

ADULT AND COMMUNITY BASED SERVICES COMMITTEE AGENDA



Thursday 21 November 2019

at 10.00am

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

MEMBERS: ADULT AND COMMUNITY BASED SERVICES COMMITTEE

Councillors Brewer, Little, Prince, C Richardson, Thomas, Ward and Young.

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To receive the Minutes and Decision Record in respect of the meeting held on 24 October 2019.

4. BUDGET AND POLICY FRAMEWORK ITEMS

No items.

5. KEY DECISIONS

- 5.1 Emergency Duty Team (EDT) – *Director of Adult and Community Based Services*

6. OTHER ITEMS REQUIRING DECISION

None.

7. ITEMS FOR INFORMATION

- 7.1 Care Homes for Older People – *Director of Adult and Community Based Services*
- 7.2 Strategic Financial Management Report – as at 30 September 2019 – *Director of Adult and Community Based Services and Director of Finance and Policy*



8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

FOR INFORMATION

Forthcoming meeting dates are set out below. All meetings will be held in the Civic Centre, Hartlepool.

Thursday 19 December, 2019 at 10.00 am

Thursday 30 January, 2020 at 10.00 am

Thursday 27 February, 2020 at 3.00 pm

Thursday 19 March, 2020 at 10.00 am



ADULT AND COMMUNITY BASED SERVICES COMMITTEE

MINUTES AND DECISION RECORD

24 OCTOBER 2019

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

Present:

Councillor: Sue Little (In the Chair)

Councillors: James Brewer, Amy Prince and Stephen Thomas.

Also present: Frank Harrison and Gordon and Stella Johnston.
Edwin Jeffries, Hartlepool Joint Trade Unions Committee.

Officers: Jill Harrison, Director of Adult and Community Based Services
Gemma Ptak, Assistant Director, Preventative and Community Based
Services
David Cosgrove, Democratic Services Team

23. Apologies for Absence

Apologies for absence were received from Councillors Barbara Ward, and Mike Young.

24. Declarations of Interest

Councillor Thomas declared a personal interest as an employee of Hartlepool Healthwatch.

25. Minutes of the meeting held on 26 September 2019

Received.

26. Savings Programme 2020/21 *(Director of Adult and Community Based Services)*

Type of decision

Budget and Policy Framework.

Purpose of report

The purpose of the report was to enable Members to consider proposals to achieve savings in 2020/21 and to provide feedback on those proposals to the Finance and Policy Committee.

Issue(s) for consideration

The Director of Adult and Community Based Services reported on the general financial situation facing the local authority and set out details of the government's one year Spending Review for 2020/21 as announced on 4 September 2019. This included proposals to address children and adult social care pressures through the provision of £1 billion and the Government had confirmed the Adult Social Care precept would continue for 2020/21 at 2%, which would generate £500 million if all councils implemented this increase.

The downside to the one year Spending Review was a further period of uncertainty in relation to the significant reforms to the funding system that the Government now proposed to implement in 2021/22. These risks had simply been deferred one year, albeit that the 2020/21 settlement provided a better base line than previously forecast. The Government's one year Spending Review for 2020/21 provided some recognition of the pressures on children and adult social care services which made up 58% of the Council's budget.

The proposals for this Committee were based on a range of actions that were being taken to better manage demand, and were summarised in Appendix A to the report. Work was underway through the Better Care Fund plan to prevent avoidable admissions to hospital and residential care. The number of permanent admissions of people aged 65 and over to care homes in 2018/19 was 130, a significant reduction when compared to the two previous years (164 admissions in 2016/17 and 147 in 2017/18). Over the same period, the number of people supported in their own home by telecare services has increased over the last three years from 2,170 in March 2016 to over 3,100 in March 2019.

A panel was in place to review all packages of support in the community where costs were higher than the indicative resource allocation or where an increase in the support package is proposed. Different models of support such as Individual Service Funds and Shared Lives provision were being explored, which provided more cost effective ways of meeting needs as well as improving outcomes. The current model of Direct Payment Support provision through a commissioned service would also be reviewed and alternative options explored.

The Director confirmed that there were to be no compulsory redundancies or posts deleted through these proposals. The savings would deliver £225,000 in 2020/21 with a further £75,000 in 2021/22. The Director stated that it was a credit to the workforce that these savings could be made without compromising the provision of front line services.

