

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



**Central
Bedfordshire**

please ask for Martha Clampitt
direct line 0300 300 4032
date 26 January 2010

NOTICE OF MEETING

SOCIAL CARE, HEALTH & HOUSING OVERVIEW & SCRUTINY COMMITTEE

Date & Time

Thursday, 4 February 2010 at 11.00 a.m.

Venue at

Room 15, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the SOCIAL CARE, HEALTH & HOUSING OVERVIEW & SCRUTINY COMMITTEE:

Cllrs Miss A Sparrow (Chairman), A M Turner (Vice-Chairman), Mrs J Freeman, P Freeman, Mrs R B Gammons, Mrs S A Goodchild, Ms A M W Graham, J Kane and P Rawcliffe

[Named Substitutes:

R A Baker, Dr R Egan, Mrs D B Gurney, P Hollick and B J Spurr]

All other Members of the Council - on request

***MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS
MEETING***

AGENDA

1. **Apologies for Absence**

Apologies for absence and notification of substitute members.

2. **Minutes**

To approve as a correct record the minutes of the meeting held on 3 December 2009.

3. **Declarations of Interest**

To receive from Members declarations and the **nature** thereof in relation to:-

- (a) Personal Interests in any Agenda item
- (b) Personal and Prejudicial Interests in any Agenda item
- (c) Any political whip in relation to any agenda item.

4. **Chairman's Announcements and Matters of Communication**

To receive any announcements from the Chairman and any matters of communication.

5. **Petitions**

To receive petitions in accordance with the scheme of publication set out in Annex 2 of Part 4 of the Council's Constitution.

6. **Public Questions, Statements and Deputations**

This is an opportunity for questions, statements and deputations from members of the public in accordance with the Public Participation Procedure set out in Section 4 of the Council's Constitution.

7. **Disclosure of Exempt Information**

To consider proposals, if any, to deal with any item likely to involve the disclosure of exempt information as defined in the relevant paragraph of Part 1 of Schedule 12A of the Local Government Act 1972 prior to the exclusion of the press and public.

8. **Call-in**

To consider any matter referred to the Committee in relation to the calling in of a decision.

9. **Requested Items**

The Committee has been asked to consider the report of the Andrew Morgan, Chief Executive NHS Bedfordshire, which advises of the transition of Bedfordshire Community Health Services to the complete separation of the provider and commissioning parts of NHS Bedfordshire.

10. **LINK Update**

To receive an update from Bedfordshire LINK on local health matters influencing LINK activity as defined by the Health and Social Care Act 2001.

11. **Directorate Update - The Personalisation Agenda**

To consider a presentation on this matter.

(Note: There is no report for consideration at this item.)

12. **Review of the Adult Social Care Services Eligibility Policy**

The purpose of this report is to gain approval from members for the proposed revision of the eligibility policy for adult social care services and to gain approval for a consultation process, which will contribute to making the judgement of where the threshold should be set.

13. **Draft Private Sector Housing Renewal Policy**

The report provides Members with the draft Private Sector Housing Renewal Policy for 2010 – 2012.

14. **Annual Performance Report for Adult Social Care 2008 - 2009**

The report proposes the 2008 – 2009 annual assessment outcome by the Care Quality Commission (CQC) for consideration by the Committee.

15. **Budget Proposals**

The report proposes the draft budget Medium Term Financial Plan for 2010/11 to 2014/15 for consideration by the Committee.

Members' attention is also drawn to the resolutions agreed by the Corporate Resources Overview and Scrutiny Committee on 10 December 2009, attached.

16. **Revised Work Programme**

The report provides Members with details of the currently drafted work programme following initial discussion of the subject at the last meeting.

17. **Date of Next Meeting**

The next meeting will be held on Thursday 4 March 2010 in Committee Room 1, The Council Offices, High Street North, **Dunstable**, Beds LU6 1LF.

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **SOCIAL CARE, HEALTH & HOUSING OVERVIEW & SCRUTINY COMMITTEE** held in Room 15, Priory House, Monks Walk, Shefford on Thursday, 3 December 2009

PRESENT

Cllr Miss A Sparrow (Chairman)
Cllr A M Turner (Vice-Chairman)

Cllrs Mrs J Freeman
Mrs R B Gammons
Mrs S A Goodchild

Cllrs Ms A M W Graham
J Kane
P Rawcliffe

Apologies for Absence: Cllr P Freeman

Substitutes: Cllr P Hollick (In place of P Freeman)

Members in Attendance: Cllrs D Bowater
Mrs C Hegley
Dr R Egan

Officers in Attendance: Mr P Groom – Head of Commissioning (Adult Social Care)
Mr T Keaveney – Assistant Director Housing Services
Ms N Kynoch – Head of Learning Disabilities and Mental Health
Mrs J Ogley – Director of Social Care, Health and Housing
Ms M Peaston – Senior Democratic Services Officer
Miss C Powell – Overview and Scrutiny Officer

Others in Attendance Mr Smith – Bedfordshire LINK

SCHH/09/81 Apologies for Absence

Apologies for absence were received from Councillor Paul Freeman and Councillor Hollick was present as his substitute.

Councillor Sparrow was unavoidably detained and joined the meeting at item 11 Directorate Overview. Until that point Councillor Andrew Turner chaired the meeting.

SCHH/09/82 Minutes

The minutes of the meeting held on 5 November 2009 were approved as a correct record and signed by the Chairman.

SCHH/09/83 Declarations of Interest

Councillor Goodchild declared a personal interest by reason of being a service user, as her husband was a resident in a care home.

Councillor Rita Egan declared a personal interest by reason of being a service user, as she lived in sheltered housing.

SCHH/09/84 Chairman's Announcements and Matters of Communication

The Chairman provided an oral report following his attendance at the recent East of England Health conference. The conference had gone well.

SCHH/09/85 Petitions

No petitions had been received.

SCHH/09/86 Public Questions, Statements and Deputations

There were no questions, statements or deputations from the public.

SCHH/09/87 Disclosure of Exempt Information

No matters of exempt information were anticipated.

SCHH/09/88 Call-In

There had been no matters of call-in for consideration.

SCHH/09/89 Requested Items

There were no specific requested items.

SCHH/09/90 Local Involvement Network (LINK) Update

Bob Smith, Interim Vice-Chairman and Finance Officer of the LINK, provided a report highlighting local health matters influencing LINK activity.

Members also received an update regarding the wish by Bedford Borough Council to withdraw from the arrangements for the LINK host. Central Bedfordshire Council was currently negotiating with Bedford Borough Council on this matter as it was important that this council was not disadvantaged by another council's preference. The Director advised that the Committee would be kept unformed of developments on a monthly basis.

RESOLVED to note the report.

SCHH/09/91 **Directorate Overview: Learning Disabilities**

The Committee received a presentation on the Directorate's activities in relation to Learning Disabilities. The slides are attached at **Appendix A**.

In response to a question regarding accommodation provision for people with learning difficulties who attended further education colleges, it was noted that a list of care homes and other special needs accommodation would be provided to members of the Committee at the request of the Chairman.

Members noted that Ludun would be the subject of a report to the Committee in the due course as there were decisions which would need to be made in the near future.

It was noted that support was given when requested to assist with completing the self assessment questionnaire.

A debate ensued regarding the question of entitlement or eligibility for services. It was noted that making the most effective use of resources was always the aim. Members also noted that an innovative approach to delivering adult social care services would be required for the future. The question of eligibility criteria would be brought to this Committee for debate and consultation with other stakeholders would also be carried out.

A comment was made that Houghton Regis was a town separate from Dunstable and services in Dunstable should not be considered as local in Houghton Regis.

In response to a comment Members noted that evidence of letting patterns including to people with disabilities would be brought to a future meeting. This would enable the Committee to scrutinise whether the Council's intentions regarding housing allocation were being met. In response to a question, Members were advised that the larger social landlords were responsive to the needs of people with disabilities but some of the smaller social landlords experienced tensions in this area.

The Committee noted the presentation.

SCHH/09/92 **Quarter 2 Budget and Performance Information**

The Committee received a report setting out the Quarter 2 Performance. Members considered the indicators which were off-track or which should be monitored.

The Director commented that adult social care services had been spiralling downwards for some time in the legacy authority. A recovery programme was in place but it would take time for the improvements to become embedded. In response Councillor Hegley, Portfolio Holder for Social Care and Health, read aloud from a letter which had been received from the Care Quality Commissioners. The letter acknowledged that a detailed action plan was in

place at Central Bedfordshire Council to address the poor quality of adult social care services, and that there was focused leadership and a determination to improve.

Members noted that the poor performance recorded for NI 135 (Carers receiving needs assessment etc) could be due to a data problem but if so there should be an improvement in the next month.

The Committee noted that a local safeguarding indicator had been included as there was no national indicator for this.

Members noted the performance indicators relating to housing and that consideration was being given as to whether vulnerable people were following the bidding procedure for choice based lettings, and if so, whether they were proportionately successful. A report on this would be brought to the next meeting.

Members sought information as to why the number of cases of Anti Social Behaviour had shown a sharp rise from 8 to 37. It was noted that consultation had shown that there was considerable concern regarding anti-social behaviour, so in response a new measure of recording it had been introduced. The increase in focus had led to more rigorous recording. It was hoped that this year a baseline for anti-social behaviour could be identified.

The Committee moved on to consider part B of the report, which concerned budgetary information.

The Committee noted that the report was set out in the corporate style and that all the Overview and Scrutiny Committees had received their budget report in the same format.

Comments were made indicating disappointment with the report both in content and style. Information was lacking with regard to staffing costs and shared costs with the NHS. There was a lack of clarity stemming from the integration of the HRA into the totality of the accounts.

The Director advised that an overspend had been inherited from the legacy authority with more difficulties becoming apparent over time. There were anomalies where matters had not been addressed and possible wrong information, for example with regard to the extent of the PCT debt. Efficiencies had been inherited but with no plan to address them.

Members noted that efforts were being made to improve this situation and to bring the budget under control.

In response to a question regarding financial assessments, Members were advised that there was one means test for residential care and another for domiciliary support. Undercharging at a care home could be redressed but undercharging for domiciliary care could only be corrected to the date that the appropriate charge was notified. In a full year the impact of the undercharging could be £400,000 but it would be less this year.

Members were also advised that for some years Bedfordshire County Council had not charged a number of people who should have paid for residential care. Members noted that there could be an adverse response when arrangements were made to start charging.

The Director advised that towards the end of 2009/2010 a review of the charging policy would be carried out. Interested groups and individuals were expected to attend the Committee's meeting at which this was considered. It was also noted that wherever a means test was carried out, a comprehensive benefits review was also made.

RESOLVED:-

1. to note the Quarter 2 Performance report;
2. to note the latest budget projections for the year and the associated service implications;
3. to note the management actions proposed at 3.4(d);
4. to note the budget virements since the last report.

SCHH/09/93 Substantial Variations and Developments of the Health Service

The Overview and Scrutiny Officer advised that she had met with a representative of the PCT to consider the approach to determining local agreement on what constituted substantial variations and developments. They had discussed the commissioning cycle process and identifying triggers for consultation. This work was nearing completion and a report would be brought to the Committee's February 2010 meeting.

SCHH/09/94 Revised Work Programme

The Committee noted the revised Work Programme and the additional matters which had been identified at this meeting for inclusion on it. These included:

- Adult social care review eligibility criteria
- Evidence of patterns of letting, including to disabled people and very vulnerable people
- Personalisation
- A focused look at safeguarding
- Review of a fairer charging policy.

SCHH/09/95 Date of Next Meeting

Noted that the next meeting would be held on Thursday, 7 January 2010 in Dunstable.

Chairman

Date

(Note: The meeting commenced at 10.00 a.m. and concluded at 12.15 p.m.)

Meeting: Social Care, Health and Housing Overview & Scrutiny Committee
Date: 4 February 2010
Subject: Separation of commissioning and provider functions at NHS Bedfordshire
Report of: Andrew Morgan, Chief Executive NHS Bedfordshire
Summary: The report advises the Committee of the transition of Bedfordshire Community Health Services to the complete separation of the provider and commissioning parts of NHS Bedfordshire.

Contact Officer: David Levitt, Assistant Director of Public Engagement
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

Please see attached report of NHS Bedfordshire

Financial:

Please see attached report of NHS Bedfordshire

Legal:

Please see attached report of NHS Bedfordshire

Risk Management:

Please see attached report of NHS Bedfordshire

Staffing (including Trades Unions):

Please see attached report of NHS Bedfordshire

Equalities/Human Rights:

Please see attached report of NHS Bedfordshire

Community Safety:

Please see attached report of NHS Bedfordshire

Sustainability:

Please see attached report of NHS Bedfordshire

RECOMMENDATION:

- 1. That the Social Care, Health and Housing Overview & Scrutiny Committee considers the attached report, particularly those parts of it relating to the Social Care, Health and Housing directorate, and submits comments to NHS Bedfordshire if considered necessary.**

Appendices:

Appendix A – Separation of commissioning and provider functions at NHS Bedfordshire

Background Papers: (open to public inspection)

None

Location of papers: NHS Bedfordshire, 21 Kimbolton Road, Bedford MK40 2AW



Separation of commissioning and provider functions at NHS Bedfordshire

1. Background to Transition and Transformation

- 1.1 The future direction of NHS care, stated in NHS Bedfordshire's strategic plan, *A Healthier Bedfordshire*, is to provide more care outside of hospital and in community settings closer to where people live.
- 1.2 NHS Bedfordshire is following national guidance in separating its commissioning and provider responsibilities. This will enable the PCT to focus solely on its commissioning responsibilities and for community health services to embark on a path of service transformation.
- 1.3 The transition of Bedfordshire Community Health Services is the process of moving to the complete separation of the provider and commissioning parts of NHS Bedfordshire. The relationship between the two would be purely contractual.
- 1.4 Transformation is the ongoing process of developing and improving community health services through innovation, pathway redesign and better integration to ensure services are designed around patients and deliver quality and value. This is a clinically driven process and focuses on what matters to patients rather than what is organisationally more convenient for the NHS. This national drive for improvement does not signify that local services are failing.
- 1.5 As a first step, in April 2008 the provider arm (which was renamed Bedfordshire Community Health Services in September 2008) became an arms-length trading organisation (ALTO).
- 1.6 At the time, a range of potential organisational models existed for an independent provider. Bedfordshire Community Health Services (BCHS) was not considered to be of sufficient size to be financially viable and sustainable as a community foundation trust. The NHS Bedfordshire Board decided in June 2008 to seek the best organisation or organisations to take over the provider arm through a process of 'managed contestability'. This involves selecting the best providers of community health services from a broad potential provider pool, including NHS, other public sector, voluntary and private sector, based on specified outcomes for quality and value. There is still also the potential for provider services to seek to become social enterprises.

2. Change to national policy

- 2.1 Following a speech made by Health Secretary, Andy Burnham, in September, policy has now changed to reflect that the NHS should be the preferred provider. NHS Bedfordshire is now following this route. This means that the PCT will seek the best provider or providers within the NHS to take over the running of its community health services. It does not rule out NHS and other providers forming consortiums, partnerships or integrated teams, where this delivers improved quality of care for patients and value for taxpayers.
- 2.2 This policy change means that staff will continue to work for the NHS and therefore, NHS Bedfordshire does not envisage any staff transfers requiring formal consultation.

3. Staff engagement

- 3.1 Staff have been engaged throughout the process through a variety of means, including:
- Letters from the Chief Executive attached to payslips
 - Regular meetings with staff side (unions)
 - Dedicated BCBS transition/transformation pages on the staff intranet: includes regularly updated FAQs, feedback buttons, project information
 - Instigation of 'BCBS Next Steps' staff newsletter attached to payslips
 - Regular staff open sessions in various locations with the Chief Executive and Chief Operating Officer of BCBS
 - Information cascaded via team meetings
 - A series of 32 engagement events to ensure all 1,150 BCBS staff have an opportunity to hear about transition and transformation plans from the Chief Executive and Chief Operating Officer and ask questions.
- 3.2 The transformation of community services offers real opportunities for staff to develop their careers. Successful transformation requires that community services staff take an active role in helping shape service development. To enable this:
- A range of organisational development activities are being offered to support staff and ensure they have the skills and competencies needed for the future
 - Service specification workshops have been arranged to ensure staff can provide their knowledge and experience to help shape service transformation. These workshops will be an ongoing feature of delivering and improving community services in the future.
- 3.3 Staff will continue to be engaged throughout the transition process

4. External engagement

- 4.1 The Transition Programme communications and engagement plan identifies a broad range of external stakeholders. Those currently engaged include the two unitary authorities, SHA, PBCs, Children’s Trust Boards, LSPs and MPs. Other stakeholders identified include health overview and scrutiny committees, the LINK, professional representative groups, service users and residents. NHS Bedfordshire will ensure information is made available to the public and patients on any changes to community health services as a result of transition and transformation.
- 4.2 NHS Bedfordshire will fully comply with all requirements to involve (including consultation) on any proposals that would lead to substantial variations in services – i.e. service reconfigurations. Changing providers would not, of itself, trigger a requirement to consult. NHS Bedfordshire will also comply with all requirements for staff consultation and is seeking and receiving active staff involvement in both Transition and Transformation programmes.

