

BRIGHTON & HOVE CITY COUNCIL
ADULT SOCIAL CARE & HEALTH CABINET MEMBER MEETING

4.00pm 10 JANUARY 2011

COMMITTEE ROOM 3, HOVE TOWN HALL

MINUTES

Present: Councillor K Norman (Cabinet Member)

Also in attendance: Councillor Lepper (Opposition Spokesperson)

PART ONE

30. PROCEDURAL BUSINESS

30(a) Declarations of Interests

30.1 There were none.

30(b) Exclusion of Press and Public

30.2 In accordance with section 100A of the Local Government Act 1972 ("the Act"), the Cabinet Member considered whether the press and public should be excluded from the meeting during an item of business on the grounds that it was likely, in view of the business to be transacted or the nature of the proceedings, that if members of the press and public were present during that item, there would be disclosure to them of confidential information (as defined in section 100A(3) of the Act) or exempt information (as defined in section 100I(1) of the Act).

30.3 **RESOLVED** - That the press and public be not excluded from the meeting.

31. MINUTES OF THE PREVIOUS MEETING

31.1 **RESOLVED** – That the minutes of the Adult Social Care & Health Cabinet Member Meeting held on 18 October 2010 be agreed and signed by the Cabinet Member.

32. CABINET MEMBER'S COMMUNICATIONS

Welcome to Terry Parkin

32.1 The Cabinet Member welcomed Terry Parkin, Strategic Director Place to the Cabinet Member Meeting. He also welcomed other officers who were attending for the first time.

Visit from Serbian Representatives

- 32.2 The Cabinet Member reported that he had met with Serbian representatives who toured Craven Vale on an information mission. The Cabinet Member asked the representatives about care services in Serbia and it became clear that their care system was very different. He was informed that there were a number of large care homes. One had 1000 people, another had 900.

Public Service Awards

- 32.3 The Cabinet Member reported that Lifelines and Carelink had won awards.

Great South East Care Awards

- 32.4 The Cabinet Member reported that the Adult Care Team had won an award and would be nominated for a national award. Meanwhile Stephanie Anderson had won the Ancillary Worker Award. The Homecare Manager had won the 2009 national award.

Tower House and Montague House Merger

- 32.5 The Cabinet Member reported that Tower House and Montague House had now merged. There would be an official launch in the future. A report on these services was on the agenda.

33. ITEMS RESERVED FOR DISCUSSION

- 33.1 **RESOLVED** – All items were reserved for discussion.

34. PETITIONS

- 34.1 There were none.

35. PUBLIC QUESTIONS

- 35.1 There were none.

36. DEPUTATIONS

- 36.1 There were none.

37. LETTERS FROM COUNCILLORS

- 37.1 There were none.

38. WRITTEN QUESTIONS FROM COUNCILLORS

- 38.1 There were none.

39. NOTICES OF MOTIONS

39.1 There were none.

40. FRAMEWORK AGREEMENT FOR PROVISION OF MINOR ADAPTATIONS WORKS TO THE HOMES OF DISABLED PEOPLE IN THE OWNER OCCUPIED AND PRIVATELY RENTED SECTORS.

40.1 The Cabinet Member considered a report of the Director of Adult Social Services and Lead Commissioner People which sought approval for the creation of a framework agreement for minor adaptations works to the homes of disabled people, primarily in the owner occupied and privately rented sectors, but also (to a lesser degree) in the public sector. Minor adaptations works were structural and electrical works up to £1000. These works were currently undertaken for Adult Social Care by 4 separate contractors. The value of the framework agreement over three years was calculated to be £1.1 million.

40.2 The Service Development Occupational Therapist informed the Cabinet Member that the advantage of the framework was that there would be better value for money. It provided the opportunity to bring separate contracts into one overall contract. It was also a good time to negotiate a better contract due to the economic climate. Minor adaptations over £500 would be considered at a Scrutiny Panel. The Framework Agreement would speed up the process for the user.

40.3 Councillor Lepper asked who managed and monitored the work carried out. She referred to the Scrutiny Panel mentioned above, and asked what criteria was used to see who was carrying out the work. The financial comments in the report noted that the capital funding available for 2011/12 onwards had not been confirmed. Councillor Lepper asked if it was confirmed; how would it compare with last year's budget. Was it driven by budget reductions or was it an improvement to the service.

