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MEETING	EXECUTIVE MEMBER FOR HOUSING & ADULT SOCIAL SERVICES ADVISORY PANEL
DATE	8 SEPTEMBER 2008
PRESENT	COUNCILLORS BOWGETT (VICE-CHAIR), SUE GALLOWAY (EXECUTIVE MEMBER FOR ITEMS 1-6 & 9), HORTON (FOR ITEMS 1-5 & 9), MORLEY, SIMPSON-LAING, TAYLOR, WISEMAN AND RUNCIMAN (EXECUTIVE MEMBER FOR ITEMS 7 & 8)
APOLOGIES	COUNCILLORS SUNDERLAND

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## **17. DECLARATIONS OF INTEREST**

Members were invited to declare at this point in the meeting any personal or prejudicial interest they might have in the business on the agenda.

Cllr Morley declared a personal non prejudicial interest relating to item 9, (In House Home Care- Revised delivery model) as he has power of attorney for someone in receipt of a homecare package.

## **18. MINUTES**

RESOLVED: That the minutes of the meeting held on 14 July 2008 be approved and signed by the Chair and Executive Member as a correct record.

## **19. PUBLIC PARTICIPATION**

It was reported that there had been one registration to speak at the meeting under the Council's Public Participation Scheme.

Heather McKenzie, Unison Deputy General Governor spoke regarding agenda item 9 (In House Home Care- Revised delivery model). She expressed her concerns regarding the suggested changes to the service and in particular:

- Individuals work and conditions especially the reductions in hours
- Splitting of the Home Support Team
- Reductions of two Home Support Managers and a number of Team Leader posts.
- Combining the EMI & High Dependency Teams into one service
- Staff involvement

Ms McKenzie informed Members that she would continue to be involved in the consultation.

## 20. 2008/9 SERVICE PLANS AND BUDGET 1ST MONITOR REPORT

Members considered a report that advised them of the progress against the service plan targets for housing and adult social services and the projected financial outturns for 2008/09 based on the first quarter results.

Officers gave a verbal update and informed Members that:

- the new Arc Light building opened in August 2008 and was delivering an outstanding service
- The impact of the credit crunch on new house buildings was a matter of great concern given that the affordable homes programme was so closely linked to new developments. This could have an impact on homelessness.
- Level of staff sickness had improved and was looking positive.
- Landlord services had shown a steady improvement in terms of reducing rent arrears and the time taken for both urgent and non-urgent repairs.

Melanie Bradbury, Assistant Director of Vulnerable People and Third Sector and John Clare, Assistant Director of Mental Health both from the PCT were introduced to Members.

Members requested an update on the Peasholme Green site and officers stated that things were currently on hold due to the builder going into receivership. This would result in a 2 or 3 month delay with a completion date of March/April 2009.

Cllr Simpson-Laing questioned the financial variations particularly the increase cost in repairs and maintenance and the cost of retrieving goods from storage. Officers stated that the repair and maintenance increase was a cause of adverse weather conditions which had resulted in more drainage, plumbing and roofing repairs. Officers agreed that there was a cost to retrieve goods from storage and would e-mail her the current charges.<sup>1</sup>

### Advice of the Advisory Panel

That the Executive Member be advised to note the contents of the report and agree the virements between £100k and £250k outlined in paragraph 21.

### Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: So that the Executive Member is briefed on the projected performance and financial outturns for Housing & Adult Social Services based on the first quarter of 2008/09.

### Action Required

1 To provide information as asked by Cllr Simpson-Laing

SB

## 21. HOUSING AND ADULT SOCIAL SERVICES CAPITAL PROGRAMME MONITOR 1

Members considered a report which presented the first quarter review of the 2008/09 Housing and Social Services Capital Programmes and the resources available to support them.

Members noted the net saving of £78k on Capital and £58k on MRA were a result of the following savings:

Cost Centre	Scheme	Approved Budget 2008/09 £k	Revised Costs 2008/09 £k	(Under)/Overspend 2007/08 £k
F772	Installation and Replacement of Heating Systems	1,406	1,328	(78)
F700	Misc. Backfills	381	372	(9)
F765	Tang Hall TC	2,964	2,919	(45)
F708	Horseman Ave TC	331	327	(4)

Members were informed that whilst F760 Adaptations for the Disabled was on target to remain within budget this was due to a waiting list for applications being held. A waiting list was also being held for the E702 Mandatory Disabled Facilities Grants (DFG's) for the first time in recent history.

