monthly progress made on the delivery of scrutiny recommendations that fall within the remit of this Committee.

3. BACKGROUND INFORMATION

3.1 This report provides details of progress made against the investigations undertaken by the previous Adult and Community Services Scrutiny Forum. These recommendations now fall within the remit of the Adult Services Committee. **Chart 1** (overleaf) provides a detailed explanation of progress made against each scrutiny recommendation since the last six monthly monitoring report was presented to the Adult and Community Services Scrutiny Forum in February 2013.

Adult & Community Services Scrutiny Forum - All

Generated on: 16 August 2013








Year 2008/09
Investigation Access to Recreation Facilities for Vulnerable / Older People

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
SCR-ACS/6g That the Council considers the value of partnership working in any future plans for the building of a new leisure facility within Hartlepool.	SCR-ACS/6g	John Mennear	01-Aug-2009	01-Apr-2013	16-Jul-2013 Major moves in place to action the MH devt site with the appointment of a developer and the release of phase 1 activity. The future redevelopment of the MHLC is now in the planning stage. Funding and private sector partners will be the next element.	75%	Overdue
					24-Apr-2013 The current site		

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
	level, primarily around the procurement and management of such a development.				progress plan is to be submitted to Finance & Policy Committee, probably June 2013 and is in the Forward Plan. This will confirm the current position of the proposed development site outcome. The outcome of the current proposals will enable alternative potential methods of securing ong term partnerships to be explored to ultimately seek to secure updated and renewed Leisure facilities within the Mill House site.	

Year 2012/13
Investigation JSNA - Older People

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-ACS/10a That greater promotion of the care available to help people retain their independence and remain within their own homes is undertaken in conjunction with partner organisations, particularly in relation to dementia sufferers.	SCR-ACS/10a /ii The North of Tees Dementia Collaborative is exploring a range of issues affecting people with dementia (including diagnosis and access to reablement services) and is expected to deliver improvements to processes and better outcomes for people.	Jill Harrison	31-Oct-2013	31-Oct-2013	18-Jul-2013 The North of Tees Dementia Collaborative is working well with a number of Rapid Process Improvement Workshops delivered and improvements now being measured and maintained. All partners have agreed to continue funding for the Collaborative Project Manager for a further year until October 2014.	 In Progress
SCR-ACS/10b/ii hat in order to ensure that awareness of conditions such as dementia is maintained HBC undertakes the following:- incorporates reference to the importance of appropriate training for all service providers in	SCR-ACS/10b /ii Reference to appropriate training for providers will be included in the JSNA entry for older people	Jill Harrison	31-Oct-2013	31-Oct-2013	23-Jul-2013 The JSNA entry for older people has been completed and submitted but has not yet been uploaded to the JSNA website.	 In Progress

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress		
the 'older people' JSNA entry.								
SCR-ACS/10c That further work is undertaken, to reduce social isolation amongst older residents in Hartlepool, particularly in relation to those people who are more independent and may never previously have accessed services.	SCR-ACS/10c An Expression of Interest has been submitted for the Big lottery Fund's Fulfilling Lives: Ageing Better programme which aims to tackle the problem of social isolation in older people. Successful applicants will be informed by late July 2013.	Jill Harrison	31-Aug-2013	31-Aug-2013	23-Jul-2013 Feedback regarding the Big Lottery Fund application was received on 23 July 2013. Unfortunately, the Hartlepool application has not been shortlisted so the planned developments will not progress. Other opportunities to reduce social isolation will be considered through a review of day opportunities for older people.		In Progress	
SCR-ACS/10e That in order to maintain JSNA entries as living documents the results of the public consultation exercise, be considered for inclusion in the appropriate JSNA entry and are also incorporated as part of the older peoples strategy review.	SCR-ACS/10e All relevant public consultation will be considered for inclusion in appropriate JSNA entries and will feed in to relevant strategies and action plans as appropriate.	Jill Harrison	31-Oct-2013	31-Oct-2013	23-Jul-2013 The JSNA entry for older people has been completed and submitted but has not yet been uploaded to the JSNA website.		In Progress	
SCR-ACS/10f The Health and Wellbeing Board make representations to the appropriate public health body to ensure that the Hartlepool 'Older People' JSNA entry is uploaded on to the website as soon as possible.	SCR-ACS/10f The JSNA entry for older people will be uploaded onto the website as soon as possible and will be reviewed at least annually and updated as required.	Jill Harrison	31-Oct-2013	31-Oct-2013	23-Jul-2013 The JSNA entry for older people has been completed and submitted but has not yet been uploaded to the JSNA website.		In Progress	



