

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

|                        |   |               |  |
|------------------------|---|---------------|--|
| <b>Decision Maker:</b> | Executive Member for Adult Social Care  |               |  |
| <b>Date:</b>           | 29 October 2010   |               |  |
| <b>Title:</b>          | Budget, Performance and Workforce monitoring 2010/11 – period - 1 April 2010 to 31 July 2010. |               |  |
| <b>Reference:</b>      | 2024  |               |  |
| <b>Report From:</b>    | Deputy County Treasurer and Director of Adult Services  |               |  |
| <b>Contact name:</b>   | Erica Meadus and Adrian Thorne  |               |  |
| <b>Tel:</b>            | 01962 846195<br>01962 847259  | <b>Email:</b> | <a href="mailto:Erica.Meadus@hants.gov.uk">Erica.Meadus@hants.gov.uk</a><br><a href="mailto:Adrian.Thorne@hants.gov.uk">Adrian.Thorne@hants.gov.uk</a> |

#### 1. Introduction

1.1. To aid navigation of this report this section sets out the contents of this report as follows:

- Executive Summary (paragraphs 2.1 to 2.9)
- Contextual information (paragraphs 3.1 to 3.6)
- 2010 Revenue summary as at 31 July 2010 (Period 4) (paragraphs 4.1 to 4.27)
- Management actions being undertaken to manage the budget pressure (paragraphs 5.1 to 5.9)
- Updates on following:
  - Grant received (paragraphs 6.1 to 6.10)
  - Client care packages analysis (paragraphs 7.1 to 7.5)
  - Income analysis (paragraphs 8.1 to 8.2)
  - Workforce including update on sickness absence and recruitment (additions and reductions) to approved posts (paragraphs 9.1 to 9.10)
  - Performance (paragraphs 10.1 to 10.12)
  - Bad debt write offs (paragraphs 11.1 to 11.2)
  - Capital Programme (paragraphs 12.1 to 12.4)
- Recommendations (section 13)

## **2. Executive Summary**

- 2.1. The purpose of this paper is to set out for the Executive Member for Adult Social Care the current budget forecast outturn position and associated performance improvements along with a workforce update as at the end of July 2010.
- 2.2. This report seeks to:
  - Explain the forecast outturn position as at 31 July 2010 (Period 4) and the reasons for areas of potential pressure and under-spend
  - Explain the management actions put in place to ensure that the service continues to provide effective support to our clients within our resources
  - Identify any financial risks that may impact on Adult Services over the remaining financial year and management actions to mitigate these risks
  - Report the progress against recruitment of agreed posts
  - Identify key performance achievements
  - Gain approval for bad debt write off.
- 2.3. The report sets out the key emerging financial pressures faced by the department in 2010/11 relating primarily to activity-led areas, currently resulting in an underlying gross pressure of £5.846m. With current planned management action of £1.133m the net forecast pressure is £4.713m.
- 2.4. The department's strategy is to take the necessary management actions (which are explained in paragraph 3.6) in the current year in order to remain within the cash limit and to maximise efficiencies.
- 2.5. The major part of the £4.713m pressure is due to the full year impact of last year's operational pressures combined with the ongoing pressures which include:
  - Demography and complexity with increasing numbers of people needing care and having more complex needs
  - Increasing costs of domiciliary care packages
  - Ongoing impact of developments in the health sector particularly in relation to continuing health care and hospital discharges.
- 2.6. The current forecast position represents an overall decrease of £224,000 in the pressure since the position reported to the Executive Member in July 2010. The decrease consists of an increase in expenditure of £988,000 offset by an increase in income of £1.212m.
- 2.7. In recognition of the demise of the national performance framework, and the move away from needing to meet Government targets, Adult Services is refocusing its 'performance information' to develop a locally determined set of management information that will help drive the

transformation of services and support front line managers to improve delivery at a local level. This information will include productivity data sets that will sit alongside the monthly budget monitoring information in this report.

2.8. Risks to the department are still focussed around:

- demography and complexity, where the overall number of care packages are now exceeding the budget;
- ordinary residence, where there is a risk that claims from other local authorities will exceed the current provision;
- the developments in the health sector that are impacting on continuing health care funding and section 117 clients.

2.9. These risks continue to be monitored regularly.

### **3. Contextual information**

- 3.1. The Budget Report<sup>1</sup> agreed by the Cabinet in February 2010 set a three year budget strategy for Adult Services. As part of that process key risks as well as demographic pressures were identified and considered. These have been monitored as part of the budget and performance management processes within the department.
- 3.2. Some of the budget assumptions have been affected by the new Government's coalition agreement, the announcement of 2010/11 grant reductions and the June Emergency Budget.
- 3.3. For adult services this means total grant loss of £751,272 in 2010/11. Plans are in place to manage the pressure as a result of these reductions within the available cashlimit (see more detail in grant section 6).
- 3.4. The Government's recent Emergency Budget proposals signalled a significantly larger reduction in public expenditure than had been thought previously however the detail of this will not be known with certainty until the Spending Review is announced in October 2010 and the annual grant settlement in December 2010.
- 3.5. In order to deal with the scale of challenge and for forward planning, Cabinet approved the efficiency and cost reduction programme against various efficiency streams on 26 July 2010<sup>2</sup>.
- 3.6. The department, in conjunction with the Devolved Finance Unit (DFU), has embarked on various measures to implement efficiencies and savings, including those outlined in the Cabinet report, to manage the in year pressures and to identify any areas for ongoing efficiencies. The outcome of this work will form a significant element of the three year revenue budget plan for the service. The measures agreed to date are

---

<sup>1</sup> Revenue budget and precept 2010/11 Provisional budgets 2011/12 – 2012/13, 4 February 2010

<sup>2</sup> Efficiencies and Expenditure Reductions: Transforming the County Council, 26 July 2010

listed below and will all be quantified as separate actions in the management action plan as they are allocated and agreed:

- a management action plan has been agreed and will be monitored monthly by the departmental management team. The department is aiming to reduce the forecast pressure through strict control of these actions. Section 5 sets out the details £1.133m
- budget challenge meetings between the Assistant Director Performance & Business Management, the Head of Finance, budget managers and DFU Accounting Managers have started to examine current 2010/11 budget positions, outline the current pressures and savings and whether they are one off or ongoing, and identify any elements of budgets which are uncommitted at this stage. These meetings are also used to plan for 8% year on year reduction in funding including where spending is funded by specific and area based grants £3.5m
- members of staff with experience of carrying out reassessments from across all client groups are being drawn together to form a central reassessment team in October 2010. The team will focus on individual care planning and self directed support and ensure that Adult Services are meeting eligible needs in a cost effective manner that takes individual circumstances into account. The work of the team will build on the principles of personalisation and self directed support by £2.1m

  - Accessing and signposting to community and universal services where appropriate
  - Supporting people to remain at home as cost effectively as possible
  - Increasing the use of telecare / assistive technology
- contract reviews - Procurement & Market Development are reviewing all contract arrangements to identify potential savings. The review is focussing initially on under utilised block contracts, unit rates, volume discounts and contracts coming to an end. The aim is to achieve some savings in 2010/11, but the bulk will be released in 2011/12 and beyond. These savings will be quantified as part of the 2011/12 budget preparation £1.6m
- review of temporary staff – all temporary posts have been assessed to identify where work can be managed within the existing resources and where appropriate temporary contracts are terminated £0.1m
- review of transformation projects – refocusing the

transformation programme to ensure sustainable solutions, and commitment to the core strands of the Hampshire Model as these key elements remain essential to a cost effective, personalised approach to care and support. Part of this will focus on process improvement in a variety of areas such as better use of Hantsdirect and reducing duplication and delay in assessment processes. There will also be a continued focus on early intervention and prevention to ensure that people remain independent for as long as possible

- reducing the management structure in the department in line with corporate targets
- contributing to the corporate efficiency project work stream.