### Advice of the Advisory Panel

That the Executive Member be advised to note the progress on schemes and approve variations in table 1.

### Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To ensure the continued delivery of the Housing Capital Programme within approved budgets.

## 22. REVIEW OF THE HOUSING REVENUE ACCOUNT ESTATE IMPROVEMENT GRANT PROCESS

Members considered a report that informed them of the proposals to revise the way suggestions are sought and decisions are made on the priorities for estate improvement grants each year.

Members were informed that each year the department goes through a process to determine how £170,000 should be spent in various council

housing areas around the city. The decision on how the budget for each area was prioritised had been adapted recently and Members were informed of the new initiatives.

Officers stated that an extensive consultation both with residents through individual Residents Associations (RAs); discussions at the Federation and discussions with staff and other stakeholders such as Street Scene and Street Environment Officers had taken place and at the Federation meeting in August there was a significant majority that voted for Option 4:

- Estate walkabout to draw up long-list of schemes followed by public meeting for tenants run by RA, before which RA publishes its recommended shortlist of schemes. Tenants then vote for preferred schemes for funding, either at the public meeting or by postal vote. These schemes are then implemented, up to the agreed budget.

Members considered and discussed the options available and agreed that option 4 was the preferred option as this would offer residents most involvement and allow all council tenants who do not have Residents Associations (RA) in their areas to access the scheme.

#### Advice of the Advisory Panel

That the Executive Member be advised to approve option 4.

#### Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To improve the way that the EOG budget is used ensuring that the suggested schemes meet identified local needs, create greater tenant and stakeholder involvement in setting out priorities and consulting with the local community. The process will become more transparent, the priorities will have more strategic relevance and Resident Associations will have a more significant involvement.

### **23. NORTH YORKSHIRE AND YORK SAFEGUARDING ADULTS PARTNERSHIP BOARD (FORMER ADULT PROTECTION COMMITTEE) ANNUAL REPORT 2007/8**

Members considered a report which informed them of the work of the Safeguarding Adults Board for City of York and North Yorkshire as set out in its annual report and the key issues relating to Safeguarding. Members were informed of the decision by the Board to move to separate arrangements for York and North Yorkshire from October 2008.

Members were informed that officers from the Commission for Social Care Inspection were unable to attend the meeting to discuss the results of the Older Peoples Inspection and it was agreed that this item be deferred until the next meeting due to be held on 20<sup>th</sup> October 2008.<sup>1</sup>

Officers informed Members that the proposal for York was to form a new Safeguarding Board for York. This would have membership from the same key statutory agencies (LA, PCT, Police) but would bring in representatives who were more focussed on York. The Board would be having its first meeting in October which would cover the interim report on safeguarding activity on the first six months of the year and the next annual report. These reports would focus solely on York.

Officers stated that additional staff would be required to strengthen the safeguarding arrangements for York and proposed the appointments of 2 Managers and an Administrative post. Members noted that these appointments could go ahead without seeking additional funding.

Members discussed the key forms of abuse and agreed that the increase in the number of referrals regarding physical and financial abuse had risen due to raised awareness. Some Members showed concerns regarding the financial abuse in the older population and officers stated that they had received 29 financial abuse cases last year of which 22 were of the older population.

The Executive Member discussed the importance of safeguarding adults the same way as safeguarding children and informed Members that she was a member of the Safeguarding Adults Board.

#### Advice of the Advisory Panel

That the Executive Member be advised to:

- i. comment on the work of the Safeguarding Adults Board and the issues highlighted in this report and, in particular, the move to a new Safeguarding Adults Board for York
- ii. become a member of the Safeguarding Adults Board for York
- iii. endorses the recruitment of additional staff to strengthen safeguarding arrangements in York.

#### Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To ensure that the City of York Council is in a position to meet its safeguarding responsibilities towards vulnerable adults in the city.