Investigation Early Intervention and Re-ablement Services

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-ACS/9a/ii That the Council implements a co-ordinated approach and in doing so:- (ii) identifies as a key priority the importance of prevention across all Council services	SCR-ACS/9a/i Health and Wellbeing Board to receive updates on the implementation of the action plan from the Housing, Care and Support Strategy that includes prevention as a key priority	Jill Harrison; Phil Hornsby; Dave Stubbs; Louise Wallace	31-Oct-2012	31-Oct-2012	02-Apr-2013 An annual report on the implementation of the action plan from the Housing, Care and Support Strategy will be presented to the Health and Wellbeing Board at it's first meeting in the summer (2013).	100% Completed
SCR-ACS/9c That the Council explores the potential to offer further apprenticeships in social care in the challenging financial climate, and explores how incentives could be used to retain trainees once qualified	SCR-ACS/9c Development of a business case on the options and resource implications for the recruitment and retention of social care apprentices	Neil Harrison	31-Oct-2012	31-Oct-2012	18-Apr-2013 A business case has been developed to reinstate the social care traineeship programme and it is anticipated that the new programme will commence in September 2013, subject to capacity within the workforce development team and funding being secured from Flexible Support Fund, NVQ income and educational grants 02-Apr-2013 A proposal has been developed to reinstate the social care traineeship programme that was originally implemented in 2006 within adult social care. There is an ageing workforce within the in-house home care service and a need to recruit and train new staff to support progression planning and to ensure that the service has capacity to meet future demands. It is proposed that traineeships are match funded with existing NEET grants, eg Flexible Support Fund, NVQ income and educational grants. This would support a number of new trainees to work alongside existing experienced staff to ensure that essential skills are passed on and the next generation of staff are	100% Completed

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
					encouraged and supported into the service. In time the trainees would take on roles as they became available, either through natural wastage, retirement or promotion and some of the funding could be reinvested to support a new cohort of trainees. A costed model is being developed as costs have changed significantly since the original 2006 programme was implemented and are subject to new national minimum wage requirements. The current provider service structure is under review and formal consultation is taking place. It is expected that in April a new structure will be in place. It is anticipated that a new Traineeship programme will commence from September 2013.	

Year 2012/13
Investigation JSNA - Older People

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-ACS/10a That greater promotion of the care available to help people retain their independence and remain within their own homes is undertaken in conjunction with partner organisations, particularly in relation to dementia sufferers.	SCR-ACS/10a /i There is an ongoing commitment to providing clear and concise information to people and to supporting people to retain their independence. A new booklet is being developed which will provide information on a range of services including reablement, extra care and residential care.	Jill Harrison	31-Oct-2013	31-Oct-2013	18-Jul-2013 A new booklet has been developed that provides information on a range of services including extra care and residential care. The booklet 'A Guide to Extra care and Care Homes' also contains information on costs of the different services and safeguarding vulnerable adults. The booklet is accessible via the HBC website and hard copies are available in a range of buildings such as libraries and GP surgeries.	100% Completed

