



**Clackmannanshire
Council**

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**Kilncraigs, Greenside Street, Alloa, FK10 1EB
(Tel.01259-450000)**

Housing, Health & Care Committee

Thursday 31 March 2016

Start 10.00 am

**Venue: Council Chamber, Patons Building, Kilncraigs,
Alloa, FK10 1EB**

Date	Time
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HOUSING, HEALTH AND CARE COMMITTEE

To determine policies for the promotion of housing, health and care in Clackmannanshire within the strategic policy framework approved by the Council in relation to the following:

- children and families services
- adult care
- criminal justice
- housing provision
- homelessness
- community safety
- antisocial behaviour
- health improvement

With the exception of those matters reserved to Council or delegated to a Committee or an officer, advising the Council on social services matters and discharging functions of the Council as social work authority

With the exception of those matters reserved to Council or delegated to a Committee or an officer, advising the Council on housing matters and discharging functions of the Council as local housing authority

In consultation with the Education, Sport & Leisure Committee, the promotion of children's health and welfare (including the preparation, publication and review of a plan for the provision of services for children in Clackmannanshire);

To set standards for service delivery.

To secure best value in the provision of services.

To consider valid petitions submitted which relate to the areas covered by the Committee

To monitor performance in the delivery of services including consideration of:

- quarterly service performance reports
- inspection or other similar reports
- financial performance
- reports on the development and implementation of shared services
- joint working with health services

To keep under review the impact of the Committee's policies on Clackmannanshire

To hear representations on petitions which have been accepted as valid in accordance with the Council's policy and criteria. The Committee shall report on every petition in respect of which it has heard representations to Council with its recommendations on how the petition should be disposed of, which may include a recommendation that no action be taken.

21 March 2016

A MEETING of the HOUSING, HEALTH AND CARE COMMITTEE will be held within the Council Chamber, Patons Building, Kilncraigs, Alloa, FK10 1EB, on THURSDAY 31 MARCH 2016 at 10.00 am.

**Nikki Bridle
DEPUTE CHIEF EXECUTIVE**

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2. Declaration of Interests Elected Members are reminded of their obligation to declare any financial or non-financial interest which they may have in any item on this agenda in accordance with the Councillors' Code of Conduct. A Declaration of Interest form should be completed and passed to the Committee Officer.	--
3. Confirm Minutes of Meeting held on 28 January 2016 (Copy herewith)	07
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HOUSING, HEALTH AND CARE COMMITTEE – MEMBERS (COMMITTEE QUORUM 4)

Councillors

Wards

Councillor	Les Sharp (Convenor)	1	Clackmannanshire West	SNP
Councillor	Tina Murphy (Vice Convenor)	1	Clackmannanshire West	SNP
Councillor	Archie Drummond	2	Clackmannanshire North	INDP
Councillor	Walter McAdam, MBE	2	Clackmannanshire North	SNP
Councillor	Derek Stewart	3	Clackmannanshire Central	LAB
Councillor	Graham Watt	3	Clackmannanshire Central	LAB
Councillor	Ellen Forson	4	Clackmannanshire South	SNP
Councillor	Kathleen Martin	5	Clackmannanshire East	LAB



MINUTES OF MEETING of the HOUSING, HEALTH AND CARE COMMITTEE held within the Council Chamber, Patons Building, Kilncraigs, ALLOA, FK10 1EB, on THURSDAY 28 JANUARY 2016 at 10.00 am.

PRESENT

Councillor Les Sharp, Convenor (In the Chair)
Provost Tina Murphy, Vice Convenor
Councillor Donald Balsillie (S)
Councillor Archie Drummond
Councillor Ellen Forson
Councillor Kathleen Martin
Councillor Derek Stewart
Councillor Graham Watt

IN ATTENDANCE

Nikki Bridle, Depute Chief Executive
Val De Souza, Head of Social Services
Ahsan Khan, Head of Housing and Community Safety
Philip Cummins, Service Manager
Philip Gillespie, Assistant Head of Social Services
Liam Purdie, Assistant Head of Social Services
Shiona Strachan, Chief Officer, Health and Social Care Integration

HHC.167 APOLOGIES

Apologies for absence were received from Councillor Walter McAdam. Councillor Donald Balsillie attended as substitute for Councillor McAdam.

HHC.168 DECLARATIONS OF INTEREST

None.

**HHC.169 MINUTES OF MEETING: HOUSING, HEALTH AND CARE COMMITTEE
HELD ON THURSDAY 5 NOVEMBER 2015**

The minutes of the meeting of the Housing, Health and Care Committee held on Thursday 5 November 2015 were submitted for approval.

Moved by Councillor Les Sharp. Seconded by Provost Tina Murphy.

Decision

The minutes of the meeting of the Housing, Health and Care Committee held on Thursday 5 November 2015 were agreed as a correct record and signed by the Convenor.

HHC.170 STRATEGY AND REGENERATION UPDATE

A report which provided information on the progress on the affordable housing programme and the lock-up strategy was submitted by the Head of Housing and Community Safety.

Motion

That the Committee agrees the recommendations set out in the report.

Moved by Councillor Les Sharp. Seconded by Provost Tina Murphy.

Decision

Having commented on and challenged the report, the Committee agreed unanimously to:

- (i) approve the amendment to the Strategic Local Programme (SLP) to include development of additional units at Alloa Road, Tullibody.
- (ii) note the progress of the lock-up strategy
- (iii) note the remainder of the information set out in the report.

Action

Head of Housing and Community Safety

HHC.171 HOUSING AND COMMUNITY SAFETY FINANCE UPDATE (OCTOBER 2015)

A report which updated the Committee on the financial performance for Housing and Community Safety to the end of October 2015 was submitted by the Head of Housing and Community Safety.

Motion

That the Committee agrees the recommendations set out in the report.

Moved by Councillor Les Sharp. Seconded by Provost Tina Murphy.

Decision

Having commented on and challenged the financial performance for Housing and Community Safety, the Committee agreed to note the information set out in the report.

**HHC.172 AUDIT SCOTLAND NATIONAL REPORT AND UPDATE ON LOCAL
PROGRESS TOWARDS INTEGRATION OF HEALTH AND SOCIAL CARE
SERVICES [ADULTS]**

A report was submitted by the Chief Officer, Health and Social Care Integration, which provided a further update on local progress and activity being undertaken to prepare for the integration of health and social care services as prescribed within the Public Bodies (Joint Working)(Scotland) Act 2014 and agreed within the local Clackmannanshire and Stirling Partnership Integration Scheme.

The report also provided a statement of progress against the recommendations of the December 2015 report by Audit Scotland.

The Chief Officer, Health and Social Care Integration, made reference to Appendix 1 (page 35) of the report and advised the committee of a further change in membership of the Clackmannanshire and Stirling Integration Joint Board which has occurred in the last week. James King has now resigned and has been replaced by a new Non-Executive member of NHS Forth Valley, Joanne Chisholm.

Motion

That the Committee agrees the recommendations set out in the report.

Moved by Councillor Les Sharp. Seconded by Provost Tina Murphy.

Decision

The Committee agreed to note:

- (i) The progress and activity being undertaken to prepare for the integration of health and social care [adults] for the Clackmannanshire and Stirling Partnership.
- (ii) The content of the Audit Scotland national report on Health and Social Care Integration, the generic risks which have been identified across Scotland and the recommendations made by Audit Scotland in connection with the same; and
- (iii) The actions which service areas are taking forward in response to the above as set out in Appendix 2 of the report.

HHC.173 SOCIAL SERVICES FINANCE REPORT 01/04/15 TO 30/11/15

A report which provided information on the Social Services budget performance from 1 April 2015 to 20 November 2015 was submitted by the Head of Social Services. The purpose of the report was to identify key variances, reasons for these and specific actions to improve the service's overspend position. As a result of the budget challenge within Social Services it had been agreed that the service would report financial performance to each committee to ensure that the Housing, Health and Care Committee is aware of the service demands and budget pressures on a regular basis.

The Head of Social Services pointed out a typographical error in the report at page 97: the author of the report should read "Val de Souza, Head of Social Services", and *not* Elaine McPherson, Chief Executive.

Motion

That the Committee agrees the recommendations set out in the report.

Moved by Councillor Les Sharp. Seconded by Provost Tina Murphy.

Decision

Having commented on and challenged the report, the Committee agreed to:

- (i) Note the information set out in the report.
- (ii) Note the demand on services and the budget to fulfil its duties to implement and resource decisions
- (iii) Note the recover action to address the overspend and the Action Plan (Appendix 1 of the report).
- (iv) Request that the Resources and Audit Committee undertakes a scrutiny review of the circumstances impacting on the social services budget position and reports its findings to Council (as set out in paragraphs 3.12-3.23 of the report).

Action

Depute Chief Executive

HHC.174 CLACKMANNANSHIRE INTEGRATED MENTAL HEALTH SERVICE - ANNUAL REPORT 2014/15

A report was submitted by the Service Manager, Partnership, which provided the Committee with a brief overview of the context of Clackmannanshire Integrated Mental Health Service by highlighting specific outcomes identified within the Annual Report for 2014/15.

Motion

That the Committee agrees the recommendations set out in the report.

Moved by Councillor Les Sharp. Seconded by Provost Tina Murphy.

Decision

The Committee agreed to:

- (i) Note how the maintenance and advancement of Clackmannanshire Integrated Mental Health Service remains consistent with emerging policy and legislation associated with the wider health and social care integration agenda at both a local and national level.
- (ii) Note how Clackmannanshire Integrated Mental Health Service has strengthened stakeholder relations, streamlined functions, clarified roles and responsibilities operationally (internal and external) built capacity and delivered positive outcomes for people who use services locally.

HHC.175 INTEGRATED CARE FUND PLAN 2015/16 PROGRESS REPORT

A report was submitted by the Head of Social Services which informed the Committee that the Integrated Care Fund Plan (ICP) for 2015/16 is being implemented and that the Clackmannanshire and Stirling Health and Social Care Partnership have completed and returned the 'Integrated Care Fund - Mid Year Reporting Template for 2015/16' to the Scottish Government.

The report also informed the Committee that an approval process is being developed for the allocation of 2016/17 ICF resource via the Reshaping Care Strategy Group (RCSG), the Joint Management Team (JMT) and the Integration Joint Board (IJB).

Motion

That the Committee agrees the recommendations set out in the report.

Moved by Councillor Les Sharp. Seconded by Provost Tina Murphy.

Decision

The Committee agreed to note the following:

- (i) That the Scottish Government created a successor to the Reshaping Care for Older People's Change Fund called the Integrated Care Fund (ICF). This fund commenced on the 1 April 2015 and is intended to support the rollout of Health and Social Care Integration.
- (ii) That on the 6 October 2015 the Scottish Government requested that an Integrated Care Fund - Mid Year Reporting Template for 2015/16 was completed and returned by 6 November 2015. A copy of the letter from the Scottish Government requesting the ICF Mid-Year Report was appended to the report (Appendix 1).
- (iii) That the Clackmannanshire and Stirling Health and Social Care Partnership have completed and returned the Integrated Care Fund - Mid Year Reporting Template for 2015/16. A copy of the Clackmannanshire and Stirling report to the Scottish Government was appended to the report (Appendix 2).
- (iv) That it is expected that a further report on the 2015/16 ICF will be requested by the Scottish Government for submission in early May 2016. The Clackmannanshire and Stirling response will be compiled following the receipt of reports from services supported through the ICF at the end of April 2016. An update on progress including a copy of the report submitted to the Scottish Government will be provided to the Stirling Council Social Care and Health Committee at the 26 August 2016 meeting.
- (v) That an approval process is being developed for the allocation of 2016/17 ICF resource via the Reshaping Care Strategy Group (RCSG), the Joint Management Team (JMT) and the Integration Joint Board (IJB). This process will align existing ICP services and the finalised Health and Social Care Integration Strategic Plan priorities by the end of the 2015/16 financial year.