5. Indicative timescales

Date	Key Milestone
05/03/2010	Complete pre-qualification stage
29/03/2010	Issue Invitation to Tender
20/09/2010	Contract negotiations complete
Early 2011	Contract starts

6. Conclusion

- i. **More care in community settings:** NHS Bedfordshire’s strategy commits it to providing more services in community settings, when safe and appropriate;
- ii. **Transition is a necessary step:** the separation of commissioner and provider will enable both functions to develop their capabilities to the full;
- iii. **Transforming Community Services is critical:** NHS Bedfordshire’s plans are the local response to a national policy that is critical to ensuring the NHS can continue to deliver quality and value. Its importance and relevance is further heightened by the tough funding situation that lies ahead;
- iv. **Focus on patients:** BCHS Transformation is a vital opportunity to design and deliver community health services around the needs and preferences of patients;
- v. **NHS is the preferred provider:** NHS Bedfordshire will seek the best providers from the NHS to deliver high quality, innovative and value for money services for patients;
- vi. **Opportunities for staff:** Change can be unsettling, but it also creates opportunities. BCHS staff have unique knowledge and experience to help shape future services and are currently active in doing so; and

- vii. **Public engagement:** NHS Bedfordshire will meet its statutory Duty to Involve, ensuring patients and the public are aware of changes to community health services as a result of transition and transformation and that they can comment on proposals for substantial variations in services that may result.

David Levitt
Assistant Director of Public Engagement

Meeting: Social Care Health and Housing Overview & Scrutiny Committee

Date: 3 December 2009

Subject: Bedfordshire Local Involvement Network (LINK) Update

Report of: Bedfordshire LINK

Summary: The report provides Members with an update from Bedfordshire LINK, highlighting local health matters influencing LINK activity as defined by the Health and Social Care Act 2001.

Contact: Bob Smith, Interim Vice Chairman and Finance Officer,
Bedfordshire LINK.

Public/Exempt: Public

Wards Affected: All

Function of: n/a

Key Decision n/a

**Reason for urgency/
Exemption from call-
in (if appropriate)** n/a

CORPORATE IMPLICATIONS

Council Priorities:

n/a

Financial:

n/a

Legal:

n/a

Risk Management:

n/a

Staffing (including Trades Unions):

n/a

Equalities/Human Rights:

n/a

Community Development/Safety:

n/a

Sustainability:

n/a

RECOMMENDATION:

- | |
|---|
| 1. That the Social Care Health and Housing Overview & Scrutiny Committee note the contents of this report for information. |
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<i>Reason for Recommendation:</i>	<i>So that Members of Joint Health & Housing Overview & Scrutiny Committee are aware of the work undertaken by Bedfordshire LINK.</i>
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Current LINK Activity

1. We have received notice that Bedford Borough will withdraw from the present LINK Host contract on the 15th February 2010 and have appointed Age Concern as the Interim Host. Central Bedfordshire has indicated that it will continue to support the present Host, Voluntary Action Luton. The Acting Chair has written to Bedford Borough in order to fully understand the implications of this move and to reassure that the Bedfordshire LINK will continue its work as this is the wish of 2/3rds of the existing membership

2. On 7th December, Bedfordshire LINK hosted a meeting with the Head of Acute/Urgent Care Commissioning for NHS Bedfordshire in order to map a patient pathway for Hospital Discharge planning. This work item is of priority for the Acute Services and Social Services Working Groups of the LINK.

3. An analysis of the membership indicates that currently there are: 39% resident in Central Bedfordshire, 39% resident in Bedford Borough and 16% resident in Luton.

4. Arrangements are being made to meet with the Acting Local Area Manager Bedfordshire of the Care Quality Commission.

5. On 8th December two of the Board members met with the All Party Parliamentary Group for Public Involvement in Health at the House of Commons. Patrick Hall MP for Bedford and Kempston is the Chair of this Select Committee. Issues discussed were: increased powers for LINKs; a 5 year extension to the present legislation; and, of course, the change in Bedfordshire with regard to the Unitary Authorities.

Meeting: Social Care, Health & Housing Overview & Scrutiny Committee
Date: 4 February 2010
Subject: Review of the Adult Social Care Services Eligibility Policy
Report of: Cllr Mrs Carole Hegley, Portfolio Holder for Social Care & Health
Summary: The purpose of this report is to gain approval from members for the proposed revision of the eligibility policy for adult social care services and to gain approval for a consultation process, which will contribute to making the judgement of where the threshold should be set.

Contact Officer: Althea Mitcham, Head of Business Infrastructure
Tel: 01234 276729 (ext. 44729) or 030 0300 5653 (ext. 75653)
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The delivery of responsive adult social care services meets with the Council's vision to 'improve the quality of life of all in Central Bedfordshire' and its priority of 'supporting and caring for an ageing population'.

Financial:

There is currently no expectation that there will be a substantial increase in the cost of providing services to people seeking support. The current eligibility criteria threshold of critical and substantial delivers preventative services and intermediate care in addition to the issue of small pieces of assistive equipment, adaptations or assistive technology.

The revised guidance for the eligibility criteria for adult social care suggests that only a minority of universal services will be funded through social care and many will be reliant on community-based provision.

Funding of additional information will be met by way of the Social Reform Grant for which our allocation is £677,000 for 2009 -2010 and £844,000 for 2010 – 2011.

There is no indications that grant funding will be extended, therefore, the council will need to plan for this in its Communication Strategy.

There may be for a limited period a financial impact in funding individuals assessed as moderate, who receive one-off, short-term, time limited, or occasional services on a preventative basis, where the provision of that service will prevent them from deteriorating to a higher risk band and the increased provision of assistive equipment and or technology. The Department of Health has issued a consultation document proposing free personal care at home for those with the highest need, for a time limited period, if certain criterions are fulfilled. An impact assessment will be undertaken to determine if there will be an increase in demand and / or cost.

The Department of Health believes that early intervention will bring about long-term benefits of reduced spending on intensive support, care and residential services and over a period of time ongoing financial savings can be achieved.

Legal:

This policy is essential for the provision of services through the allocation of resources in line with clear eligibility criteria. The eligibility criteria comply with all relevant legislation and guidance pertaining to the provision of adult social care services.

The statutory duty to assess is found in the NHS and Community Care Act 1990 (NHSCCA) and also in some Disability and Carers legislation. This duty requires that the Council conducts assessment for Community Care Services and identifies any possible health or housing need, inviting those providers to assist under Section 47 (3). The Council's duty is not dependent on the agreement of the person who has come to our attention.

Once it has been demonstrated that a person seeking support meets the criteria for services, there is a statutory duty to provide those services in line with assessed needs.

Equalities/Human Rights:

Central Bedfordshire Council is required to implement a range of equality legislation which requires the Council to:

- understand issues relating to disability, gender, gender reassignment, race, religion or belief, age and sexual orientation;
- engage with service users and their carer(s), local communities, staff, stakeholders and contractors to identify and implement improvements;
- tackle barriers which restrict access to services or lead to poorer outcomes when using services, (e.g. inaccessible buildings, poorly publicised services and lack of employee understanding about the needs of particular groups);
- address abuse of vulnerable adults which can include discriminatory abuse, including racist, sexist, that based on a person's disability and other forms of harassment, slurs or similar treatment.

The eligibility criteria will promote independence and social inclusion of vulnerable adults, having regard to Article 8 of the Human Rights Act which states that 'everyone has the right to respect for his private and family life, his home and his correspondence'.

The government envisages that grant funding of the third sector has the potential to offer a wider choice of specific or specialist services, particularly for people from minority groups who have been historically underserved by generic statutory agencies.

The revised policy will be the subject of an Equalities Impact Assessment and any benefits or adverse impact should be identified.

The consultation process planned should ensure that a full range of stakeholders are involved in the process.

Sustainability:

The policy supports the Sustainable Community Strategy in ensuring that everyone has access to high quality health and social care services when they need them and to help Central Bedfordshire's population live healthy an independent lives.

RECOMMENDATIONS:

- 1. that the Committee consider the proposed revision of the Eligibility Criteria for Adult Social Care.**
- 2. that Officers conduct consultations with service users and their carers, residents of Central Bedfordshire and relevant statutory and voluntary agencies.**
- 3. that Officers report the final draft of the policy to the Committee at the meeting of 4 March 2010.**

Background

1. The Fair Access to Care Services (FACS) framework was introduced in 2003 to provide councils with a mechanism for allocating the limited resources available for social care as fairly and consistently as possible. Financial pressures have caused many local authorities to focus on those assessed to be in the highest need since its introduction and there are now concerns that this has impacted on preventative work.
2. The Department of Health agenda of 'Putting People First' aims to transform adult social care with the introduction of personal budgets and a significant emphasis on prevention. To deliver these changes the Department of Health has recently consulted nationally on their intended revisions to the eligibility criteria for social care. The proposed changes will also address current concerns about how the eligibility criteria, is being applied by different councils.
3. In July 2009 the Department of Health issued draft guidance under section 7(1) of the Local Authority Social Services Act 1970 which will replace 'Fair Access to Care Services' *Guidance on Eligibility Criteria for Adult Social Care*, 2003. The revised guidance puts the eligibility criteria within the context of 'Transforming Peoples Lives' and 'Personalisation'.

- 4 The principles of the Fair Access to Care Services framework is that there should be one single process to determine eligibility for social care support, based on risks to independence over time. It was developed to enable councils to provide social care support in a way that is fair and transparent, and would take into account local budgetary considerations. Public funding for social care is limited in comparison to demand, therefore, should be allocated according to an individual's need in a way that is fair. There is evidence that councils experiencing financial pressures have changed their criteria to support only those with the highest need, leading to some council's actions being challenged in the High Court. There is concerns also, that some people who ought to be receiving support are not being deemed as eligible after the changes.

To broaden the focus beyond those with the highest need, councils will need to ensure that the application of the eligibility criteria is done within the wider context of personalisation, including a strong emphasis on prevention and early intervention.

- 5 *Putting People First* makes it clear that personalisation will only flourish where investment is made in all aspects of support including:
- *Universal services* – the general support available to everyone within their community including transport, leisure, education, employment, health, housing, community safety, information and advice and advocacy services.
 - *Early intervention and prevention* – helping people live at home independently, preventing them from needing social care support for as long as possible and potentially creating future cost efficiencies.
 - *Choice and control* – giving people a clear understanding of how much is to be spent on their care and support and allowing them to choose how they would like this funding to be used to suit their needs and preferences.
 - *Social capital* – fostering strong and supportive communities that value the contribution that each of their citizens can make.
- 6 The Eligibility Framework is graded into four bands which describe the seriousness of the risk to independence or other consequences if needs are not addressed and the threshold that gives access to services needs to be set at one or more of the bands. (Appendix A – Eligibility Framework)
- Critical
 - Substantial
 - Moderate
 - Low
- 7 Councils must decide where to draw the line for eligibility in relation to the four categories of risk to independence, according to their financial resources. Those who are assessed to be above the line are legally entitled to appropriate services, regardless of budgetary or other resourcing difficulties.

- 8 The Department of Health guidance suggests that councils should focus help on those in greatest immediate or longer term need.
- 9 The revised guidance advises that the risks to independence and wellbeing relate to all areas of life and that unless life threatening, there is no hierarchy of needs. The Council will need to make decisions within the context of a human rights approach considering people's needs, not just in terms of the physical functionality but in terms of a universal right to dignity and respect.

Review of Fair Access to Care Services - Eligibility Criteria for Adult Social Care

- 10 The review is being undertaken so that Central Bedfordshire Council defines the threshold levels for services as a new unitary authority and ensures that it focus includes the provision of services based on prevention and early intervention.
- 11 The eligibility threshold will be developed in accordance with 'Prioritising need in the context of *Putting People first: A whole System approach to eligibility for social care, Guidance on Eligibility Criteria for Adult Social Care, England 2009 (consultation stage)*'. The publication of the final version had not yet been issued at the drafting of this report.
- 12 The policy will also focus expenditure on those with the greatest need and allows for the eligibility criteria to be revised in line with the Council's budget reviews.
- 13 The eligibility criteria can be reviewed after 12 months which will allow the council to make adjustments if necessary in relation to any budgetary revision and deliver improved financial control.
- 14 The review is being undertaken jointly with key partners from the statutory and voluntary sector and the consultation exercise developed so that it can influence the final policy.
- 15 The white paper, *Our health, our care, our say: a new direction for community services*, (Department of Health, 2006), set out the role adult social care services should play in increasing people's independence and promoting inclusion in communities through preventative approaches and the promotion of well-being, rather than intervention at the point of crisis.
- 16 This requires a remodelling of services and the workforce, but will also impact on how people access and are screened for services. Part of the screening process will be to determine if people seeking support are eligible for services that the council can help them to arrange or arrange for them, but it also has a responsibility to signpost people to other agencies who can provide services and provide information and guidance, for areas it can not help with. In remodelling services the Council will need to ensure that the supported assessment process does not needlessly put individual seeking support needlessly through it.

- 17 The guidance informs councils that they should avoid using the eligibility criteria as a way of restricting the number of people receiving any form of support to only those with the very highest needs. It recommends a preventative approach to help avoid rising levels of need and cost at a later stage by way of early intervention.
- 18 The challenge for the Council in setting the threshold for the eligibility criteria is to set it so that it delivers a new model of adult social care, where there are no hierarchy of needs and to include one-off, short-term, time limited, or occasional services on a preventative basis to an individual seeking support assessed to have moderate or low risk, where the provision of that service will prevent them from deteriorating to of higher risk band, (i.e. critical or substantial).

Consultation

- 19 Changes to the eligibility criteria require the Council to consult with service users, carers and partner organisations.
- 20 A series of consultation events and a survey is planned, the results of which will be fed back.
- 21 The consultation process has been devised so that it shapes and informs the final policy.

Conclusion

The proposed policy should deliver an eligibility criteria which will:

- 22 Enable the Council to deliver Adult Social Care Services that it has the power or duty to provide under legislation or guidance.
- 23 Enable the Council to provide one-off, short-term, time limited, or occasional services on a preventative basis to an individual seeking support assessed to have moderate or low risk, where the provision of that service will prevent them from deteriorating to of higher risk band, (i.e. critical or substantial).
- 24 Emphasise the benefits of early intervention and prevention and greater access to universal services including high quality information and advice enabling people to make choices.
- 25 Place a greater emphasis on outcomes to ensure that the assessment is holistic and focuses on what is important to the individual.

Appendices:

Appendix A – (Eligibility Framework)

Background Papers: (open to public inspection)

Prioritising need in the context of Putting People First: A whole system approach to eligibility for social care

Guidance on Eligibility Criteria for Adult Social Care, England 2009 (consultation stage).

Location of papers: Priory House, Chicksands

Eligibility Framework

The eligibility framework is graded into four bands, which describe the seriousness of the risk to independence and well-being or other consequences if needs are not addressed.

Critical when
<ul style="list-style-type: none"> • life is, or will be, threatened; and/or • significant health problems have developed or will develop; and/or • there is, or will be, little or no choice and control over vital aspects of the immediate environment; and/or • serious abuse or neglect has occurred or will occur; and/or • there is, or will be, an inability to carry out vital personal care or domestic routines; and/or • vital involvement in work, education or learning cannot or will not be sustained; and/or • vital social support systems and relationships cannot or will not be sustained; and/or • vital family and other social roles and responsibilities cannot or will not be undertaken.
Substantial when
<ul style="list-style-type: none"> • there is, or will be, only partial choice and control over the immediate environment; and/or • abuse or neglect has occurred or will occur; and or • there is, or will be an inability to carry out the majority of personal care or domestic routines; and/or • involvement in many aspects of work, education or learning cannot or will not be sustained; and/or • the majority of social support systems and relationships cannot or will not be sustained; and/or • the majority of family and other social roles and responsibilities cannot or will not be undertaken.
Moderate when
<ul style="list-style-type: none"> • there is, or will be, an inability to carry out several personal care or domestic routines; and/or • involvement in several aspects of work, education or learning cannot or will not be sustained; and/or • several social support systems and relationships cannot or will be sustained; and/or • several family and other social roles and responsibilities cannot or will not be undertaken.
Low when
<ul style="list-style-type: none"> • there is, or will be, an inability to carry out one or tow personal care or domestic routines; and/or • involvement in one or tow aspects of work, education or learning cannot or will not be sustained; and/or • one or two social support systems and relationships cannot or will not be sustained; and/or • one or tow family and other social roles and responsibilities cannot or will not be undertaken.

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Meeting: Social Care Health and Housing Overview & Scrutiny Committee
Date: 4th February 2010
Subject: Draft Private Sector Housing Renewal Policy
Report of: Cllr Mrs Carole Hegley, Portfolio Holder for Housing
Summary: The report provides Members with the draft Private Sector Housing Renewal Policy for 2010-2012.

Contact Officer: Nick Costin – Head of Private Sector Housing
Public/Exempt: Public
Wards Affected: All
Function of: Council
Key Decision No

RECOMMENDATION:

- 1. That the Social Care Health and Housing Overview & Scrutiny Committee consider the content of the proposed policy and suggest any final amendments before presentation to Executive on 9th March 2010.**
- 2. That the Social Care Health and Housing Overview & Scrutiny Committee recommend that Executive adopt the proposed policy (with appropriate amendments) on 9th March 2010.**

Reason for Recommendation: To enable Members of Social Care, Health & Housing Overview & Scrutiny Committee to make final comment on the Private Sector Housing Renewal Policy before it is presented to Executive on 9th March 2010 (to meet Government requirements).

