

## APPENDIX 1

### **Extract of Executive Board and Executive Board Sub Committee Minutes Relevant to the Healthy Halton Policy and Performance Board**

#### **EXECUTIVE BOARD MEETING HELD ON 4 JUNE 2009**

#### **EXB8 REDESIGN OF DAY SERVICES FOR PEOPLE WITH PHYSICAL AND SENSORY DISABILITIES AND OLDER PEOPLE WITH ADDITIONAL NEEDS**

The Board received a report from the Strategic Director, Health and Community which outlined the key issues and development plan for the modernisation and redesign of Day Services for adults and seeks approval to begin formal consultation with stakeholders.

The Executive Board had recognised, back in July 2004, the need to re-design Day Services in response to the Government's Agenda, '*Valuing People, A New Strategy for Learning Disability for the 21<sup>st</sup> Century*'.

At that time it was agreed that there was a need for accelerated movement away from traditional building based services and to provide increased opportunities for people with learning disabilities, promoting social inclusion and independence. The example of the closure of Astmoor as a base for Day Services for adults with learning disabilities had clearly demonstrated the value of community based day services as a more effective and preferable model of service delivery. Since that date there had been some significant progress. Astmoor Day Centre was successfully closed as a Day Centre in 2007. The vast majority of people receiving Day Services with learning disabilities are now happily receiving the service from the community. New services had been developed and existing community based services strengthened.

The report continued to characterise the current services provided by the staff based in Bridgewater, namely; Bridgewater Centre, PSD Outreach Team, Community Day Services and Adult Placement Service.

The Strategic Director, Health & Community described the Hub and Spoke model in further detail and explained how people would be consulted on the proposals.

#### **REASON(S) FOR DECISION**

To increase opportunities for people with physical and sensory disabilities to access mainstream services, promoting social inclusion and independence.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

The only other option is to maintain this service as it is currently delivered.

## **IMPLEMENTATION DATE**

March 2010.

RESOLVED: That

- 1) Approval is given to the following as a basis for consultation with service users, families, carers and staff of Bridgewater commencing in July 2009, on the following proposals:
  - i) To de-commission Bridgewater as a base for the delivery of Day Services for Adults with Physical and Sensory Disability.
  - ii) To continue the development of a “hub and spoke” model of dedicated local resources.
- 2) The Strategic Director for Health and Community, in consultation with the portfolio holder for Health and Community, be authorised to consider feedback in response to the consultation, to consider this with other information and return to the Board with recommendations.

## **EXECUTIVE BOARD MEETING HELD ON 16 JULY 2009**

### **EXB24 INTERMEDIATE CARE SERVICE WARRINGTON**

The Board considered a report of the Strategic Director, Health and Community which provided details of the initial expression of interest submitted to Warrington Borough Council and Warrington PCT to deliver an integrated Intermediate Care Service and sought the Board's approval to progress the application and submit a formal tender.

The Board was advised that the Service would aim to:-

- Improve the ability of people to live independently through the provision of enabling and rehabilitation Intermediate Care services;
- Enable adults with physical and / or mental health impairment (but not adults with severe and enduring mental health), the Client Group, to participate fully in their local communities;

- Involve users of services, their significant others and the local community in the planning, development, monitoring and review of Intermediate Care services;
- Provide a robust performance management and clinical governance framework to ensure services meet the needs of the community, with regard to evidence based practice, best value and value for money; and
- Improve the range and mix of services for the Client Group and develop pathways that enable the appropriate and timely use of primary and secondary health care, social services, culture and leisure activities and voluntary sector services.

The Board was further advised that following the evaluation of the initial submission, the Authority in partnership with Health had been asked to take part in the next stage, the development of an outline solution which was appended to the report for information.

The outline solutions would be assessed and further dialogue would take place with organisations. A detailed solution would need to be submitted in September 2009. The final submission of a formal tender would need to be made by 6th November 2009. If the Authority / Health Trust should be successful, notifications would be in December 2009 / January 2010 with a view to the service being delivered in April 2010.

Arising from the discussion the Board felt there was not sufficient financial information available with regard to long term funding and potential operational problems.

RESOLVED: That Halton Borough Council does not proceed with this application.

## **EXECUTIVE BOARD MEETING HELD ON 24 SEPTEMBER 2009**

### **EXB39 HEALTH & COMMUNITY CAPITAL PROGRAMME 2008-09 AND CAPITAL PROGRAMME 2009-10**

The Board received a report of the Strategic Director, Health and Community which informed the Board of the 2008/9 capital programme outturn and the 2009/10 capital programme.

A report was presented to the Board on 2<sup>nd</sup> April 2009 setting out the forecast outturn for the Health and Community capital programme for 2008/9 and the reasons for monies being carried forward to 2009/10, together with a proposed programme of schemes for 2009/10. Due to the

delay in announcing the housing grant allocations from the Government Office, the report highlighted that assumptions had been made about the level of resources likely to be available in 2009/10.