**4. 2010/11 Revenue budget summary as at 31 July 2010 (Period 4)**

4.1. Over this period the cash limit has increased by £926,000 as outlined below.

|  | <b>£'000</b>   |
|--|----------------|
| Cash limit as at Period 2                                | 313,474        |
| Transfer of cash limit for Older Person's Wellbeing Team | 108            |
| Additional HIV Aids grant                                | 143            |
| Local Public Services Agreement (LPSA) 2                 | 675            |
| <b>Cash limit as at 31 July 2010 (Period 4)</b>          | <b>314,400</b> |

4.2. The projected outturn reported position for 2010/11 is an underlying pressure of £5.846m. With planned current management action of £1.133m the net forecast pressure is £4.713m. The outcome against measures detailed in paragraph 3.6 will be used to address the £4.713m pressure. The variance and movement reported for each client group is shown in table 1 below.

| <b>Table 1 - Movement between Period 4 &amp; Period 2</b> |                              |                               |                                |                                     |                |              |
|---|------------------------------|-------------------------------|--------------------------------|-------------------------------------|----------------|--------------|
| <b>Care Group</b>   | <b>Budget as at Period 4</b> | <b>May (P2) Net Variation</b> | <b>July (P4) Net Variation</b> | <b>Movement between P4 &amp; P2</b> |                |              |
|   |                              |                               |                                | <b>Gross</b>                        | <b>Income</b>  | <b>Net</b>   |
|   | <b>£'000</b>                 | <b>£'000</b>                  | <b>£'000</b>                   | <b>£'000</b>                        | <b>£'000</b>   | <b>£'000</b> |
| Director and Performance & Business Management            | 21,824                       | 211                           | (845)                          | (1,058)                             | 2              | (1,056)      |
| Commissioning and Partnerships                            | 48,638                       | (339)                         | (763)                          | (335)                               | (89)           | (424)        |
| Older People / Physical Disability (OPPD)                 | 166,116                      | 4,216                         | 4,401                          | 2,141                               | (1,956)        | 185          |
| Learning Disability                                       | 64,207                       | 2,110                         | 2,583                          | (722)                               | 1,195          | 473          |
| Mental Health   | 11,849                       | 265                           | 689                            | 788                                 | (364)          | 424          |
| Winter Pressures and Contingency                          | 1,766                        | (1,526)                       | (1,352)                        | 174                                 | 0              | 174          |
| <b>Grand Total</b>  | <b>314,400</b>               | <b>4,937</b>                  | <b>4,713</b>                   | <b>988</b>                          | <b>(1,212)</b> | <b>(224)</b> |

4.3. Areas which contribute to the position currently reported for the service are OPPD, Learning Disabilities and Mental Health and pressures in these areas are offset by underspends in Director and Performance & Business Management, Commissioning & Partnerships, and Winter Pressures & Contingency.

4.4. The main factor contributing to the projected pressure is overspending on demand led care budgets which is more significant than in 2009/10. This reflects a changing balance of care packages, with increased emphasis on domiciliary care and direct payments, along with an overall increase in the average cost of care packages. Though partly offset by savings on non demand led budgets, higher income from charges as a result of improved projection and other savings from planned management action, sustained action will be undertaken over the remainder of the year to contain spending within budget.

#### **Director and Assistant Director Performance and Business Management**

4.5. The £845,000 underspend in the Director and Assistant Director Performance and Business Management area is largely as a result of reviewing the Hampshire Model projects scope and costs (-£534,000). Further savings have been identified in Learning and Development (-£47,000) along with an increase of income (-£15,000). In addition uncommitted balances held by the Director (-£60,000) have been released. Vacancy management produced the balance (-£189,000) of the underspend.

4.6. Within Performance and Business Management, a pressure on business as usual IT budgets has emerged. Management action has been taken to suspend further purchases of new IT equipment and connections.

### **Commissioning and partnerships**

- 4.7. Commissioning and partnerships is reporting a forecast underspend of £763,000 largely as a result of slippage in the Learning Disability Campus, Carers and HIV/Aids Grants (-£731,000) as well as a review of Innovation Grants (-£108,000). In addition, savings have been made through re-scoping of the accreditation project (-£70,000). These savings have been offset by pressures of £146,000 the majority of which relates to extra care project costs. The **management action** is for the Deputy Director to review the commissioning and partnership budgets to identify further savings of £146,000.

### **Older People / Physical Disability (OPPD)**

- 4.8. Demography is a major pressure on the OPPD budgets as purchased client activity and average weekly costs have increased at a higher level than was budgeted for, leading to a £4.401m pressure in 2010/11, an increase in spend of £185,000 since Period 2. This includes the full year effect of £1.8m of prior year client activity.
- 4.9. The growth in client activity is reflected in an increase in the pressures of £2.141m, offset by forecast income of £1.956m since period 2.
- 4.10. Personalisation has meant that demography and complexity has had the biggest impact on domiciliary care and Direct Payments as more clients choose and are enabled to live at home for longer:
- Whilst client activity was budgeted to increase in line with predicted demographic growth for 2010/11, activity to the end of July has already exceeded the budget for both purchased domiciliary care (107 care packages) and Direct Payments (173 care packages)
  - In OP domiciliary care the average weekly unit cost has seen a 50% increase against the budget for 2010/11, reflecting the growing complexity of needs of people living at home.
- 4.11. The costs of supporting higher needs clients in their own homes with a domiciliary care package can be as high or even higher than the cost of a residential placement, however, due to the differing financial assessments for residential and non-residential client contributions, the average client contribution towards non-residential care is much lower. This has been reflected in forecast gross expenditure on purchased demand led budgets increasing by 7% in 2010/11, but income on these budgets forecast to increase by only 4%.

### **OPPD Management actions**

- 4.12. The management actions within OPPD are impacted by:
- the statutory duty to provide care to people meeting the eligibility criteria and responsibility to provide a safe and timely service in line with quality and performance requirements
  - rules on gathering income due to Charging for Residential Accommodation Guide (CRAG) for residential care and current non-residential care contributions policy

- unit costs are driven by market capacity and tight quality monitoring and safeguarding can negatively impact this capacity.

### **Learning disabilities**

- 4.13. The learning disabilities underlying pressure is £2.871m. This has been partially offset by planned management actions of £288,000 (see section 5) to provide a forecast pressure of £2.583m.
- 4.14. There has been an overall movement of £473,000 increasing the pressure from Period 2. Analysis of this movement has shown a decrease in costs of £722,000, but also a decrease in forecast income of £1.195m.
- 4.15. The majority of the reduction in forecast income reflects the non receipt of Continuing Health Care<sup>3</sup> (CHC) funding due to the tightening of the assessment processes by Hampshire Primary Care Trust (PCT) (£750,000). To date £77,000 has been received of a budgeted £1.5m; outstanding continuing health care cases are being pursued but it is unlikely the full amount will be received.
- 4.16. The remaining reduction in forecast income relates to lower than budgeted inflation received from Health for Section 256 and joint funding (£336,000).
- 4.17. The decrease in costs since period 2 is mostly due to a review of commitments (£573,000); the release of a provision for an expected backdated payment to Health which relates to three joint funded clients - Health has decided not to pursue this funding (£430,000)<sup>4</sup>; and reduced costs in assessment and care management (£93,000). These savings have been partially offset by operational pressures of £361,000 which relate to client transport (£111,000) and in-house services (£250,000).
- 4.18. Learning disability underlying pressures contained within the forecast relate to:
- The full year impact of 2009/10 demographic pressures (£1.7m), the key determinants of the demographic pressure have been:
    - the actual average cost of purchased domiciliary care in 2009/10 was 22% higher compared to budget equating to a £1.9m full year pressure on gross costs
    - an increase over budgeted clients in 2009/10 of 120 direct payments clients equating to a £1.1m full year pressure on gross costs
    - the pressures above were partially offset by reduced reliance on residential care (20 fewer clients than budgeted in

---

<sup>3</sup> People who meet the relevant criteria are entitled to have their continuing healthcare fully funded by the NHS. The National Framework for NHS Continuing Healthcare and statutory Directions set out the principles and process as to how eligibility is to be determined.