#### Action Required

To update the forward plan

SB

## **24. LEARNING DISABILITY PARTNERSHIP ARRANGEMENTS**

Members considered a report that informed them of the proposal by North Yorkshire and York Primary Care Trust to vary the partnership arrangements and the practical implications and seeks the Executive Member's agreement to a change in the terms of the partnership agreement.

Members were informed that the NY&YPCT had been reviewing the management and partnership arrangements and proposed from 1<sup>st</sup> October 2008 the PCT assume direct responsibility for line management of NHS staff and management of budgets. If the partnership agreement were amended in this way the commissioning of services and the management of the budgets associated with this would remain with CYC.

The Executive Member stated that the current working relationship was very strong and productive and members considered the options available and agreed to approve option 2.

- To accept the proposal from the PCT to vary the terms of the partnership agreement

#### Advice of the Advisory Panel

That the Executive Member be advised to approve option 2.

#### Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: North Yorkshire and York Primary Care Trust have advised that they intend to vary the partnership arrangements and therefore requires the Executive Member's agreement to a change in the terms of the partnership agreement in line with the recommendation at Option 2.

## **25. IN HOUSE HOME CARE - REVISED DELIVERY MODEL**

Members considered a report which informed them of the detailed proposals for achieving the required efficiencies and budget savings within the City Of York Home in-house home care services in the period 2008/11. It outlined the consultation and change management process that would be put in place before finalisation of the proposals and sought the Executive Member and Advisory Panel's views on those proposals as part of the consultation process.

Officers informed members that the Project Group had been considering detailed proposals for how the savings could be achieved and Members were informed of the changes proposed to the current structure.

- The citywide PIT service would involve:

- a reduction of two Home Support Managers and a number of Team Leader posts,
  - retaining the same level of hours currently contracted from staff, with contract changes to provide cover when needed and to reduce non-contact time.
  - inclusion of therapy support and dedicated review time to train staff and support individuals receiving PIT services,
  - inclusion of a planning and coordination function for the PIT and complex care service that will take and allocate all referrals, manage customer flow and roster staff more efficiently.
  - the use of specific Software to support the organisation of the efficient rostering of staff
- The combined E.M.I, High Dependency and the Night Team will be referred to as the Complex Care Team and would involve:
    - a reduction of Team Leaders cover
    - revision of staff job descriptions for the combined service
  - The Home Support Service would be managed within two localities and sit along side other Supporting People and Housing funded warden and sheltered accommodation services.
  - Changes to the Extra care and Housing Support provision would include a combination of the care responsibility under one registered Home Support Manager.

Members discussed and considered the new proposals and raised a number of concerns regarding:

- The suggested changes to contracted hours. Some Members stated that reducing hours below 16 hours a week would affect staff financially if claiming working tax credit. Members requested officers take this into consideration when finalising the proposals.
- The proposed timetable and staff involvement in the consultations. Officers stated that staff had been consulted via face to face sessions with presentations on the proposal with opportunity for feedback, 1-2-1 sessions and a comprehensive information pack had been sent to all staff. The consultation will run until w/c 13<sup>th</sup> October with proposals being finalised in November for implementation early 2009.
- The reductions of the two Home Support Managers and a number of Team Leader posts.
- The use of the word 'dismissal' in paragraph 20 under the heading P.I.T Home Care Workers was too aggressive.

Members requested officers inform them by e-mail which EMAP the final report would be put forward to.<sup>1</sup>

Advice of the Advisory Panel

That the Executive Member be advised to note the proposals that are to go to consultation and that following further consultation and the initiation of the management of change process members are informed of the changes in the finalised home care structure.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To achieve the required budget savings for 2008/09 and 2009/2010

Action Required

Inform all Members by e-mail which EMAP the finalised SB proposals would be put forward to.

COUNCILLOR SUE GALLOWAY (FOR ITEMS 1-5 & 9)  
EXECUTIVE MEMBER FOR HOUSING & ADULT SOCIAL SERVICES

CLLR RUNCIMAN (FOR ITEMS 7 & 8)  
EXECUTIVE MEMBER FOR HOUSING & ADULT SOCIAL SERVICES

COUNCILLOR BOWGETT,  
CHAIR OF THE ADVISORY PANEL

[The meeting started at 4.00 pm and finished at 5.15 pm].