40.4 The Head of Commissioning Partnerships replied to explain that there were efficiencies to be made in how adaptations were delivered. In terms of hospital discharges it was important to provide a better service. The proposals were about making the service more efficient.

40.5 The Service Development Occupational Therapist stated that 96% of minor adaptations were performed within seven days. She stressed that sometimes staff encountered complex situations, such as dealing with adaptations within a conservation area. The Scrutiny Panel looked at issues such as equipment to see if it was providing best value for money and whether it was the best item for the service user. The number of minor adaptations over £500 was very small. The council was currently using housing contractors. The framework would be an opening to the private and voluntary sector. The work being carried out would be closely monitored.

40.6 The Cabinet Member stated that his experience was that adaptations were carried out very quickly by the department. Councillor Lepper replied that she knew of a case where a handrail on a flight of stairs took 18 months to be installed. The Head of Commissioning Partnerships stated that she would be happy to speak to Councillor Lepper about these issues but her understanding was that the service was good.

- 40.7 The Operational Manager – Housing Adaptations Team informed the Cabinet Member that the Housing Adaptation Service was looking at the list of minor works and getting the work completed through the Neighbourhood Response Teams as quickly as possible. Redirecting the work to Adult Social Care was not always the best route.
- 40.8 The Lawyer asked for clarity about the framework agreement, which covered both the private and public sector. She noted that the Housing Revenue Account Disabled Adaptation budget funded approximately £80,000 per annum for minor adaptations to council dwellings. She asked if the Cabinet Member for Housing was content with the content of the report.
- 40.9 The Cabinet Member confirmed that the Director of Adult Social Services and Lead Commissioner People had been in contact with both the Cabinet Member for Housing and the Leader of the Council about this issue. They were both in agreement with the contents of the report.
- 40.10 **RESOLVED** – Having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:
- (1) That the procurement of a new framework agreement for minor adaptations works to the homes of disabled people, in the owner occupied, privately rented and public sectors be approved for a term of three years subject to annual review within the term.
 - (2) That the Lead Commissioner be authorised to enter into the framework agreement with contractors following a compliant procurement process.
 - (3) That the Lead Commissioner of Adult Social Care Delivery Unit be authorised to take all steps necessary or incidental to the implementation of recommendations 2.1. and 2.2 and including the awarding of the framework agreement.
- 41. ANNUAL PERFORMANCE ASSESSMENT FOR ADULT SOCIAL CARE**
- 41.1 The Cabinet Member considered a report of the Director of Adult Social Services and Lead Commissioner People which presented the Care Quality Commission's Annual Performance Assessment which summarised progress in relation to 7 outcomes for social care set out in the white paper "Our Health, Our Care, Our Say".
- 41.2 Brighton & Hove had been judged a council that is performing well overall. Within this the Council was judged to be performing excellently in relation to 3 outcomes and performing well in relation to 4 outcomes. This replicates exactly the performance achieved by the Council in 2008/09.
- 41.3 The Strategic Director People informed the Cabinet Member that the Council had done well in raising standards. A significant number of services were excellent. Those performing as good formed part of the Performance Action Plan.
- 41.4 **RESOLVED** – Having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendation:
- (1) That the Annual Performance Assessment and related Improvement Plan be noted.