<sup>4</sup> £340,000 relates to Health and the remaining £90,000 relates to reviewing of commitments.

2009/10) equating to a full year reduction in gross costs of £1.3m

- Additional demographic pressures of 37 clients in 2010/11 in relation to the aging population (£930,000)
- 4.19. There is a risk that efficiencies identified in the budget setting process may not be achieved, putting further pressure on the learning disability budget. As at period 4 there remains £2.340m budgeted efficiencies to be achieved. This consists of the remaining continuing health care funding, service transformation efficiencies, staff turnover and corporate procurement efficiencies.
- 4.20. Should the risks identified in paragraph 4.19 above not be achieved then the learning disability pressure could be £5.2m.

#### **LD Management Action**

- 4.21. To ensure the current pressure and risks are managed the Assistant Director for Learning Disability and the Head of the Integrated Learning Disability Services have developed a series of management actions to deliver a balanced budget. As with OP/PD, management actions are limited for learning disability services in line with paragraph 4.12 above. Details are listed in section 5 of this report.

#### **Mental health**

- 4.22. Mental health are forecasting a pressure of £689,000. £500,000 of this pressure is an estimate of the outcomes of the review by Hampshire PCT of its portfolio of Section 117 clients. To date the reviews of five clients have been approved via the joint Health-Hampshire County Council panel at a cost of £130,000. The £370,000 balance reflects an estimate of the part-year cost of additional clients likely to be approved in 2010/11.
- 4.23. In addition the forecast pressure includes the demographic pressure (£132,000) as a result of an ongoing increase in the number of clients over 65 years old with complex needs in mental health as well as the full year effect of an 1.5 fold increase (17 clients) in 2009/10 of the number of clients under 65 years old with early onset dementia. There was also a transfer from learning disability of costs relating to Asperger clients who are now funded equally between learning disability and mental health (£90,000). These pressures are partially offset by reviews of provisions which have produced savings to date of £33,000.
- 4.24. Currently, there is a risk that £200,000 of the £400,000 savings included in the budget preparation for 2010/11 may not be achievable. This risk will be updated in future reports.
- 4.25. It is likely that Health Trusts will be undertaking a review of the Section 117 clients they fully fund. Further discussions are planned in the coming months with service managers. Once these discussions have taken place it will be possible to scope the potential financial impact. Updates on this issue will be given in the next report to the Executive Member.

### Winter pressures and contingency

- 4.26. The main reason for the £1.352m underspend in winter pressures and contingency is the removal of commitments against other contingencies (£448,000), winter pressure contingency (£864,000) and bad debt contingency (£43,000). The underspend has been used to offset the overall pressure.
- 4.27. Within winter pressures and contingency there is a £1.7m inflation saving target which is currently forecast to be delivered. The Departmental Management Team (DMT) is currently reviewing an option to use some of the capital resources to offset the pressure if the savings are not fully achieved.

### 5. Management Actions

- 5.1. The department is taking various measures to manage in year pressures. This section outlines the management actions and plans identified in paragraph 3.6 and progress to the end of period 4. This will be monitored monthly and updates on progress will be provided in future reports. Table 2 summarises the position as at the end of period 4.

| <b>Table 2 - Management action to achieve Period 4 forecast position (£4.713m)</b> |                   |                           |  |
|--|-------------------|---------------------------|--|
| <b>Summary Table</b>   | <b>Target set</b> | <b>Achieved during P4</b> | <b>Outstanding balance to achieve during 10/11</b> |
|  | <b>£'000</b>      | <b>£'000</b>              | <b>£'000</b>                                       |
| <b>Overall underlying pressure P4</b>  |                   |                           | 5,846  |
| Management actions   | (1,480)           | (347)                     | (1,133)  |
| <b>Reported position P4</b>  |                   |                           | <b>4,713</b>                                       |
| <b>Further actions to balance</b>  |                   |                           |  |
| Budget Challenge   | (3,550)           |                           | (3,550)  |
| Central reassessments team   | (2,050)           |                           | (2,050)  |
| Contract reviews   | (1,600)           |                           | (1,600)  |
| Review of Temporary staff  | (100)             |                           | (100)  |
| Review of transformation projects  | 0                 |                           | 0  |
| Reducing the management structure  | 0                 |                           | 0  |
| Contributing to corporate efficiency projects                                      | 0                 |                           | 0  |
| <b>Total other actions</b>   | <b>(7,300)</b>    | <b>(347)</b>              | <b>(7,300)</b>                                     |
| <b>Forecast position</b>   |                   |                           | <b>(2,587)</b>                                     |

- 5.2. During period 4 a total of £347,000 savings were achieved by OP/PD and LD through effective vacancy management. Services to clients have not been affected.
- 5.3. The actions identified in table 2 include an over recovery of learning disability pressures by £2.340m to address the potential shortfall in the efficiencies identified as part of the budget setting process (see paragraphs 4.19 to 4.20).

### **Older People / Physical Disability (£2.295m)**

5.4. In light of the influences set out in paragraph 4.12 management actions have centred around the following:

- Management actions
  - vacancy management with recruitment to non-critical posts frozen, tight controls in recruitment to most critical posts and on the use of agency staff. This is in line with corporate policy.
- Budget Challenge
  - application of the eligibility criteria to ensure that eligible needs are being supported, continued scrutiny of high cost packages, maximising the use of in-house services and ensuring that all other sources of funding have been applied for. Continuing Health Care (CHC) has been particularly difficult to secure with the budgetary pressure of NHS Hampshire. Focused work in this area has meant the OPPD CHC income targets set against purchased care budgets are being met
  - ensuring best use is being made of Care Purchasing Officers to keep unit costs down, and reacting to market capacity.
- Central assessments
  - Focusing on individual care planning to ensure that care packages are meeting eligible needs in a cost effective way which takes individual circumstances into account.
- Contract reviews
  - focussed price negotiation with larger providers of care.

5.5. The majority of the management action identified above relates to vacancy management; managers are implementing the necessary freezes and delays, but this does rely on vacancies arising. To date £305,000 of the original target has been achieved.

### **Learning Disability (£5.088m)**

5.6. A plan is in place to balance the budget and to manage the potential risks of not achieving the £2.340m efficiencies already built into the budget. Again actions are limited for the reasons set out in paragraph 4.12 and are listed below:

- Management actions
  - Vacancy management
  - Review of temporary staff to make more efficient use of permanent staff and reduce agency usage.
- Budget Challenge
  - robust management of ongoing disputes in relation to continuing health care

- tightened scrutiny of new spend by replacing three local panels with a bi-weekly county panel chaired by DMT member
  - all Learning Disability care managers to be focussed on reassessments of domiciliary care packages to ensure care packages meet the needs of service users.
  - Central assessments
    - commitment of five learning disability care managers to the central reassessment team to focus on residential and nursing care packages.
  - Contract reviews
    - focussed price negotiation with larger providers of care.
- 5.7. To date vacancy management has achieved £42,000 through holding vacancies and tighter recruitment.