CORPORATE IMPLICATIONS

Council Priorities:

This policy will most closely align with the Council's Priority; *Supporting and Caring for an ageing population*, but could also contribute towards *Creating safer communities*.

Financial:

The type of assistance to be made available within the Renewal Policy will both influence and be influenced by the Capital Programme. The policy contains a clause to ensure that the provision of discretionary grants and loans will be subject to the Council having sufficient resources. It should be noted however, that if the policy meets regional priorities, funding could be provided to the Council for such assistance to be made available. £160,000 was received for 2009/10.

Legal:

The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 requires local authorities to develop a policy for providing households with financial assistance to improve their homes. The only assistance that the Council must provide under the Housing Grants Construction and Regeneration Act 1996 is Disabled Facilities grant, which is included with policy proposals.

Risk Management:

The greatest risks are associated with the Council not adopting a Renewal Policy by the end of March 2010 as Government and legal requirements will not be met, leaving the Council open to a variety of challenges.

It is suggested that the Renewal Policy, once adopted, have a life span of 2 years. This will enable the Council to review the policy in light of better information and intelligence on the private sector housing stock.

Staffing (including Trades Unions):

There are no direct staffing implications from this report. The proposed types of assistance will be administered by existing staff within the Housing Service.

Equalities/Human Rights:

The Renewal Policy is subject to an Equalities Impact Assessment, which is being presented to Equalities Forum on 25th February 2010. The policy directly supports some vulnerable groups such as older people and people with disabilities. The implementation of the policy will have regard to Equality Forum recommendations, to help ensure that it does not adversely prejudice any particular groups and is promoted to hard to reach vulnerable groups.

Community Development/Safety:

No direct implications from this report. The recommendation for assistance to help bring empty properties back into use will have a positive impact on communities where empty homes can blight the area, and the Safety Security etc grant could improve security of some of the most vulnerable households.

Sustainability:

The recommended types of assistance contained within the issues and options paper will often improve the sustainability of the existing housing stock. Improvements and repairs undertaken will frequently prolong the life of the home, reducing the need for households to have to move home, or for the property to have to be replaced.

Introduction

1. The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 requires local authorities to develop a policy for providing households with financial assistance to improve their homes. The order removed previous prescriptive legislation and provided authorities with more freedom to develop financial products and innovative forms of assistance. The creation of Central Bedfordshire Council means that this Council must develop such a policy, which is required by Government to be adopted by the Council's Executive by the end of March 2010.
2. The adoption of a new policy will bring a consistent approach across the area, and will help meet Council and Directorate priorities. Currently, legacy policies are continuing, meaning that different forms of assistance are available in the former Mid Beds and South Beds areas. Members of Overview and Scrutiny Committee were presented with an Issues and Options paper on 15th October 2009. Comments made by Committee members were incorporated into the first draft Policy.

Consultation of Draft Policy

3. The draft policy was signed off for consultation by the Director of Social Care Health and Housing for consultation in early December. The draft was then sent to all Central Bedfordshire Council Members, all Town and Parish Councils, and Senior Officers of the Council. A variety of comments have been received during consultation, some of which will be incorporated in the proposed policy attached to this report as Appendix A. The policy is not subject to statutory consultation. A summary of consultation responses is available from the Head of Private Sector Housing.
4. In addition to the consultation mentioned above, the policy and an accompanying Equalities Impact Assessment will be presented to the Equalities forum on 25th February 2010. This will help ensure that the proposed policy will not adversely impact on any minority groups in Central Bedfordshire, and has been developed in close consultation with the Council's Corporate Equalities Officer.
5. A number of issues were also raised at the Housing Strategy stakeholder consultation event on 15th January 2010 in terms of how the Council should respond to local private sector housing issues. Some of the key issues raised included the need for the Council to effectively communicate how residents could be assisted or advised in relation to their housing problems. The issues of fuel poverty and empty homes were also highlighted, both of which are included as priorities in the proposed policy.

Renewal Policy implementation

6. Several consultation comments related to how the policy will be implemented and promoted in Central Bedfordshire. Although an implementation plan is outside the scope of the attached policy document, which is focused on proposed policy assistance priorities for the Council, the Head of Private Sector Housing will develop an implementation plan immediately after the policy is adopted by Executive and when the Equalities Impact Assessment is signed off by the Equalities Forum.
7. The implementation plan will, however, be greatly influenced by the determination of the Council's capital budget for 2010/11 and 2011/12. The policy is clear that in times of financial constraint, assistance will only be available to address the highest priorities.
8. The implementation plan will also be influenced by the outcome of the Audit Commission mock Housing Inspection beginning in April 2010. The Audit Commission is focusing on Access to Services as part of the inspection.

Conclusion

9. A Renewal Policy is required to be adopted and in place before the end of March 2010. The policy will have a lifespan of two years, to be reviewed when the Council has developed private sector housing stock information and evidence base from the current position.
10. The proposed policy is based upon known national and local issues and priorities, and has taken account of comments received from targeted consultation. It proposes a balanced approach between the provision of grant and loan assistance, both of which are subject to resources being available. A greater emphasis on loan assistance should help ensure some recycling of Council resources in future years.
11. The proposed policy (with any final amendments from Overview and Scrutiny Committee) will be presented to Executive on 9th March 2010 for adoption, as required by the legislation and Government.

Appendices:

Appendix A – Private Sector Housing Renewal Policy

Background Papers: (open to public inspection)

None

Location of papers: Priory House, Chicksands



10/01/08

Private Sector Housing Renewal Policy

Social Care, Health and Housing Directorate

Draft (version 2.)

Produced following consultation December 2009 and January 2010

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Foreword

Councillor Rita Drinkwater – Portfolio Holder for Housing



I am pleased to welcome you to the first Central Bedfordshire Council Private Sector Housing Renewal Policy. This policy recognises the impact that poor housing conditions have on the health of vulnerable households and sets out how this should be tackled through the targeting of the resources that we have available.

We know that resources will be very tight for Central Bedfordshire Council within the two year lifetime of this policy, and therefore the Council will work hard to obtain external funding in order to achieve the policy objectives. Although our aim is for vulnerable households to live in safe, warm and decent homes, this policy recognises that we cannot always achieve this through the traditional provision of a “grant”. We therefore have to think innovatively to ensure that the financial resources that we provide now are recycled for further work in the future.

This policy has been developed at a time when the new Council is in a state of development and change from its creation in April 2009. Consequently, whilst it is important to clarify our housing assistance priorities to residents and stakeholders now, it is prudent to review and update our policy during 2012.

1. Introduction

This is the 2nd draft Private Sector Housing Renewal Policy paper produced following consultation in early January 2010. The Renewal Policy for Central Bedfordshire Council is to be presented to Overview and Scrutiny Committee in February 2010, prior to presentation to Executive in March 2010.

This draft builds upon comments provided by Overview and Scrutiny Committee on 15th October 09, the Portfolio Holder for Housing, internal Private Sector Housing practitioners, Town and Parish Councils, Senior Officers and the Corporate Equalities Officer. The Renewal Policy is required by Government to be adopted by the Council before the end of March 2010.

1.1 Private Sector Housing Renewal Policy – Legal Context

The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 requires local authorities to develop a policy for providing households with financial assistance to improve their homes. The order removed previous prescriptive legislation and provided authorities with more freedom to develop financial products and innovative forms of assistance.

Guidance advises that the policy should have regard to local housing conditions, local and national priorities, extent of deprivation, the availability of capital and other resources, and other relevant matters. The policy must be formally adopted by the local authority (at Executive) and has to contain advice on appeals procedures where individuals feel that the policy is not being followed. However, there are no appeals against the content of the policy itself once adopted; it is for each authority to undertake a consultation process to its own satisfaction.

There is no definitive lifespan for an adopted policy, it is prudent to consider the planned capital investment priorities and programmes for the council, and any other factors such as any “likely” changes to legislation. For example, changes in mandatory Disabled Facilities Grant limits, which if increased will impact on local authorities own resources unless additional government funding is provided.

Although the legislation refers to “policy”, some local authorities have widened the document to incorporate more than just “financial assistance” aspects required by the legislation. In particular the enforcement and intervention policies are included. Consequently, some documents are called “strategies” to encompass these additional issues. This document, however, will focus upon the local authority’s policy for assistance, so it is termed as a “policy”.

Legislation does not restrict policy or its forms of assistance to private sector homeowners. However, whilst some types of assistance summarised later in the report may be available for private landlords, or some private tenants, no forms of Discretionary assistance will be available for Council or Registered Social Landlord tenants, primarily due to other funding available to improve their homes.

1.2 Harmonisation

Until a Central Bedfordshire Council policy is adopted, the Council is providing assistance based upon legacy Council renewal strategies/policies. Whilst there are several similarities in both priorities and types of assistance provided there are some significant differences in assistance available to residents in the North (former Mid Beds) area and the South Area. This new policy will bring a consistent approach across Central Bedfordshire for all clients.

2. National Private Sector Housing Renewal Drivers

2.1 Pre 2007

The 2002 Government Spending Review expanded the decent homes target for the social sector to the private sector, with the aim of increasing the proportion of private housing in decent condition occupied by vulnerable households. The vulnerable groups are those in receipt of at least one of the principal means tested or disability related benefits – see appendix A. The Government's Decent Home Target Implementation Plan¹ set out a trajectory for delivery that includes targets for specific years up to 2020, expressed as the proportion of vulnerable households in the private sector living in decent homes. The target for 2010 (known as PSA7) was 70%.

The replacement of the Fitness Standard by the Housing Health and Safety Rating System (HHSRS) in 2006 as the means of assessing minimum standards of housing, was expected to impact on the number of non decent homes.

Nationally, in 2006, around a million dwellings failed the fitness standard whereas closer to 4 million were expected to contain a Category 1 Hazard under HHSRS (which triggers a failure of the Decent Homes Standard). This is mainly because of the hazard from excessive cold which affects a greater proportion of homes than any other hazard and contributes towards over 20,000 excess winter deaths per annum².

At the local level authorities were expected to identify the level of non decent homes occupied by vulnerable households within their areas and, within the level of resources available, to produce a robust and consistent policy response to the problem. The response was expected to be sufficient to ensure at the national level targets for the private sector are being achieved. The response should also have regard to priorities set out in the Regional

¹ available at <http://www.communities.gov.uk/publications/housing/decenthomes>

² Excess winter deaths in England for 2001/2002 were 25,790. The lowest figure since 2001 was for 2003/4 at 21,930 and the highest was in 2004/5 at 29,740. The most recent figures for 2005/6 are 24,200. The often quoted 40,000 per annum figure was exceeded in 1996/7 (44,850), 1988/9 (44,010) and 1999/2000 (45,650). *Excess winter deaths* by age group, Government Office Region and country of usual residence, England and Wales, 1991/1992-2004/2005 and 2005/2006*** <http://www.statistics.gov.uk/StatBase/ssdataset.asp?vlnk=7089&More=Y>

Housing Strategy and the local authority Housing Strategy. The targets at local level were very simply:

1. to show a year-on-year increase in the proportion of vulnerable households living in decent homes and
2. as a minimum to reach the target figure of 70% by 2010.

2.2 The Comprehensive Spending Review and the new Single Set of National Indicators – post Oct 2007

The Local Government White Paper “Strong and Prosperous Communities” published in October 2006, committed to introducing a set of streamlined indicators that would reflect national priority outcomes for local authorities working alone or in partnership.

A single set of 198 national indicators was announced as part of the Comprehensive Spending Review in October 2007. The CLG have stated that the national indicators

- Will be the only measures on which central Government will performance manage outcomes delivered by local government working alone or in partnership
- Replace all other existing sets of indicators including Best Value Performance Indicators and Performance Assessment Framework indicators
- Will be reported by all areas from April 2008.
- In each area, targets against the set of national indicators will negotiated through new Local Area Agreements (LAAs). Each Agreement will include up to 35 targets from among the national indicators.

Only one of these indicators relates directly to the physical characteristics of private sector housing. National Indicator 187; Tackling fuel poverty, is a measure of people receiving income based benefits living in homes with a low energy efficiency rating. It is a cross tenure measure of the percentage of households on means tested benefits with a SAP rating of less than 30. The data is collected by means of a survey.

The CLG are quite emphatic that the national indicators “*will....be the only measures against which Government can agree targets with a local authority or partnership, through Local Area Agreements (LAAs), and the only trigger for performance management by Central Government*”. This however is qualified by “***other than concerns highlighted by the inspectorates in the Comprehensive Area Assessment or other inspection activity.***”

The Comprehensive Area Assessments will be undertaken by the Audit Commission. The Commission have published the key lines of enquiry (KLOE's) to be followed by their assessment teams.

The KLOE that covers the private sector asks “How good is the council’s understanding of private sector stock condition and housing needs and does it have an accurate baseline of the critical information to the sector?” The KLOE also sets out what an organisation delivering an excellent service will have in place.

The following table summarises Housing Stock criteria and their relationship to private sector housing national reporting requirements;

Housing Stock condition indicator	Information required by or of value to	Comments
Dwellings which would fail the Decent Homes Standard	Audit Commission	Not specifically mentioned in KLOE but part of PSA7 indicator which was required by CLG until April 2008
Category 1 Rating System Hazard	Audit Commission	Specifically mentioned in KLOE. Minimum standard for housing enforcement purposes. Required for Government HSSA returns, including likely cost of remedying all Cat 1 hazards
Vulnerable households in decent homes	CLG Audit Commission	PSA7 Indicator required by CLG until April 2008 Specifically mentioned in KLOE
Vulnerable households in non decent homes	Audit Commission	Alternative method of expressing PSA7 indicator that gives a better indication of overall scale of problem.
Dwellings with a SAP less than 35	Audit Commission	KLOE includes energy efficiency levels and information to identify energy efficiency action zones. Required for Government HSSA returns and helps towards NI 187
Fuel poverty	Audit Commission DEFRA	KLOE includes information to identify energy efficiency action zones National Indicator 187 Tackling fuel poverty is defined differently to this measure of fuel poverty but is a useful surrogate until a new model is developed.
No of long term empty homes in private sector	CLG	Required for Government HSSA returns

3. Local context – information and evidence

Central Bedfordshire Council has a population of approximately 255,000 living in approximately 106,000 households.

Information and evidence on stock condition and its effects on residents is primarily based upon Building Research Establishment (BRE) Housing Stock Projections (HSP) carried out for Central Bedfordshire Council in November 2009, which applies nationally collected House Condition data from 2005 and 2006 to local demographic (census) information.

The HSP gives “indicative” levels of housing conditions and there has been debate with Regional Government Offices as to the extent that this data can be used to inform policies. The “adequacy” of stock condition information will have to be examined and addressed by Central Bedfordshire Council in order to meet Housing Act 2004 and regional requirements.

The current position on stock condition information is a good reason for this policy to have a shorter rather than longer lifetime. It is proposed that this policy has a 2 year life span from adoption so that it can be revised when stock condition evidence base is developed. The options for developing the evidence base will be presented to Members in due course.

3.1 Headline Stock Condition indicators

The following table gives a summary of the Housing Stock Projection (HSP) report headline indicators, with comparison to national (England) indicators and a previous HSP reports completed in 2007, where relevant:

Criteria/indicator	Central Beds	England	Comment
% Non Decent Homes	28%	38%	Central Bedfordshire better than national average
% of vulnerable households living in Decent Homes (former PSA7 target which was 70% by 2010)	72%	61%	Central Bedfordshire better than national average and has probably met the old 2010 target (70%).
No of vulnerable households in non decent homes	3034	No figure	Although there is a reduction from previous legacy Council reports, there are still vulnerable households in non decent homes
% & No of homes with inadequate thermal comfort	12% 9672	16%	Central Bedfordshire better than national average and has fallen since 2007 report, but still significant No's
% of homes with Category 1 hazards	20%	23%	Central Bedfordshire better than national average, but

			still significant No's
% & No of households in fuel poverty	8% But see 3.2 below as this figure has probably increased to nearer 16%	17%	There is significant variation between wards in the district, with higher proportions in some rural wards. There is correlation between inadequate thermal comfort and fuel poverty.

Although there are indications of improvements in some aspects of house condition criteria since the legacy Council reports were produced, there are still significant improvements to make in housing conditions. Whilst the Council will not have the resources to address all these improvements, the above information will help to determine priorities and where to target.

3.2 Fuel Poverty context

The above figures from the HSP are probably under-estimated in the context of increased fuel prices since 2005/06. National Energy Action (NEA), the leading national fuel poverty charity, estimated that 13% of households in England were in fuel poverty in 2007, but this had risen to 17% in 2009. The Eastern region fairs slightly better than the national average, at 16.2%. Increased fuel costs and likely decrease in household incomes due to the economic recession will certainly have increased the % of those in fuel poverty in Central Bedfordshire from the HSP 2005/06 figures of approx 7% to closer to the regional estimate of 16%.

Looking ahead, OFGEM recently published a consultation document which looked at four different scenarios relating to energy supply over the next 10 to 15 years. All four scenarios gave increases in fuel costs for consumers. The increases were between 14% by 2020 (for the best scenario) to a 60% increase for the worst scenario. Consequently, the problem of fuel poverty is likely to increase further from current levels. Whilst economic recovery and associated higher incomes may help counter higher fuel costs for some, Central Bedfordshire Council can have some positive impact through policies to improve the energy efficiency of homes occupied by those in fuel poverty.