A Member raised concern at the Equality and Diversity Considerations within the report. The Member considered that there had to be significant equality issues created through the potential increase in charges. The Adult Social Care precept had increased Council Tax by 6% on its own over three years and this, along with the other Council Tax increases was having a significant impact on families in Hartlepool. Members considered that there were undoubtedly equality issues that needed to be reported on this and many other budget reports across the Council. The Director acknowledged Members concerns and indicated that she would raise the issue with the Corporate Management Team.

Members welcomed the Director's comments. A Member stated that the Care Quality Commission (CQC) had reported that there were significant levels of unmet need in the wider community and services were becoming even more difficult to access. Another member considered that frontline services were already being impacted with access to social workers often being very difficult. Members also commented that they objected to some of the language being used in the reports and how real cuts were being referred to as savings

The Director stated that the department had implemented significant savings over the past nine years of austerity but had always done its utmost to protect frontline services and the teams that delivered them. The level of cuts that have had to be implemented simply could not have been carried out without some impact on frontline services, but efforts had been made to minimise this; officers were well aware of the impact and shared some of the frustrations expressed by members.

The Chair stated that she would take up Members comments in relation to the Equality and Diversity Considerations in reports with the Leader of the Council. The Chair noted members frustration with the proposals and indicated that she would bring back to the next meeting a response to the concerns on the savings proposed.

Decision

That the Committee noted the content of the report and the savings proposed and that a response on the proposed savings to be presented to the next meeting of the Committee and the comments made in the debate be shared with the Finance and Policy Committee.

27. Preventative and Community Based Services – Update on Summer Programmes *(Assistant Director, Preventative and Community Based Services)*

Type of decision

For information.

Purpose of report

To provide Committee with information regarding a range of programmes that have been delivered by Preventative and Community Based Services over the summer of 2019.

Issue(s) for consideration

The Assistant Director, Preventative and Community Based Services gave a presentation to the Committee outlining some of the events that had been offered in Summer Programme 2019. These included – the 2019 Summer Reading Challenge; the free swim programme; the Family Time Programme; National Play Day at Summerhill; the Big Lime Triathlon; and a Reminiscence Event at Carlton Adventure Centre.

The Chair thanked the Assistant Director for the outline of the events held over the summer and particularly wished to record her thanks to the team that had supported the Big Lime Triathlon and other events. The Assistant Director indicated that the event had been very successful with competitors from across the country. It was hoped to develop the event further in future years working towards it being included as a national qualifier event.

Members welcomed the events and particularly the link with social prescribing and encouraging older people into more activity. A Member particularly referred to the development of dementia friendly sporting activities through the Sport England dementia swimming programme and the walking football programme. The Assistant Director stated that in relation to social prescribing, officers were working with health partners in developing a wider programme of activities and, in response to Members requests, these would be reported to a future meeting.

Members noted the activities at both Summerhill and Carlton and suggested that a future meeting where Children's Services Committee members were invited could discuss a wider range of programmes at both venues targeted at those children and young people in the town who did not have other opportunities to access countryside activities.

Decision

1. That the report be noted.
2. That a report be submitted to a future meeting on the development of activities linked to 'social prescribing'.
3. That options for extending the summer holiday programmes for Summerhill and Carlton to provide a wider range of countryside activities for children and young people from disadvantaged communities in Hartlepool be explored in conjunction with the Children's Services Committee

28. Any Other Items which the Chairman Considers are Urgent

None.

The Committee noted that the next meeting would be held on Thursday 21 November 2019 at 10.00 am in the Civic Centre.

The meeting concluded at 11.05 am.

H MARTIN

CHIEF SOLICITOR

PUBLICATION DATE: 31 OCTOBER 2019

ADULTS AND COMMUNITY BASED SERVICES COMMITTEE

21st November 2019



Report of: Director of Adults and Community Based Services

Subject: EMERGENCY DUTY TEAM (EDT)

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key decision CJCS94/19

2. PURPOSE OF REPORT

2.1 For members to approve a change in the governance arrangements for the Emergency Duty Service which is currently commissioned from Stockton-on-Tees Council.

3. BACKGROUND

3.1 On the 29th March 2018 a paper was shared at the Tees Valley Directors of Children's Services and Directors of Adults Services meeting to consider the existing service specification and contract for the Emergency Duty Team. Views were sought around the continuation of the current commissioned arrangements or an alternative model of a shared service, the latter of which was agreed.

3.2 A project group was established with representative from the five local authorities to explore the proposed arrangements to develop a shared service. The following was agreed to provide a more effective service and ensure that the service has access to the widest possible expertise:

- The emergency service is for out of hours only and not an extension of day services i.e. no change to current purpose and they wish to continue with a service.
- Same type of model as the Regional Adoption Agency.
- A new contract (as opposed to variation) to be put in place which clearly stipulates the shared partnership arrangements and the duration.
- A new robust specification is developed which sets out clear service expectations, governance, monitoring and review arrangements.