Ends 1200 hrs

Report to: **Housing, Health and Care Committee**

Date of Meeting: **31 March 2016**

Subject: **Strategy & Regeneration Update**

Report by: **Head of Housing & Community Safety**

1.0 Purpose

- 1.1. The report for noting provides an update on the affordable housing programme.

2.0 Recommendations

- 2.1. It is recommended that the Committee notes,
- 2.1.1. the progress of the affordable housing programme.
- 2.1.2. the Scottish Government's statement on the increase in the affordable housing budget, and the rise in subsidy levels.
- 2.1.3. the remainder of the report, commenting and challenging as appropriate.

3.0 Affordable housing budget progress January - March 2016

- 3.1. By the time this Committee meets the purchase of a total of 15 'off the shelf' properties should have been completed, using £550,000 Scottish Government grant towards purchase and refurbishment costs.
- 3.2. Additionally Ochil View Housing Association will have purchased 3 off the shelf units and claimed £90,000 grant funding.
- 3.3. Kingdom Housing Association is purchasing additional land from the Council at Alloa Road, Tullibody to develop a second phase of social rented housing at this location. That will also include two specialist bungalows and work will begin in financial year 2016/17
- 3.4. The Kingdom Housing Association development at Primrose Place, Alloa has now received grant approval.

4.0 Affordable Housing Programme

- 4.1. The projected spend for the year is £2.336M, exceeding the affordable housing grant target allocation to Clackmannanshire for the year of £2.199M by around 6%. This is a satisfactory position particularly given the possible underspend earlier in the year. Scottish

Government officials actively encourage every effort to maximise grant spend to pick up slippage elsewhere in the country.

4.2. Progress for on-site, completed and committed projects, with spend this financial year, is shown below. A total of 181 affordable housing units are set out in these tables with 46 completed this year. A further 104 units are on site, with spend, and due for completion in 2016/17. As a result of the land sale in Tullibody work on 31 units will start next financial year.

4.3. **Completed, on site and committed projects (2015/16 Budget Spend)**

Complete

Site	Tenure	Mix	Completion Date	Budget spend - April '15 - March '16	Under / overspend
Redwell Place, Alloa	RSL KHA	1 unit 1 * 3 bed adapted	Dec 2015	£126,250	£0
Delph Road, Tullibody	RSL	27 units 6 * 1 bed flat 8 * 2 bed flat 9 * 2 bed hse 4 * 3 bed hse	February 2016	£912, 805	£0
OTS	Council	15 units	March 2016	£610,250	£20,305
OTS	RSL OVHA	3 units	March 2016	£90,000	£0
Complete units sub-total		46 units			

On Site (With budget spend 2015/16)

Site	Tenure	Mix	Completion Date	Budget spend 4/2015 – 3/2016	(Under) / over spend
Ann Street, Tillicoultry (former community centre).	Council / RSL	21 units 2 * 2 bed hse 2 * 2 bed flat 9 * 1 bed hse amenity 8*2 bed amenity hse	May 2016	Town centre funding (£782,000) Affordable Housing Grant (£280,000)	£0
Fairfield, Sauchie	Council	19 units 8 * 1 bed flat 4 * 2 bed flat 3 * 2 bed hse 4 * 3 bed hse	April 2016	Budget from 2014/15 spend.	£0
Primrose Place, Alloa	RSL KHA	16 * flats	TBA	£130,000	(£70,000)
Tigh Grian, Alva Greener Homes		48 units (16 * 1 bed; 24 * 2 bed; 8 * 3 bed).	TBA	Greener homes budget	-
On-site units sub-total		104			

Committed (With budget spend 2015/16)

Site	Tenure	Mix	Completion Date	Budget spend - April '15 - March '16	Under / overspend
Delph Road, Tullibody Phase 2*	RSL KHA	TBA (approx 31)	TBA	£187,500	£187,500
Committed units sub-total		31			
<u>Total 181 units</u>				£2,336,805	+£137,805

5.0 Projects Updates

- 5.1. Tigh Grian, Alva - the developers are on site and expect completion of 48 units by November 2016.
- 5.2. Primrose Street, Alloa. The site will become phase 2 of the town centre redevelopment. Kingdom is on site with phase 1 at Primrose Place and feasibility work is to begin shortly to ascertain the mix and number of units the site is capable of delivering.
- 5.3. Ann Street, Tillicoultry phase 2. Acquisition of two additional areas of land is progressing to allow Kingdom to continue to develop another 8 units on the site.

- 5.4. Lock-up site at Gartmorn Road, Sauchie. Discussions have taken place with Paragon Housing Association who are looking at the feasibility of developing this site, along with Shawpark Avenue, Craigview and Mansfield Avenue. Packaging together these small infill sites will assist in achieving financial viability.
- 5.5. Pension Funding Site. A meeting is scheduled with Castle Rock Edinvar and the Scottish Government for the second week in April. Talks have been ongoing to try to secure a suitable site for the pension fund housing. All of the larger sites in the Clackmannanshire Local Development Plan are being considered.
- 5.6. The Glen, Coalsnaughton, NHT phase 2. Hadden Construction has now secured the additional land for another 14 units for Mid Market Rent. These are due for completion by the end of 2016/17.
- 5.7. Alva. A project to bring a block of four vacant flats back into use is to be taken forward. The properties would be transferred at nil value, with the Scottish Government providing some funding to meet refurbishment costs.

6.0 Scottish Government Affordable Housing Resources

- 6.1. The Scottish Government is now allocating £406.531 million to councils' 2016-2017 Resource Planning Assumptions with immediate effect. This results from the planned 2016-2017 Affordable Housing Supply Programme announced by the Cabinet Secretary for Finance, Constitution and Economy on 16 December 2015.
- 6.2. This results in a significant increase in the budget for Clackmannanshire. The Resource Planning Assumption for 2016-17 for Clackmannanshire is £3,654,000.
- 6.3. The national resources available for future Resource Planning Assumptions will depend on future budget decisions by the Scottish Parliament. However, the Scottish Government recognises that securing optimal outcomes from the programme requires long-term planning; and that a high proportion of future completions will be from developments which need to be initiated now – especially where projects are complex and require long lead times, and in order to deliver the ambitions to deliver at least 50,000 affordable homes over the next five years.
- 6.4. To permit the necessary advance planning the Council's Resource Planning Assumptions will be at least:
- £2,923,000 for 2017-2018
 - £2,192,000 for 2018-2019
 - £1,462,000 for 2019-2020.
- 6.5. The RSL social rent level subsidy, for a 3 person equivalent, has risen from £58k per unit to £70k per unit. Councils are able to claim £57k per unit, up from £46k.

7.0 Sustainability Implications

- 7.1. The supply of new affordable housing helps in the Council's commitment to reduce carbon emissions from inefficient housing. The Tigh Grian project in Alva will provide 48 new

homes to gold energy standards and the Council will pursue the inclusion of renewable technology in newbuild where feasible.

8.0. Resource Implications

8.1 Financial Details

8.2. The full financial implications of the recommendations are set out in the report. This

includes a reference to full life cycle costs where appropriate. Yes

8.3. Finance has been consulted and has agreed the financial implications as set out in the report. Yes

8.4 Staffing

8.5. There are no staffing implications arising from this report

9.0. Exempt Reports

9.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

10.0. Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box)

The area has a positive image and attracts people and businesses	<input checked="" type="checkbox"/>
Our communities are more cohesive and inclusive	<input checked="" type="checkbox"/>
People are better skilled, trained and ready for learning and employment	<input type="checkbox"/>
Our communities are safer	<input type="checkbox"/>
Vulnerable people and families are supported	<input checked="" type="checkbox"/>
Substance misuse and its effects are reduced	<input type="checkbox"/>
Health is improving and health inequalities are reducing	<input checked="" type="checkbox"/>
The environment is protected and enhanced for all	<input type="checkbox"/>
The Council is effective, efficient and recognised for excellence	<input checked="" type="checkbox"/>

(2) **Council Policies** (Please detail)

11.0. Equalities Impact

11.1. Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes

No

12.0. Legality

12.1. It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

13.0. Appendices

13.1. None.

14.0. Background Papers

14.1. Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered).


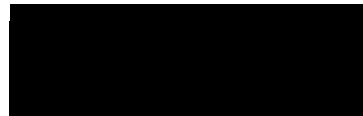
Yes (please list the documents below)

No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Kate Fleming	Housing Strategy Officer	2361
Murray Sharp	Service Manager (Strategy & Revenues)	5113

Approved by

NAME	DESIGNATION	SIGNATURE
Ahsan Khan	Head of Housing	
Nikki Bridle	Depute Chief Executive	

Report to: Housing, Health & Care Committee

Date of Meeting: 31 March 2016

Subject: Welfare Reform Update

Report by: Head of Housing & Community Safety

1.0 Purpose

- 1.1. This report seeks to update members on the local experiences and impacts of changes to welfare benefits resulting from the introduction of the Welfare Reform Act 2012 and other provisions . Information is also provided on the potential impact of provisions due to be introduced in 2016/17.
- 1.2. It should be noted that further welfare reform measures may be introduced in the Chancellor's budget statement on 16th March; members will receive a verbal update on any relevant changes.

2.0 Recommendations

- 2.1. That members note the contents of the report, commenting and challenging as appropriate.

3.0 Background

- 3.1. The Welfare Reform Act 2012 and other provisions. The headline changes from this act include:
 - The introduction of Universal Credit
 - The replacement of Disability Living Allowance (DLA) with Personal Independence Payments (PIP).
 - The introduction of a benefit cap.
 - The introduction of the Spare Room Subsidy (Bedroom Tax)
- 3.2. The Government stated that the objective of the reform was to reduce the burden upon tax payers of the welfare system and to incentivise employment.

Research by Sheffield Hallam University¹ concluded " Welfare reform does reduce public expenditure and thereby the budget deficit but it does not, it would seem, lead to higher employment or reduced unemployment."

- 3.3. Another report by Sheffield Hallam University to the Scottish Parliament's Welfare Reform Committee in 2015² identified that Clackmannanshire was to be badly hit by welfare reform with an average of £500 p.a. lost per working age adult. The report identified Clackmannanshire as the 7th worst affected area in Scotland. The details are shown below:

Household Type	£ per year	Ranking
Couple - no children	£430	8th
Couple - one child	£1510	7th
Couple - two or more children	£1750	6th
Couple - all children non-dependent	£440	7th
Lone Parent - one child	£1920	7th
Lone Parent - two or more children	£2080	6th
Lone Parent - all children non-dependent	£580	7th
Single person household	£550	7th
Other - with one dependent child	£1550	7th
Other - with two or more dependent children	£1590	9th
Other Households e.g. polygamous marriages	£600	3rd

- 3.4. The dependency of Clackmannanshire upon means tested benefits is also illustrated in the table below which compares the total benefit expenditure for 2014/15 in the Falkirk, Stirling and Clackmannanshire council areas. Whilst certain payments e.g. "State Pension" approximate to the expected 3,2,1 ratio others such as Housing Benefit do not and show a significant weighting towards Clackmannanshire.