NEA recently produced a briefing note for Children's Trust Policy Co-ordinators, which highlighted the adverse affects on children including:

- Physical ill health (proven links to respiratory disease, and increased accident risk)
- Psychological health (cold damp homes are linked with depression, fatigue and nervousness)
- Educational attainment (cold damp housing is not conducive to study and educational attainment, and resulting ailments lead to missed school attendance)

- Social exclusion (the home does not provide a welcoming environment for friends to visit and there may be insufficient income to allow external social activities).

3.3 Excess winter deaths

On 24th November 2009 the Office for National Statistics published provisional excess winter deaths figures for 2008/09. There were an estimated 36,700 excess winter deaths in 2008/09. This is an increase of 49% compared with figures for 2007/08 and is the highest since 1999/2000. In the East of England region, excess winter deaths rose to 3,800 in 2008/09, from 2,790 in 2007/08.

The majority of excess winter deaths are, not unexpectedly, amongst those aged 75 years and over.

3.4 Contribution towards social care and health of residents in Central Bedfordshire

The Housing Health and Safety Rating System (HHSRS) is the statutory way of determining the “severity” or risk of hazards in the home. The methodology is closely aligned to Government information and statistics relating to injury, ill health and accidents caused in and around the home. The intention of introducing HHSRS in 2006 was ultimately to make the home a safer place and consequently reduce the burden of admissions to hospitals and other Health Services, a true “prevention” strategic tool. HHSRS covers 29 specific hazards. A hazard assessed with a score of more than 1000, is classed as a Category 1, giving the Council a statutory duty to address.

The contribution towards Health outcomes when basing the Renewal Strategy in the context of HHSRS would include the following examples:

- prevention of ill health caused by living in damp conditions,
- prevention of cold related illnesses,
- prevention of accidents caused by trips, falls, etc,
- prevention of food and water-borne diseases caused by poor sanitation,
- prevention of electric shocks,
- prevention of incidences of poisoning, through gases (inc carbon monoxide), lead, asbestos, radiation, etc,
- prevention of burns, scalds, and effects of fire.

However, remedying a Hazard, or reducing it to below Category 1, may sometimes give a short term solution only. For example, mending a hole in a roof, which is old and dilapidated, may solve an immediate damp problem in the bedroom below but another hole or defect is likely to occur in the near future. A roof in this condition will also fail the Repair criteria of the Decent Homes Standard. In this example, it is more cost effective to go beyond just remedying the (damp) hazard and undertaking more significant works to the roof, thus making the home “decent” also.

3.5 Contribution towards Vision and Priorities of Central Bedfordshire Council

This policy supports the Council’s vision, ***to improve the quality of life of all in Central Bedfordshire, and enhance the unique character of our communities and our customers.*** Assistance provided under this strategy should always aim to improve the quality of life of eligible clients within their home environment.

Whilst this policy has links with all five Council Priorities it is most closely aligned with the priority; *Supporting and Caring for an ageing population.*

This policy also aims to contribute towards a set of ambitious but achievable Housing Objectives. These objectives have been created to maximise housing supply and reduce homelessness demand, and they also feed into the delivery of the wider corporate objectives of the council. The housing objectives are set out below.

Needs are met from the supply of decent affordable housing	Housing assets are protected and improved for the benefit of future generations	Accommodation is safe and healthy; accessible and affordably warm
Home and Estates are well managed, instilling neighbourhood pride and a thriving community spirit	Homelessness is prevented and crisis situations are avoided and uncommon	Vulnerable people are living independently in suitable accommodation

3.6 Contribution towards the Councils Equal Opportunities duties

Central Bedfordshire Council has a duty to promote race, gender and disability equality and to tackle discrimination experienced by other vulnerable groups. This policy recognises the Council’s legal duties to promote disability, gender (including transgender) and race equality and not to discriminate in relation to religion or belief, age or sexual orientation.

In association with the development of this policy, an Equalities Impact Assessment is being prepared to assess the impact of this policy in more detail. We aim to have the Equalities Impact Assessment approved by the Council’s Equalities Forum before the policy is presented to Executive in March 2010.

4. Legacy Council policies

Former South and Mid Beds District Councils had broadly similar aims in terms of what housing condition problems would be prioritised and who would be eligible for Council assistance. However, the approach by the two authorities was different.

South Beds DC's policy contained approx 12 distinct types of assistance that could be offered to address specific problems. These ranged from Emergency assistance (of up to £500) for the most vulnerable in urgent need, to Decent Homes Loan assistance of up to £15,000.

Mid Beds DC had an approach where by one type of discretionary grant was made available to fit a number of different scenarios. In addition, Mid Beds used a Matrix scoring system to determine who could be eligible for assistance. The higher the score (based on clients circumstances and condition of home) the higher the perceived need. Depending upon priorities or resources available at a particular time, the scoring threshold for eligibility could be altered up or down. This type of flexibility is useful in being able to adapt to resource pressures but may also give inconsistency in service accessibility.

4.1 Successful elements of the legacy Council Policies

South Beds' policy, adopted in 2005, introduced some types of assistance that were relatively innovative within the context of most local authorities' grants policies.

The Renovation Loan Assistance, provided for more major works, helped ensure that households in very poor condition homes would be able to renovate their home, rather than have to move. The conditions attached would ensure that the Council would eventually receive the assistance back when the property was sold in the future.

The Affordable Warmth grant was successful and had many benefits. It provided "top ups" to vulnerable households who had to make a contribution to Government Warm Front grants, thus enabling works to be undertaken to take that household out of fuel poverty. The grant was also available to households not in receipt of benefits but assessed as being in fuel poverty (through an energy assessment of their home and financial assessment of their income). Consequently, people not eligible for Warm Front (but still in fuel poverty) could be eligible for Affordable Warmth grants. In the first two years of this grant, South Beds DC's funding was matched by more than 50% external funding.

Emergency Repair Assistance was a small grant (up to £500) to help the most vulnerable households (normally aged over 65) remedy urgent situations, such as a boiler breakdown in mid winter, or where an attempted burglary has resulted in a house being made insecure. This type of assistance could be approved very quickly if the applicant appeared to be eligible and the situation urgent. The grant may have helped provide a temporary repair, which could be remedied properly through provision of other assistance in due course.

Empty Homes grants for landlords/owners were available where they were willing to provide the Council with nomination rights for a specified number of years. Consequently, although not large in number, these grants had multiple

benefits of bringing an empty home back into use, making it decent, and the housing of someone from the Council's housing waiting list.

The South Beds policy introduced longer (sometimes lifetime) repayment conditions attached to grant/loan assistance. This resulted in repayment of money in certain cases when clients moved or sold their home. In 2007/08 South Beds recovered £27,000 from six cases, and in 2008/09 £12,400 was recovered from 2 cases.

The main benefits of the Mid Beds approach (of having one type of grant to cover a range of scenarios) is that the whole process was simple to understand for both clients and officers in terms of what was available and the conditions attached to such assistance. This undoubtedly helped Mid Beds achieve good results. 57 Home Improvement Grants were completed in 2008/09, at a value of £276K. 44 homes had category 1 hazards remedied.

4.2 Less Successful elements of the legacy Council Policies in terms of numbers completed

South Beds introduced a Home Loan Support grant, which was assistance (up to £2,000) to cover the costs associated with a client obtaining a commercial loan or equity release product for the purposes of remedying defects to their home (where they couldn't obtain grant assistance). Since 2005 only one such case was successfully approved. This case provided good value for money for the Council. Assistance of £1,200 enabled works to the value of approx £7,000 to be completed. However, the clients required significant "handholding" throughout the process. The financial product was provided via the Home Improvement Trust, a "not for profit" Government backed organisation set up to provide trustworthy sources of finance to clients aged over 60 or disabled.

Relocation grants (of up to £2,000) were offered by South Beds to assist an applicant move to a more suitable property where their existing property could not be improved/adapted to meet the applicant's needs. There were several sets of circumstances where this grant may have been offered:

- To alleviate overcrowding where the problem cannot be alleviated by the applicant remaining at the dwelling
- To respond to under occupation and increase the supply of larger properties
- Where the costs of essential work are greater than the applicant's financial resources
- Where the dwelling does not meet the needs of a disabled occupant, where adaptation will not meet that need

From its introduction in April 2005, there were no successful approvals of this grant. However, it would have been a useful tool had such a need arose. One case was being progressed (to move elderly residents from a worn out mobile home) but unfortunately they both died before the move progressed. The mobile home was dilapidated and not able to be adapted to meet their needs.

South Beds also provided loan assistance and there were successful cases but they were generally where loan assistance was alongside grant assistance and clients generally viewed the funding as “Council assistance”. Consultation with Head of Service from Luton Council indicated that many clients are still wary of taking on loans, particularly in the current climate. A “grant culture” has grown over several decades of such assistance and will take time to breakdown. In addition, some minority ethnic cultures do not view commercial loans favourably, so the Council will have to ensure that this policy does not discriminate, even inadvertently.

4.3 Disabled Facilities

In both former local authorities, the provision of assistance for disabled adaptations was under the provisions of the legislation governing mandatory Disabled Facilities grants (DFG). The legacy authorities themselves did not offer additional types of discretionary assistance due to the mandatory provision, but there was assistance available in different forms from Bedfordshire County Council within Social Care service.

The provision of assistance to Central Bedfordshire Council’s own tenants with disabilities is not currently through the mandatory DFG process but through the Council’s own Housing Revenue Aids and Adaptations budget. The benefit to tenants is that they don’t have to go through the mandatory application process associated with DFG’s, including the financial test of resources. The downside is the pressure on the Housing Revenue budget, which in turn could lead to longer waiting times for Council tenants in comparison to owner occupiers going through the DFG process. Aragon Housing Association tenants in the former Mid Beds area requiring adaptations are served through the DFG route in most cases.

The creation of Central Bedfordshire Council brings all service provision, including funding of adaptations, within one authority and mainly within one Directorate. A review of the complete Aids and Adaptations process is due to start during 2009/10 but the timescale of this review will take it beyond the timeframe of this policy development. The question of whether/how Central Bedfordshire Council provides discretionary assistance for disabled facilities and adaptations will be an “Update” to the main Renewal Policy, when finalised.

5. Capital resources

5.1 2009/10 – Budget resources

During the course of developing this policy, the initial budgets for 2009/10 have been revised.

Discretionary grant budget - £400,000 which includes Regional Housing grant of £162,164.

In addition to the above, a small level of funding is available for Fuel Poverty related work in Off Gas rural areas from EERA as part of a sub regional scheme.

Further external funding for energy conservation and fuel poverty measures should also be considered in light of this strategy. Legacy councils have made good use of Government Warm Front funding for residents in the area, and have heavily promoted the availability of Carbon Emissions Reduction Target (CERT) funding for energy conservation measure.

The Central Bedfordshire Council spend to end of December is approx £243,000, which is primarily due to a “slow down” of activity by both legacy councils in the period leading up to the creation of Central Bedfordshire Council. However, there are many cases in the system to take anticipated spending to £400,000

Mandatory Disabled facilities grant budget - £2.2million, which has been increased from £1,760,000 due to the demand for adaptations. This includes Government grant but excludes the sum that will be used to help pay for staff operating the with Client Support part of the service (approx £130K).

Current spend is in excess of £1,400,000 but again many cases are in the “system”.

5.2 2010/11 budgets

Discretionary grant budget – the proposed capital programme is £320,000. However, the capital programme is under pressure and this is not guaranteed. There is possible Regional Housing grant but this is not confirmed, and EERA fuel poverty funding (which itself could be up to £100K match funding).

Mandatory disabled facilities grant budget – the proposed capital programme is £2.8million (with assumption of approx £550K Government grant being obtained). This higher level of funding is based upon known numbers of clients currently waiting to be assessed for aids and adaptations but again is not confirmed and may be reduced.

The success of this policy will be influenced by the capital resources available. Although this policy, once approved, should influence capital budget planning, the actual implementation of the policy will be dependant upon capital resources and this aspect is addressed in the Recommendations section 6. The availability of assistance (grants/loans) available from Central Bedfordshire Council will always be dependant upon resources being available.

6. Recommended Options for Central Bedfordshire Council Renewal Policy

6.1 General Policy Principles and Priorities

1. Central Bedfordshire Council will meet its mandatory requirements in respect of Disabled Facilities grant and will seek to maximise resources to assist as many eligible clients as possible in obtaining the necessary and appropriate adaptations to their homes.

2. Having regard to the issues outlined above, in particular issues around condition of the stock, and likely availability of external funding **the Council will provide discretionary assistance to meet priorities outlined below.** However, as stated above in 5.2, **the availability of discretionary assistance (grants/loans) available from Central Bedfordshire Council will always be dependant upon resources being available.**

3. The following aims were generally agreed by Overview and Scrutiny Committee in October 09, but Members requested that they be prioritised in order of importance, so that if harsh choices had to be made, the Council would help with addressing the highest priorities first. The order of priority is as below with A being the highest:

A – The safety and security of older persons and other vulnerable groups, living in their home,

B - Reducing cases of fuel poverty,

C - Reduction of category 1 hazards, (with associated health related benefits)

D - Reducing the number of non decent homes, primarily with loan assistance that can be recycled

E - Reduction of empty homes,

F - The improvement in the thermal efficiency of the housing stock,

G - The maximising of opportunities for external funding of all types for the benefit of meeting the above priorities,

In times of budget restriction/pressure, Officers administering grant/loan assistance will be instructed as to the level of priority (A to G above) that assistance can be available for by Head of Service or Assistant Director Housing Services.

4. Having regard to successful elements of legacy Council policies and cost effectiveness, the policy is that generally **smaller types of assistance (up to £2,500) have no repayment conditions, intermediate levels of assistance (between £2,500 and £8,000) have repayment condition period of 5 years, and larger levels of assistance have repayment condition period of 30**

years (virtually lifetime for many cases). The repayment conditions would be at zero % interest rate, in the form of a local land charge/land registry charge.

This approach will help breakdown the traditional “grant culture” to one where people will see that the Council may be able to help but may also require the return of the funding when the applicant is in a better position to do so, such as through the sale of the property. There would be exemptions to repayment conditions, where the property is sold to enable the client to move into a care home or with relative Carers.

5. In general, assistance provided above the value of £2,500 will be called “assistance” or “loan assistance”, again as a way of helping break down the “grant culture” that has built up over several decades. However, this is subject to an equalities impact assessment, and requires clear communication of the conditions to clients who could be eligible for assistance in the intermediate range, so as not to discourage eligible clients from applying for assistance that could benefit their health or safety.

6. Although Home Loan Support and Relocation grants were not successful in former South Bedfordshire, these grants will be retained as potential alternatives to help clients not eligible for other forms of assistance and to meet national and Council priorities outlined above.

7. The Council will develop an Options and Advice service to help homeowners make decisions with regards to improvements to their homes. This will entail development of existing and new partnerships to provide greater options at early stages of enquiry.

6.2 Specific types of assistance to meet priorities

A summary of the specific forms of assistance within the policy is in the table below. The table does not include all aspects of recommended assistance; the aim here is to just outline the aims and outcomes of assistance proposed. The table does state which of the priority aims (A to F) above would be targeted through the specific type of assistance. Following adoption of the policy, more specific Assistance Eligibility Conditions will be produced for benefit of Council Officers and stakeholders, in particular clients. These will form the basis of promotion material.

The policy contains specific types of assistance for specific circumstances (rather than a generic, “cover all” type of assistance) for reasons of clarity and consistency for clients and all stakeholders.