3.3 It was agreed that the current service works well therefore there will be no significant changes to the current day to day service. The change is focused on the move to a shared service instead of a commissioning arrangement. All local authorities will delegate the provision and delivery of the emergency service for children and vulnerable adults to Stockton-On-Tees Borough Council.

3.4 A draft service specification has been developed which sets out the service provision to ensure that the five local authorities are able to continue to meet their statutory duties outside of usual business hours in line with relevant legislation. The lead authority (Stockton-on-Tees Borough Council) is expected to comply with all relevant legislation, regulations and statutory circulars in so far as they are applicable to the service and will ensure full compliance with regulations and standards. They will deliver an out of hours social work service that will respond to urgent or crisis situations by;

- Completing a risk assessment for every call or referral to the service
- Carrying out tasks and liaison with appropriate agencies to make the subject of the referral or the situation as safe as possible until handover to daytime services in the appropriate participating authority.
- Use of electronic information from each authority where appropriate to inform risk assessment

It will also perform duties that are required urgently out of hours such as

- Child Protection
- MH Act Assessments
- Safeguarding Adult Alerts
- PACE interviews (although not statutory) where an arrest of a child or young person has taken place and agreed by a senior team member of the EDT service.

3.5 The lead authority will ensure, that within the service operating times, suitably qualified child protection social workers and AMHP workers are available to respond to referrals. A bank of sessional social workers will also be available to cover for primary members of staff during periods of sickness absence, training, vacancies, annual leave. It is the responsibility of the lead authority to recruit, train and monitor sessional social workers.

EDT support workers will have split responsibilities which will include the administrative tasks generated in the management of the team, working operationally alongside social workers and responsibility for some identified support tasks.

3.6 An executive board/steering group will be established to act as the responsible body to manage the service governance arrangements under the new shared service arrangement. Each authority will appoint a person at assistant director level and a finance officer to act as their representative in relation to the operation of the agreement and representatives will be expected to meet at least once a year.

- 3.7 Each authority is required to identify a senior member of staff to act as an operational link officer to the service. This link officer should be able to make budgetary and operational decisions and be available to attend the operational link officers' groups. A lead commissioner is also required to act as a commissioning link officer to the service and to attend the operational link officers' groups. There will be four yearly operational link officer group meetings with commissioners from each authority present where any issues relating to the service can be considered with service and commissioning/contract managers.
- 3.8 An operational link officers group will be established and be responsible for setting, monitoring and reviewing service standards against the agreed service plan and shared service, this will include preparing an annual report on the performance of each of the shared services for the executive board.
- 3.9 The lead authority (Stockton-on-Tees) will be required to work in partnership with the remaining Tees Valley authorities, attend the quarterly meeting with link officers from the participating authorities and provide quantitative and qualitative monitoring information in an agreed format.

4. RISK IMPLICATIONS

- 4.1 Stockton-on Tees will continue to be the lead authority therefore the day to day operations will stay as the same as previously commissioned. The shared service model relies on each of the authorities across the Tees Valley committing to the requirements within the specification. The proposed shared service will ensure that many of the risks associated with the service are shared between each of the participating local authorities.

5. FINANCIAL CONSIDERATIONS

- 5.1 There are no financial considerations as the financial schedule will stay as agreed previously in the commissioned arrangements. The current cost is £115k.

6. LEGAL CONSIDERATIONS

- 6.1 Section 47 of the Children Act 1989 places a duty upon the council to investigate concerns relating to the welfare of children both inside and outside of normal business hours. Arrangements must therefore be in place to ensure that an effective and robust Emergency Duty Team is in place. The council would likely face legal challenge if sufficient arrangements were not made.

Section 101 of the Local Government Act 1972 gives the council the power to make arrangements with other Local Authorities to discharge its duties and to collaborate for the purpose of creating efficiencies.

In order to put in place the arrangements for the shared service a legal agreement will be required to set out the shared roles and responsibilities of the participating local authorities. This agreement will ensure that the benefits and burdens of the arrangement are borne fairly and equally between the participating local authorities.

7. CHILD AND FAMILY POVERTY (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

- 7.1 The Emergency Duty Team offer a service specifically for the safeguarding of children and vulnerable adults. This will continue as currently delivered.

8. EQUALITY AND DIVERSITY CONSIDERATIONS (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

- 8.1 The Emergency Duty Team offer a service specifically for the safeguarding of children and vulnerable adults. This will continue as currently delivered.