### **Mental Health (£1.050m)**

5.8. Management actions identified are listed below

- Management actions
  - Vacancy management
  - Review of Temporary staff to make more efficient use of permanent staff.
- Budget Challenge
  - Reduce the impact of section 117 (S117)<sup>5</sup> reviews that are currently being undertaken by Health.

The department:

  - has reviewed the practice guidance to encourage regular reviews of these cases and discharge where appropriate
  - is in the process of agreeing a S117 policy with NHS Hampshire to ensure a partnership approach
  - has amended the County Mental Health Placement Panel Terms of Reference to ensure all these cases are jointly reviewed and that the panel make the final decision on the care package and the funding proportion
  - is jointly discussing a programme for the joint assessments of those people that are receiving health funded residential care and have not been reviewed for over a year. These are the people who may have significantly improved and, as

---

<sup>5</sup> S117 imposes a duty to provide people that have been detained in hospital under section 3 of the MH Act 2007 with after care services following their discharge. These services have to be provided by the Local Authority and the cost must be borne by these statutory bodies.

such, their health needs may have diminished and consequently their social care needs may have increased.

- Review of commitments to ensure that they are accurately recorded on the system
  - Central assessments
    - Reviewing care packages to ensure that they are meeting the needs of the service users
- 5.9. The planned actions identified within this section should support the department in achieving a balanced budget. There is an element of risk around these targets, which will need to be monitored regularly and plans will need to be adjusted accordingly.

## 6. Grant received

### 6.1. Current Position

6.2. The total grants available to Adult Services for 2010/11 are £55.228m and the current position against these grants is summarised in Table 3 below and detailed in Appendix 2.

| <b>Table 3– Summary of forecast grant expenditure as at period 4</b> |                                |                             |                  |  |   |
|--|--------------------------------|-----------------------------|------------------|--|---|
| <b>Grants</b>  | <b>Grant available 2010/11</b> | <b>Forecast for 2010/11</b> | <b>Variation</b> |  |   |
|  |                                |                             | <b>Total</b>     | <b>Unplanned underspend released in period 4</b> | <b>Planned Carry forward (subject to year end position)</b> |
|  | <b>£'000</b>                   | <b>£'000</b>                | <b>£'000</b>     | <b>£'000</b>                                     | <b>£'000</b>  |
| Specific grants  | 8,881                          | 7,579                       | (1,302)          | (493)  | (809)   |
| Area Based Grants  | 45,672                         | 45,432                      | (240)            | (240)  |   |
| Local Public Services Agreement (LPSA) 2                             | 675                            | 675                         | 0                | 0  | 0   |
| <b>Total grants</b>  | <b>55,228</b>                  | <b>53,686</b>               | <b>(1,542)</b>   | <b>(733)</b>                                     | <b>(809)</b>  |

### Specific Grants

6.3. Specific grants £1.302m underspend includes:

- £1.159m underspend against the Learning Disabilities (LD) campus grant:
  - £305,000 has been used to offset overall pressures within the budget.
  - the remaining underspend of £809,010 is 25% of the total grant. This underspend is not reflected in the outturn to offset the overall pressures at this stage. The LD Campus Grant

ends in 2010/11 however, the conditions allow for up to 25% of the final year grant to be carried forward to 2011/12. This carry forward will be subject to the overall year end position.

- £141,000 of savings against the HIV/AIDs Support grant which has been used to offset overall pressures
- and £1,500 underspend for Homeworkers which is used to offset overall pressures.

### **Area Based Grants**

6.4. The area based grant underspend (£240,000) relates to the carers grant and it offsets overall pressures.

6.5. As per the original grant notification, the Social Care Reform Grant also comes to an end in 2010/11.

### **6.6. In-Year Grant reductions**

6.7. Grants listed below were reduced following the in-year funding announcement by Coalition Government.

- Supporting people (SP) administration grant (£615,095)
- Young people substance misuse (£53,177)
- Drug and Alcohol Action Team (DAAT) (£8,000)
- Local Public Services Agreement (LPSA) (£75,000).

6.8. With regards to the largest decrease, the Supporting People administration grant (£615,095), this grant has been removed from the base budget. The Supporting People County Core Group<sup>6</sup> agreed to fund the administration costs for 2010/11 and ongoing costs from the main Supporting People grant, reducing the funding available for the provision of services.

6.9. Young people substance misuse (£53,177) and Drug and Alcohol Action Team (DAAT) (£8,000) - The DAAT programme for 2010/11 (£4.2m) and future years has been reprioritised to accommodate the reduction in funding.

6.10. Local Public Services Agreement (LPSA) (£75,000) - The telecare pilot in learning disability that this grant was to support, has been scaled back in scope and length of time so that it can be managed within existing resources.

## **7. Client Care Packages Analysis**

7.1. As at July 2010 the council is providing 18,734 packages of care to our clients. This is an increase of 383 since the last Executive Member report, slightly over the budgeted number (15 care packages).

---

<sup>6</sup> This is the multi-agency partnership board including District Councils, Health, service users representatives and provider representatives.

- 7.2. Whilst we have seen activity increase between period 2 and period 4, the financial impact has in the majority of cases not been the growth of care packages but the increase in average weekly cost compared to budgeted weekly cost.
- 7.3. The main increases in the number of services provided are in the following areas:
- OPPD – There have been an additional 115 domiciliary care packages provided in July compared to May. Whilst overall numbers are under budgeted activity, the impact of the average weekly costs at 50% higher than budgeted has contributed to the forecast pressure in this area
  - OPPD – there has been an increase in the number of clients accessing nursing care by an external provider since May 2010 (83 increase). Client activity is under budget, but again the average weekly cost is over the budgeted cost (13%). This increase will include both respite and long stay clients and is in line with last years trend
  - LD – There has been an increase of 78 domiciliary care packages since period 2 (73 over budget), 53 packages are as a result of the NHS Campus Closure programme. Funding for these clients has followed from Hampshire PCT. In addition, complexity of packages has continued as demonstrated with domiciliary care packages average weekly cost increasing by £56.26 between May 2010 and July 2010 (£385.64 in May & £441.90 in July)
  - OPPD & LD – the area of direct payments is showing an increase of 52 clients since period 2. The largest increase has been seen within PD with a growth of 23 care packages since May (89 over budget) at an average cost of £53.47 higher than budgeted. The impact of this has been reflected in the forecast position.

### **Future Changes**

- 7.4. Due to the changing nature and complexity of our business, DMT have asked that a review of client care package analysis be undertaken. Once complete this will enable us to increase understanding of the impact on client numbers and service provision on our budgets. This work has commenced and progress will be included in future reports to DMT and the Executive Member.
- 7.5. The movement in the individual care types is detailed in Appendix 3.

## **8. Income analysis**

- 8.1. The Period 4 income forecast is £290,000 over budget compared to the Period 2 forecast of £922,000 under budget, a movement of £1.212m.
- 8.2. Due to an increase in clients, income is forecast to increase for
- **Non residential charging** an increase of £141,000 between period 2 and 4 to provide a forecast position of £773,000 over budget. The movement relates to a higher number of clients (15) and on average a higher client charge than budgeted.

- **Client contributions** an increase of £859,000, which has moved the forecast position from an under achievement of income to a forecast over achievement of £360,000. The majority of the movement relates to the in-house residential and nursing sector in OP/PD which has seen an average increase in contributions of £572 per annum compared to budget. The remaining amount relates to increased client numbers in deferred payments.
- **Health** - income from the health sector is lower than budgeted (£840,000). The underlying pressure on health income relates to continuing health care, in particular in the learning disability sector where there is a risk of not achieving the budgeted income.