Total Benefit Paid 2014/15 - figures in millions				
Benefit		Falkirk	Stirling	Clacks
State Pension		£216.2	£126.8	£71.2
Attendance Allowance		£13.2	£7.1	£3.5
DLA		£44.3	£20.3	£15.2
	<i>Children</i>	£4.5	£1.6	£1.3
ESA		£40.0	£18.4	£15.2
HB		£41.2	£19.2	£19.7
Income Support		£6.7	£3.0	£2.8
	<i>Lone Parent</i>	£4.2	£1.6	£1.8
JSA		£9.7	£3.8	£4.1

¹ The Impact of Welfare Reform on the Scottish Labour Market: An Exploratory Analysis - September 2015

² The Cumulative Impact of Welfare Reform on Households in Scotland 2015

3.5. Members have already received briefings on these topics but earlier predictions, as to the impact, have not always proven to be accurate owing, in large part, to delays by the DWP in their implementation schedule and to interventions by the Scottish Government to mitigate the impact of some changes.

4.0 Impact by proposed change:

4.1 Universal Credit (UC):

- 4.2. Universal Credit is a new benefit designed to replace Jobseekers Allowance, Income Support, Housing Benefit, Working tax Credit, Child Tax Credit and Employment & Support Allowance. It is designed to incentivise employment and to increase claimants financial responsibility by, for example, better replicating the payment schedule an employee might expect and passing responsibility for rent payments to the claimant.
- 4.3. The roll out of Universal Credit has fallen significantly behind schedule across the UK resulting in restrictions to the areas and groups who are currently covered. Since its introduction in Clackmannanshire, in May 2015, only new unemployed jobseekers are eligible for UC and the numbers receiving this benefit are currently sitting at a total of only 241, of whom 67 are in employment.
- 4.4. Owing to the additional complexities involved, it appears the DWP has been keen, at this time, to avoid moving homeless persons from other benefits onto UC. The result is that the significant expected reduction in homeless rental income, previously reported on, has not yet materialised. It was estimated that rental income would drop by approximately £1.1million per annum but, whilst this reduction has not yet happened there has been no change in Government policy and the council continues to prepare for this change.
- 4.5. Of those claimants who have moved to UC many have experienced financial hardship early in their claim due to the enforced six week wait to receive their first payment. The DWP do offer short term benefit advances in these cases but require repayment of the advance within 6 months which, for many, results in an automatic deduction from their benefit of, on average, £50 per month.
- 4.6. It should be noted that new claimants for UC are not entitled to Housing Benefit and become personally responsible for the payment of their rent. The six week delay before the first payment of UC also means the claimant will probably have accumulated six weeks of rent arrears. With a benefits advance deduction in place many claimants will struggle to pay their rent or their contribution.
- 4.7. In these circumstances a landlord can apply for direct deduction from a claimants UC to cover rent arrears but deductions are automatically set at 20% of the claimant's monthly benefit entitlement. This deduction can be applied on top of the £50 benefit advance deduction causing significant hardship for claimants. This is illustrated below in a summary of an actual case dealt with by the Council's Advice Team:

- 4.7.1. *The claimant is single and lives in a council property; he would ordinarily have received JSA of £73.10 plus full Housing Benefit of £70.38 per week.*
- 4.7.2. *He spent a short period of time in prison and, upon release, he was required to claim Universal Credit rather than the JSA he had previously received.*
- 4.7.3. *The claimant had to wait 6 weeks for his first payment to be made but, because he was suffering financial hardship he was awarded a short term benefit advance of £300. The regulations require that this benefits advance is repaid within 6 months so, DWP reduced his monthly benefit by £49.98 to allow for the repayment.*
- 4.7.4. *Before receiving his first payment of UC he built-up rent arrears of over £500 and the Housing Service, understandably, requested a direct deduction from his UC to clear the arrears. The DWP applied their standard 20% deduction. This was on top the deduction that was already in place for the repayment of the benefit advance.*
- 4.7.5. *The result of this was that the claimant was left with £47 each week to live on rather than the £73.10 that would otherwise be in payment, this is a reduction of £26.10 each week. His ongoing rent was being paid directly to the Council.*

4.8. Personal Independence Payments:

- 4.9. Personal Independence Payments are designed to assist persons with care needs to meet the additional expense of dealing with their condition and/or with additional costs associated with mobility. This new benefit will replace Disability Living Allowance and will adopt an assessment model which is based upon medical examination and a defined points system for scoring needs. In these respects it is very different from the benefit it is replacing.
- 4.10. The roll out of PIP has been delayed and, since August 2015, has only been applied to new claims and renewals. Consequently the claimant caseload for DLA remains largely the same, with some 3000 recipients in Clackmannanshire. As at October 2015 there were 618 recipients of PIP within the Clackmannanshire area.
- 4.11. It is the Governments stated objective to reduce the claimant count for such benefits and it is known that 26% of renewals are refused. There is insufficient detail in the available figures to quantify the financial impact of these changes at this time however we can expect to find a substantial number of the existing claimants in Clackmannanshire (perhaps as many as 780) will have their benefit removed when mandatory reassessments are rolled out.
- 4.12. **ESA Reassessment :**
- 4.13. Employment & Support Allowance (ESA) is a contributory and means tested benefit designed to replace the earnings of those who are unfit for work. The mandatory reassessment process has now mostly been completed by DWP and early criticism regarding the quality of the medical assessment process and refusal rate have now largely been addressed. The system, however,

continues to have problems dealing with claimants on the margins between ESA and JSA and with variable conditions. Such claimants are frequently bounced between these benefits and often require assistance to navigate the system.

4.14. Spare Room Subsidy (bedroom tax):

4.15. The spare room subsidy restricts the amount of Housing Benefit payable to a claimant living in local authority or RSL housing who is deemed to be under-occupying their accommodation. A reduction of 14% is applied where the applicant is deemed to have one bedroom too many and by 25% for two bedrooms.

4.16. Initial concerns over the introduction of the spare room subsidy, reported in earlier papers, have been removed by the additional Discretionary Housing Payment (DHP) budget awarded to the Council by the Scottish Government. The majority of the DHP budget of £724,549 has been directed at assisting those who would have been affected by this policy; consequently the feared result of increased rent arrears, evictions and homelessness has not come to pass.

4.17. In 2015/16, the Scottish Government allocated an additional £35m to councils to fully mitigate the removal of the spare room subsidy. The £35m was to be allocated in two tranches:

- o Tranche 1: £26m distributed from the start of 2015/16
- o Tranche 2: £9m held back until May 2016.

4.18. Clackmannanshire's DHP funding allocation is summarised below:

DHP Funding Allocation 2015/16				
DWP	Tranche 1	Sub-Total	Tranche 2	Total DHP
£196,236	£372,345	£568,590	£155,599	£724,549

4.19. Initial indications suggested that only the Tranche 1 allocation was required to fully mitigate these costs. However, it has been necessary to make use of approximately £17,000 of Tranche 2 funding.

4.20. Total Benefit Cap:

4.21. The 2012 Act introduced a total benefit cap on claimants of £500 for couples and £350 for single person which came into effect in April 2013 and affected 166 households within the Clackmannanshire area. The majority (128) of these household were in temporary accommodation and their total benefit exceeded the cap largely because of the relatively high rents charged for this property type. Within these household there were 125 children.

4.22. The average benefit reduction per week for these households is £99.96 but, again, it should be remembered that much of this would have been due to

temporary accommodation charges and the loss would have been borne by the Council.

- 4.23. A further benefit cap reduction is due to come into force in April 2016 which will see the cap reduce to £387 per week for couples and £258 per week for single persons. This is a significant reduction that will have wider application than the earlier cap, affecting households with three or four children in mainstream accommodation.
- 4.24. The following worked examples illustrate the issue, they assume a family living in a 3 bedroom Council property:

Households Affected by Benefit Cap - Pre and Post Cap Figures				
	Couple with 4 Children		Couple with 3 Children	
Income	2015/16	2016/17	2015/16	2016/17
JSA	£114.85	£114.85	£114.85	£114.85
Child Benefit	£61.80	£61.80	£48.10	£48.10
Child Tax Credit	£223.71	£223.71	£170.40	£170.40
Above Cap of £387?		Yes		Yes
Rent Charge	£74.94	£74.94	£74.94	£74.94
HB Entitlement	£74.94	Zero	£74.94	£53.65
Child Tax Credit Reduction		£13		Nil
Total Benefit	£475.30	£387.00	£408.29	£387.00
Total Reduction		£88.30		£21.29

Households Affected by Benefit Cap - Pre and Post Cap Figures				
	Lone Parent with 4 Children		Lone Parent with 3 Children	
Income	2015/16	2016/17	2015/16	2016/17
JSA	£73.10	£73.10	£73.10	£73.10
Child Benefit	£61.80	£61.80	£48.10	£48.10
Child Tax Credit	£223.71	£223.71	£170.40	£170.40
Above Cap of £387?		Yes		No
Rent Charge	£74.94	£74.94	£74.94	£74.94
HB Entitlement	£74.94	£28.39	£74.94	£74.94
Child Tax Credit Reduction		Nil		Nil
Total Benefit	£442.55	£387.00	£366.54	£366.54
Total Reduction		£55.55		Zero

- 4.25. Work will be undertaken to identify these households to offer assistance in dealing with this issue. Unfortunately, in the first example, the family with four

children will not be eligible for assistance by way of DHP as they have no entitlement to Housing Benefit.

- 4.26. It should be noted the impact will fall significantly upon those living in the Council's temporary accommodation and we should expect a significant reduction in rental income to be seen as a consequence of this change.
- 4.27. It is estimated that rental income to the general fund for temporary accommodation will fall by £270,000 per annum in 2016/17, according to the modelling tool being used. This is on top of the estimated loss of £622,000 this financial year resulting from the previous cap.

4.28. **Jobseekers Allowance (JSA) Sanctions**

4.29. The application of sanctions upon jobseekers within Clackmannanshire has been a cause of significant concern over the last 18 months with sanction rates being as much 5 times greater than in other areas. No specific explanation for such variance has been raised by the DWP. Sanctions can be imposed upon claimants who are judged to be non-compliant with their obligations in seeking employment and can have a significantly detrimental impact upon households, driving them into debt, rent arrears and to crisis support services such as the Scottish Welfare Fund and local foodbanks.