9. STAFF CONSIDERATIONS

- 9.1 The current staff are employed by Stockton which will continue therefore there are no staff considerations.

10. ASSET MANAGEMENT CONSIDERATIONS

- 10.1 There are no asset management considerations.

11. RECOMMENDATIONS

- 11.1 For members to approve the proposal for the council to make arrangements for the discharge of its statutory duty relating to the provision of an Emergency Duty service by entering into an agreement to participate in a shared service across Tees Valley.
- 11.2 For members to approve officers to negotiate and enter into an agreement to formalise the service specification.

12. REASONS FOR RECOMMENDATIONS

- 12.1 To ensure that the Emergency Duty Service is continuing to improve and services to children and vulnerable adults are responding appropriately to need.

13. BACKGROUND PAPERS

None

14. CONTACT OFFICERS

Danielle Swainston, Assistant Director, Joint Commissioning, Children and Joint Commissioning Services, Civic Centre 01429 523732;
danielle.swainston@hartlepool.gov.uk

ADULT AND COMMUNITY BASED SERVICES COMMITTEE

21st November 2019



Report of: Director of Adult & Community Based Services

Subject: CARE HOMES FOR OLDER PEOPLE

1. TYPE OF DECISION/APPLICABLE CATEGORY

No decision required; for information.

2. PURPOSE OF REPORT

- 2.1 To provide the Adult & Community Based Services Committee with an update in relation to care home provision for older people.

3. BACKGROUND

- 3.1 There have been regular updates to the Committee since October 2015 providing details of CQC inspection ratings, vacancy data and progress in the following areas:
- Quality Assurance;
 - HBC Care Home Meetings;
 - Fee Negotiations; and
 - Support Provided to the Care Home Market.

4. PROGRESS UPDATE

- 4.1 Since the last report in March 2019 there have been a number of developments.

4.1.1. Care Quality Commission (CQC) Ratings

There has been one change to the CQC ratings with Wynyard Woods moving from Requires Improvement to Good. There have been two other homes that have been inspected since the last report (De Bruce Court and Warrior Park) however the inspection reports are not available at the moment.

There continue to be no homes rated as 'inadequate'. Homes rated as 'requires improvement' have action plans that are closely monitored by link officers to ensure improvements are made.

Hartlepool currently has 13 homes rated 'good' 81% and 3 rated as 'requires improvement' (19%). This is an improvement from 75% rated as good in March 2019. The increase in homes rated as good is positive and demonstrates that the continued commitment from providers and the support networks from the Council and partner agencies are driving up quality in care homes.

The Council remains committed to supporting further improvements in care quality through the Care Quality Improvement Programme which has been reported to Committee previously and will continue to support all care home providers to deliver the best possible outcomes for local people.

- 4.1.2 Officers are currently working closely with one provider due to some concerns related to safety and care. The local authority have imposed a suspension on admissions to allow the home to make the improvements needed. This is being regularly reviewed with the management of the home.

4.1.3 Support provided to the Care Home Market

A Manager Forum was held in July 2019 with the following discussed:

- Making Waves Partnership and consultation on Sensory Loss Strategy – The Making Waves Partnership is a partnership with Hearing Impairment & Visual Impairment Support UK (Hi-Vis UK) to empower those people with a dual sensory loss and those who support them to retain their independence for as long as possible and to provide younger generations of families, friends and professionals with the confidence and knowledge to help others with the condition and to be prepared in how this may affect them as they age. The partnership is looking at a Sensory Loss Strategy and on-line training. We have supported in the consultation around what needs to be included in the strategy at the managers forum and sent out questionnaires for the managers to distribute to staff and families. We are also supporting with the training – at our provider forum in the new year we will facilitate the on-line training for managers at the session to encourage them to then go back and ensure as many staff as possible access the training which is free of charge.
- Clinical Quality Audit
- Manager Workshop – consultation on Care Home Service Specification

4.1.4 Improved Better Care Fund – capital investment

As reported in February 2018 councils were given allocations from the Improved Better Care Fund to address issues including sustainability of the local care market.

The majority of the funding provided was not available on a recurring basis and it was identified that a proportion of the funding for Hartlepool would be

used to support capital investment in care homes to improve the care home environment.

Care homes were offered a notional allocation based on the number of registered beds within the home to deliver improvements that had demonstrable benefits to residents. Providers were also asked to identify any improvements that were directly linked to feedback from CQC inspections.

Appendix 2 sets out how this funding has been used.