42. PERSONALISATION AND DAY SERVICES

- 42.1 The Cabinet Member considered a report of the Director of Adult Social Services and Lead Commissioner People which provided updated information on the need to become more efficient and make maximum use of all day centre buildings, resources and staff to offer effective and responsive day services across the city that offer value for money. The report also provided information relating to Craven Vale Day Centre, Ireland Lodge Day Centre and work with commissioners that might affect the development of day services in the city. The report proposed further consultation.
- 42.2 Councillor Norman referred to Table 1 in paragraph 5.2 of the report. He corrected the headings. Craven Vale should read September 10 and Ireland Lodge should read October 10. Councillor Norman remarked that there had previously been substantial consultation and a great deal had been learnt from that process. As there was low occupancy, it was important to obtain best value for money and to make best use of the service. The merger of Montague House day services into Tower House was working well. There was no reason stage 2 of the process should not work.
- 42.3 Councillor Lepper expressed concern at the proposals, and said she was aware of the value of day services. She stressed that the reasons for under occupancy should be investigated to see whether there was another way forward. She considered day services could be of value to many people. She suggested that the council should consider a wider range of consultation, including outside organisations. Councillor Lepper said she would like to see more people attending day services.
- 42.4 Councillor Norman replied that the council were encouraging independence to help people get back to normal life. Personalisation was the way forward, rather than day services that people did not want.
- 42.5 The General Manager Provider Services remarked that the personalisation agenda had led to people voting with their feet. People wanted a different service now. The council was increasingly providing for people with a higher level of need. People with the most need should be targeted. She had been talking with commissioning colleagues so that older people could access services locally, rather than sit on a bus for an hour. Specialist services often meant long journeys for the clients.
- 42.6 Councillor Lepper asked if service users would have to face long journeys if services were merged. Councillor Norman replied that the intention was to cut down the travel time. The Council needed to provide the best service it could for residents. The Assistant Director, Adult Social Care stated that officers were very aware of the issues around transport and that the General Manager Provider Services was working on this issue.
- 42.7 The Strategic Director People remarked that the council should be proud of the work done on re-ablement. Many councils had failed to consider what the service users wanted. The services offered to service users were the ones that they wanted. It was difficult to make traditional services attractive to service users.
- 42.8 Councillor Lepper asked if provision would be increased if the demand for day services should increase in the future. The Head of Commissioning and Partnerships explained

that the council was engaging with service users. They were saying that they did not want to go to day services and would rather do something else. Assessment staff would help people make decisions for themselves. A recent example was a older lady who had set up a book club at Tower House. People were now running their own groups.

- 42.9 Councillor Lepper questioned the consultation process and asked for a wider consultation to include organisations like Age UK and the Alzheimer's Society. The General Manager Provider Services stated that there had already been a wide consultation. The Strategic Director People asked for clarity regarding this issue. He asked if the proposed consultation would extend to the groups the council normally consulted.
- 42.10 Officers stated that this was stage two of the process. Officers had already carried out a wide consultation. Stage two of the process was about the impact of the changes on users of the service. Councillor Norman stated that he was happy to agree the recommendations set out in the report.
- 42.11 The Head of Commissioning and Partnerships informed the Cabinet Member that she chaired the Day Activity Commissioning Group. She suggested that the discussion regarding this issue should be an item for that meeting.
- 42.12 The Lawyer emphasised that the consultation process had to be fair. Affected parties had to be consulted. Her understanding was that there had previously been a very wide consultation that had formed a two stage process. There were a range of organisations that represented service users across the city that had had a chance to give their opinions. This was a follow on report from a number of previous reports. The General Manager Provider Services agreed that this was correct. She stated that organisations like the Alzheimer's Society would be consulted again.
- 42.13 **RESOLVED** – Having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:
- (1) That the Increase in demand for day opportunities, and more flexibility that promotes citizenship and independence be noted.
 - (2) That continued low occupancy and under utilisation of staff, buildings and transport at Craven Vale and Ireland Lodge be noted.
 - (3) That there be a period of consultation with a view to the creation of two Community Resource Services in the city, each with a satellite service.

43. SAFEGUARDING VULNERABLE ADULTS

- 43.1 The Cabinet Member considered a report of the Director of Adult Social Services and Lead Commissioner People which presented the Safeguarding Adults Board Business Plan, updated since August 2010, in order to show the progress made in improvement planning for safeguarding vulnerable adults.

- 43.2 Councillor Lepper informed the Cabinet Member that she was pleased to see the Business Plan as safeguarding vulnerable adults was a matter of tremendous concern. Every council had come across people who had been abused; sometimes by family members.
- 43.3 Councillor Norman stated that he was involved with the Safeguarding Adults Board, and stressed the importance of this work to ensure that vulnerable adults were not abused. Councillor Norman mentioned that there was a Brighton & Hove Safeguarding Conference at Hove Town Hall each year. He invited Councillor Lepper to attend the conference as Opposition Spokesperson. The Acting Head of Assessment Services said she would ensure Councillor Lepper received an invitation.
- 43.4 **RESOLVED** – Having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:
- (1) That the updated Business Plan for safeguarding vulnerable adults be noted.
 - (2) That that this information will be included, with a further update, in the Safeguarding Vulnerable Adults Annual Report for April 2010/11.

The meeting concluded at 5.13pm

Signed

Cabinet Member

Dated this

day of