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-ACS/10b/i That in order to ensure that awareness of conditions such as dementia is maintained amongst providers of services Hartlepool Borough Council undertakes to re-deliver dementia awareness training to partner organisations	SCR-ACS/10b/i The Council is working with partners to promote Dementia Awareness Week (20-24 May 2013) and will aim to deliver further training to providers via the annual training plan, if funding is available.	Jill Harrison	31-Oct-2013	31-Oct-2013	23-Jul-2013 There was a considerable amount of activity centred around Dementia Awareness Week in May 2013 and further training will be available to providers in 2013/14.	 100% Completed
SCR-ACS/10d That in order to address the needs of older people and avoid the duplication of information feeding into the Health and Wellbeing Board, clear and appropriate reporting and communication arrangements are put in place.	SCR-ACS/10d The Health & Wellbeing Board Terms of Reference, which include a Healthy and Independent Adults Delivery Group and outline reporting and communication arrangements, are expected to be ratified by the Board on 24 June 2013.	Jill Harrison	31-Jul-2013	31-Jul-2013	18-Jul-2013 The Health & Wellbeing Board Terms of Reference, which include a Healthy and Independent Adults Delivery Group and outline reporting and communication arrangements were ratified by the Board on 24 June 2013.	 100% Completed

4. RECOMMENDATIONS

- 4.1 That Members note progress against the agreed recommendations and explore further where appropriate.

5. REASONS FOR RECOMMENDATIONS

- 5.1 In order for Members to continue to monitor the progress of Scrutiny recommendations.

BACKGROUND PAPERS

- (a) Report of the Scrutiny Support Officer entitled 'Six Monthly Monitoring of Agreed Adult and Community Services Scrutiny Forum's Recommendations' presented to the Adult and Community Services Scrutiny Forum on 11 February 2013.

6. CONTACT OFFICER

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ADULT SERVICES COMMITTEE REPORT



Report of: Assistant Director (Adult's) Child and Adult Services and Chief Finance Officer

Subject: QUARTER 1 – FINANCIAL MANAGEMENT REPORT

1. TYPE OF DECISION/APPLICABLE CATEGORY

For Information.

2. PURPOSE OF REPORT

- 2.1 The purpose of the report is to inform Members of 2013/14 forecast General Fund Outturn budget outturn for the Child & Adult Services department and specific details for the services this Committee is responsible for.

3. BACKGROUND AND REPORTING ARRANGEMENTS 2013/14

- 3.1 The availability and reporting of accurate and up to date financial information will become increasingly important as future budget cuts are implemented and one-off resources are used up.
- 3.2 The Finance and Policy Committee will receive regular reports which will provide a comprehensive analysis of departmental and corporate forecast outturns, including an explanation of the significant budget variances. This will enable the Finance and Policy Committee to approve a strategy for addressing the financial issues and challenges facing the Council. The overall reporting timetable for submitting the 2013/14 reports to the Finance and Policy Committee are detailed in the following table:

	Date of Finance and Policy Committee
Financial Position : April 1st - 30th June	23.8.13
Financial Position : April 1st - 31st August	18.10.13
Financial Position : April 1st - 31st October	20.12.13
Financial Position : April 1st - 31st December	14.2.14

3.3 The first report submitted to the Finance and Policy Committee on 23rd August 2013 advised Members that there will be an overall underspend in the current year. The report also advised Members that this position reflects action taken by the Corporate Management Team to achieve underspends to help address the significant financial challenges facing the Council over the next few years. The Corporate Management Team will seek to achieve budget underspends through a combination of robust management actions, including;

- holding posts vacant, which will help reduce the number of compulsory redundancies required to balance the 2014/15 budget;
- achieving planned 2014/15 savings earlier;
- careful management of budgets to avoid expenditure where this does not have an adverse impact on services; and
- savings in interest costs by taking advantage of current interest rates structures. As reported previously a comprehensive review of this area has been completed which secured a permanent budget saving of £1m from 2014/15 in interest and loan repayment costs.