5. RISK IMPLICATIONS

- 5.1 There are risks associated with availability of sufficient care home places for older people which is an increased risk at this time due the suspension of admissions at one home. Officers are working with the provider to ensure that improvements are made quickly allowing the council to lift the suspension.

If places are not available within Hartlepool for older people assessed as requiring residential care, out of area placements increase in order to meet needs. Lack of care home placements can also impact on delayed transfers of care from hospital.

There is a further risk which is impacting on some provision within the town regarding inability to recruit nurses for the provision of nursing care which, in some settings, is resulting in an over use of agency staff. This is being closely monitored by the commissioned services team and support is being provided when necessary from both the Council and the Clinical Commissioning Group (CCG).

Work will continue to support existing and potential new providers to ensure sufficiency within a very challenging business environment.

6. FINANCIAL CONSIDERATIONS

- 6.1 There are significant financial considerations associated with the issue of care home provision, including the fair cost of care and implementation of the National Living Wage. There are no financial considerations specifically linked to this report.

7. LEGAL CONSIDERATIONS

- 7.1 Care home provision for older people supports the Council to fulfill its statutory duties in relation to the provision of adult social care in line with the Care Act 2014 and other relevant legislation.
- 7.2 There are no legal implications specifically associated with this report.

8. CHILD AND FAMILY POVERTY CONSIDERATIONS

- 8.1 There are no child and family poverty considerations associated with this report.

9. EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 There are no equality and diversity considerations associated with this report.

10. STAFF CONSIDERATIONS

- 10.1 There are no staff considerations associated with this report.

11. ASSET MANAGEMENT CONSIDERATIONS

- 11.1 There are no asset management considerations associated with this report.

12. RECOMMENDATIONS

- 12.1 It is recommended that the Adult & Community Based Services Committee note the contents of this report and receive a further update in six months.

13. REASONS FOR RECOMMENDATIONS

- 13.1 The Committee has identified care home provision for older people as a priority due to the role of care homes in supporting vulnerable older people.

14. CONTACT OFFICER

Danielle Swainston, Assistant Director, Joint Commissioning, Civic Centre,
01429 523732 danielle.swainston@hartlepool.gov.uk

CARE HOMES FOR OLDER PEOPLE

CQC Published Ratings

Care Home	Publication Date	Rating
Brierton Lodge	31 October 2017	Good
Stichell House	14 November 2017	Good
Dinsdale Lodge	30 December 2017	Good
Elwick Grange	7 February 2018	Good
Sheraton Court	21 April 2018	Good
Seaton Hall	27 April 2018	Good
Gretton Court	1 June 2018	Good
Wynyard Woods	11 Sept 2019	Good
Rossmere Park	15 September 2018	Good
Warrior Park	18 October 2018	Requires Improvement
Lindisfarne	24 October 2018	Good
West View Lodge	31 October 2018	Requires Improvement
De Bruce Court	2 November 2018	Requires Improvement
Queens Meadow	21 November 2018	Good
Charlotte Grange	26 January 2019	Good
Clifton House	27 February 2019	Good

Vacancy Position: 1 July 2019

Care Provision	Available Beds
Residential Only	34
Nursing Only	1
Residential or Nursing	11

*Dual registered beds

Out of Borough Placements

Year	Admissions
2013/14	3
2014/15	9
2015/16	15
2016/17	51**
2017/18	26***
2018/19	16****
2019/20	9 (as at 4 Oct 2019)

Figures based on permanent new admissions of people aged 65+ placed out of borough

** 33 placements nursing care, 18 placements residential care

*** 17 (2 are Full Cost Residents) placements nursing care, 9 (4 are Full Cost Residents) placements residential care

**** 9 (2 are Full Cost Residents) placements nursing care, 7 (3 are Full Cost Residents) placements residential care

2019/20 Figures are up to 4th October 2019 – 5 Nursing and 4 Residential (0 are full cost)

Capital Improvements in Older Peoples Care Homes (iBCF)