**9. Workforce including update on sickness absence and recruitment (additions and reductions) to approved posts**

- 9.1. The Cabinet decision on 26 July has set the scene for a number of corporate workstreams for identifying further efficiencies and for achieving spending reductions. A number of these will impact on some areas of the department's workforce - for example, there are workstreams looking at Communications and Marketing, shared services, changes in the performance regime, and learning and development.
- 9.2. Each Chief Officer has been requested to bring forward proposals to reduce senior management headcount. In Adult Services the focus of this work will be to ensure continued capacity to support front line services, to complete the transformational work to produce a sustainable service for the longer term and to be able to respond to the changes being proposed for Health.
- 9.3. As at the end of July 2010 3,339 FTE were in post compared with the original budget of 3,473 FTE for 2010/11. This is a reduction of 10 FTE from the position reported for 31 May 2010. The department has been taking a robust vacancy management approach. All posts require Assistant Director approval before they are released for recruitment and posts at grade G or above require formal DMT sign off. This process will be strengthened by the corporate recruitment freeze from September.

**9.4. New Posts and efficiencies approved for 2010/11**

- 9.5. Out of the 13 new FTE posts approved for the current year's budget, 10.50 FTE were temporary posts (9.5 funded from Social Care Reform Grant). As at 31 July 2010 recruitment has been made against this figure of 5.2 FTE posts to support the Self Directed Support (SDS) rollout (2 temporary FTE reviewing officers for LD efficiency initiative around reassessment plus 1.6 temporary FTE assistant coordinators for the WRAP pilot). This is an increase of 3.6 FTE since 31 May 2010.
- 9.6. As reported for 31 May 2010, efficiency savings equivalent of 4 FTE have been achieved through planned vacancy management.
- 9.7. A further 13 FTE reductions will be achieved by 31 March 2011 as part of the implementation of new staff rosters in Residential and Nursing homes and a robust approach to staffing ratios.

**9.8. Staff Sickness**

- 9.9. The average staff sickness level for the department is approximately 1 FTE day per member of staff per month to 31 July 2010. This equates to a projection for the year of 13.1 FTE days. The department has set itself a stretch target for 2010/11 of 12 FTE days per FTE.
- 9.10. Significant progress to reduce absence has been made over the last 3 years. Effective and robust management of sickness absence is being focussed on Residential & Nursing and Community Response Teams where rates of absence are higher and where there is a drive to reduce use of agency staff, bringing down costs and improving quality.

**10. Performance**

- 10.1. As mentioned earlier, Adult Services is refocusing its 'performance information' to develop a locally determined set of management information that will help drive the transformation of services and support front line managers to improve delivery at a local level.

**National Assessment**

- 10.2. The Care Quality Commission (CQC) is due to announce the 2009/10 performance results for councils on 25 November. This will include assessed grades for each of the 7 outcomes for adult social care and will enable the County Council to benchmark its performance with its comparators.
- 10.3. CQC has announced it will continue to assess the performance of councils as commissioners of social care, alongside its role as regulator of health and social care providers. The new framework for commissioners performance will be published later this Autumn and it is anticipated this will include self assessment. This approach would be welcomed as an annual opportunity to review progress and benchmark Hampshire with other Councils.
- 10.4. The Local Area Agreement (LAA) remains in place until the end of this year; and the Health and Wellbeing Partnership Board continues to make progress in achieving local targets for health improvement. The

NHS White Paper indicates that such boards will be put on a statutory footing to drive the achievement of local health and social care priorities.

### **Local Priorities for Improvement**

- 10.5. Adult Services is developing a locally determined set of 'business management information' that will help drive the transformation of services and support front line managers to improve services at a local level. This information includes the national indicators for adult social care; together with productivity and other local performance measures. This information will also form part of the evidence base and challenge used to monitor the Department's budget. This approach recognises the move away from Government set targets towards providing robust evidence of the achievement of the County Council's priorities for adult social care including to deliver efficiencies and budget reductions over the next three years.
- 10.6. Priorities for the Department will be achieved through working with Health partners to deliver integrated services and managing the impact of significant budget reductions on service users and patients. Timely, high quality and shared management information will continue to be vital during this challenging period.

### **National Performance Indicators - current trends**

- 10.7. The Adult Information Management Suite (AIMS) provides a view of the Department's performance against the national indicators and is updated monthly. Performance continues to be monitored against some of the former 'PAF' indicators that are useful to councils and benchmarked with our comparators. These are included below:
- **C72 Older People new admissions to residential or nursing care** has improved on year end with a reduction in the number of new placements from 65.7 to 62.4 per 10,000 population
  - **C73 Younger Adults new admissions to residential or nursing care** has also improved from 1.33 to 1.04 per 10,000 population
  - **D 40 The percentage of clients with a review in the last year** has fallen from 74% at year end to 71.4% in July. Management action is being taken to address this drop in performance and ensure care packages are meeting the current needs of clients
  - **CQC PI Waiting times for equipment or small adaptations** has continued to improve since year end and is now exceeding the target of 1.4 weeks. Currently the average waiting time is 1.08 weeks compared to 1.6 weeks in March 2010. In addition the percentage of items of equipment or adaptations delivered in 10 days has improved by 20%
  - **NI 125 The percentage of people who use reablement services and are living at home 3 months later** has fallen slightly from 77.6% to 74.9%. One issue identified has been under-recording in SWIFT, which is being addressed. This is evidenced by a 0.1% improvement in performance between June and July

- NI 130 The percentage of **people using Self Directed Support (SDS)** has continued to improve from 6.9% at year end to 7.9% in July. While there is a Association of Directors of Adult Social Services/Department of Health agreed target that 30% of all service users would be using SDS by March 2011, (which in Hampshire would be 30,000 people, 30% of 90,000 service users); there is a now greater understanding of the benefits of SDS and those people it best supports. The Department has therefore set a target that 8,000 people who have long term/stable needs will be using SDS by the end of the year. This will be a mix of new clients and those transferred onto SDS through a review of their needs. As at the end of July, implementation is on target with 3,737 people using SDS
  - NI 131 The average number of **people whose discharge from hospital is delayed** has improved from 9.4 to 9.0 people per 100,000 population. This is across both acute and community hospitals
  - NI 132 The percentage of **people with a completed care managed assessment** (in less than 28 days) has fallen from 88.9% at year end to 84.5% in July. Hampshire is remaining a top quartile performer but current performance is below the Department's stretched target for 2010/11 of 90%. The AIMS report includes the high and poor performing teams for management action
  - NI 133 The percentage of **people who received a service within 28 days of their assessment** has fallen from 90.2% at year end to 87.4% in July. Performance across OP/PD teams has remained constant at 86% since year end. LD performance has decreased by 11% since year end and MH by 15.5%. The AIMS report includes the high and poor performing teams for management action.
- 10.8. It should be noted that performance in both NI 132 and 133 can be impacted by SDS as service users take more control over assessments and choosing assessments and have been dropped as national indicators although the data is still collected nationally:
- NI 135 The percentage of carers enabled to 'take a break' from their caring role was reported as 25.9% of all service users at year end (below the comparator outturn of 27.9%). Current performance is reported at 10.2% but is not comparable to that reported at year end as only partial information is available monthly from SWIFT. There has however been an additional 125 (12% increase) in the number of carers' records in SWIFT
  - NI 136 The number of people helped to live at home (all care groups) was reported as 4.2 per 100,000 population at year end, above the 3.4 comparator average. Performance at the end of July was 4.55 people per 100,000 population. In 2009/10, the Departments 'all care groups' performance represented 30,911

people, the equivalent of 4.3 people per 100,000 population in 2010/11.