Summary of assistance

Name and type of proposed assistance	Aim of such assistance	Eligibility & conditions summary
<p>Safety, security and emergency repair grant. A grant of up to £500 for emergency works, which can be administered quickly to remedy urgent situation</p>	<p>A limited safety net for those people most in need with the most immediate problems and clearly urgent/distressing circumstances. This includes older/disabled people whose homes have been broken into and left insecure</p> <p>would primarily address priority A, but C also</p>	<p>Anyone over age 60 in receipt of an income related benefit, (including Pension Credit) or disabled people in receipt of Disability Living Allowance or Attendance Allowance, who are also in receipt of Income related benefits. No repayment conditions.</p>
<p>Home Improvement Assistance/Loan Assistance.</p> <p>Assistance of up to £8,000 (with 5 year condition, where assistance exceeds £2,500) or Loan Assistance for between £8,000 and £15,000 (or £20,000 in exceptional circumstances where approved by Assistant Director Housing Services)</p> <p>For clarity, all assistance would be subject to relevant repayment condition period, for example. £9,000 assistance, all £9,000 would be subject to 30 year repayment condition period.</p>	<p>Assistance to remedy Cat 1 hazards, non decent homes (disrepair, inadequate facilities etc)</p> <p>would primarily address priorities A, C and D, but B and F also</p> <p>This includes some provision of assistance to eligible clients on Park Home sites for repairs to the home itself, subject to a lifetime condition assessment of the home and further conditions. note – HHSRS cannot be applied to a Park Home</p>	<p>Any home owner can apply, provided they have owned and been resident in the property for three years prior to an application and intend to reside in the property for at least five years.</p> <p>Some private tenants (those in Almshouses on peppercorn rents, or tenants living in properties owned by relatives or charities) may be eligible</p> <p>Private landlords may be eligible for Loan Assistance only, where they propose improvement works “over and above” the minimum required under the Housing Act 2004 (Cat 1 Hazard remedy) – further notes are below.</p> <p>For owner occupiers, this assistance is subject to a test of financial resources, and 5 or 30 year repayment conditions depending upon amount of assistance. Private landlords would not be subject to a test of resources. Loan</p>

		<p>assistance would be 60% of the agreed eligible works (over and above statutory minimum). Landlords Loan assistance would have the 5 year repayment condition for assistance of between £1 and £8,000, and 30 years for assistance over £8,000.</p> <p>To stop people avoiding the charge on property by making several separate applications for works under £2500, applicants will be required to sign at the beginning of 1st grant and subsequent approval notices that the relevant charge would be put on their property should unforeseen works or subsequent application within a 3 year period move the total grant/assistance into a different bracket (higher than £2,500/£8,000). Also, only one subsequent application allowed within a three year period.</p>
<p>Affordable Warmth assistance. This is a grant of up to £2,500 that is intended to remedy fuel poverty. This grant can be provided alongside external funding.</p> <p>For works above £2,500 during 2010/11, there will be EERA funding available if the Council provide Loan Assistance to remedy Fuel poverty. This is on a 50% match funding basis.</p>	<p>To remedy fuel poverty and/or poor thermally efficient homes.</p> <p>would primarily address priority B, but C, D and F also</p>	<p>Any home owner requiring energy efficiency/fuel poverty remediation works, and who cannot obtain such assistance in part or total from other sources, although the grant can be used in addition to external funding where that funding does not meet total costs of required.</p> <p>Eligibility will not be constrained to those in receipt of means tested benefits but will include those where fuel poverty can be assessed as likely or a risk (through determination of fuel</p>

		<p>costs, thermal efficiency, and income). No repayment conditions. A more detailed, specific set of eligibility conditions will be produced to meet EERA scheme requirements. This will require the use of energy rating software.</p>
<p>Empty Homes loan assistance. Loan assistance of up to £15,000 for owners of long term empty homes that require works to be made habitable. Loan assistance is 75% of costs, up to maximum assistance of £15,000</p>	<p>To renovate and bring long term empty homes back into use in line with proposed empty homes strategy.</p> <p>would primarily address priority E, but C and D also</p>	<p>Any owner of long term (1 year or longer) empty homes who undertakes to bring the property back into use once renovated. Non means tested but 5 or 30 year repayment condition applies. Nominations agreement not recommended at this point due to implementation of Choice Based Lettings, which does not currently include scope for private rented accommodation. However, could be tied into proposed Lets Rent scheme. Option to withhold 25% of assistance amount until property is actually occupied (as incentive for owner to let and not leave empty)</p>
<p>Home Loan Support grant. A grant of up to £2,500 to assist with clients obtain private funding for eligible works,</p> <p>Eligible works will be those necessary to achieve the Decency standard, or to carry out essential work which otherwise cannot be funded through Home Improvement Assistance, or (in exceptional cases) works to adapt a property for the needs of a disabled person where DFG is not</p>	<p>To provide assistance to clients to obtain private funding (loan or equity release), through a reputable source, to remedy a cat 1 Hazard, or make home decent.</p> <p>would primarily address priority G, but A, B, C, D, and F also</p>	<p>Applicants must be:-</p> <ul style="list-style-type: none"> • over 60 or • in receipt of Disabled Living Allowance or in receipt of Attendance Allowance; <p>The property must be considered sustainable by the Council, and, in the opinion of an independent financial advisor, the applicant must have sufficient resources or property equity to support the raising of necessary finance for the eligible work.</p>

available.		
<p>Relocation grant. A grant of up to £3,000 for costs of relocating to more suitable property</p> <p>This type of assistance would not be restricted to particular Estate Agents, Conveyances etc, but local partnerships would not be ruled out in the future.</p>	<p>To alleviate overcrowding where the problem cannot be alleviated by the applicant remaining at the dwelling.</p> <p>To respond to under occupation and increase the supply of larger properties.</p> <p>Where remaining in the property is not feasible due to the cost or complexity of the works required.</p> <p>Where the dwelling does not meet the needs of a disabled occupant, and/or where adaptation will not meet that need.</p> <p>This may help address priority A, could enable an applicant to benefit from a DFG</p>	<p>To assist the homeowners meet the costs associated with purchase, sale and relocation, the following eligibility conditions should apply: –</p> <p>The property is overcrowded and the applicant does not have the financial resources to carry out the necessary alterations, or extension to alleviate the overcrowding. (or) The house cannot be adapted to accommodate the needs of a disabled person. Where an adaptation of the property has proved not reasonably practical, and where suitable alternative accommodation has been identified (which in itself may require adaptation); (or) The house requires essential work such that it cannot be reasonably financed by the current owners even with the help of Home Improvement Loan assistance. (or) The house is under occupied; and the applicant is vulnerable. For owner occupiers, this assistance is subject to a test of financial resources</p>
<p>Disabled Facilities Grant (mandatory). Grants of up to £30,000. Mandatory Disabled Facilities Grants will be assessed and paid under the provisions of Chapter 1 of the Housing Grants Construction and Regeneration Act 1996 as amended.</p>	<p>A DFG is provided to adapt the home of a disabled person to meet their needs. The need for an adaptation is determined by an Occupational Therapist (OT) from Council's Social Care Service. The grant will incorporate recommendations made by the OT, providing the</p>	<p>The Council will assess the relevant person's income and savings to determine an amount (if any) that an applicant must pay towards the work. This test is prescribed in detail by legislation. The grant for the adaptation is a maximum of £30k, less any contribution to reflect that the contribution</p>

	works are reasonable and practicable.	counts towards the maximum of £30k. Mandatory Grant repayment conditions apply
Disabled Facilities Grant – discretionary/top up	This is to be reviewed by Social Care Health and Housing Directorate as part of complete review of approach to provision of aids and adaptations for people with disabilities. Currently there is no provision for such assistance.	The options for funding of adaptations over and above the £30K mandatory limit will have to be reviewed and added to this policy when finalised as an addendum once approved at appropriate Member level, in consultation with Director of Social Care Health and Housing.

Applicant support

In both legacy Councils, Officers provided a good level of client support in helping complete the various forms required for financial assistance. Many clients are vulnerable and/or elderly and often appreciate the support that they receive from experienced Officers. This shows through the Customer Satisfaction questionnaires completed by clients. The Client Support service is to be retained as a valuable service to assist clients through the grant/loan assistance process.

Note – this is one area of service that could in the future be part of a comprehensive Home Improvement Agency provision for Central Bedfordshire Council.

Client’s Household Insurance

To help ensure that clients maintain their properties after improvement/repair works have been carried out with Council assistance, the Council will encourage clients to ensure that they obtain and maintain sufficient Buildings Insurance to resolve future issues where appropriate.

7. Review and Appeals Process

Most cases or enquiries will be dealt with in the Private Sector Housing Service teams. Any unusual cases should be discussed between Officers and Team Manager and considered on the merits of the case presented, recognising the need for consistency of decision making.

In some cases the relevant Team Manager will require Head of Service review and opinion on the case. Where this is requested, the Head of Service will consult with the 2nd Team Manager and make a decision based upon the

merits of the case, or present the case with recommended option to the Assistant Director of Housing where the case is significant, i.e. it has an anticipated assistance value of more than £10,000.

Decisions by the Head of Service and/or Assistant Director will be provided in writing for case/file notes.

Examples of situations that would be dealt with by the Head of Service and/or Assistant Director are:

- Deciding whether to target assistance to help an empty property back into use, including the amount or rate of grant (or loan) and any special conditions to be attached in each case.
- Considering requests for assistance to be provided as an exception to general policy, although any such assistance would have to be authorised by the Assistant Director

7.1 Appeals about decisions in individual cases

Appeals about how the policy is operated in individual cases, for example, where an enquiry or application for assistance is refused, will be considered by a Housing Services Management Team Panel which is chaired by the Assistant Director of Housing Services and consists of at least two Housing Heads of Service.

Appeals must be set out in writing and sent to the Assistant Director of Housing Services, Central Bedfordshire Council, The District Offices, High Street North, Dunstable, Bedfordshire, LU6 1LF or email:

tony.keaveney@centralbedfordshire.gov.uk The appeal submission must include the specific grounds on which the appeal is based. Appeals will be considered only on the following grounds:

- That the policy has not been applied correctly on the case in question, for example there has been a mistake, or
- That the case in question is exceptional in some way that justifies an exception to the general policy. An exception may be considered for an owner-occupier who has both owned the house and lived in it for at least five years and where there are missing essential facilities, where there is structural instability, or serious hazards

Appeals will not be considered on the grounds that the appellant simply disagrees with the policy. However, any written comments and complaints about the policy will also be considered by the Panel, as described above. The decision of the Appeal Panel is final. Decisions will be notified to appellants in writing within 14 days from receipt of the written appeal.

The appeals process does not preclude individuals from taking a formal complaint through the Corporate Complaints process, but the appeals process may be a speedier way of receiving a review of a case.

8. Related issues to be addressed for Central Bedfordshire Council during lifetime of this policy

8.1 Approach to developing the understanding Private Sector Housing Stock Conditions

This is included on the draft Directorate Service Plan and specific advice is provided by the Audit Commission. It is proposed that options are examined and presented to Overview and Scrutiny Committee during 2010/11.

8.2 Potential provision of a Home Improvement Agency for Central Bedfordshire

This is also included on the draft Directorate Service Plan. There are many associated costs and benefits surrounding the provision of a Home Improvement Agency, and a wide variation in type of service undertaken. The aim is to begin examination of issues and options within the next year (2010/11).

9. Consultation December 2009

This policy is not subject to statutory consultation requirements but consultation with key stakeholders is good practise.

Due to the legal necessity for Central Bedfordshire Council to adopt a Private Sector Housing Renewal Policy by the end of March 2010, consultation was focused on Members of the Council, Senior Officers within the Council, and Town and Parish Councils. A summary of responses is available from the Head of Private sector Housing upon request.

Key priorities for Private Sector Housing were also raised during the Council's Housing Strategy Consultation event on 15th January 2010. The main issues raised include the need to tackle empty homes and fuel poverty in the area, and the need to improve advice and information for households not necessarily looking for financial assistance. These issues are included in the recommended policy options, section 6 above.

This policy has a relatively short life span of 2 years from adoption, which will enable a more thorough review and consultation process for the subsequent policy.

The policy will be subject to an equalities impact assessment.

Appendix A – definition of Vulnerable Household

The term vulnerable can take on a number of meanings but there is a very precise definition provided by the former Office of the Deputy Prime Minister (ODPM).

The ODPM defines vulnerable households as “those in receipt of at least one of the principal means tested or disability related benefits. For the purpose of establishing the national 2001 baseline from the English House Condition Survey, the benefits taken into account were: income support, housing benefit, council tax benefit, disabled persons tax credit, income based job seekers allowance, working families tax credit, attendance allowance, disability living allowance, industrial injuries disablement benefit, war disablement pension.”

However the ODPM qualify this definition with the following: - “The detailed definition of qualifying benefits used to define vulnerable will be subject to change and since 2001 a new range of tax credits has indeed been introduced with different qualifying thresholds. These are child tax credit, working tax credit and pension credit. The definition of vulnerable households used to monitor progress towards the target has therefore been amended as follows. In addition to the benefits described in the previous paragraph, pension credit will be included as a qualifying benefit. Also households in receipt of either working tax credit which includes a disability element or child tax credit will qualify as a vulnerable household providing the person entitled to the tax credit has a relevant income of less than £14,200, as defined for the purpose of determining eligibility for the tax credit. Working Families Tax Credit and Disabled Persons Tax credit have been abolished.”

In the context of fuel poverty, a household not within the above definition could still be living in fuel poverty, where they are spending more than 10% of income on fuel/energy costs. Whilst this can be more difficult to assess accurately, the energy efficiency of the home and cost of fuel used are useful indicators.

In the context of Equalities legislation and research evidence, the Council must be mindful as it develops and implements this policy that the following groups could be deemed to be vulnerable. So the needs of the following groups should be taken into account:

**people from black and minority ethnic communities,
minority faith groups,
disabled people,
women,
lesbian, gay, bisexual and transgender communities**

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Meeting: Social Care, Health and Housing Overview & Scrutiny Committee
Date: 7 January 2010
Subject: Annual Performance Report for Adult Social Care 2008 – 2009
Report of: Cllr Mrs Carole Hegley , Portfolio Holder for Social Care & Health
Summary: The report proposes the 2008 - 2009 annual assessment outcome by the Care Quality Commission (CQC) for consideration by the Committee.

Contact Officer: Julie Ogle, Director of Social Care, Health & Housing
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

Please see attached report of Executive

Financial:

Please see attached report of Executive

Legal:

Please see attached report of Executive

Risk Management:

Please see attached report of Executive

Staffing (including Trades Unions):

Please see attached report of Executive

Equalities/Human Rights:

Please see attached report of Executive

Community Safety:

Please see attached report of Executive

Sustainability:

Please see attached report of Executive

RECOMMENDATION:

1. **That the Social Care, Health and Housing Overview & Scrutiny Committee considers the attached report.**

Introduction

1. Attached is the Care Quality Commission Annual Performance Assessment Report for 2008/09 submitted to the Executive at its meeting on 8 December 2009.
2. As an update on the Recovery and Improvement of Adult Care Services was reported to the Social Care and Health Overview and Scrutiny Committee on 10 September 2009, Members of the Social Care, Health and Housing Overview & Scrutiny Committee are requested to consider the attached report.

Appendices:

Appendix A – Care Quality Commission Annual Performance Assessment Report for 2008/09 Report to Executive

Background Papers: (open to public inspection)

None

Location of papers: Priory House, Chicksands

Meeting: Executive

Date: 8 December 2009

Subject: Annual Performance Report for Adult Social Care 2008 – 2009

Report of: Cllr Mrs Carole Hegley , Portfolio Holder for Social Care & Health

Summary: Performance in adult social care services is subject to an annual assessment by the Care Quality Commission (CQC). The CQC require that the outcome of the performance assessment is reported to the Executive. The outcome for 2008 - 2009 is that Central Bedfordshire Council has not been given a judgement about performance because of the transition to unitary status in April 2009 and the performance being reported on is that of Bedfordshire County Council.

Advising Officer: Julie Ogley, Director of Social Care, Health & Housing

Contact Officer: Althea Mitcham, Head of Business Infrastructure

Public/Exempt: Public

Wards Affected: All

Function of: Executive

Key Decision No

Reason for urgency/ exemption from call-in (if appropriate) This report is embargoed from public publication until 2 December 2009, when the Care Quality Commission will publish the national results for Councils with social care responsibilities.

CORPORATE IMPLICATIONS

Council Priorities:

The delivery of services that are high in standard and of good value, contribute to improving the quality of social care and health services for local citizens, by providing better life chances for adults, older people and their carers and enables more vulnerable or chronically sick people to be appropriately cared for in their own or a community home.

The delivery of responsive services meets with the Council's vision to 'improve the quality of life of all in Central Bedfordshire' and its priority of 'supporting and caring for an ageing population'.

Financial:

The ongoing remedial work to improve critical areas of weakness will be financed from within existing resources. External funding sources such as the Joint Investment Programme are being pursued.

There is no earmarked revenue budget provision for the costs associated with the Recovery Programme for Adult Social Care, however, the Directorate has identified uncommitted revenue budget which will be used to meet these short term costs. Additional ongoing revenue budget to support the delivery and maintenance of service improvements has been identified as a growth bid for 2010/11.

Legal:

There are no inherent legal considerations resulting from the report.

Risk Management:

There are no risks inherent in this report as the Council are already engaged in a recovery and improvement programme which is regularly monitored by the Care Quality Commission, but it will be important to address the areas that are considered weak or for development.

Equalities/Human Rights:

All Local Authorities are required to implement a range of equality legislation which requires the Council to:

- Understand issues relating to disability, gender, gender reassignment, race, religion or belief, age, and sexual orientation.
- Engage with service users, local communities, staff, stakeholders and contractors to identify and implement improvements
- Tackle barriers which restrict access to services or lead to poorer outcomes when using services, (e.g. inaccessible buildings, poorly publicised services and lack of employee understanding about the needs of particular groups).
- Address abuse of vulnerable adults which can include discriminatory abuse, including racist, sexist, that based on a person's disability, and other forms of harassment, slurs or similar treatment.

Central Bedfordshire Council has recently launched specialist equality training for Adult Services staff to help raise awareness of these issues.

The recovery and improvement programme will deliver improved services to those who are amongst the most disadvantaged in the community and reliant on care services to prevent them from going into a residential establishment or in order to undertake daily living tasks.

Improvements to services judged to be weak and under-performing will ensure that service users and their carers receive the most appropriate support and experience services which are appropriate, timely and of high quality. Services will consider the service users and carers' cultural needs as well as specific individual needs as a result of a learning disability or difficulty, poor mental health, visual impairment, hearing impairment, mobility issues or physical health needs.

Summary of Overview and Scrutiny Comments:

An update on the Recovery and Improvement of Adult Care Services was reported to the Social Care and Health Overview and Scrutiny Committee on 10 September 2009.