4.30. The following case study illustrates the problems faced:

- *A client sought advice re a sanction of 4 weeks which had been imposed on his JSA for non attendance at the Jobcentre. The client was a young person who has his own council property and had been looking for work for over a year. He had attended his work placement on the day in question but failed to attend at the jobcentre to sign on, as he mistakenly understood it was closed due to the new year holiday.*
- *During the period of the sanction the client had to seek support from the following services;*
 - *Assistance from the money advice team to request a mandatory reconsideration of the DWP decision.*
 - *Help to apply for a Crisis Grant from the Scottish Welfare Fund for Electricity as he had no power or heating in January*
 - *Referral had to be made to The Gate for food Parcels.*
- *Although clients benefit sanction has now been lifted as the four weeks have passed the client is still awaiting a decision on his reconsideration request. The above interventions are standard and are required in almost every case where a sanction has been imposed.*

4.31. **Housing Benefit - Removal of Family Premium**

4.32. Changes to the way housing benefit is calculated for families will change for new applicants from April 2016; the amount a household is deemed to need (their applicable amount) will no longer include a prescribed premium, of £17.45, ordinarily applied where the household includes dependant children.

4.33. This will result in these households receiving less benefit and being required to contribute more towards their rental charges.

4.34. An example of application of this change is shown below:

- *A lone parent with 2 children works 16 hours per week at an hourly rate of £7.50.*
- *Weekly income including tax credits and child benefit £271.84.*
- Under the current system the rent to pay each week is £30.86 but with removal of the family premium the new charge will increase to £42.21.

5.0 Fiscal Framework Agreement

5.1. Responsibility for certain areas of Social Security expenditure is to pass to the Scottish Government under the agreement between the Scottish Government and the United Kingdom Government on the Scottish Government's fiscal framework. The transfer of these responsibilities is to be overseen by a new Scottish benefits agency but the timetable for transition is still to be published.

5.2. The areas being devolved include:

- powers relating to benefits for disabled and ill people
- powers to vary housing cost elements of Universal Credit
- Administrative powers to change payment arrangements for Universal Credit
- Power to top-up reserved benefits
- Power to create new benefits in areas other than pensions.

5.3. Members will be kept updated on developments in these areas by future briefings and on any changes following from the Chancellor's budget statement of 16th march.

6.0 Sustainability Implications

6.1. None

7.0 Resource Implications

7.1. *Financial Details*

7.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

7.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

7.4. Staffing

7.5. There are no staffing implications arising from this report

8.0 Exempt Reports

8.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

9.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box)

- | | |
|--|-------------------------------------|
| The area has a positive image and attracts people and businesses | <input type="checkbox"/> |
| Our communities are more cohesive and inclusive | <input checked="" type="checkbox"/> |
| People are better skilled, trained and ready for learning and employment | <input type="checkbox"/> |
| Our communities are safer | <input type="checkbox"/> |
| Vulnerable people and families are supported | <input checked="" type="checkbox"/> |
| Substance misuse and its effects are reduced | <input type="checkbox"/> |
| Health is improving and health inequalities are reducing | <input type="checkbox"/> |
| The environment is protected and enhanced for all | <input type="checkbox"/> |
| The Council is effective, efficient and recognised for excellence | <input checked="" type="checkbox"/> |

(2) **Council Policies** (Please detail)

10.0 Equalities Impact

10.1. Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

11.0 Legality

11.1. It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

12.0 Appendices

12.1. Appendix 1, Welfare Reform COSLA Update, March 2016

13.0 Background Papers

13.1. Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered).


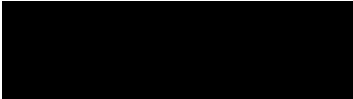
Yes (please list the documents below)

No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Wilson Lees	Team Leader	2357
Yvonne Sharp	Senior Adviser	2405

Approved by

NAME	DESIGNATION	SIGNATURE
Ahsan Khan	Head of Housing & Community Safety	
Nikki Bridle	Deputy Chief Executive	

**Welfare Reform COSLA Update
March 2016**

Council Tax Reduction Scheme

As part of the Council Tax reforms announced by the Scottish Government this week, there are proposals to make some changes to the Council Tax Reduction Scheme. These being to increase the child premium to provide wider relief for low income households with children. The proposed increase is 25% from £66.90 to £83.63 per week. With the proposed increases to higher Council Tax bands, properties in bands E-H, a targeted relief will also be provided for households on low incomes in these properties. For households on net incomes below the median for their household type, or up to £25,000, they will receive full protection, whilst the Scottish Government will work with local government to design tapered support for additional lower income households.

As part of understanding the implications of the wider Council Tax Reform proposals, COSLA will be working to understand in more detail how these proposals will be implemented and how the financial costs will be managed.

Joint working on CTR fraud – the next meeting of the joint working group is on 19th April. A further update will be provided following that meeting.

DHP update

The funding allocations to Councils for 2016/17 have now been announced by DWP and Scottish Government have also informed Councils of their allocations of the £35m DHP under-occupancy funding. SG have also provided a breakdown of the funding allocation to assist Councils in understanding how their allocation has been arrived at.

Housing Benefit Administration

A meeting is scheduled for 9th March for DWP to discuss with local government associations any remaining new burdens of the Single Fraud Investigation Service going into 2016/17. It is anticipated that similar discussions will be required on other areas of new burden such as additional administration for the reduced Benefit Cap and LHA freeze from April 2016 and this will be raised through the DWP/ LAA Steering Group in the near future.

Universal Credit Update

The UC Live service is still on course to cover the whole of Scotland by 24 April. Musselburgh (East Lothian) will be the first area of Scotland to experience the 'Full' (Digital) UC service from the end of March, as part of 'UC Make Scalable.' Our understanding is that Inverness Jobcentre will follow with the Full service in June, with the rest of Highland in November. The Full service will cover all claimant groups including complex cases. We anticipate announcement of the 2017 Full Service rollout timetable by DWP in July.

COSLA has raised local authority concerns with DWP regarding how rent rises will be handled in the current 'Live' service. DWP has advised that a design solution should be approved and communicated soon. We have also sought clarity through the UC Steering Group on the scope and financial parameters of Universal Support expected under the Full service as DWP has previously indicated the existing DPAs only applied to 'Live.'

SWF Update

Spend level in January according to the informal monitoring information provided to the Scottish Government by councils was £2.5 million against a flat 12 monthly profile of £2.9 million. Spend to date in this financial year 15/16 across Scotland was £27 million against the flat 12 monthly profile of £29 million. This represents spend of 77% in year 10 months in to the financial year.

Scottish Government have provided indicative funding levels for each Council for 2016/17, late in January. They will be writing to all Councils, now the Budget considerations have been concluded, with their individual allocation of both programme and administration funding.

The Welfare Reform Committee (WRC) scrutinized the Regulations in January and recommended the Regulations be accepted. To that end the Welfare Funds (Scotland) Act 2015 and the Welfare Funds (Scotland) Regulations 2016 will come in to effect in April 2016 as planned. Updated application forms and statutory guidance were provided to LAs, for comment in January, and final version should be available early in March 2016. Briefings will be made available locally for Elected Members and other stakeholders to communicate the commencement of the permanent scheme.

The Scottish Public Service Ombudsmen (SPSO) as Advisors will be aware will be responsible for 2nd tier review requests at the commencement of the permanent scheme in April. The SPSO have successfully recruited a Team Manager and Case Reviewers for this new function, have continued to meet with all relevant stakeholders on a regular basis and have undertaken testing of the process required with a number of LAs using different software system. Additional communications will be issued in due course containing the agreed final process, sample text for inclusion in decision notices and actions required of LAs from April.

Areas that COSLA will continue to pursue over the coming year include ongoing monitoring of the programme spend; reviewing the impact of Universal Credit on SWF in terms of any additional resource requirements created in managing the Fund and

demands on the Fund from UC claimants; and work to ensure the SPSO processes and decisions for 2nd tier reviews do not adversely affect Councils' ability to deliver SWF policy locally.

Temporary Accommodation

In light of the funding gap which is emerging between local authority statutory homelessness responsibilities in Scotland and reduced benefits entitlement as part of the UK Government's welfare changes, COSLA is seeking to raise the profile of this issue with the Scottish Government. Therefore COSLA has now also written to the Scottish Government seeking discussions on the way forward in mitigating the impacts of the UK changes on temporary accommodation in Scotland.

Supported Accommodation

COSLA wrote to the Secretary of State for Scotland following a recent meeting with the COSLA President seeking, among other matters, for some exemption for supported accommodation from the LHA cap on social rents due to be applied for new tenancies. The response does indicate that some thought is being given to whether appropriate protections are in place. This is to be informed by the results of the recent local authority survey on supported accommodation which DWP/DCLG commissioned. We understand that initial findings from this survey are due in April. On 1 March, in response to considerable lobbying, Lord Freud announced a one year postponement of the application to the LHA cap to supported accommodation to allow consideration of appropriate protections.

PIP

Dialogue continues with PIP officials at the DWP through tele-conference calls. It appears that the system through which current DLA recipients are invited to apply for PIP is completely random – within areas served by each assessment centre – and that it is not possible to share information about individuals, or low level post-code areas who are being invited.

The recent response to our letter to the Secretary of State for Scotland referred to above gives an unrealistically positive interpretation of the situation. COSLA have been offered places at the DWP Customer Reference Group and to a meeting of the PIP / National Partnership Lead officials in Scotland but it seems unlikely that either of these channels will enable the sharing of information that councils would like.

Attendance at the Customer Reference Group which included (among many other items) a presentation on PIP, might prove useful in future but only in terms of getting more of a feel for the emerging local issues as PIP roles out. There is an emphasis in language being used by DWP on the change from DLA to PIP not being a 'transfer' just the end on one benefit and the start of another; this appears to be an effort to place responsibility on claimants.

Contact has been made with a DWP representative in Scotland through which we hope to reiterate our concerns and at the very least elicit a more detailed understanding of the barriers to a solution. At this time we understand that the random approach to invitation is driven completely by the capacity of assessment centres. It seems DWP expectation is that LAs ensure continuous on-going public awareness raising activity on PIP rather than more efficient targeting.

We have agreed to regular 'tele-kit' meetings which we believe comprises a 'bespoke stakeholder approach' as described in the response from David Mundell.

Devolution of Social Security Benefits

Following agreement on the Fiscal Framework underpinning the devolution of powers in the Scotland Bill, Alex Neil, Cabinet Secretary for Social Justice, has announced the setting up of a Scottish benefits agency. COSLA's understanding is that this is only in relation to the governance of the Scottish social security system rather than the user interface or back room delivery. Alex Neil also expressed interest in working with 'our friends in local government' in reducing the number of assessments etc.

COSLA is continuing to develop thinking in this area following consultations with relevant officers from local authorities and we will consider this matter with a Sub Group of councillors from the Community Well Being and Health and Well Being Executive Groups in March.

CLACKMANNANSHIRE COUNCIL

Report to: Housing, Health and Care Committee

Date of Meeting: 31st March 2016

Subject: Social Services Performance Report

Report by: Head of Social Services

1.0 Purpose

- 1.1 This report presents information on the performance indicators, and on progress in implementing the strategic priorities and projects, for Social Services' performance for Quarter 3, 2015/2016 (October – December 2015).
- 1.2 It incorporates the service's performance against our agreed priorities and target measures. A separate financial report is presented to Committee.

2.0 Recommendations

- 2.1 It is recommended that Committee note and agree this report and provide comment and challenge as appropriate.