10.9. Disaggregation to care group per 1,000 population shows performance to be:

| Care Group – per 1,000 population | Hampshire Year End | Comparator Year End | Hampshire July 2010 |
|-----------------------------------|--------------------|---------------------|---------------------|
| Physical Disabilities             | 3.9                | 4.6                 | 4.05                |
| Learning Disabilities             | 2.65               | 2.7                 | 2.96                |
| Mental Health                     | 12.5*              | N/A                 | 10.77               |
| Older People                      | 54.6               | 81.3                | 53.79               |

\* NHS Trusts surveyed at year end to maximise performance

10.10. Current performance is 11,568 people were supported to live at home, compared to 10,767 in April. This represents a 7.4% increase between April and July 2010. This includes an increase of 64 clients between June and July as follows:

- PD 38 clients (0.4% increase)
- OP 7 clients (0.5% increase)
- LD 33 clients (1.5% increase)

### Performance Conclusion

10.11. The Department continues to perform strongly against most national indicators and has plans in place to address those in need of improvement. The focus on increasing the number of people who have had a review in the last year will contribute to budget efficiencies and improve performance. The work to reduce waiting times for equipment and small adaptations is to be commended. This is an important service which prevents or reduces the need for more intensive services and is currently exceeding the 2010/11 target.

10.12. The number of people helped to live at home is a good proxy indicator to review alongside expenditure on non-residential services. Indications are that the Department over-performed against its comparators in 2009/10 and remains slightly above this average in 2010/11. Comparatively, the highest performance in 2010/11 is for people with learning disabilities.

### 11. Debt write offs

11.1. There are four debts over £5,000 totalling £36,482 that have been recommended for write off by the panel as they have been deemed to be irrecoverable. Approval is sought to write off these bad debts. Details of the cases are contained in Appendix 1.

11.2. Further action is being undertaken by the Department to strengthen the debt recovery process where the client lacks the mental capacity to manage their own affairs so that from as early as possible there is a

responsible person in place managing the finances with the proper legal authority. This will reduce the likelihood of debts for these clients requiring write off.

## 12. 2010/11 Capital Programme Position

- 12.1. The total capital cash limit for 2010/11 is £8.398m as summarised in Table 3 below and detailed in Appendix 4. This includes £4.587m carried forward from the 2009/10 programme which was approved by the Cabinet on 28 June. £2.155m was committed by the end of July 2010.
- 12.2. Byways new build extra care scheme for people with a learning disability was approved in May 2010. Work is expected to begin in September 2010 and the scheduled date of completion is August 2011. This will be a small 12 unit scheme in a rural location.
- 12.3. The ring fence has been removed from the Common Assessment Framework Grant which means the grant could be spent more flexibly.
- 12.4. Ring fence conditions have also been removed from the Social Care Reform and the Social Care Infrastructure capital grants. The removal of these conditions has created the possibility for some greater flexibility in the use of the grants. In particular, a redeployment of the £568,000 capital element of the Social Care Reform Grant would free up local resources that could be used more flexibly.

| <b>Table 3 - Capital Programme 2010/11 - Position as at -</b> | <b>July</b>   |
|---|---------------|
|   |               |
| <b>Resources</b>  | <b>£'000s</b> |
| 2010/11 Capital Programme                                     | 3,243         |
| Balance of Cash Limit brought forward from 2009/10            | 4,587         |
| Social care Reform Capital Grant                              | 568           |
| <b>Capital Cash Limit 2009/10</b>                             | <b>8,398</b>  |
| <b>Schemes committed (at contract prices)</b>                 | <b>2,155</b>  |
| <b>Schemes not yet committed (at latest approved prices)</b>  | <b>6,243</b>  |
| Total schemes   | 8,398         |

**13. Recommendation(s)**

- 13.1 The forecast position as at the end of July 2010 be noted (section 4)
- 13.2 The key risks associated with the forecast position are noted
- 13.3 The management action plan be endorsed (section 5)
- 13.4 The workforce and Performance update as detailed in the report are noted (sections 9 and 10)
- 13.5 The write off of bad debts totalling £36,482 as set out in section 11 be approved
- 13.6 The capital programme position as at the end of July 2010 be noted (section 12).

**Appendices**

- Appendix 1 – Detail of debts over £5,000 recommended for write off
- Appendix 2 – Detail of Grants Received
- Appendix 3 – Client Care Packages Analysis
- Appendix 4 – Summary of 2010/11 Capital Programme Position

**CORPORATE OR LEGAL INFORMATION:**

**Links to the Corporate Strategy**

|   |     |
|---|-----|
| <b>Hampshire safer and more secure for all:</b>       | yes |
| Corporate Business plan link number (if appropriate): |     |
| <b>Maximising well-being:</b>                         | yes |
| Corporate Business plan link number (if appropriate): |     |
| <b>Enhancing our quality of place:</b>                | no  |
| Corporate Business plan link number (if appropriate): |     |

**Section 100 D - Local Government Act 1972 - background documents**

**The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)**

Document

Location

None

## **IMPACT ASSESSMENTS:**

### **1. Equalities Impact Assessment:**

- 1.1. The Department's budget and performance strategies are developed in accordance with the Council's Equalities Policy and target the most vulnerable in society.
- 1.2. How budgets are used has a significant impact on the most excluded. The operational directors have lead responsibility to ensure that impact assessments take account of the needs of these groups. The head of finance is a member of the Departmental management team, and part of her role is to contribute to these impact assessments. This budget monitoring report provides information on the progress of spending plans of the Directorate and will contribute to better outcomes for all.

### **2. Impact on Crime and Disorder:**

The County Council has a legal obligation under Section 17 of the Crime and Disorder Act 1998 to consider the impact of all the decisions it makes on the prevention of crime. The proposals in this report have no proven impact on the prevention of crime.

### **3. Climate Change:**

- a) How does what is being proposed impact on our carbon footprint / energy consumption?

All relevant developments within the revenue budget and capital programme are subject to specific, detailed assessments. Energy conservation, and where applicable enhancing biodiversity, are priorities for all major building schemes and the revenue budget includes an allocation to specifically encourage sustainability initiatives.

- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

Where appropriate capital schemes are planned with adaptation to climate change in mind, such as the inclusion of passive cooling through building design, rain-water and grey-water harvesting, drought resistant planting etc.

Where appropriate revenue efficiencies have been identified with climate change in mind, this includes travel, food wastage in in-house homes.

## **Appendix 1 – Detail of debts over £5,000 recommended for write off**

### **Client 1 - £8,481.02**

The client had sporadically been in nursing care since April 2003. To begin with all invoices and correspondence were sent to the client's relative who was the client's official appointee for the Department of Work and Pension (DWP) benefits. However, the appointee made no payments and the appointeeship was revoked in May 2005.

Legal action commenced in May 2006 but Legal Services were unable to complete legal proceedings because the appointee could not be pursued.

In May 2006 Hampshire County Council took over responsibility for the client's finances. From that time the ongoing invoices were fully paid until the client left the responsibility of the Council in April 2010.

Consideration was given to pursuing the client. However, it was determined that, as the client had virtually no savings, the client could only afford to pay back a minimal sum per month. It is clear that the debt would not be repaid within a reasonable timescale.

The Panel agreed that the debt could not be pursued and recommended that it be written off.

### **Client 2 - £5,815.25– (deceased)**

The client had been in permanent residential care from September 2003. Records indicate that the client's relative was involved in making payments although there was no legal authority in place.

From the beginning, payments for the client's fees were erratic and arrears built up. In February 2006 the relative arranged to pay £200 per month towards the arrears of circa £9,000 as well as paying the ongoing charges.