RECOMMENDATION(S):

That the Executive note the content of the report.

Reason for Recommendation(s): There is a requirement from the government regulators of social care services, (Care Quality Commission) that the outcome of the annual assessment is reported to the Executive.

The Health and Social Care Act 2003, sections 79 and 81 require CQC to report to the Minister of State for care services on underperforming councils.

Executive Summary

The report fulfils the national requirement of reporting to a public meeting of the Council's Executive the outcome of the annual performance assessment for adult social care services in Central Bedfordshire for 2008/09. The national publication of the assessments was on 2nd December 2009. For Central Bedfordshire the view of the regulator is expressed in a commentary rather than a judgement acknowledging that 2008/09 adult social care services were delivered by Bedfordshire County Council.

Introduction

1. The reporting and performance monitoring regime for Adult Social Care for 2008 – 2009 has changed in line with new legislation and the introduction of the Comprehensive Area Assessment. The Care Quality Commission is the new regulator for adult social care and health and along with changes in the self assessment format, the way that local authorities are graded has changed. There is no longer a star rating for social care, instead there is judgement against each of the prescribed delivery outcomes and this is aggregated up into an overall judgement about how well the Council is performing overall. The assessment result will inform the Comprehensive Area Assessment (CAA) Organisational Assessment.
2. The new unitary Councils of Central Bedfordshire and Bedford Borough Councils will not receive a judgement for adult social care services for

performance in 2008/09 but will receive a commentary (Appendix A – embargoed until 2nd December 2009). This is in recognition that Bedfordshire County Council delivered adult social care services in 2008/09 and no longer exists.

3. Members will recall the report to Executive on 18th August 2009 that established a Recovery and Improvement Programme approach to secure the delivery of adult social care services. This was as a result of the fall in performance from 2* to 1* (adequate delivery of outcomes and uncertain capacity to improve) for 2007/08 and the Director and her management team's view that performance had in fact continued to deteriorate in 2008/09.
4. Members will recall the immediate steps taken to review performance through a strategic review and diagnostic work undertaken by the Care Services Efficiency Delivery Team. This was alongside work to determine the robustness of the budget and externally commissioned work to review mental health services delivery and the development of a Workforce Strategy.
5. The Recovery and Improvement approach adopted by the Council is overseeing the 11 key areas of concern: safeguarding; mental health services; carers; commissioning; managing the social care market and contract monitoring/management; workforce strategy; staffing arrangements; partnerships; performance management; budget, and, financial management. The Recovery Programme Board that is chaired by the Chief Executive and reporting to the Members Reference Group is ensuring delivery of the recovery agenda.

Background

6. Councils with Social Care responsibilities are subject to continual assessment by the Care Quality Commission. For Central Bedfordshire this means six weekly meetings with CQC and reflects the level of concern over adult social care performance and the Council's approach to recovery has been supported by CQC and Government Office colleagues.
7. Performance ratings are the product of a wider performance assessment process bringing the Care Quality Commission and local authorities into regular contact throughout the year. The evidence for arriving at the performance assessment comes from in-year monitoring (mainly through the comprehensive Self Assessment Statement and Routine Business Meetings), any inspection or joint review reports, a set of national performance indicators and the Performance Assessment Notebook. Evidence considered is both quantitative and qualitative.

8. The new self assessment focuses on seven outcome areas (see below), and each of these areas can be judged to be poor', 'adequate', 'good' and 'excellent'.
 - Improved health and well-being
 - Improved quality of life
 - Making a positive contribution
 - Increased choice and control
 - Freedom from discrimination and harassment
 - Economic well-being
 - Maintaining personal dignity and respect
9. The assessment includes the areas of 'leadership' and 'commissioning and use of resources', but these are ungraded and the assessment result will be expressed as a narrative..
10. The judgement is usually arrived at by using:
 - the Self-Assessment Survey completed by the council in May;
 - the National Indicator Set, and data from national returns;
 - regulatory activity;
 - service inspection evidence, judgements and monitored progress against action plans;
 - routine business meetings and annual review meeting as part of a continuous dialogue around council performance;
 - progress against agreed improvement/action plans;
 - delivery of relevant Local Area Agreement (LAA) targets and any other local targets underpinned by the Joint Strategic Needs Assessment (JSNA) implementation plan;
 - The Performance Assessment Notebook (PAN), containing evidence and some assumptions, which are shared with the Council after the Annual Review Meeting;
 - any other issues suggesting cause for concern which have been discussed with the council such as safeguarding, complaints and enforcement action.

Care Quality Commission Annual Performance Assessment Report for 2008/09

11. The Annual Performance Assessment Report, (Appendix A - embargoes until 2nd December 2009), summarises overall performance for the seven outcome areas and in addition the Care Quality Commission's evaluation of leadership and commissioning and use of resources.
12. The summary of performance indicates that during 2008 – 2009 the Bedfordshire County focused on transitional arrangements and 'failed to drive the necessary improvement or to develop the conditions to transform Adult Social Care'. This lack of focus has resulted in the Central Bedfordshire Council inheriting an under-performing adult social care service with a challenging improvement agenda.

13. There is recognition that the Council has been proactive and responded swiftly by producing a detailed action plan for improvement. There is acknowledgement of focused leadership and corporate support. The report indicates that there is confidence in the recovery and improvement plans proposed.

Conclusion and Next Steps

14. CQC colleagues have been clear that the Council should not have unrealistic expectations about how quickly adult social care services will improve. It seems likely that had the legacy Council continued that there would have been a poorer assessment outcome and the potential for national intervention. It is seen as a strength that Central Bedfordshire has acknowledged the level of performance and is committed to driving improvements.
15. The Recovery Programme approach will deliver the immediate actions required over the next few months to stabilise the service. It is a challenging agenda and requires the continuing commitment of the Council and its partners to be able to deliver the outcomes for Central Bedfordshire residents that we aspire to.
16. The Chief Executive will continue to chair the Recovery Programme Board which will report to the Members Reference Group and the recovery plan will continue to be closely monitored through the 6 weekly meetings with the Care Quality Commission.

Appendices:

Appendix A – (Annual Performance Assessment Report 2008/2009, Care Quality Commission)

Background Papers: (open to public inspection)

None

Adult Social Care Services

Council Name: Central Bedfordshire

This report is a summary of the performance of how the Council promotes adult social care outcomes for people in the Council area.

The overall grade for performance is combined from the grades given for the individual outcomes.

There is a brief description below – see Grading for Adult Social Care Outcomes 2008/09 in the Performance Assessment Guide web address below, for more detail.

Poorly performing – not delivering the minimum requirements for people

Performing adequately – only delivering the minimum requirements for people

Performing well – consistently delivering above the minimum requirements for people

Performing excellently - overall delivering well above the minimum requirements for people

We also make a written assessment about

Leadership and

Commissioning and use of resources

Information on these additional areas can be found in the outcomes framework

To see the outcomes framework please go to our web site: [Outcomes framework](#)

You will also find an explanation of terms used in the report in the glossary on the web site.

Delivering Outcomes Assessment
Overall Central Bedfordshire Council is performing:

Due to the transition to unitary status in April 2009 the Care Quality Commission will not be making a judgement about the performance of Central Bedfordshire Council in relation to this outcome.

Outcome 1:

[Improved health and well-being](#)

The Council is performing:

Not rated

Outcome 2:

[Improved quality of life](#)

The Council is performing:

Not rated

Outcome 3:

[Making a positive contribution](#)

The Council is performing:

Not rated

Outcome 4:

[Increased choice and control](#)

The Council is performing:

Not rated

Outcome 5:

[Freedom from discrimination and harassment](#)

The Council is performing:

Not rated

Appendix A (embargoed until 2 December 2009)

Outcome 6:

[Economic well-being](#)

The Council is performing:

Not rated

Outcome 7:

[Maintaining personal dignity and respect](#)

The Council is performing:

Not rated*Click on titles above to view a text summary of the outcome.***Assessment of Leadership and Commissioning and use of resources****Leadership**

As a result of Local Government Review, Bedfordshire County Council's key focus during 2008 / 09 was preparing for the transfer of responsibilities to the two new unitary councils in April 2009. This coupled with the early turnover of senior staff (including the Director of Adult Social Care) resulted in a lack of consistent strategic leadership and had a detrimental impact on the pace of improvement. The governance and reporting framework in place was weak and failed to identify or rectify barriers to achieving Adult Social Care improvement targets and performance in most areas deteriorated. The recommendations made by the Commission for Social Care Inspection (CSCI) in 2008 to improve the councils safeguarding arrangements were not achieved and little progress was made in developing personalised and self directed support services. Positive outcomes for people who use services and their carers could not be evidenced or validated.

This meant that in April 2009, that the new unitary council, inherited an under performing Adult Social Care department. Extensive data cleansing and validation activities have been undertaken by the new unitary council. This has identified a number of quality and accuracy issues in relation to the data and performance information provided by Bedfordshire County Council. In some areas validated performance is significantly lower than had been previously reported; including the level of direct payments in use, the amount of helped to live at home activity and the completion of adult safeguarding referrals. The strategic framework put in place across Adult Social Care by Bedfordshire County Council lacked specific detail and in many instances strategies and partnership arrangements could not be sourced back to the initial agreements, objectives or work plans. This lack of clarity lead to ongoing funding disputes with the PCT regarding continuing care funding and the re-provision of NHS services for people with a Learning Disability.

The Central Bedfordshire Council is new to the delivery of Adult Social Care; however there is the determination and commitment to review all aspects of adult social care and to significantly improve outcomes for the local community. Focused corporate and political support has been evidenced and the portfolio holder and lead member have agreed the key priorities and will be closely involved in monitoring progress. The Adult Social Care, Health and Housing Directorate Plan has been agreed and sets challenging and stretching targets; it is strategically aligned to the Council's objectives and budget setting processes. There is a clear intention to improve and transform adult social care and a determination to develop services that focus on outcomes for the individual. Improving and maximising partnership arrangements are at the heart of the Council's plans to drive forward the required changes. The Council recognises the need to provide strong leadership and to develop governance arrangements across all services and within partnership agreements. Safeguarding is a key priority area and focused attention is evidenced with a commitment to improve this critical aspect of service delivery. The Council

Appendix A (embargoed until 2 December 2009)

recognises the cultural shifts and workforce development strategies that will be required to take this work forward and plans to progress this jointly with partners.

There is a significant improvement journey to be achieved and a key success factor will be the Council's ability to continue to provide the leadership and corporate support required to drive this agenda forward. Capacity building, workforce development and aligned financial support will be critical enablers, along with the ability to maximise partnership opportunities. It is essential that governance and monitoring arrangements are integral to the new performance management strategy to ensure that services delivered and commissioned by the Council are timely, to a high standard and meet the needs and expectations of people living in the local communities. The Council appears to be developing the foundations on which improvement can be achieved and progress will be monitored closely by the Care Quality Commission.

Commissioning and use of resources

The Joint Strategic Needs Assessment provides a wide range of information about the needs of the community and identifies a number of health inequalities particularly in relation to BME and economically disadvantaged groups. Further work is required to make it more accessible and to ensure that it is used to inform commissioning strategies. Market development activities have not yet secured the range and variety of services required to meet need or to steer the development of personalised care. There is a recognised reliance on residential care and prevention services are underdeveloped. Mapping and scoping of the independent and voluntary sector is required in order to identify future development needs and to assess its readiness and capacity to contribute to the transformation agenda. Contract compliance and close partnership working has secured improvement in regulated care services and there was a reduction in the number of 'poor' services. However there are a significant percentage of regulated services which are rated as adequate and focused attention is required to drive improvement in the quality of these services.

Central Bedfordshire Council has identified that the social care improvement journey requires a focus on efficiencies and improved commissioning. It has set out the initial priorities, including a range of core activities; a review of and improved use of the Joint Strategic Needs Assessment, ensuring partnership and strategic frameworks are appropriately focused and incorporate improved performance and delivery of outcomes for the customers. The Council is to review commissioning and the services provided for people with learning disability and to determine with partners the future commissioning arrangements across mental health services. A core priority is to ensure that value for money principles underpin all commissioning activities.

Engagement with providers and partners will be critical. People need to know the direction of travel and also to be able to access the necessary support to help them understand what is required of them to make this 'vision' a reality. Commissioning strategies need to drive the required change and ensure that services focus on personalisation and outcomes from a people who use services' or carers' perspective. Safeguarding considerations need to be embedded in all strategies and developments; these must achieve a balance between protection, personalisation and increased choice and control.

Summary of Performance

Brief overview of performance and progress

During 2008 / 09 Bedfordshire County Council focused on transition and failed to drive the necessary improvement or to develop the conditions to transform Adult Social Care. The inconsistent strategic leadership and the lack of a cohesive operational priorities resulted in an inability to sustain previous performance and a general deterioration in outcomes for the people

Appendix A (embargoed until 2 December 2009)

of Bedfordshire. Governance and monitoring arrangements were weak and failed to secure key improvements or to identify and rectify barriers or issues impacting on the pace of improvement.

This has meant that in April 2009, Central Bedfordshire Council inherited an under performing adult social care department and a challenging improvement agenda. It has responded swiftly and proactively to this realisation and has a detailed action plan for improvement in place. Focused leadership and corporate support is evident and there is a determination to review and improve all aspects of adult social care. Central Bedfordshire Council has a clear vision for the future and is passionate and energised in its determination to significantly improve outcomes for people. A range of actions have been implemented and there are early signs of improved relationships and a more cohesive and strategically aligned management approach. Revised engagement strategies and the openness of the new Director of Adult Social Care has been positively received and appears to be impacting on peoples hopes and aspirations for the future.

Outcome 1: Improved health and well-being

The Council is performing: Due to the transition to unitary status in April 2009 the Care Quality Commission will not be making a judgement about the performance of Central Bedfordshire Council in relation to this outcome.

During the transition to unitary status Bedfordshire County Council continued to support a number of initiatives and strategies designed to help people improve their health and well being. However these lacked a coherent strategic framework to drive forward the required improvements. There continues to be a need to evaluate and evidence the impact and outcomes of these strategies for the community. More work is required to maximise partnership opportunities in this area. There continues to be significant health and well being inequalities amongst some communities and the number of people with long term conditions is increasing.

Central Bedfordshire Council recognises the need to make considerable improvements in this area and has outlined its initial priorities aimed at driving forward the required change. These include the Council's plans to improve strategic partnership arrangements, agree how the Healthy Communities' Strategy is to be delivered and improve the range of intermediate care services. In order to achieve its challenging change and improvement agenda the Council will need to fully understand the needs of the community and maximise partnership working opportunities. It will need to stimulate the market by articulating a vision for the future and by providing the necessary leadership. Engagement with key partners and stakeholders, supported by a systematic approach to governance and monitoring arrangements, will be essential and integral from the beginning.

Outcome 2: Improved quality of life

The Council is performing: Due to the transition to unitary status in April 2009 the Care Quality Commission will not be making a judgement about the performance of Central Bedfordshire Council in relation to this outcome.

There was an overall lack of progress made by Bedfordshire County Council in addressing key areas for improvement in this area. Early intervention and prevention services are underdeveloped and there remains a need to scope and map the services provided by the voluntary sector and to evaluate its capacity to meet the growing needs of prevention and early

Appendix A (embargoed until 2 December 2009)

intervention strategies. Little progress had been made in evaluating and evidencing the outcomes and experiences of people signposted to other agencies or to demonstrate the effectiveness of these services in meeting needs and providing good value for money. There is a need to systematically review carer services and to ensure the strategic framework that is in place supports the development of a wide range of relevant support services, including services targeted at the needs of young carers’.

Central Bedfordshire Council accepts the need to make and demonstrate considerable improvement and has identified its initial priorities. Amongst these it intends to work with its partners to review and increase the use of intermediate care and reablement services, improve the quality of care services, increase the number and timeliness of major adaptations and increase the number of carers receiving a break. The Council recognises the need to build in mechanisms and systems to evidence the impact of these service developments on the lives of people who use services and carers and to evidence how services reduce the need for longer term or higher level care and enhance people’s quality of life.

Outcome 3: Making a positive contribution

The Council is performing: Due to the transition to unitary status in April 2009 the Care Quality Commission will not be making a judgement about the performance of Central Bedfordshire Council in relation to this outcome.

There are a range of forums in place to enable people who use services and their carers to have a say in design, planning and review processes. There is some evidence that these contributions have helped shape commissioning and planning processes. People who use services and carers are now involved in the safeguarding board and awareness raising activities have commenced to improve peoples understanding of safeguarding processes. There is a need to evaluate the impact of these awareness raising strategies and to maximise the engagement opportunities presented through the partnership boards. A strengthened feedback loop is required to help people recognise the value and difference that their contributions have made.

Central Bedfordshire Council has identified a number of ways in which it intends to enable people who use services and carers to make a positive contribution. The intention is to ensure that people who use services, carers and the voluntary sector are all engaged in the development of personalised services and that it works closely with the Bedfordshire LINK. It recognises the importance of volunteering and plans to ensure the voluntary sector has the capacity to help deliver the transformation of services and that care providers are encouraged to facilitate volunteering opportunities. A key success factor will be the Council’s ability to develop a consistent strategic framework, which strengthens engagement activities across all community groups and which integrates user and carer contributions into all aspects of service planning, review and governance. To this end it intends to use customer feedback to drive forward improvements and will work to encourage a cross Council approach to its community engagement and involvement strategies.