3.0 Considerations

- 3.1 This report provides Committee with an update on the Service's performance in relation to the Business plan. The specific financial progress is detailed more fully in the Finance Report.
- 3.3 Performance information is recorded on covalent and verified by Service Managers and Assistant Heads of Service. This recording mechanism enables members to identify and scrutinise trends in performance against agreed targets. Strengths and areas for improvement, together with key actions, are highlighted in the commentary and in the narrative section of the report. Commentary on the performance is included in the progress report and can be found in Appendix 1.

Child Care Service and Criminal Justice Service

- 3.4 The key actions and performance measures for Child Care and Criminal Justice Services are linked to the core priorities for Stirling and Clackmannanshire Council.

The actions focus on the implementation of the Children and Young People (Scotland) Act 2014, the Corporate Parenting Strategy, supporting early and timely intervention, protecting the most vulnerable children and making best use of all our resources to improve service delivery. The performance measures are aligned to these key actions. For example, the measures about the percentage of care leavers with a pathway plan, are linked to the delivery of the Corporate Parenting Strategy.

- 3.5 There has been improvement under the 'Vulnerable People And Families Are Supported' priority, in comparison to the previous quarter in performance against key target measures for Quarter 2, with a reduction in the number of red 'alert' statuses.
- 3.6 Children on the child protection register who had a regular core group remains on target. Children on the child protection register visited and seen weekly has not achieved 100% however this is as a result of one non engaging family however the child's wellbeing is being monitored through other partners.
- 3.7 The ongoing implementation of the National Risk Assessment Framework and recognised assessment tools is currently sitting at 80%. Significant progress has been made in this area however there is a gap in relation to Getting Our Priorities Right (GOPR) which is an assessment framework for young people misusing or affected by parental substance misuse. This is related to a Forth Valley development with a lack of agreement at this stage in deciding on an agreed format. There is concerted effort being made to resolve this situation.
- 3.8 Criminal Justice Services continue to report 100% of reviews of high risk offenders completed within agreed timescales. Following recommendations by the Accounts Commission in relation to Public Performance Reporting it has been agreed to publish additional indicators for Criminal Justice including;
 - Percentage of Community Pay Back Orders converted by court,
 - Percentage of cases with acceptable levels of managerial oversight,
 - Percentage of MAPPA Level 2 meetings held within timescales, and
 - Percentage of Unpaid Work placements commencing within 7 days.

These will be reported in future performance reporting and will be included in the Social Services Business Plan for 2016/17.

Adult Care Service

- 3.9 The key actions and performance measures for Adult Services are linked to the core priorities for both Councils. The actions focus on the redesign of older peoples services with an emphasis on shifting the balance of care towards effective care at home, progressing Health and Social Care Integration and making best use of all our resources to improve service

delivery. The performance measures are aligned to these key areas. For example, the measures related to the percentage of people 65 and over with intensive support needs receiving services at home is linked to shifting the balance of care towards effective care at home.

- 3.10 Adult Services continue to perform well across the full range of performance measures. The Service has consistently performed above the Scottish average and performs well when compared with other Councils of a similar size and profile. This means that a higher proportion of those aged over 65 with intensive care and support needs in Clackmannanshire are supported to remain in their own homes rather than an institutional setting. Although the target was reviewed in 2015/16 to make it more challenging, performance continues to be above target for Quarter 3.
- 3.11 The national standard for delayed discharges from hospital was reduced from over four weeks to two weeks in 2015. Although this a more challenging target, there have been no delayed discharges in Quarter 3. This is a significant achievement, taking into account the reduction from the original target from six weeks and the increase in the number of referrals from hospital. The Service continues to work in partnership with NHS Forth Valley, to extend the availability of short term assessment options for those at risk of hospital admission as well as for those who are fit for discharge. The Integrated Care Fund is also being used to further develop services and supports designed to both avoid unplanned admissions to hospital and further reduce the length of time individuals are delayed in their discharge from hospital.
- 3.12 Performance in relation to the percentage of Adult Support and Protection continue to improve. Discussions held within the agreed timeframes was increased in Q3 from 75% to 100% to reflect the national standard and increase challenge to the service. The Clackmannanshire and Stirling Adult Support and Protection Committee recently had a development day to review its role, remit and priorities, and an improvement action plan is being developed by the independent chair for the Adult Support and Protection Committee as well as the Child Protection Committee across Clackmannanshire and Stirling.
- 3.13 Complaints: there were no formal stage 2 complaints received in the period. This reflects the prompt action taken to address initial negative contact, and does not include the receipt of 11 stage 1 received complaints in the period. Targeted training and dedicated support to team managers has ensured a more thorough and timely response at first point of contact.
- 3.14 There is increased scrutiny within the Senior management Team in relation to reporting on complaints. New systems have been introduced to both report on and monitor complaints and to take appropriate action in relation to the customer experience.

Financial Position

3.15 Please see updated Financial Report.

4.0 Sustainability Implications

4.1 None.

5.0 Resource Implications

5.1 *Financial Details*

5.2 The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate.
Yes

5.3 Finance have been consulted and have agreed the financial implications as set out in the report.
Yes

5.4 Staffing - There are no staffing implications associated with this report.

6.0 Exempt Reports

6.1 Is this report exempt? No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box)

The area has a positive image and attracts people and businesses	<input type="checkbox"/>
Our communities are more cohesive and inclusive	<input type="checkbox"/>
People are better skilled, trained and ready for learning and employment	<input checked="" type="checkbox"/>
Our communities are safer	<input checked="" type="checkbox"/>
Vulnerable people and families are supported	<input checked="" type="checkbox"/>
Substance misuse and its effects are reduced	<input checked="" type="checkbox"/>
Health is improving and health inequalities are reducing	<input checked="" type="checkbox"/>
The environment is protected and enhanced for all	<input checked="" type="checkbox"/>
The Council is effective, efficient and recognised for excellence	<input checked="" type="checkbox"/>

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations? No

This report is for information only. No policy changes or changes to service provided are recommended.

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ✓

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices please state "none"

Appendix 1 - Social Services Business Plan 2015-16 report from Covalent



11.0 Background Papers

11.1 Have you used other documents to compile your report? Yes (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Carol Johnson	Performance and Quality Assurance Manager	01259 452368

Approved by

NAME	DESIGNATION	SIGNATURE
Val de Souza	Head of Social Services	
Nikki Bridle	Depute Chief Executive	

Quarter 3 Progress Report













KEY TO SYMBOLS













PIs					
Status		Short Term Trends		Long Term Trends	
Compares actual performance with target		Compares actual performance with most recent previous		Compares actual performance with previous over the longer term	
	Alert		Performance has improved		Performance has improved
	Warning		Performance has remained the same		Performance has remained the same
	OK (performance is within tolerance limits for the target)		Performance has declined		Performance has declined
	Unknown		No comparison available - May be new indicator or data not yet available		No comparison available

ACTIONS	
Expected Outcome	
	Meet target/complete within target dates
	Will complete, but outwith target
	Fail to complete or cancelled

RISKS		
Current Rating = Likelihood x Impact (1 - 5)	Status	
		Rating 16 and above
		Rating 10 to 15
		Rating 9 and below
<p>The likelihood of a risk occurring, and the impact if it does occur are each scored on a scale of 1 to 5, with 1 being the least likely or the least significant impact. Detailed guidance on scoring is provided in the Risk Management Policy and guidance.</p>		

1 HIGH LEVEL SUMMARY



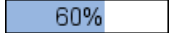



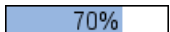

Our Public Services Are Improving								
PIs		2		1		2		4
Actions		0		7		4		0
Risks		3		0		0		0




Vulnerable people and families are supported								
PIs		1		2		6		5
Actions		0		0		4		0
Risks		0		2		1		0












* Does not include 'Data Only' indicators.

2 DETAILED REPORT

Priority Outcomes.- Vulnerable people and families are supported









Covalent Code	ACTION	By When	Lead	Progress	Expected Outcome	Latest Note (as at December 2015)
SOS SSS 050	Implement the process in relation to the role of the Lead Professional under the Children & Young Persons legislation and the transition between the Lead Professional and Named Person service	Aug 2016	Liam Purdie			The role of the Lead Professional is fully understood and implemented within the Children's Service. With Social Work primarily being the Lead Professional for all cases allocated.
SOS SSS 051	Roll out of the Outcomes Framework for all children in Children's Services to evidence outcomes for children and families	Aug 2016	Liam Purdie			The outcomes framework has been rolled out to include all children subject to Child Protection Registration, as well as those who are subject to being Looked After by the LA (At Home & Accommodated). Outcomes scoring is embedded in all GIRFEC and National Risk Framework training.
SOS SSS 052	Roll out and review use of the recognised assessment tools such as National Risk Assessment Framework, Graded Care and Substance Misuse Tools.	Aug 2016	Liam Purdie			Staff have been trained in the use of the National Risk Assessment Framework, and this is now part of rolling programme of training. Audit activity increasingly indicates the use of a recognised assessments tools in the interventions provided for the children we work with.
SOS SSS 053	Finalise in conjunction with NHS FV the Strategic Plan for adult health and social care services	Mar 2016	Val de Souza			Draft Plan has been approved and is out for consultation until 24th December, 2015. Housing Contribution Statement has been prepared for Stirling Council to accompany this. Strategic Needs Assessment has been drafted and will be presented to the Strategic Planning Group in January, 2016.

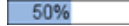



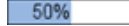









Code	Description	2012/13	2013/14	2014/15	2015/16	Q3 2015/16		Latest Note (as at December 2015)	Lead
		Value	Value	Value	Target	Value	Short Trend		
CHC SCR 002	% of children requiring supervision seen by supervising officer within 15 working days	80%	86%	76%	100%	86%		Performance has dipped from the previous Quarter 2 (100%). This however relates to one child out of seven out with the 15 days. This related to a non engaging family.	Liam Purdie
ADC ADA 01a	% of people aged 65 and over with intensive care needs (10+ hours) receiving services at home as a % of all older people receiving long term care	42%	45%	47%	45%	46%		Performance is lower than Quarter 2 (48%) but still above target.	Phillip Gillespie
ADC ADA 008	Delayed hospital discharges over 2 weeks	New indicator previously 4 weeks.		2	0	0		Performance is better than previous Quarter 2 (1). Based on data validated and published by ISD.	Phillip Gillespie