3.4 The report advised Members that it is currently forecast there will be a total gross managed underspend of between £2.090m to £2.764m. When account is taken of one-off commitments to be funded in the current year and resources earmarked help manage the financial challenges facing the Council over the next three years, as detailed in the updated Medium Term Strategy Report for 2014/15 to 2016/17 considered by the Finance and Policy Committee on 2nd August 2013, there is a net forecast uncommitted underspend at the year end of between £19,000 and £693,000. The range reflects the impact of seasonal and demand led budgets, which are difficult to predict after only three months actual activity. At this stage it is not recommended that this amount is committed until the position is more certain for these areas. In addition, further work is needed to assess the impact of consultation proposals issued by the Government on 25th July 2013 in relation to the 2014/15 and 2015/16 Local Government Settlements and the impact this has on the MTFs forecasts.

4. 2013/14 FORECAST GENERAL FUND OUTTURN – Adult Services Committee

4.1 The following table sets out the overall budget position for the Child and Adult Services department budget broken down by Committee, together with a brief comment on the reasons for the forecast outturn.

Budget	Description of Expenditure	June Projected Outturn Adverse/ (Favourable) Worst Case	June Projected Outturn Adverse/ (Favourable) Best Case	Comments
£000		£000	£000	
31,516	Adult Committee	(234)	(234)	Underspend predominantly owing to staffing costs offset by demographic pressures for services
21,210	Child Committee	87	38	Overspend predominantly relates to Children and Families pressures. The range reflects the highly unpredictable and differing care needs within this area.
2,749	Regeneration Committee	90	90	Overspend predominantly linked to shortfall against income projections for Culture and Leisure facilities
55,475	Total Child & Adult	(57)	(106)	

4.2 Further details of the specific budget areas this Committee is responsible for are provided in **Appendix A**.

5. RECOMMENDATIONS

5.1 It is recommended that Members note the report.

6. REASONS FOR RECOMMENDATIONS

6.1 To update the Members on the Committees forecast 2013/14 General Fund Revenue budget outturn.

7. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY AND ON-LINE

Appendix A attached.

8. BACKGROUND PAPERS

Medium Term Financial Strategy Report referred to Finance and Policy Committee 31st May 2013 and 2nd August 2013.

Quarter 1 – Strategic Financial Management Report referred to Finance and Policy Committee 23rd August 2013.

9. CONTACT OFFICER

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CHILD & ADULT SERVICES

7.2 Appendix A

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2013/14 as at 30th June 2013

Overview:

Approved 2013/2014 Budget £'000	Description of Service Area	June		Director's Explanation of Variance
		Projected Outturn Variance - Adverse/ (Favourable) Worst Case £'000	Projected Outturn Variance - Adverse/ (Favourable) Best Case £'000	
Adult Committee				
0	Adult Education	0	0	
148	Carers & Assistive Technology	4	4	
3,596	Commissioning-Adults	(38)	(38)	
1,458	Commissioning-Mental Health	(46)	(46)	
10,126	Commissioning-Older People	130	130	This outturn projection is owing to continuing demographic pressures for Older People both in residential care and non-residential settings.
7,625	Commissioning-Working Age Adult	126	126	This outturn projection is owing to an increase in complex packages for individuals in the community.
183	Complaints & Public Information	0	0	
1,240	Departmental Running Costs	(68)	(68)	
1,173	Direct Care & Support Team	(150)	(150)	This favourable outturn relates to staffing underspends in this area. This area is volatile and can be impacted by external activity generated by hospital discharges.
375	LD & Transition Social Work	0	0	
2,332	Locality & Safeguarding Teams	(115)	(115)	This favourable outturn relates to staffing underspends in this area.
630	Mental Health Services	(49)	(49)	
1,081	OT & Disability Equipment	(28)	(28)	
367	Workforce Planning & Dev	0	0	
1,182	Working Age Adult Day Services	0	0	
31,516	Adult Committee Sub Total	(234)	(234)	