Outcome 4: Increased choice and control

The Council is performing: Due to the transition to unitary status in April 2009 the Care Quality Commission will not be making a judgement about the performance of Central Bedfordshire Council in relation to this outcome.

During 2008 / 09 Bedfordshire County Council made limited progress in relation to transforming adult social care and there is a significant amount of work required to make 'Putting People First' a reality. Systems and processes required to progress self directed support are under developed. The planned increase in the uptake of direct payments was not achieved and there are no individual budgets in place. The timeframe for the completion of assessment processes remained stable. However the number of reviews completed reduced. The number of complaints received about adult social care continued to fall and there is a need to fully evaluate and understand the reasons for this reduction. Information leaflets and advice sources need to be fully reviewed and action taken to ensure that these are relevant, provide the information required by people and that everyone who accesses services are involved in any planned development activities.

Central Bedfordshire Council is committed to developing services and support systems by which people are able to exercise greater choice and control. It has set out its initial priorities in this area and these include adopting the Central Bedfordshire Transformation Strategy and action plan to deliver personalised outcomes for people. This will involve improving the options for self directed support, improved advocacy and better information. Success will require corporate leadership and support, a market development strategy supported by aligned budget and a focused workforce development strategy.

Outcome 5: Freedom from discrimination and harassment

The Council is performing: Due to the transition to unitary status in April 2009 the Care Quality Commission will not be making a judgement about the performance of Central Bedfordshire Council in relation to this outcome.

Bedfordshire County Council made some progress in improving access to adult social care. A single point of contact had been introduced, people are offered advice, information and where appropriate are signposted to other agencies and partners. The Joint Strategic Needs Assessment helped identify key development areas in relation to minority communities, particularly within the BME and economically disadvantaged groups and market development activities now need to be progressed.

Central Bedfordshire Council is committed to promoting equalities within its work force and across services and has set out its initial priorities. It intends to strengthen the Joint Strategic Needs Assessment, enabling it to fully understand the needs of all groups within the community and to focus its market development and commissioning activities. Equality impact assessments will help secure improved access to services for under represented groups within the community and the Council aims to commission a floating support service to address the needs of Gypsy and Travellers sites and to help strengthen these relationships. There is a need to systematically evaluate the experience, impact and outcomes for everyone who engages with social care including those people signposted to other agencies.

Outcome 6: Economic well - being

The Council is performing: Due to the transition to unitary status in April 2009 the Care Quality Commission will not be making a judgement about the performance of Central Bedfordshire Council in relation to this outcome.

Appendix A (embargoed until 2 December 2009)

Bedfordshire County Council supported a range of long standing strategies to help people maximise income and to support them into employment. These included a benefit outreach service into Sikh temples and mosques offered by the welfare rights service, help for cancer sufferers from the McMillan welfare rights service and home visits by community financial advisors. These have helped people claim a significant level of additional benefits. Some specific work has been carried out in relation to carers i.e. the introduction of a 'paying for care' leaflet and 'moving forward' training. However there is a need to strengthen the strategic framework in place and to provide focused leadership to drive the carers agenda forward, including evaluating the impact of strategies to support carers into employment.

Central Bedfordshire Council is committed to improving performance on this outcome. The initial priorities are to work with partners to promote financial inclusion, improve sign posting to money management services and review the fairer charging policy within the transformation programme. It also aims to help people maximise income through supporting them into employment and through the input of its welfare rights and customer financial advice services. There is a need to develop a cohesive and strategically aligned framework to support this across all groups and to integrate these priorities into all assessment, review and support planning processes.

Outcome 7: Maintaining personal dignity and respect

Due to the transition to unitary status in April 2009 the Care Quality Commission will not be making a judgement about the performance of Central Bedfordshire Council in relation to this outcome.

The Council is performing:

Bedfordshire County Council made limited progress in addressing the development needs within adult safeguarding processes and focused attention is required to drive the required improvement. The action plan developed as a result of the Commission for Social Care Inspection in January 2008 needs to be strengthened and carefully monitored. Governance arrangements failed to ensure that the required improvements occurred and to ensure that referrals were tracked, monitored and outcomes recorded. Referral levels have continued to increase. However the numbers of inappropriate referrals suggest that people still do not understand safeguarding or that they are unaware of alternative routes to raise a concern. Therefore the adequacy and impact of awareness raising strategies needs to be evaluated. Work has commenced to strengthen the interagency safeguarding board, including expanding membership to people who use services, carers and the independent and voluntary sector. There remains a significant improvement agenda to be achieved including a step change in the level of staff training and in the assessment of staff competence.

Central Bedfordshire Council has recognised the need for ongoing work both strategically and operationally to secure the required improvement across safeguarding processes and the need to achieve better outcomes. It is committed to driving forward improvement and has highlighted its initial priorities. These include securing commitment to safeguarding across the whole Council, embedding improved governance, revitalising the safeguarding board and increasing awareness in local communities about safeguarding issues. Interim arrangements have been implemented across mental health services and a competitive re-tendering process has commenced. It is essential that the Council maintains the leadership it has shown to date and that governance and monitoring arrangements are central to strategic and operational plans. The involvement of all strategic partners in securing the required improvement is critical and membership of the board should be at a senior level within partner organisations to facilitate timely decision making. All partners need to ensure that respective policies and protocols are aligned to the overall aims, objectives and priorities of the safeguarding board.

Meeting: Social Care, Health and Housing Overview & Scrutiny Committee
Date: 4 February 2010
Subject: Draft Budget 2010/11 to 2014/15
Report of: Cllr Maurice Jones, Portfolio Holder for Corporate Resources
Summary: The report proposes the draft budget Medium Term Financial Plan for 2010/11 to 2014/15 for consideration by the Committee.

Contact Officer: Matt Bowmer, Assistant Director Financial Services
Public/Exempt: Public
Wards Affected: All
Function of: Executive

CORPORATE IMPLICATIONS

Council Priorities:

Please see attached report of Executive

Financial:

Please see attached report of Executive

Legal:

Please see attached report of Executive

Risk Management:

Please see attached report of Executive

Staffing (including Trades Unions):

Please see attached report of Executive

Equalities/Human Rights:

Please see attached report of Executive

Community Safety:

Please see attached report of Executive

Sustainability:

Please see attached report of Executive

RECOMMENDATION:

1. **That the Social Care, Health and Housing Overview & Scrutiny Committee considers the attached report, particularly those parts of it relating to the Social Care, Health and Housing directorate, and submits comments to the Executive if considered necessary.**

Introduction

1. Attached is the Draft Budget 2010/11 to 2014/15 report submitted to the Executive at its meeting on 8 December 2009, when Members agreed the proposals contained within it as a basis for consultation with the five Overview & Scrutiny Committees during December/January 2010.
2. Any comments or recommendations made by the Overview & Scrutiny Committees regarding these budget proposals will be considered by the Executive at its February meeting, after which it will recommend a budget to full Council.
3. Members of the Social Care, Health and Housing Overview & Scrutiny Committee are therefore requested to consider the attached report, particularly those parts of it relating to the Social Care, Health and Housing directorate, and submit comments and/or recommendations to the Executive if considered necessary.

Appendices:

Appendix A – Draft Budget 2010/11 to 2014/15 Report to Executive

Background Papers: (open to public inspection)
Medium Term Financial Plan 2009/10 to 2013/14

Location of papers: Priory House, Chicksands

Meeting: Executive
Date: 8 December 2009
Subject: Draft Budget 2010/11 to 2014/15
Report of: Cllr Maurice Jones, Portfolio Holder for Corporate Resources
Summary: The report proposes the draft budget Medium Term Financial Plan for 2010/11 to 2014/15

Advising Officer: Matt Bowmer, Assistant Director Financial Services

Contact Officer:

Public/Exempt: Public

Wards Affected: All

Function of: Executive

Key Decision No

**Reason for urgency/
exemption from call-in
(if appropriate)** N/A

CORPORATE IMPLICATIONS

Council Priorities:

It is of great importance that members are mindful of the Council's priorities (set out in paragraph 7) in the decision making process for setting the 2010/11 budget.

Financial:

The financial implications are set out in the report.

Legal:

Consultation on the proposals will be undertaken as set out in the section on Staffing below.

Risk Management:

The report sets out detailed proposals on efficiency, pressures and growth; officers have assessed the risk of delivery of each of these proposals. The Budget Report to Council in February will include a statutory section on the Section 151 Officer's assessment of the key risks within the budget.

Staffing (including Trades Unions):

There are a number of posts at risk here and in the detailed proposals put forward. Consequently discussions have commenced with the Trades Unions and formal consultation will be required.

Equalities/Human Rights:

The aim of equality legislation is to ensure that resources invested in public services actually benefit all those they are aimed at or who need them.

When developing proposals and making decisions, the Council has a requirement to comply with its statutory equality duties by ensuring that decisions are made in such a way as to minimise unfairness, and that they do not have a disproportionately negative effect on people from different ethnic groups, disabled people, and men and women. The effect of any proposed efficiency savings will be considered as part of the Equality Impact Assessments particularly in identified high risk areas, and a presentation will be given to the meeting of the Equalities Forum 10 December when then will have an opportunity to comment.

Community Safety:

There are no direct implications, though proposed service reductions may have an impact on the Council's capacity to deliver against this corporate priority, resources will need to be targeted accordingly.

Sustainability:

Key sustainability agendas, such as climate change, represent opportunities for the Council to make efficiency savings by decreasing energy use and the total spend on energy, for 2008/09 this was £3.4 million (including schools). Failure to take action leaves the Council vulnerable to the impact of increasing energy prices. Ofgem have predicted that price rises of up to 60% in energy bills over the next 7 years are to be expected. This would represent an increased energy bill of up to £5.4 million. The total estimated value of the increased energy costs between 2009 and 2014 comes to more than £16 million.

Higher energy costs will also impact on residents with more households falling into fuel poverty. This will mean that greater numbers of residents will need to access services provided by the Council – which will in turn increase the financial pressures in these services areas.

Summary of Overview and Scrutiny Comments:

- Corporate Overview and Scrutiny will consider the budget process at its meeting on 10 December.
- Individual Overview and Scrutiny Committees will comment on the detailed proposals for their respective directorates commencing with Business Transformation on 21 December 2009.

RECOMMENDATION(S):

1. that the Executive

agrees the draft budget proposals for 2010/11 as the basis for consultation with the Overview and Scrutiny committees and other interested parties

Reason for Recommendation(s): To enable extensive consultation on the Medium Term Financial Plan 2010/11 to 2014/15 before its presentation to Executive in February 2009 for onward approval to Council.

Executive Summary

This report updates the 2009/10 to 2013/14 Medium Term Financial Plan agreed by Council February 2009 and seeks the views of Overview and Scrutiny and others ahead of consideration by Council in February 2010. Local Government will come under increased financial pressure over the forthcoming years and it is essential that Central Bedfordshire brings forward efficiencies to meet these challenges.

Introduction

1. This report sets out the Council's draft Budget for 2010/11 for consultation and updates the Medium Term Financial Plan (MTFP) 2009/10 to 2013/14 agreed by Council at its meeting on 26th February 2009.
2. Included in the report is an update on the current economic position and the specific impacts on local government funding at this time. This, along with the closure of the legacy authority accounts and budget monitoring information from Central Bedfordshire, will inform the actions required to take the Council forward. These actions will naturally be guided by the priorities of the Council.
3. The report also sets out the proposed processes and timetable for consideration of the budget and MTFP leading up to their approval at Council on 25th February 2010.

Policy

4. The Council's constitution and related financial procedures set out the process for budget setting. In addition, the Council is required to undertake a public consultation exercise on its budget proposals.

Background

- 5 In February 2009, Central Bedfordshire Council set its first revenue and capital budgets and approved a five-year Medium Term Financial Plan. The budget was drawn from the spending plans of the then existing authorities and adjusted to reflect new spending pressures and efficiency savings identified in the Unitary bid document. The budget was put in place prior to the Council existing and before the elections to the new authority. As such, it was a 'best estimate' and the 2010/11 process was viewed as the first opportunity to relate resources to the priorities of the new authority.

Issues

- 6 The budget will need to address the following issues:
- a. The priorities of the Council and the allocation of resources to deliver those priorities;
 - b. Changes to the Medium Term Financial Plan (revised assumptions and facts);
 - c. The Revenue budget for 2010/11, including reserves;
 - d. The Capital Programme for 2010/11;
 - e. The consultation process and the incorporation into the budget of issues raised and accepted.

Council priorities

- 7 The Council published its Strategic Plan in September 2008. Members had regard to the Local Area Agreement targets and public priorities and agreed the following five priorities for the first two years of the Council:
- Supporting and caring for an aging population;
 - Educating, protecting and providing opportunities for children and young people;
 - Managing growth effectively;
 - Creating safer communities; and
 - Promoting healthier lifestyles;

It is these priorities that will drive the allocation of resources. The first Central Bedfordshire Sustainable Community Strategy is currently being developed by the Local Strategic Partnership (LSP). This document will set out the long term ambitions for the area and will need to be reflected in the Council's own strategic planning and budget deliberations in due course.

- 8 In addition, the budget needs to deliver ambitious efficiency savings and low year on year Council Tax increases whilst also ensuring that General Fund Balances are at the appropriate level.

Current Economic Outlook

9. The harsh economic climate in which the Council finds itself shows little sign of abating and there is little evidence to point to a sustained recovery in the near term. The UK economy officially moved into recession in the last quarter of 2008 with a 1.6% decline in GDP for that quarter; this was followed by a further drop of 1.6% in the first quarter of 2009. Many commentators were suggesting that the UK would follow Germany and France out of recession in the third quarter of 2009 with a modest growth of 0.2% expected. However, the recession has continued with a further decline of 0.4%. The recession is already longer lived than first thought and recovery may follow a “W” pattern with periods of strength interweaved with periods of weakness before a more general recovery takes hold. It is not true to say that there is consensus on this view. In any event, there are likely to be significant constraints on public expenditure in the year ahead.
10. As predicted, inflation has fallen sharply in recent months although it took some time before the downward movement to pick up pace. The Consumer Prices Index (CPI) is currently at 1.5% (October) having risen for the first time in eight months as a consequence of increased fuel prices and the Retail Prices Index (RPI) is at -0.8%. It is expected that the former, CPI, will pick up and be in the order of 2%, the Government’s policy target for the next two years.
11. Interest and investment rates are at an historic low which put pressure on the current Medium Term Financial Plan which is insensitive to interest rates (high proportion of fixed rate debt) but is highly sensitive to investment rates with the loss of income received on investments having an impact of £5m. The global financial markets are still subdued and have only recently showed signs of stabilisation. Predictions are for the base rate to remain at 0.5% until late 2010 and hold between 0.5% and 2% well into 2011 and possibly beyond.
12. The decline in economic activity is now manifesting itself in increased unemployment, albeit that the increase has slowed in the last month. Nevertheless, the total unemployed figure for September 2009 was 2.46 million which is at its highest level since the recession in the 1980s. This is putting more pressure on demands for Council services going forward. There are increased caseloads in housing and Council Tax Benefits and the reduced economic activity is also leading to suppressed numbers of planning applications. Typical recessions would tend to indicate unemployment reaching its peak at around 2012/13 at a level in excess of three million placing additional pressures on national and local budgets.

Prospects for Local Government

13. The Comprehensive Spending Review (CSR) 2007 heralded a tightening of finance for local government with growth in the economy less buoyant than in the previous review periods. Given the economic down turn with negative growth for five quarters in a row, there is little prospect for local government to enjoy continued real terms growth in funding. The debate is not about whether there will be cuts to public spending but when. Many commentators are suggesting a 10% reduction in grant levels across the three years, 2011/12 to 2013/14.

Financial Impact from the Legacy Authorities

14. The Auditor's opinion has now been received on the final accounts of Mid Beds, South Beds and Bedfordshire. The closing general fund balances for the three legacy authorities total £15.4m which are offset by expenditure on transition costs. Brought forward reserves are broadly in line with the assumptions made in the existing MTFP.
15. Of equal importance are the earmarked reserves brought forward from the legacy authorities; analysis of the Mid and South Beds earmarked reserves was undertaken earlier in the year and £2.7m transferred to General Fund Balances. Work is still on going with Bedford Borough to disaggregate the County Balance Sheet.
16. There has been slippage on the capital programmes of all three legacy authorities which will be a first call on Central Bedfordshire's capital resources in 2009/10. This has added to the pressure on the Programme which was dependent on £15m of slippage in year. The Capital Programme has been reviewed and further borrowing or use of unapplied a capital receipts up to £8.887m has been agreed to meet these pressures. The review has also incorporated a number of new externally funded schemes into the Programme.