Code	Description	2012/ 13	2013/ 14	2014/ 15	2015/ 16	Q3 2015/16		Latest Note (as at December 2015)	Lead
		Value	Value	Value	Target	Value	Short Trend		
CHC SCR 01a	% Reports submitted to the Children's Reporter within 20 working days (IARs & SBRs no panel)	48%	90%	81%	75%	72%		Performance is better than the previous Quarter 2 (71%) and within target tolerance.	Liam Purdie
CHC CPR 078	Children on the Child Protection Register with at least one Core Group in the past month	80%	86%	95%	95%	95%		Performance has dipped from previous Quarter 2 (99%), but on target.	Liam Purdie
CJS ADP 001	% of Criminal Justice reviews of high risk offenders that took place by scheduled date	100%	100%	100%	100%	100%		Performance continues to meet the 100% achieved over several quarters. On target.	Val de Souza
CHC CPR 029	Children on the child protection register visited weekly and seen	100%	100%	94%	100%	96%		Performance is the same as the previous Quarter 2 (96%) and within tolerance, only 1 child not seen within agreed parameters.	Liam Purdie
ADC ADA 022	% Adult Support and Protection investigations that have independent advocacy offered	New indicator		37.5%	55%	annual		Annual indicator to be reported on before March 2016.	Phillip Gillespie
ADC ADA 019	% of Adult Protection discussions held within 24 hours of referral	66%	68%	73%	100%	83%		Performance is slightly less than previous Q2 (86%). The target was increased to 100% in Q3 to challenge performance. Previously this indicator was set at 75% and returns regularly exceeded this level. The Council's ASP procedures seek Initial Discussions to be had and recorded within one working day of referral therefore it was agreed that this indicator should be 100%. There is planned training on Recording Procedures in Clackmannanshire for all council officers.	Phillip Gillespie
CHC LAC 18a	% Children looked after away from home with 3+ placements	7%	6%	0%	Data only	6%		Performance has dipped from previous Q2 (2.6%). This figure represents 9 out of 155 looked after and accommodated children whose placements changed over 3 times in the last 12 months.	Liam Purdie
CHC TCA 003	% Care leavers aged 16+ with a pathway co-ordinator	29%	29%	100%	100%	100%		Performance is same as Q2 (100%), and on target.	Liam Purdie
SOS CUS 006	% of service users surveyed who feel safer as a result of social services involvement	88%	78%	65%	80%	annual		Annual indicator to be reported on before March 2016.	Val de Souza
CHC TCA 002	% Care leavers aged 16+ with a pathway plan	29%	29%	89%	75%	91%		Performance is better than previous Q2 (49%) and above target.	Liam Purdie
SOS CUS 007	% service users surveyed who report	86%	77%	65%				Annual indicator to be reported on before March 2016.	Val de Souza

Code	Description	2012/ 13	2013/ 14	2014/ 15	2015/ 16	Q3 2015/16		Latest Note (as at December 2015)	Lead
		Value	Value	Value	Target	Value	Short Trend		
	maintained or increased independence as a result of intervention				80%	annual			
ADC ADA B2b	Self Directed Support spend on people aged 18 or over as a % of total social work spend on adults	1.1%	1%	TBC	5%	annual	?	Annual indicator to be reported on before March 2016. This is a LGBF/SOLACE benchmarking indicator that is reported nationally.	Val de Souza
SOS CHC PER 001	Internal Foster Care disruption within period	New indicator			Data only		?	New indicator - data collection being organised.	Liam Purdie


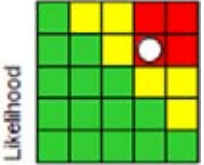
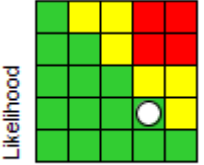
Priority Outcome - Our Public Services Are Improving

Covalent Code	ACTION	By When	Lead	Progress	Expected Outcome	Latest Note (as at December 2015)
SOS SSS 040	Ensure effective budget management arrangements are in place and are effectively reported	Mar 2016	Val de Souza	 85%		Finance is discussed at weekly Senior Management team meetings. The budget action plan for both adults and childcare services is overseen by the relevant Assistant Head of Service. Regular meetings take place between Service Mgrs and Service Accountants. A Business Manager was recruited in February 2016 to support and oversee the business processes.
SOS SSS 042	Ensure customer standards are effectively reported and managed	Mar 2016	Val de Souza	 75%		Performance framework and scorecards in place across service which are linked to customer standards. Draft scorecard in place to support reporting on integrated adult health and social care services. This includes reports on customer satisfaction and user survey data.
SOS SSS 043	Produce a Social Services specific approach to Workforce Planning in line with corporate approach to Workforce Planning	Mar 2016	Val de Souza	 50%		Engagement and planning for Adult Care Priorities are supporting social services scoping and planning for workforce. This is mirrored in work on children's services redesign in line with embedding GIRFEC and implementation of Children and Young People's Act. Workforce Strategy has been developed to support Health and Social Care Integration. Service working with Corporate Services to progress service specific development of workforce planning. Appropriate reporting arrangements in place including reports to committee.
SOS SSS 044	Review approaches to staff engagement and strengthen opportunities for front-line staff to be involved in improvement activities	Mar 2016	Val de Souza	 80%		Senior Management Team have hosted all staff engagement events with the aim to share visions and encourage front-line workers to take ownership of service aims. They have indicated commitment to continue these on a more regular basis - perhaps service specific. Staff at all levels have been invited to attend and contribute to Health Social Care Integration consultation events. Staff in children's services are working on a programme of supported audit in order to produce improvements in care planning, risk assessment and outcomes. This is also being done through lead ASP officer in adults. Service engagement sessions planned for March 2016 to provide information to all staff about changes following decision about Shared Services.

SOS SSS 054	Review of Adult day service provision	Mar 2017	Phillip Gillespie			<p>Review of all Adult Day Services - The proposal supports integrated Care Pathway Strategic Themes by redesigning activity on complex care provision. This is a three year MCB programme.</p> <p>Phase 1 (21015-2016) Consultations with staff and partners to identify stakeholders. Develop the scope of the project, the savings, project team, and links other council wide projects. This work has been completed</p> <p>Phase 2 (2106-2107) . Further consultations with communities, Agree and identify an appropriate model of delivery which meets customers and statue responsibilities. Reviews include high cost service pathways, developing locality hubs that support early intervention. This work will review current day and community support arrangements with a view to developing therapeutic models of support that are enabling and integrated with health.</p>
SOS SSS 055	Develop options for delivery of shared residential childcare facility	Mar 2016	Liam Purdie			<p>Following approval at council in February 2016 agreement to pursue this as an active business case has been approved. The service in partnership with Facilities Management will pursue this and report to future committees.</p>
SOS SSS 056	Review Social Services equipment provision and distribution arrangements	Mar 2017	Phillip Gillespie			<p>This is being progressed within 'Making Clackmannanshire Better'. Business Cases have been completed and approved. The key aim of this option is to provide a standardised, streamlined service integrated across Forth Valley that maintains a balance between costs and service provision. This option will comprise two phases:</p> <p>Phase 1: (2015 – 2016) ...this will involve a range of improvement and efficiency activities concerned with logistics, stock control, ordering and processing systems, rationalisation and infection control standards.</p> <p>Phase 2: Jan 2017 onwards – to develop and implement a fully integrated Forth Valley-wide service</p>
SOS SSS 057	Implement redesign of Adult intake/reception services	Mar 2016	Phillip Gillespie			<p>Pilot of triage service and eligibility toolkit has been put on hold due decision not to pursue Shared Services.</p>
SOS SSS 058	Improve delivery of Child Protection Services	Mar 2017	Liam Purdie			<p>Following a review of the funding for the single case management system programme, and the decision not to fully integrate as a shared service, this programme will now no longer be pursued in this format. The council have however agreed through the council budget meeting in February 2016 to pursue a case management system for Clackmannanshire council that is fit for purpose.</p>
SOS SSS 059	Re-design of children's Social Services	Mar 2017	Liam Purdie			<p>Initial plans will now be reviewed following decision not to proceed with a shared service.</p>
SOS SSS 060	Embed self-directed support across Social Services	Mar 2017	Val de Souza			<p>Implement outcomes based support plan - options shared with operational staff, and framework to be agreed. Preferred models identified. Implement commissioning framework in line with SDS options - dedicated member of staff identified to work on this. Links made with procurement service for advice.</p>

Code	Description	2012/ 13	2013/ 14	2014/ 15	2015/ 16	Q3 2015/16		Latest Note (as at December 2015)	Lead
		Value	Value	Value	Target	Value	Short Trend		
SOS CUS 001	Stage 2 Social Services complaints received	3	3	1	Data only	0	▬	There have been no Stage 2 complaints received for Social Services within the accounting period.	Christine Sutton
SOS LAG 003	% of staff who feel that the annual appraisal system helps them improve the way they do their job	54%	54%	32%	60%	annual	?	Annual indicator to be reported on before March 2016	Val de Souza
GOV SAB SOS	Annualised Days lost by FTE	Previous recording system		10.23 days	Council average	4.09	↑	Performance is better than previous Q2 (4.31) but higher than Council average.	Val de Souza
ACC BUV SOS	Projected variance as % of actual budget	+0.88 %	+3.11 %	+3.99 %	+/- 2.55%	6.87%	↑	Q3 figure is better than previous Q2 (6.94%) see separate finance report for most up to date details.	Val de Souza
SOS LAG 027	% staff who feel they have the ability to improve the service their team provides	55%	57%	50%	65%	annual	?	Annual indicator to be reported on before March 2016	Val de Souza
SOS CUS 002	% Social Services who achieve Care Inspectorate evaluation scores of 4 and above across residential and day services	94%	64%	82%	90%	96%	↑	Performance is an improvement on Q2 (86%) and above target.	Val de Souza
SOS CUS 008	% of customers very or fairly satisfied with the overall service they receive	91%	82%	76%	90%	annual	?	Annual indicator to be reported on before March 2016	Val de Souza
SOS IBP 008	% of case files audited where there is evidence of regular review of care or supervision	100%	71%	86%	90%	85%	↑	Performance is better than previous Q2 (82%).	Val de Souza
SOS IBP 007	% of case files audited where there is evidence of service user involvement in their care at the review stage	100%	61%	85%	75%	85%	↑	Performance is better than previous Q2 (68%).	Val de Souza


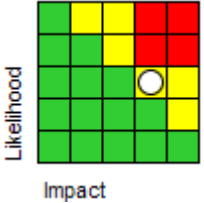
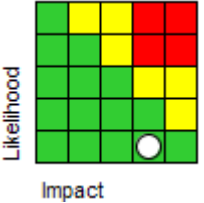
Social Services Risk Register 2015-16


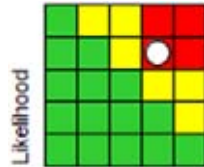
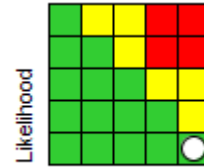
Covalent Code	Risk Description		Status		Current Rating	16	Target Rating	8
SOS 015	Redesign activity does not match pace and scale of change required.							
Potential Effect	<ul style="list-style-type: none"> Impact on financial expenditure, failure to deliver efficiencies, impact on the sustainability of services and ability to meet future needs Workforce skills profile do not meet redesign activity Failure to meet standards and deliver action plan improvements in line with Care Inspectorate requirements for internally and externally commissioned services 				 Likelihood Impact		 Likelihood Impact	
Related Actions	SOS RIS 024	Health & Social Care Strategic Plan (Adults)			Internal Controls		Health & Social Care Strategic Plan SOS HSCP	
	SOS RIS 023	Re-aligning Children's Services Program to develop Joint Commissioning Strategy for Childrens Services.					Health & Social Care Joint Management Team meetings SOS HSC JMT	
	SOS RIS 022	Workforce development and skills plan being developed corporately and by Social Services					Health & Social Care Strategic Planning Group SOS HSCPG	
							Social Services Transforming Care Board SOS TCB	
Latest Note	Work to progress Making Clackmannanshire Better is ongoing. This work is closely monitored to assess progress on delivering efficiencies and target savings. Ongoing budget monitoring and action plans in place and updated on a weekly basis. Governance arrangements revised and implemented: Transforming Care Board in place. Service specific programme management office established.				Managed By		Val de Souza	