7.1 Appendix 2

Name of Older Peoples Care Home	Works Carried Out	Expenditure (£)
Brierton Lodge	User friendly environments for wheelchair users	29,000
Charlotte Grange	Re-design of the Dementia Household	19,441
Clifton House	Bathroom, Conservatory & Laundry improvements, IT Tablets	13,815
Dinsdale Lodge	Dementia friendly walled garden	14,000
Elwick Grange	Dementia Friendly Café, Summer House & Fencing	22,787
Gretton Court	New Dementia friendly room furnishings	15,986
Lindisfarne	Increase size of dining area & new flooring; sensory garden & equipment	27,000
Queens Meadow	Redecoration, new flooring, doors and windows in residential and dementia areas	25,810
Rossmere Park Centre	New conservatory, contribution to garden works and new beds	30,364
Seaton Hall	Sensory garden	20,000
Seymour House	Create Medication Room	9,185
Sheraton Court	Sensory garden and dementia friendly areas; Garden tearoom	40,000
Stichell House	Decoration and furnishings	10,000
Wynyard Woods	Printed vinyl wall coverings for Replica Village/decorations/rail feature	20,394
	Total Expenditure to Date	297,782
Awaiting Final Invoices/Works On-Going:-		
Warrior Park	Sensory garden	24,000 *
West View Lodge	Develop dementia theme work including cinema room	37,000 *
* Estimated Costs only		

ADULT AND COMMUNITY BASED SERVICES COMMITTEE

21st November 2019



Report of: Director of Adult and Community Based Services
and Director of Finance and Policy

Subject: STRATEGIC FINANCIAL MANAGEMENT REPORT
- AS AT 30th SEPTEMBER 2019

1. TYPE OF DECISION/APPLICABLE CATEGORY

For information.

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to inform Members of the 2019/20 forecast General Fund Outturn, the 2019/20 Capital Programme Monitoring and to provide details for the specific budget areas that the Committee is responsible for.

3. BACKGROUND AND FINANCIAL OVERVIEW

- 3.1 As Members will be aware from previous reports there were significant over spends within Departmental budgets in each of the last 3 financial years reflecting continuing service pressures, particularly in relation to Looked after Children. These pressures commenced in 2016/17 and have been recognised within the MTFS, with one-off resources allocated to support the recurring budget.
- 3.2 The pressures in relation to Looked after Children are continuing in 2019/20 and it is anticipated they will continue in 2020/21. The Medium Term Financial Strategy report considered by Finance and Policy Committee on 30th September 2019 detailed a strategy for funding these additional costs.

4. REPORTING ARRANGEMENTS 2019/20

- 4.1 The availability and reporting of accurate and up to date financial information is increasingly important as future budget cuts are implemented and one-off resources are used up.
- 4.2 The Finance and Policy Committee will continue to 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 Committee to approve a strategy for addressing the financial issues and challenges facing the Council.

- 4.3 To enable a wider number of Members to understand the financial position of the Council and their service specific areas each Policy Committee will receive a separate report providing:

- a brief summary of the overall financial position of the Council as reported to Finance and Policy Committee
- the specific budget areas for their Committee
- the total departmental budget where there is a split across more than one Committee. This information will ensure Members see the whole position for the departmental budget.

5. GENERAL FUND BUDGET 2019/20 FORECAST OUTTURN

- 5.1 An updated assessment of the forecast 2019/20 outturn for the Council as a whole has been completed and an overall departmental over spend of £590,000 is anticipated compared to the previous outturn projection of £850,000. A strategy for addressing the previous forecast outturn had been approved as part of the 2020/21 MTFS report considered by Finance and Policy Committee on 30th September 2019, which was based on releasing one-off reserves to fund the 2019/20 overspend and provide one-off funding towards LAC costs in 2020/21.
- 5.2 The reduction in the forecast outturn will be reflected in the next MTFS report to enable Members to consider this issue in the context of the overall financial position facing the Council for 2020/21.
- 5.3 The 2019/20 outturn has been prepared to reflect expenditure incurred to date and forecast to be incurred in the rest of the financial year. As Members will be aware from previous years significant elements of the Council's budget are demand led and affected by expenditure over the winter months, including care costs in relation to older people and winter maintenance. The outturn forecasts will be closely monitored and regular updates will be reported to the Finance and Policy Committee.

6. 2019/20 FORECAST OUTTURN – ADULT AND COMMUNITY BASED SERVICES COMMITTEE

- 6.1 Details of the specific budget areas this Committee is responsible for are provided in **Appendix A**.
- 6.2 A £100,000 favourable variance is currently forecast which represents 0.3% of the net Adult and Community Based Services budget. However, it is still early in the year and demand within Adult Social Care can increase over the winter period and the nature of some of the placements could result in a significant increase in costs if there is a change in individual's circumstances or an increase in demand.
- 6.3 **Appendix A** also identifies some underlying budget pressures within Community Hubs, Leisure Centres, packages of care for Adults with a Learning Disability and costs relating to Deprivation of Liberty Safeguards (DoLS). These pressures are

funded in the current year from one-off underspends mainly arising from staff vacancies and incremental drift. Work is on-going to reduce these budget pressures and these areas will be closely monitored as the year progresses