The Board was advised that the allocation for the housing programme had been announced as £2.911m, an increase of £2.289m over the 2008/9 allocation. After several years of declining grant in Halton, this level of funding considerably exceeded what was expected and was due to the introduction of a revised funding distribution formula which more closely reflected the priorities in the recently revised Regional Housing Strategy.

Given that the housing programme had been supported by corporate capital growth in recent years when the housing grant was reducing, and the current pressures on the Council in terms of capital, it was proposed that the approved carry forward of £0.736m be vired to support the corporate capital programme.

It was noted that there would be a requirement for some resources to be set aside to fund Halton's share of ICT and Software costs for the development and introduction of a sub-regional Choice Based Lettings Scheme, but the amount involved would not be clear until much later in the financial year. A provisional sum of £50,000 had therefore been included in the programme.

This still left £1.329m of the new housing allocation unallocated. There were a number of potential calls on this fund, but the main priority was in the Housing and Supporting People Strategies was to secure the development of additional extra care housing schemes for the growing population of older people in the Borough.

The Board was advised that a further priority was the Registered Social Landlord (RSL) Partnership Agreement. This partnership between HBC and the RSLs began in July 2008. In 2008/9 the Council identified £467k to be used to fund, on a 50:50 basis, home adaptations within RSL properties.

In 2009/10 the Council had allocated £450k to the Partnership Agreement. To date £410k had been paid, committed to schemes agreed and it was anticipated that the RSLs could carry out further adaptations to a value £400k requiring additional partnership funding of £200k, from the Council, to be match funded by £200k from the RSL.

The report set out the actual funding available for the Health and Community capital programme for 2009/10 after the adjustment detailed within the report.

**RESOLVED:** That

- (1) the recommendation in 3.3 of the report be approved; and
- (2) the Board recommend the Council to approve the capital programme for 1009/10, as set out in Appendix 1.

## **EXECUTIVE SUB-BOARD COMMITTEE MEETING HELD ON 24 SEPTEMBER 2009**

### **ES24 NORTON PRIORY BUSINESS CASE**

The Sub-Committee received a report of the Strategic Director, Health and Community which informed Members on the progress of the Catering Contract at Norton Priory which had been provided by Adults with learning Disabilities Day Services since 25<sup>th</sup> October 2008 and which sought approval for the Business Plan.

The Council, like many other Councils across the UK had found it difficult to meet the Care Quality Commission's objectives of finding people known to Social Care, particularly those with Learning Difficulties, suitable employment opportunities.

In July 2008 negotiations with Norton Priory led to the offer from Norton Priory to Adults with Learning Disability Day Services of a contract (SLA) to provide all the catering at Norton Priory. This included special, local and corporate events as well as the café.

Members were advised that Day Services had existing experience at providing community based catering projects at Murdishaw Café and Country Garden Buffet and had included the Norton Priory contract into its current operations without any increase to the establishment. The report set out the businesses run by Adults with Learning Disability Day Services.

The catalyst that enabled these services to become more recognisable as businesses was the award of the contract to provide the catering at Norton Priory, which began officially on 5<sup>th</sup> December 2008. This had been a genuinely commercial opportunity. The refectory at the museum was staffed Monday to Sunday with at least one member of staff and between 2 and 6 service users per day. Between the Norton Priory site, Murdishaw Café and Vine Street there were currently five service users receiving permitted earnings.

The feedback at Norton Priory continued to be positive and warm with customers commencing favourably on the quality, cost, variety and the friendliness of the service. The standards were closely monitored and the repeat customer base was steadily increasing.

It was noted that monthly meetings were being held with Norton Priory Trust's management team. The relationship remained strong and mutually beneficial. The success of the service and the healthy relationship had provided further opportunities to cater for fetes and large corporate events.

It was noted that since December 08 CGS's takings from Norton Priory, the buffets and the two days per week at Murdishaw Café amounted to £29,500. Two thirds of this was made up from the trade at Norton Priory.

Based on this trading history, the figures demonstrated that it was a profitable business. Margins were around 33% although this must be emphasised that the real costs of labour i.e. the costs associated with the staff who supported the service users to provide the services, were already paid for and effectively subsidised the business. This was not to say that in future the projects could not be outsourced or act as stand-alone enterprises. It was noted that with this had come opportunities to diversify into other areas. The report set out a number of projects and businesses that Day Services and colleagues from the Children and Young People Directorate had worked on in the belief that they are both achievable and sustainable.

RESOLVED: That

- (1) the Strategic Director, Health and Community, in consultation with the Portfolio Holder, Health and Social Care be authorised to continue and, where appropriate, extend the contractual arrangements with Norton Priory Trust to provide catering and related services at Norton Priory;
- (2) a further financial report be submitted to the Sub-Committee in 12 months time; and
- (3) further update reports be submitted to the relevant Policy and Performance Board.