In February 2006 Hampshire County Council took over responsibility for the client's finances. From that time the ongoing invoices were fully paid until the client died in September 2006.

In March 2008 monthly payments from the relative ceased. The debt at that time had reduced to £5,815.25.

In October 2009 Legal Services advised there was no possibility of pursuing the relative as there was no agreement between the relative and Hampshire County Council and Panel therefore recommended that the debt be written off.

**Client 3 - £10,344.96 – (deceased)**

The client had been in receipt of domiciliary care from September 2001. Records indicate that the client's relative was involved in making payments although there was no legal authority in place.

Safeguarding concerns were raised and the police were involved but no action was taken as in October 2009 the client died before investigations were complete.

Legal Services has advised there was no possibility of pursuing the relative as there was no agreement between the relative and Hampshire County Council and Panel therefore recommended that the debt be written off.

**Client 4 - £11,832.62 - (deceased)**

The client had been in residential care since September 2008. Records indicate that the client's relative was involved in making payments although there was no legal authority in place.

Safeguarding concerns were raised and the police were involved but no action was taken as in January 2010 the client died before investigations were complete.

Legal Services has advised there was no possibility of pursuing the relative as there was no agreement between the relative and Hampshire County Council and Panel therefore recommended that the debt be written off.

| Appendix 2 – Detail of Grants Received               | Budget                  |                       |                        |                 |                          | Forecast      | Variation      |   |                       |
|--|-------------------------|-----------------------|------------------------|-----------------|--------------------------|---------------|----------------|---|-----------------------|
|  | Original Budget 2010/11 | Variations            |                        |                 | Grants available 2010/11 |               | Total          | Unplanned underspend released in period 4 | Planned Carry forward |
|  |                         | 2009/10 Carry forward | Grant changes May 2010 | In-Year changes |                          |               |                |   |                       |
| £'000  | £'000                   | £'000                 | £'000                  | £'000           | £'000                    | £'000         | £'000          | £'000                                     |                       |
| <b>Specific Grants</b>                               |                         |                       |                        |                 |                          |               |                |   |                       |
| Stroke Carers  | 145                     |                       |                        |                 | 145                      | 145           | 0              |   |                       |
| HIV/Aids Support                                     | 133                     |                       |                        | 143             | 276                      | 135           | (141)          | (141)                                     |                       |
| Homeworker's scheme                                  | 2                       |                       |                        |                 | 2                        |               | (2)            | (2)                                       |                       |
| Social Care Reform                                   | 4,490                   |                       |                        |                 | 4,490                    | 4,490         | 0              |   |                       |
| Invest to Save                                       | 0                       |                       |                        |                 | 0                        |               | 0              |   |                       |
| Learning Disabilities Campus Programme               | 3,236                   | 492                   |                        |                 | 3,728                    | 2,569         | (1,159)        | (350)                                     | (809)                 |
| Handy Person   | 220                     |                       |                        |                 | 220                      | 220           | 0              |   |                       |
| Extra Care Housing                                   |                         |                       |                        | 20              | 20                       | 20            | 0              |   |                       |
| <b>Total Specific Grants</b>                         | <b>8,226</b>            | <b>492</b>            | <b>0</b>               | <b>163</b>      | <b>8,881</b>             | <b>7,579</b>  | <b>(1,302)</b> | <b>(493)</b>                              | <b>(809)</b>          |
| <b>Area Based Grants</b>                             |                         |                       |                        |                 |                          |               |                |   |                       |
| Mental Health Grant                                  | 2,451                   |                       |                        |                 | 2,451                    | 2,451         | 0              |   |                       |
| Drug Action Team                                     | 103                     |                       | (8)                    |                 | 95                       | 95            | 0              |   |                       |
| Young People Substance Misuse                        | 210                     |                       | (16)                   |                 | 194                      | 194           | 0              |   |                       |
| Additional Young People Substance Misuse             | 154                     |                       | (37)                   |                 | 117                      | 117           | 0              |   |                       |
| Adult Social Care Workforce                          | 2,054                   |                       |                        |                 | 2,054                    | 2,054         | 0              |   |                       |
| Carers Grant   | 3,782                   |                       |                        |                 | 3,782                    | 3,542         | (240)          | (240)                                     |                       |
| Preserved Rights                                     | 5,255                   |                       |                        |                 | 5,255                    | 5,255         | 0              |   |                       |
| IMCA & IMCAS Mental Capacity Grant                   | 530                     |                       |                        |                 | 530                      | 530           | 0              |   |                       |
| Supporting People Care Grant                         | 31,010                  | 382                   |                        |                 | 31,392                   | 31,392        | 0              |   |                       |
| Supporting People Care Grant                         | (894)                   |                       |                        |                 | (894)                    | (894)         | 0              |   |                       |
| Supporting People Admin                              | 615                     |                       | (615)                  |                 | 0                        | 0             | 0              |   |                       |
| Learning Disability Development Fund                 | 696                     |                       |                        |                 | 696                      | 696           | 0              |   |                       |
| <b>Total Adults Area based Grants</b>                | <b>45,966</b>           | <b>382</b>            | <b>(676)</b>           | <b>0</b>        | <b>45,672</b>            | <b>45,432</b> | <b>(240)</b>   | <b>(240)</b>                              | <b>0</b>              |
| <b>Local Public Services Agreement (LPSA) Grants</b> |                         |                       |                        |                 |                          |               |                |   |                       |
| Reablement   |                         |                       | 750                    |                 | 750                      | 750           | 0              |   |                       |
| Independent Living                                   |                         |                       | (75)                   |                 | (75)                     | (75)          | 0              |   |                       |
| <b>Total LPSA2</b>                                   | <b>0</b>                | <b>0</b>              | <b>675</b>             | <b>0</b>        | <b>675</b>               | <b>675</b>    | <b>0</b>       | <b>0</b>                                  | <b>0</b>              |
| <b>Total Grants</b>                                  | <b>54,192</b>           | <b>874</b>            | <b>(1)</b>             | <b>163</b>      | <b>55,228</b>            | <b>53,686</b> | <b>(1,542)</b> | <b>(733)</b>                              | <b>(809)</b>          |

### Appendix 3 Client Activity

#### Summary of client care packages by care group (In-house and purchased)

##### Older People

| Provider | Care Type             | Original Budget 1011  | May-10        | Jul-10        | Movement b/w May 10/ July 10 | Movement b/w Budgeted 1011 & July 10 |
|----------|-----------------------|-----------------------|---------------|---------------|------------------------------|--------------------------------------|
| External | Nursing               | 1,477                 | 1,341         | 1,420         | 79                           | -57                                  |
|          | Residential           | 1,827                 | 1,716         | 1,710         | -6                           | -117                                 |
|          | Dom Care              | 5,662                 | 5,655         | 5,750         | 95                           | 88                                   |
|          | Day Care              | 1,136                 | 1,089         | 1,093         | 4                            | -43                                  |
|          | Direct Payment        | 257                   | 329           | 341           | 12                           | 84                                   |
|          | Other                 | 0                     | 2             | 1             | -1                           | 1                                    |
|          | <b>Total External</b> | <b>10,359</b>         | <b>10,132</b> | <b>10,315</b> | <b>183</b>                   | <b>-44</b>                           |
| In-house | Nursing               | 465                   | 428           | 432           | 4                            | -33                                  |
|          | Residential           | 679                   | 689           | 723           | 34                           | 44                                   |
|          | Dom Care              | 558                   | 437           | 445           | 8                            | -113                                 |
|          | Day Care              | 543                   | 459           | 467           | 8                            | -76                                  |
|          | Other                 | 0                     | 0             | 0             | 0                            | 0                                    |
|          |                       | <b>Total In-house</b> | <b>2,245</b>  | <b>2,013</b>  | <b>2,067</b>                 | <b>54</b>                            |
|          | <b>OP TOTAL</b>       | <b>12,604</b>         | <b>12,145</b> | <b>12,382</b> | <b>237</b>                   | <b>-222</b>                          |