7. 2019/20 Capital Programme Monitoring

7.1 In the current financial year the Council is currently managing over 150 individual capital schemes with a total budget of £53.904m. These capital schemes are funded from a range of sources:-

- Grant - this is funding the Council has secured from external sources and can only be used in accordance with specific grant conditions. This funding also included schemes funded from Section 106 agreements linked to planning applications
- Capital Receipts – funding received by the Council following sale of an asset (e.g. Land or Buildings)
- Contribution from Revenue budget (RCCO) – funding transferred from the Council's revenue budgets to fund capital expenditure
- Borrowing – this is where the Council has taken out a loan to be repaid over the life of the asset it is funding. The loan repayment costs are included in the base budget, or the specific business case for the project.

7.2 In a number of cases the capital schemes are funded by more than one of these funding sources as it will have been necessary to match fund or combine funding sources in order to arrive at the required budget.

7.3 Funding for all capital budgets reported to Members has been secured and officers are managing these schemes against the available budget. Any changes to these budgets are made in line with the capital virement rules included within the Council's Constitution.

7.4 Capital Expenditure relating to the Adult and Community Based Services Committee to the 30th September 2019 is summarised in the table below and further details are provided in **Appendix B**.

	BUDGET	EXPENDITURE IN CURRENT YEAR				
	A	B	C	D	E	F
	2019/20 Budget £'000	2019/20 Actual to 31/07/19 £'000	2019/20 Expenditure Remaining £'000	Expenditure Rephased into 2020/21 £'000	(B+C+D) 2019/20 Total Expenditure £'000	(E-A) 2019/20 Variance from Budget £'000
Adult and Community Based Services Committee	2,258	702	1,179	377	2,258	0

7.5 There is a longer lead in time for capital schemes and therefore it is not unusual for expenditure to be low at this stage of the year.

8. CONCLUSION

- 8.1 The Council over spent against the Departmental budgets in each of the last three financial years and used one-off resources to balance overall expenditure. This position reflected pressures in Children's Services which are continuing in 2019/20. These pressures are affecting the majority of councils with responsibility for these services.
- 8.2 As detailed in Section 5 a 2019/20 departmental revenue budget over spend of £590,000 is forecast. This mainly reflects continuing Looked after Children pressures.
- 8.3 The reduction in the forecast outturn will be reflected in the next MTFS report to enable Members to consider this issue in context of the overall financial position facing the Council for 2020/21.

9. RECOMMENDATIONS

- 9.1 It is recommended that Members note the report.

10. REASONS FOR RECOMMENDATIONS

- 10.1 To ensure that the Adult and Community Based Services Committee has up to date information on the forecast 2019/20 General Fund revenue budget outturn and Capital Programme.

11. BACKGROUND PAPERS

Medium Term Financial Strategy 2020/21 to 2021/22 to Finance and Policy Committee 30.09.19.

Strategic Financial Management Report – as at 31st July 2019 report to Finance and Policy Committee 30.09.19.

Strategic Financial Management Report – as at 30th September 2019 report to Finance and Policy Committee 11.11.19.

12. CONTACT OFFICER

Jill Harrison
Director of Adult and Community Based Services
jill.harrison@hartlepool.gov.uk
01429 523911

Chris Little
Director of Finance and Policy
Chris.little@hartlepool.gov.uk
01429 523002

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2019/20 as at 30th September 2019

Approved 2019/2020 Budget £'000	Description of Service Area	Forecast Outturn as at 30th September 2019 Adverse / (favourable) £'000	Director's Explanation of Variance
Adult & Community Based Services Committee			
0	Carers	0	
2,364	Commissioning & Adults General	10	
1,253	Community Hubs	45	The adverse variance reflects a budget pressure linked to proposed closure of branch libraries in 2018/19 that has not been implemented.
234	Departmental Running Costs	0	
668	Direct Care & Support Team	(60)	The favourable variance mainly relates to staff vacancies and incremental drift.
638	LD & Transition Social Work	(20)	The favourable variance mainly relates to incremental drift.
1,868	Locality & Safeguarding Teams	45	The adverse variance mainly relates to the unfunded costs of Deprivation of Liberty Safeguards which introduced new statutory responsibilities on Council's following a Supreme Court Judgement in 2014. These costs were funded from temporary iBCF grant in 2017/18 and 2018/19 and have been partly offset in the current year by staff vacancies.
930	Mental Health Services	10	
1,309	Occupational Therapy Services	(85)	The favourable variance mainly relates to staff vacancies (which have now been filled) and increased income.
1,643	Packages of Care - Mental Health	(25)	
10,934	Packages of Care - Older People	0	
8,867	Packages of Care - Working Age Adult	(50)	There are underlying pressures within packages of care for adults with a learning disability however these are being offset in the current year by increased recovery of Direct Payment contingency payments.
21	Substance Misuse - Operational	0	
524	Sport, Leisure and Recreation	85	The adverse variance is the result of a shortfall in income for the leisure centres and Carlton Adventure. The projection is after accounting for the £50k contribution from Public Health reserves.
1,155	Working Age Adult Day Services	(55)	The favourable variance mainly relates to timing differences in implementing the changes to the current service delivery model.
32,408	Adult & Community Based Services Committee Total	(100)	