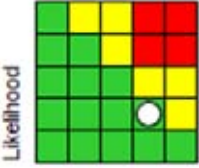
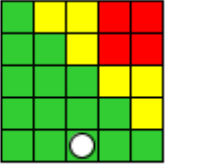
Covalent Code	Risk Description		Status	Current Rating	8	Target Rating	4
SOS 016	There is a risk that procedures do not accurately relate to operational and statutory requirements						
Potential Effect	Failure to: <ul style="list-style-type: none"> meet Scottish Government objectives meet Council objectives deliver the required services risk of harm to current or potential service users 						
Related Actions	SOS RIS 004	Work has commenced to update operational procedures and guidance.		Internal Controls		Service Plans SOS SPM	
	SOS RIS 025	Children's services action plan				Inspection and external audit SOS IEA	
	SOS RIS 026	Audit activity across Children's Services					
Latest Note	Procedural guidance has also been developed to meet the requirements of the Social Care (Self-directed Support) (Scotland) Act 2013			Managed By		Liam Purdie and Phillip Gillespie	

Covalent Code	Risk Description		Status	Current Rating	16	Target Rating	8
SOS 017	Organisational information and knowledge are not effectively managed due to poor information sharing, records and absence management and succession planning, increased dependence on IT systems and unrecorded knowledge held by staff members.						
Potential Effect	<ul style="list-style-type: none"> Performance reporting difficulties Poor information exchange Higher cost on service delivery Higher level of resources used on duplication of tasks 						
Related Actions	SOS RIS 016	Implementation of Child Care Case Management System		Internal Controls		Joint IT Governance Group COU SHS IGG	
						Business Continuity Plans FCS CUS BCP	

				Disaster Recovery and Business Continuity arrangements for shared Social Services SOS BCONT
Latest Note			Managed By	Michael Grassom

Covalent Code	Risk Description	Status		Current Rating	12	Target Rating	4
SOS 026	Quality of care not maintained due to reduced capacity for contract monitoring. Service delivery standards are not met.						
Potential Effect	<ul style="list-style-type: none"> ▪ • Pressure on contract compliance staff ▪ • Paying for services not provided and outcomes not met ▪ • Non compliance with statutory reqs ▪ • Critical services may not be supplied ▪ • Recruitment & retention ▪ • Complaints ignored ▪ • Poor performance monitoring ▪ • Poor regulation inspection ▪ • Workforce planning issues 						
<u>Related Actions</u>				<u>Internal Controls</u>		Corporate Procurement Strategy RAG GOV PRO	
						Health & Social Care Integration Strategic Plan SOS HSCP	
						Corporate Contract Standing Orders RAG GOV GSO	
						Market Positioning Statement for Health & Social Care SOS MPS	
						Commissioning arrangements are outcome orientated SOS COMA	
Latest Note				Managed By		Chris Sutton	

Covalent Code	Risk Description	Status	Current Rating	16	Target Rating	5
SOS 022	We may fail to have sufficient competent, confident staff and managers to undertake core duties					
Potential Effect	<ul style="list-style-type: none"> Failure to deliver the required services and meet statutory requirements Risk of harm to current or potential service users Failure to meet standards and deliver action plan improvements in line with Care Inspectorate requirements for internally and externally commissioned services 					
<u>Related Actions</u>					<u>Internal Controls</u>	
					Corporate health & safety policies RAG GOV H+S	
					Integrated Children's plan - FV GIRFEC agenda SOS CHC ICS	
					Supervision SOS PRD	
					Public Protection Forum COU SHS PPF	
					Child protection procedures SOS CHC CPP	
					MAPPa guidance SOS CJA MPA	
					Learning & Development Programs in place SOS WLD	
					Performance Forum SOS PER	
Latest Note			Managed By		Val de Souza	

Covalent Code	Risk Description	Status		Current Rating	8	Target Rating	3
SOS 025	Failing to engage effectively with staff						
Potential Effect	<ul style="list-style-type: none"> Disruption to service delivery. Negative impact on Employee Morale, Risk of harm to service users or potential service users Industrial action 						
Related Actions				Internal Controls		Industrial relations meetings. SOS INR	
						Staff engagement plan SOS SEP	
Latest Note	Schedule of meetings in place with Trade Unions.			Managed By		Val de Souza	

Report to Housing, Health and Care Committee

Date of Meeting: 31 March 2016

Subject: Financial Performance Report: Social Services

Report by: Head of Social Service

1.0 Purpose

- 1.1. To update Committee on the Social Services financial information up to and including January 2016. It includes the progress made to date by senior managers to address specific financial overspends and give information on the demands and pressures facing the service.
- 1.2. To give Committee information on management actions taken since the last report and the findings on current budgets.
- 1.3. To inform Members of the actions taken to address overspends in the Social Services & Residential Schools budget.

2.0 Recommendations

- 2.1. Note the report.
- 2.2. Consider the management actions taken.
- 2.3. Consider the continuing demand on services and the impact on the budget to fulfil our statutory responsibilities and to comment and challenge as appropriate.

3.0 Considerations

- 3.1. The Social Services budget continues to be under considerable pressure. This is common across budgets of this nature for all Scottish Councils and has been widely reported on. As these demographic and service demands steadily increase our financial forecasts present the view that this will consume an ever-increasing share of our public spending.
- 3.2. The service is projecting a Revenue budget overspend of £1,653K (See Appendix 1 for detailed breakdown). This is a 15% reduction from the last committee report previously £1,894. This has since been approved at the 3 March 2016 Council meeting, authority was given for the 2015/16 Social Services overspend in line with Financial Regulation 4.4.

- 3.3. Senior Officers re-examined each of the budgets closely and a number of management actions have been introduced. (See Financial Action plan Appendix 3)

Management Actions

- 3.4. A review chaired by the Assistant Head of Social Services Child Care to revisit all cases associated with the residential schools budget has taken place. The aim was to ensure we are fulfilling our statutory obligations to keep the child at the centre of our decisions. Alternative resources were identified through this process for some of the children as well as exit strategies from their current placements. If agreed and where a decision for alternative support is made, any reductions in the spend in this budget will not be seen until next financial year. There is currently a monthly meeting set up to review the progress and other high cost placements.
- 3.5. The Transforming Care Board (TCB) continues to meet monthly. This is co-chaired by the Assistant Head of Social Services Adult Care and Child Care and each of the Making Clackmmanshire Better (MCB) across the whole service are discussed in detail. Reports are presented and progress is discussed in detail. Information is available in the Social Services Financial Management Action Plan in Appendix 3.
- 3.6. A recent re commitment from the Head of Social Services to all staff reminding them of the senior managers commitment to the industry wide standard of continuous improvement principles. The aim here is to raise awareness that everyone has a role in financial responsibility.
- 3.7. Weekly Resource Panels in adult care chaired by a Service Manager and attended again by senior managers across social work and finance continue to ensure that the service conduct a robust analysis of all newly proposed care packages. This ensures both a best value approach as well as a multi agency contribution to meeting all our client needs.

Management Actions - Adult Service

- 3.8. Spending across adult service budgets is in their nature variable. They are demand led. In addition the service is seeing budget pressures change as clients have more choice on their care package through self directed support options.
- 3.9. Currently we are projecting an overspend in the adult provision of £79k. This is due to an increase in relief staff hours to support the enablement strategy. However, it will be offset against the additional income generated from Forth Valley and end of year projections are showing a final underspend of (36K) in this area.
- 3.10. The recent change in our charging policy is having an impact on Disability Day Care services. This budget is projecting an underspend of (£188k). The service continues to see a decrease in demand for day care services. Efficiencies are also being realised in the staffing budget. This area is a MCB project for next year and will be reported to committee in our quarterly performance report. The first phase of this work is underway and is ensuring that the Adult Day Service Provision is re-designed to meet demand.

- 3.11. Although Mental Health and Learning Disability is showing an overspend in its totality of £361k, this will be offset against a number of different budgets including a (95K) underspend from the Elderly & Physical Disability Care Management budget, the 36K underspends from Adult provision, additional income generated from Forth Valley Health Board and any balance will be set against demographic growth figure of £468k identified as part of the services zero based budgeting exercise.
- 3.12. This will result in a balanced budget for adult services going forward into next financial year.

Child Care Service

- 3.13. There have been substantial management actions in addressing the Child Care Service overspend. It is focused primarily in the residential schools budget. This is projecting an overspend of £1,653K. Which is a 3% reduction since last report. See Appendix 1 Table 4 for full breakdown.

Management Actions addressing residential schools budget

- 3.14 A full analysis was undertaken and reported to Head of Social Services. This has shown that there are a number of contributing factors. Incorrect employee related costs (38K) have been attributed to social services from education. A meeting of the Business Managers in Education and Social Work will take this forward to ensure costs are aligned correctly between services. The Business Managers will continue to work closely with finance colleagues to ensure that the budget allocations are accurate and to ensure robust budget monitoring.
- 3.15 The Education Service currently share 50% of responsibility for this budget. However our analysis of the costs associated with providing education to children both within and out with the authority indicates that the cost attributed to education is £1.01m, which is currently 63% of the budget. Discussions between services will be undertaken to achieve accurate realignment of budgets.
- 3.16 Senior managers from Social Work and Education Psychological Services report direct to the Assistant Head of Service for Education and the Assistant Head of Service Children and Families. This brings additional quality assurance to the process and ensures that decision making keeps the child at the centre, meets the local authorities statutory responsibilities and will inform the service if there is a need to change any aspect of current practice and interventions.
- 3.17 A multi professional group of senior managers have initiated a review of the Authority GIRFEC Group (AGG) and all the residential school placements. This group has also commissioned a performance officer to identify trends over the past three years. This work will help inform managers in future budget planning.
- 3.18 A review of all early exit strategies for young people nearing school leaving age has been concluded. This resulted in a number of children being recommended for alternative placements at a lower cost to the local authority. It requires to be noted that the multi agency recommendations require to be

ratified through the Children's Hearing who have ultimate decision making responsibility in relation to a child's residence.

- 3.19 Renewed focus from all those involved in the decision making process including partners and other stakeholders, to consider cost implications in tandem with the best interests of the child whilst ensuring that decisions are financially viable. This may challenge partners and stakeholders expectations about managing risk in the community and local authority.