##### Physical Disability

| Provider | Care Type             | Original Budget 1011  | May-10       | Jul-10       | Movement b/w May 10/ July 10 | Movement b/w Budgeted 1011 & July 10 |
|----------|-----------------------|-----------------------|--------------|--------------|------------------------------|--------------------------------------|
| External | Nursing               | 86                    | 79           | 83           | 4                            | -3                                   |
|          | Residential           | 103                   | 97           | 93           | -4                           | -10                                  |
|          | Dom Care              | 843                   | 841          | 862          | 21                           | 19                                   |
|          | Day Care              | 187                   | 162          | 162          | 0                            | -25                                  |
|          | Direct Payment        | 455                   | 521          | 544          | 23                           | 89                                   |
|          | Other                 | 0                     | 1            | 2            | 1                            | 2                                    |
|          | <b>Total External</b> | <b>1,674</b>          | <b>1,701</b> | <b>1,746</b> | <b>45</b>                    | <b>72</b>                            |
| In-house | Residential           | 19                    | 25           | 26           | 1                            | 7                                    |
|          | Dom Care              | 55                    | 26           | 17           | -9                           | -38                                  |
|          | Day Care              | 150                   | 138          | 141          | 3                            | -9                                   |
|          | Other                 | 0                     | 0            | 0            | 0                            | 0                                    |
|          |                       | <b>Total In-house</b> | <b>224</b>   | <b>189</b>   | <b>184</b>                   | <b>-5</b>                            |
|          | <b>PD TOTAL</b>       | <b>1,898</b>          | <b>1,890</b> | <b>1,930</b> | <b>40</b>                    | <b>32</b>                            |

**Learning Disability**

| Provider        | Care Type             | Original Budget 1011 | May-10       | Jul-10       | Movement b/w May 10/ July 10 | Movement b/w Budgeted 1011 & July 10 |
|-----------------|-----------------------|----------------------|--------------|--------------|------------------------------|--------------------------------------|
| <b>External</b> | Nursing               | 29                   | 28           | 28           | 0                            | -1                                   |
|                 | Residential           | 846                  | 802          | 808          | 6                            | -38                                  |
|                 | Dom Care              | 1,069                | 1,064        | 1,142        | 78                           | 73                                   |
|                 | Day Care              | 458                  | 431          | 434          | 3                            | -24                                  |
|                 | Direct Payment        | 345                  | 389          | 406          | 17                           | 61                                   |
|                 | Other                 | 0                    | 22           | 20           | -2                           | 20                                   |
|                 | <b>Total External</b> | <b>2,747</b>         | <b>2,736</b> | <b>2,838</b> | <b>102</b>                   | <b>91</b>                            |
| <b>In-house</b> | Residential           | 63                   | 78           | 70           | -8                           | 7                                    |
|                 | Dom Care              | 5                    | 4            | 4            | 0                            | -1                                   |
|                 | Day Care              | 749                  | 763          | 766          | 3                            | 17                                   |
|                 | Other                 | 0                    | 0            |              | 0                            | 0                                    |
|                 | <b>Total In-house</b> | <b>817</b>           | <b>845</b>   | <b>840</b>   | <b>-5</b>                    | <b>23</b>                            |
|                 | <b>LD TOTAL</b>       | <b>3,564</b>         | <b>3,581</b> | <b>3,678</b> | <b>97</b>                    | <b>114</b>                           |

**Mental Health**

| Provider        | Care Type             | Original Budget 1011 | May-10     | Jul-10     | Movement b/w May 10/ July 10 | Movement b/w Budgeted 1011 & July 10 |
|-----------------|-----------------------|----------------------|------------|------------|------------------------------|--------------------------------------|
| <b>External</b> | Nursing               | 14                   | 13         | 14         | 1                            | 0                                    |
|                 | Residential           | 126                  | 119        | 118        | -1                           | -8                                   |
|                 | Dom Care              | 212                  | 211        | 209        | -2                           | -3                                   |
|                 | Day Care              | 206                  | 200        | 202        | 2                            | -4                                   |
|                 | Direct Payment        | 24                   | 29         | 30         | 1                            | 6                                    |
|                 | Other                 | 0                    | 7          | 7          | 0                            | 7                                    |
|                 | <b>Total External</b> | <b>582</b>           | <b>579</b> | <b>580</b> | <b>1</b>                     | <b>-2</b>                            |
| <b>In-house</b> | Dom Care              | 71                   | 59         | 61         | 2                            | -10                                  |
|                 | Day Care              | 0                    | 97         | 103        | 6                            | 103                                  |
|                 | Other                 | 0                    | 0          | 0          | 0                            | 0                                    |
|                 | <b>Total In-house</b> | <b>71</b>            | <b>156</b> | <b>164</b> | <b>8</b>                     | <b>93</b>                            |
|                 | <b>MH TOTAL</b>       | <b>653</b>           | <b>735</b> | <b>744</b> | <b>9</b>                     | <b>91</b>                            |

|                    |               |               |               |            |           |
|--------------------|---------------|---------------|---------------|------------|-----------|
| <b>GRAND TOTAL</b> | <b>18,719</b> | <b>18,351</b> | <b>18,734</b> | <b>383</b> | <b>15</b> |
|--------------------|---------------|---------------|---------------|------------|-----------|

**Appendix 4**  
**Summary of 2010/11 Capital Programme Position**

| <b>Capital Programme 2010/11 - Position as at -</b>          | <b>July</b>   |
|--|---------------|
|  |               |
| <b>Resources</b>   | <b>£'000s</b> |
| 2010/11 Capital Programme                                    | 3,243         |
| Balance of Cash Limit brought forward from 2009/10           | 4,587         |
| Social Care Reform Capital Grant                             | 568           |
| <b>Capital Cash Limit 2010/11</b>                            | <b>8,398</b>  |
|  |               |
| <b>Schemes committed (at contract prices)</b>                |               |
| Furniture and Equipment in Residential and Day Care Premises | 76            |
| Minor Works in Residential and Day Care Premises             | 114           |
| Furniture and Equipment in Office Bases                      | 45            |
| OPH Fire precautions / Improvements                          | 87            |
| IT Equipment   | 1             |
| Social Care Infrastructure Grant                             | 1             |
| Extra Care Housing Local Resource                            | 100           |
| Supported Housing  | 121           |
| Common Assessment Framework Pilot                            | 1,610         |
| <b>Sub-Total</b>   | <b>2,155</b>  |
|  |               |
|  |               |
| <b>Schemes not yet committed (at latest approved prices)</b> |               |
| Furniture and Equipment in Residential and Day Care Premises | 252           |
| Minor Works in Residential and Day Care Premises             | 410           |
| Furniture and Equipment in Office Bases                      | 124           |
| OPH Fire precautions / Improvements                          | 926           |
| IT Equipment   | 292           |
| IT Projects  | 960           |
| MH (SCE) Infrastructure and systems                          | 432           |
| Social Care Infrastructure Grant                             | 903           |
| Information Management Grant                                 | 137           |
| MH Grants  | 581           |
| Extra Care Housing (Local resource)                          | 410           |
| LD Integration bases   | 248           |
| Social Care Reform Capital Grant                             | 568           |
| <b>Sub-Total</b>   | <b>6,243</b>  |
| <b>Total schemes</b>   | <b>8,398</b>  |