PLANNED USE OF RESERVES

The above figures include the 2019/2020 approved budget along with the planned use of Departmental Reserves created in previous years.

The details below provide a breakdown of these reserves

Approved £'000	Description of Service Area	Actual Usage £'000	Variance Over/ £'000	Director's Explanation of Variance
Adult & Community Based Services Committee				
50	Public Health Reserve - Sport, Leisure & Recreation Facilities	50	0	This reserve will contribute towards income shortfalls across Sport, Leisure & Recreation
0	Adult Social Care Reserve - Community Led Support	99	0	This reserve is contributing towards the costs of the Community Led Support Programme
77	Public Health Reserve - GP Referral & EDAN	77	0	
44	Public Health Reserve - Wellbeing Strategy	44	0	This reserve is part-funding the Life Intervention Officers within the Community Hubs
13	Wellbeing Strategy	13	0	This reserve is contributing towards the Life Intervention Officers within the Community Hubs
184	Adult & Community Based Services Committee Total	283	0	

ADULT & COMMUNITY BASED SERVICES

7.2 APPENDIX B

CAPITAL MONITORING REPORT PERIOD ENDING 30th September 2019

Project Code	Scheme Title	BUDGET	EXPENDITURE IN CURRENT YEAR					Type of Financing	2020/21 COMMENTS
		A	B	C	D	E	F		
		2019/20 Budget £'000	2019/20 Actual as at 30/09/19 £'000	2019/20 Expenditure Remaining £'000	Expenditure Rephased into 2020/21 £'000	(B+C) 2019/20 Total Expenditure £'000	(D-A) 2019/20 Variance from Budget £'000		
Adult & Community Based Services									
7212	Capital Grants to Residential/Nursing Care Homes (iBCF)	257	64	193	0	257	0	RCCO	Schemes on-going
7234	Chronically Sick and Disabled Persons Adaptations	284	3	7	274	284	0	MIX	
8108	Centre for Independent Living (CIL)	228	0	228	0	228	0	MIX	
7218	Disabled Facilities Grant	1,254	609	645	0	1,254	0	GRANT	Schemes on-going
8710	Drug & Alcohol Recovery Centre	18	0	18	0	18	0	GRANT	Scheme on-going
8946	Stepping Stones Grant	26	0	26	0	26	0	GRANT	Scheme on-going
8088	Community Hub - Central	48	7	41	0	48	0	RCCO	Scheme on-going
8103	Swimming Scheme	35	0	0	35	35	0	RCCO	Amounts set aside for equipment purchase
8172	Brierton Dance Studio Equipment	2	2	0	0	2	0	RCCO	
7992	Junior Football Pitches	26	0	0	26	26	0	RCCO	
8408	Mill House - Equipment Purchase	28	15	13	0	28	0	RCCO	Used to fund replacement equipment
8689	Brierton Sports Fields	1	0	1	0	1	0	MIX	
8016	Summerhill Multi User Route	1	0	1	0	1	0	GRANT	
8409	Sport & Youth Improvements	12	0	0	12	12	0	MIX	To be used as match funding in potential future grant bid for work required at Carlton Adventure.
8964	Brierton Sports Hall Techno Gym	2	2	0	0	2	0	GRANT	
8896	Brierton Tennis Courts	30	0	0	30	30	0	CAP REC	
8634	Brierton 3G Pitch - Football Foundation	6	0	6	0	6	0	MIX	
Total Adult & Community Based Services		2,258	702	1,179	377	2,258	0		

Key

RCCO	Revenue Contribution towards Capital	GRANT	Grant Funded
MIX	Combination of Funding Types	CAP REC	Capital Receipt
UCPB	Unsupported Corporate Prudential Borrowing	UDPB	Unsupported Departmental Prudential Borrowing
SCE	Supported Capital Expenditure (Revenue)	CORP	Corporate Resources