Child Care

- 3.20 Alloa Family Centre is projecting a £175k underspend. This is due to the level of vacant posts the service has sustained over the year. These vacancies are currently being reviewed as part of Making Clackmannanshire Better. This will involve a review of the current resource to identify alternative delivery models as well as areas of duplication between social work and education.
- 3.21 Fostering and Adoption continue to forecast an overspend of £113K. though as reported at last committee there are fifteen children currently placed internally with Stirling Council foster carers. The use of Stirling carers is maintaining children closer to their communities and has resulted in significantly reduced costs compared to external purchased placements.
- 3.22 The service is also projecting an overspend of £78k in legal fees. This relates to legal costs associated with establishing permanence through adoption or permanence orders with the local authority. There has been a significant increase in legal costs in pursuing permanence arrangements and as a local authority £60k demand pressure funding has been approved for 2016/17 to mitigate this going forward.
- 3.23 In relation to the further scrutiny of decision making, financial governance and thresholds; a meeting has taken place with Kate Rocks Chief Social Work Officer East Renfrewshire. The aim was to look for an independent critical review of our processes and governance. Further work will be undertaken to share good practice examples and scrutiny of decision making around high cost placements and interventions. This is specifically looking at alternatives within the community to manage risk. The agreement to pursue the Multisystemic Therapy Programme will develop further these alternatives to address dependency on residential placements.
- 3.24 Transport of clients in Child Care is projecting a £45k overspend. This is a reflection of the number of children accommodated in Foster Care placements out with the community and Clackmannanshire. This is a fixed cost which becomes variable as the demand increases. Recent demands have included decisions from children's panels directing us to ensure children receive increased contact with parents/carers.
- 3.25 Eligibility criteria has been introduced in Social Services for children with disability entitlement to allowances for transport. This is specific to costs associated with respite, activities provided by social services and transport arrangements.
- 3.26 Capital of £250k was identified for a new children's residential service as a spend to save option for the council. Council agreed this in February

2016. As a service this will be a priority over the next year to realise savings for the financial year 2017/2018. This will bring the projected savings forward by one year.

Criminal & Youth Justice Services

3.27 Youth Justice is forecasting a £21k underspend which relates to a vacant post.

Strategy

3.28 Substance Misuse is forecasting £14k underspend which relates to income received from Forth Valley Health Board.

3.29 Appropriate Adults has a projected £15k underspend due to a vacant post.

3.30 Social Services Management Support is projecting a £67k underspend which relates to staff vacancies.

3.31 As identified at last Housing Health and Care Committee in January 2016 and at the Resource and Audit Committee in February 2016 a scope is being drawn up for this review. It is anticipated that this will be presented to the next committee in May 2016.

Summary

3.32 Action Plan. Impact on the action plan can be summarised as follows. The action plan ensured a review and scrutiny of processes of financial management and governance. In relation to compliance the senior management team have an assurance that managers and staff across the service are compliant with financial processes. Meetings between senior managers, Service Managers and Accountants are regular and ongoing.

3.33 The action plan and activity has also identified a lack of parity in relation to the apportionment of costs between social work and education. This is an area for resolution going forward into the next financial year so that budget implications and spend are attributed to the correct department as highlighted in Appendix 1 table 4. This is the single biggest area of concern in relation to the overspend in budget and how it is reported.

3.34 There has not been a significant reduction in the budget overspend though the action plan has contributed to ensuring the overspend does not increase. The recruitment of additional Clackmannanshire foster cares has mitigated a financial risk of additional costs to the council if purchased foster placements had to be sought.

3.35 As a service the requirement to meet the local authorities financial requirements and the statutory duty to fulfil the public protection requirements in assessing and managing risk for children and adults will continue to be a priority for the service. The financial impact will continue to be reported to future committee as well as the service performance in assessing risk and need for individuals and families in Clackmannanshire.

3.36 This report gives an overall summary of the detail and complexity associated with the ongoing management of the social services budget. It outlines council

and multiagency statutory responsibilities, ongoing and variable demand and activity across the service. It demonstrates in management actions to both manage demand, monitor spend, monitor compliance with financial controls and financial regulations.

3.37 Committee is asked to note the report and comment and challenge as appropriate.

4.0 Sustainability Implications

4.1. None

5.0 Resource Implications

5.1. *Financial Details*

5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

5.4. *Staffing*

5.5. None

6.0 Exempt Reports

6.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box)

- The area has a positive image and attracts people and businesses
- Our communities are more cohesive and inclusive
- People are better skilled, trained and ready for learning and employment
- Our communities are safer
- Vulnerable people and families are supported
- Substance misuse and its effects are reduced
- Health is improving and health inequalities are reducing
- The environment is protected and enhanced for all
- The Council is effective, efficient and recognised for excellence

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 - Breakdown of Social Services Budgets

Appendix 2 - Social Services Outturn Report September 2015

Appendix 3 - Social Services Financial Management Action Plan

11.0 Background Papers


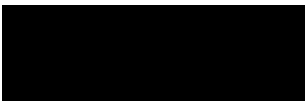
11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Louise Beattie	Business Manager	01259 455065

Approved by

NAME	DESIGNATION	SIGNATURE
Val de Souza	Head of Social Service	
Nikki Bridle	Depute Chief Executive	

Appendix one

Revenue Expenditure

Service	Annual Budget 2015/16	Actual Spend to 31/01/16	Projected Outturn to 31/03/16	Variance Outturn V Budget
	£000	£000	£000	£000
Mental Health & Learning Disability	5,878	4,391	6,238	361
Elderly & Physical Disability Care Management	4,963	4,144	4,902	(50)
Adult - Provision	4,674	3,761	4,637	(37)
Adults	15,515	12,296	15,777	252
Child Care - Clacks Locality	2,206	1,737	2,248	42
Child Care - Resourcing, Disability, TCAC	6,363	4,830	6,230	(133)
Child Care	8,569	6,567	8,478	(91)
Criminal & Youth Justice Services	239	1,185	217	(22)
Strategy	563	244	527	(36)
Social Services Management Support	368	492	293	(74)
Residential Schools	2,583	2,788	4,196	1,613
Total Revenue	27,836	23,572	29,489	1,664

Capital Expenditure

Table 2

Project	Annual Budget 2015/16	Actual Spend to 31/01/16	Projected Outturn to 31/03/16	Variance Outturn V Budget
	£000	£000	£000	£000
Social Work Integrated System	145	0	30	(115)
Telecare	75	53	75	0
Child Care Residential Unit	250	0	0	(250)
Total Capital	470	53	105	(365)

Table Four Breakdown of Residential Schools overspend

Service Provision	Budget £'000	Projection £'000	Variance £'000
External Residential Placements	1,339	1,817	478
Other LA Residential Placements		47	47
Education	1,082	2,033	952
Outwith LA Education	162	220	58
Additional Education Support Provision		63	63
Hospital Education		15	15
Total	2,582	4,196	1,613

Appendix Two

Progress in Delivering Planned Budget Savings in 2015/16

Description of Saving	Saving 2015-16	Progress	Comment
Review of equipment and adaptation	11	0	MCB project met .
Re provision of day care across shared service	20	20	Shared Service re provision was not possible. Saving achieved by reconfiguring day care staff hours.
Review of Transport of Clients across Adults and Children Services	10	0	Savings has been met for this year.
Increase in MECs Charges	14	14	Income projected as being achieved
Cease Intensive Support Contract	150	150	Termination of Includem contract in April 2015
Child Care Respite	20	20	Reduction in respite projected
Total 15/16 Savings	225	204	

Appendix Three - Social Services Financial Management Action Plan Updated March 2016

Aims

1. to show the specific actions taken by senior managers across Social Services to address specific financial concerns raised by elected members.
2. to promote a open, accountable, and effective financial practices.

Financial Pressure	What	Who	When	Met/Not met/ Ongoing	Impact
1. Transitions 15/16	Analysis of costs/effects associated with transitions	Service Managers	Sept 2015	Met	Full year costs and projections have been undertaken in relation to children and transition. This has allowed budgets to be aligned appropriately

					between adults and child care.
2. Outstanding debts for services received.	Review policy, processes, and levels of performance.	Service Managers, Team Leaders, Service Accountants	Jan 2016	Met	Policy has been reviewed with legal and revenue and benefits and finance. This will support future debt recovery.
3. Ensure appropriate income/funding is explored with partners	Delayed Discharge Funding for 5 additional care beds with Health Boards generated additional income of 93K	Service Manager and Finance	Sept 2015	Met	Impact of recharging now in place and has contributed to reduced overspend by £93k
4. Review and monitor expected income levels for financial planning from ICF, Discharge funding, Scottish Government	A review and monitoring of expected and received funding across all areas of the business	Assistant Head of Service	Oct 2015	Met	As above completed.

Financial Pressure	What	Who	When	Met/Not met/ Ongoing	
6. The need to pay external placements	Increase recruitment of 5 Foster Carers to offset dependency	Assistant Head of Service and Human Resources	Quarterly discussions	Met	5 foster carers recruited in 2015/16. This has contributed to reduce the overspend. Further target of 5 carers for 2016/17
7. Correct financial accounting to Social Services budgets.	Monthly detailed analysis ensuring charges are attributed correctly to Social Services budgets.	Assistant Head of Services and Finance	Monthly	Ongoing	Increased scrutiny on a monthly basis is taking place between the service and finance. This has resulted in a return of £38k to overspend
8. Certify financial monitoring by senior managers.	Budgetary meetings by senior managers	Assistant Head of Services and Finance	Monthly	Ongoing	Monthly meeting ongoing.
9. Safeguard	a) Review of current	Chief Finance	Monthly	Ongoing	Still to be

finance systems to service activities for financial projections	IT system. Purchase and test new system meets business needs b) Rollout management training for managers and budget holders.	Officer & Head of Social Services			achieved.
10. Financial share of overspends between Education and Social Service.	Discussions have been between assistant heads of each service to agree percentage shares into next financial year.	Head of Service	April 2016	Ongoing	Future apportion of financial costs needs to be agreed between services.
Financial Pressure	What	Who	When	Met/Not met/ Ongoing	

12. Contain spending by front line staff.	Review current controls and authorisations controls for front line staff and implement reductions.	Assistant Head of Services Service Managers	Aug 2015	Met	Scheme of delegation has been reinforced.
13. Renewed focus on budgetary pressures and any changes in demand for service	Complete a two phased research project first to identify high level needs	Assistant Heads Social Services	First phase June 2016 Second phase Sept 2016	Ongoing	Increased awareness of demographic trends to inform future financial planning.
14. Third Party payments and best value	Review of current contracts to ensure best value for money	Assistant Head of Service/Service Manager Commissioning	Monthly	Ongoing	
15. Develop MCB project proposal to Implement Reviewing Officers posts in Children's services	Develop business case by scoping out a project targeting a reviewing officer role to target high cost placing's. Project savings in 16/17 year.	Assistant Head of Children's Services.	April 2016	Not Met.	Proposed as a spend to save option that was not accepted as an MCB proposal. There will be ongoing discussions about remodelling

16. Review variations in costs of existing Scotland Excel contracts.	A short life working group established to review and analyse an anomalies across contract	Assistant Head of Social Services Procurement	Nov 2015	Met	Review of spend for Scotland Excel placements undertaken. This confirmed consistent payments in keeping with the contract.
17. Audit of the Commitment systems in Social Services (CCIS) ensuring compliance of financial regulations	Internal Audit to complete and report any findings.	Internal Audit	Jan 2016	Met	Findings of Internal Audit have been undertaken and will inform process for new corporate financial system
18. To identify further management savings and revise financial planning assumptions	Senior Managers across all service areas asked to review projects for further efficiency savings as part of MCB process 15/16	Assistant Head of Services	Jan 2016	Met	Transformation Board overseeing governance of projects and business cases agreed by council budget setting.
19. Changes in the projections	Review of policy to include new SG	Assistant Head of Children's	Jan 2016	Met.	Finances agreed

for growth in Kinship Care placements	Section 11 criteria.	Services.			nationally to be devolved to local authorities. No financial impact for council.
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