Budget Objectives

17. The clear message is that budget setting and medium term financial planning will be tough not just in the current year but in years to come and it is important that we have a clear sense of the objectives we wish to achieve. It is suggested that the following financial objectives may be of help in guiding budget discussions:
 1. A sustainable medium term financial plan that allows the achievement of the Council's key objectives;
 2. Realistic levels of year on year spending which are supportable via annual income streams and do not require the use of general reserves to support recurring expenditure;
 3. General reserves maintained at all times at or above the agreed minimum level;
 4. Constraining annual Council Tax increases to the minimum level with a goal to be at 'average' levels for comparable authorities within 10 years;
 5. Investment in transforming activities with a financial return on investment of at least £5 for every £1 invested
 6. A commitment to maximising efficiency savings

Emerging Pressures and Growth Priorities

18. The very nature of the construction of the first Central Bedfordshire budget has meant that close scrutiny was required right from the start of the financial year. The Council has been under significant financial pressure which needs to be managed in year if it is not to put further pressure on the longer term spending plans.
19. The key pressure on spending is in Adult Social Care where there are a number of budgets which have needed review. It is clear that the original budget build did not recognise the full level of services to be delivered by Central Bedfordshire and in a number of instances the historic data which was used as the foundation included efficiency savings that had not been delivered by the legacy authority. It is essential that budget setting for 2010/11 and beyond addresses the Social Care Health and Housing base budget.
20. In Children's services, nationally, a more interventionist approach to safeguarding following on from the high profile national cases has placed additional pressures on budgets in 2009/10.
21. Despite the significant level of pressures which have been experienced during the current financial year, the council is committed to bring expenditure in on budget.

Updated Medium Term Financial Plan

22. In February 2009, Council agreed the 2009/10 Budget Plan and Medium Term Financial Plan to 2013/14. The assumptions in the original plan are being revisited and extended to 2014/15. Appendix A summarises Central Bedfordshire's Medium Term Financial Plan for 2010/11 to 2014/15. The planning assumptions are set out below. For 2010/11, the minimal increase in Council Tax revenues and formula grant will cover inflationary pressures and leave some headroom to fund services/corporate pressures. This position is summarised in the table below with commentary in paragraph 24. to 33.

Funding	Assumptions	Budget £m
Formula Grant	2.6% increase, last year of CSR reconfirmed in Chancellor's spring statement	-50.697
Council Tax	2.5% in year one, 1.75% in year two and 1% thereafter and harmonised 1 April 2011	-124.705
		- 175.402
Base Spend		
2009/10 Base Budget		165.839
Base Budget Adjustments	Budget to reflect actual activity	5.800
Revised 2009/10 Base Budget		171.639
2010/11		
Inflation		
Pay and Prices	1.8% - CPI was 1.8% when the Strategy was drafted; it has since dipped as expected to 1.4% but is expected to pick back up in the new financial year.	3.712
Income	0.5% of pay for increments. 1.8% in line with expenditure forecast	-1.340
		2.372
Initial 2010/11 Budget		174.011
Headroom		- 1.391

23. Savings have been identified to make the Council more efficient and to put it on a strong footing to meet the inevitable pressures faced by local government at this time. The efficiencies have been categorised 'green', 'amber' or 'red' based on the ease with which they can be implemented. In broad terms those categorised as 'green' and 'amber' supported by the headroom can meet corporate pressures and those identified by services. The more difficult choices will need to be made when considering the growth proposal. All but £0.782m of these can be met from the more difficult to achieve 'red' efficiencies. Again, this position is summarised in the table below with commentary in paragraphs 34 to 49.

	Assumptions	Budget £m
Headroom in initial 2010/11 budget		-1.391
<u>add</u> <u>Corporate Measures</u> Reserves, Invest to Save and Capital Financing	Reserves reinstated to minimum risk assessed level, Invest to Save incorporated into base budget and revenue impact of borrowing and use of unapplied capital receipts in 209/10 Capital Programme	4.705
<u>Services Pressures</u>		6.251
<u>Funded by</u> <u>Efficiencies</u> Green		-3.204
Amber		-6.474
<u>Revised headroom after</u> <u>allowing for pressures</u>		-0.113
<u>Growth</u>		6.707
<u>Funded by</u> <u>Efficiencies</u> Red		-5.812
Net budget deficit		0.782

Funding

Formula Grant

- 24 The Chancellor's budget in March honoured the Formula Grant commitment in CSR2007 for 2010/11 of 2.6%. Beyond this point there is now an expectation of a reduction in Government funding which is at odds with the year on year increases of 2.0% from 2011/12 in the Plan. There is much speculation about Government spending plans but cuts upwards of 3% are more realistic. A 1% movement in the grant is equivalent to £0.5m. An update is expected in Alistair Darling's pre budget update on 9 December. Central Bedfordshire does not fair well in the grant settlement nationally and there is a greater burden on Council Tax compared with statistical neighbours.
25. A realistic planning assumption is for 2.6% for 2009/10 and for 0% increase from 2011/12 onwards.

Area Based Grant

26. For 2009/10, Area Based Grant (ABG) was allocated across the directorates in line with the historic specific grants which had preceded it. Indeed it has supported similar expenditure to the past and been paid out to partners in the same manner as 2008/09. This was a conscious decision to give stability at the time of the creation of the new Central Beds authority. However, ABG should not be seen as a collection of historic funding pots, it is a single grant which should be aligned to deliver the Local Area Agreement (LAA). As such the allocation of the £12.8m is under review for 2010/11.

Council Tax

27. Central Bedfordshire set its Council Tax at 2.5% for 2009/10 which was lower than the 3.0% average across the eastern region and nationally, it was the second lowest increase against Central Bedfordshire's statistical neighbours. This was in the context of indications from Government that intervention was possible where proposed increases were in excess of 4%.
28. Lower year on year increases were proposed for the remaining four years of the plan. A recent survey in Local Government Chronicle has indicated that unitary authorities nationally are intending to increase Council Tax by 2.6% in 2010/11. It would be prudent for Central Beds to secure its funding base with an increase in this order for 2010/11 with a commitment to lower year on year increase thereafter. The Plan, therefore, provides for a Council Tax increase of 2.5% at just below that for unitaries nationally in 2010/11 with 1.6% in 2011/12 and 1% per annum thereafter.
29. The Plan also includes a clear commitment to harmonisation of the rates in the north and south of Central Bedfordshire for 1 April 2012.

	2010/11	2011/12	2012/13	2013/14	2014/15
<u>% increase</u>					
North	3.0	3.0	1.0	1.0	1.0
South	2.0	0.1	1.0	1.0	1.0
	2.5	1.6	1.0	1.0	1.0
<u>Rates</u>					
North	1,302	1,341	1,354	1,368	1,382
South	1,340	1,341	1,354	1,368	1,382
	1,319	1,341	1,354	1,368	1,382

Spending

Adjustment to the Base Budget

30. There are a number of pressures which have been experienced in the current year where activity was not in line with the budget which was set. It is essential that these pressures set out in Appendix B are seen as a priority for the Council to address in order to enable directors to be given realistic budgets to manage in the new financial year.

Inflation

31. The Medium Term Plan made very broad assumptions on inflation beyond the current financial year. The general assumption was for 2.5% in general but up to 3.5% was provided for in Service directorates where there was deemed to be pressure on contracts with external providers. In the light of the current economic position and forecast for the Consumer Price Index for 201/11, these forecasts need to be revised downwards. CPI is currently 1.4% expected to fall a little further over the next few months before picking up again in the new financial year. For this reason, 1.8% is set aside for prices. This has also been used as the target for increase in fees and charges. 2% is allowed for prices and income in future years of the Plan.
32. There is growing pressure for a cash freeze on local government pay. Over the past ten years, year on year increases in the public sector have outstripped those in the private sector in percentage terms and over the past year, private sector pay has in many instance fallen or been held in light of the recession. The plan, therefore, makes no allowance for a pay award in 2010/11 and a provision of 0.5% is made for increments. Naturally, there is a risk here if nationally the pay award is agreed at greater than a freeze. Each 0.5% would cost the Council an additional £0.4m. 1% is allowed in future years of the Plan.
33. No specific allowance has been made here for additional contractual payments in 2010/11 where contracts are linked to indices other than CPI and are greater than CPI. These have been identified as pressures in individual services.

Efficiencies

34. The Chancellor's March budget raised the bar on efficiency savings with an additional 1% over the 3% in the initial settlement. There will undoubtedly be movement here beyond the current CSR too. This is a real issue with the need to contain expenditure with the expectation that resources will grow very little year on year.
35. For 2010/11, the increases in funding through Council Tax and Formula grant will only contain the inflationary pressures on current spending plans. Central Bedfordshire needs to position itself to respond not only to the challenges of the future but to demonstrate that it is a modern efficient business and that it delivers for value for money for local residents, in line with the messages from the recent residents survey. To meet all of these needs, options for efficiency savings in the order of 10% have been identified.
36. At the fore front of the drive for greater efficiency is the review of the senior management structure of the authority which will develop more effective leadership as well as ultimately delivering up to £2m of efficiencies. These savings will be included in the Plan from 2011/12 as a significant element will be needed for redundancy costs in 2010/11. There are a number of posts at risk here and in the detailed proposals put forward. Consequently discussions have commenced with the Trades Unions and formal consultation will be required. Details of all the proposed efficiencies are set out in Appendix C.

37. Central Bedfordshire is still in Transition. The future years of the Plan only include modest efficiencies to balance Inflationary pressures against lower expectations for Formula Grant and Council Tax. Transformational change will be possible through the use of Invest to Save funding set out in paragraph 39 below. More efficiencies will, therefore, be brought forward when a full assessment has been undertaken on the most effective use of these funds.

Corporate Measures

38. Central Bedfordshire does have some emerging financial pressures. There are three key issues which will need to be addressed at a corporate level:
- Reinstatement of General Fund Balances;
 - Invest to Save; and
 - Capital Financing
39. A risk assessment was undertaken earlier in the year of the minimum level of General Fund Balances which Central Bedfordshire should hold. This was assessed at £5.5m for 2010/11 and is uplifted for inflation across the remaining years of the Plan. Central Bedfordshire inherited relatively low balances on its vesting day and it is unrealistic to bring the Balances up to the minimum level in one year without putting significant pressure on services. The commitment remains to restore balances and it will be achieved over the life of the Plan, as demonstrated in Appendix A.
40. Central Bedfordshire does need to position itself to respond to the tightening public finances with inevitable reductions in Formula Grant and downward pressure on Council tax increases. In this context, changes to spending plans at the margin are not sustainable and transformation of services is essential. The commitment to Invest to Save made in February 2009 needs to continue but be given more visibility with the funds being included in the Budget Requirement and not as a transfer through reserves. The Plan allows for £1.5m per annum over the next four years.
41. The 2009/10 Capital Programme was in part funded by £8.787 unapplied capital receipts and £8.787m borrowing which was increased by £8.887m following the in year review of the Programme, reported to Council on 19 November. This has a £1.25m impact on the 2010/11 revenue budget through loss of investment interest, interest repayment on new debt and the need to set aside a Minimum Revenue Provision to repay principal. There are updates on the review of the 2009/10 Capital Programme and 2010/11 to 2014/15 Capital Programme in paragraph 45 below.

Pressures

42. Directors have brought forward pressures totalling £6.251m for 2010/11 to 2014/15 which are detailed in Appendix D. It is fair to say that the 'credit crunch' is continuing to impact on the delivery of services in Central Bedfordshire. This impact is across all directorates – increase caseloads in Revenue and Benefits, continued low interest rates impacting on investment returns, and no upturn income from land charges and planning income.

43. There are a number of other key pressures being experienced. It will be necessary to fund harmonisation of pay and conditions throughout the authority; existing policy is giving rise to increased school transport costs; the 'Baby Peter' case has inevitably led to an increase in the number of Looked After Children; contractual pressures are impacting on the delivery of residential places in Adult Social Care; and there is a continued uplift in Landfill Tax.
44. In broad terms taking efficiencies categorised as 'green' and 'amber' would enable these pressures to be incorporated into the 2010/11 Budget.

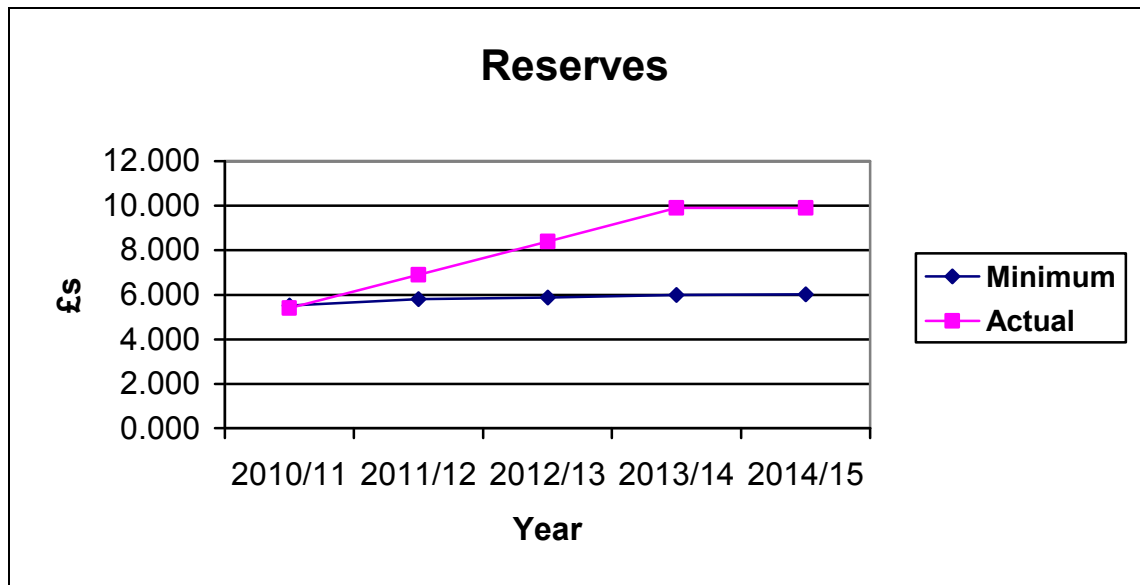
Growth

45. Directors have also come forward with growth proposals for 2010/11 to 2014/15 which are set out in Appendix E. These have been categorised as:
- Demographic;
 - New Statutory Provision; or
 - Choice
46. The key demographic pressures are in Social Care Health & Housing with the 'transition' of young adults from Children's Services to Adult Social Care provision and also the continued growth in the 85+ population.
47. There is little in the way of new statutory provision for 2010/11.
48. There are a number of growth proposals where there is genuine choice for Members. These include resources to improve community engagement, to develop the framework for school organisation changes; improved times for homecare visits, and additional capacity to take forward recovery in Adult Social Care.
49. It is possible to meet all but £0.782m of the growth proposed through the efficiencies identified. However, it would require the adoption of those efficiencies which have been assessed as 'red' – more difficult to implement and having greater impact. There will need to be consideration of the value of the growth against the impact of the efficiency.

Reserves

50. One of the key objectives for the Medium Term Financial Plan set out in paragraph 17. was that reserves are held at above the risk assessed minimum level across the life of the Plan. There is a balanced budget for all years dependent on a small level of efficiencies year on year with an annual contribution to increase the level of reserves initially to the minimum level and subsequently to a level which gives greater assurance.

	2010/11	2011/12	2012/13	2013/14	2014/15
	£m	£m	£m	£m	£m
Minimum Level	5.515	5.812	5.883	5.992	6.026
Actual Level	5.400	6.900	8.400	9.900	9.900



The Medium Term Outlook

51. The Plan currently allows for a freeze in Formula Grant from 2011/12 onwards. There is, however, uncertainty in the level of ABG and specific grants beyond the end of the CSR2007. The report has opened with an assessment of the current economic position. This has a major impact on the cost of pensions in the future. The Pension Fund has already been under pressure with the increase in life expectancy over but now also has to contend with significant reduced performance on its investment returns too. The triennial review of the Pension Fund will be undertaken in spring 2010 and will doubtless have an impact on the employer's contribution rate. It is expected to rise above the current 21%.

Capital Programme

52. Council set a five year Capital Programme at Council in February. In short, the aspirations of the legacy authorities are not sustainable financially and a radical review of the Programme is essential. £15m of slippage will be taken forward from 2009/10 into next year where there is already provisionally £36m of over programming. An extensive review of the 2010/11 Programme is now underway.
53. A more extensive programme will be possible from 2012/13 onwards when the property market has recovered and there is some certainty with capital receipts. Until that time, schemes with external funding will most likely go forward with all other schemes being funded through unapplied capital receipts which are finite and new borrowing which puts pressure on revenue in the future. Given the question of affordability, the capital programme will need to be constrained to no more than £30m net of external funding for the short term.
54. The Capital Programme 2010/11 to 2014/15 will be informed by the Asset Management Strategy also on this agenda.

Consultation

- 55. A number of consultations have been undertaken to inform budget setting for 2010/11 to 2014/15.
- 56. The results of two major surveys have become available in recent weeks – these are the Place Survey of Bedfordshire which was undertaken in 2008 with the results published this year and the Central Bedfordshire Residents Survey which was carried out in October. The two surveys give a consistent message of which services matter most to local residents – being levels of crime, road and pavement repairs and affordable housing. As is common with such surveys residents cite Council Tax as being too high. Of greater concern, though, is the view that only 19% of residents surveyed believe that Central Bedfordshire provides Value for Money. The detailed summaries of these two surveys are set out in Appendix F.
- 57. The Portfolio Holder for Corporate Resources attended the most recent Business Network meeting which was held on 11 November and has sought the view of local businesses on Central Bedfordshire’s Budget for 2010/11. Their views will be fed back in the Budget Report and Medium Term Financial Plan report to Executive in February.
- 58. The next quarterly meeting of the Equalities Forum is on 10 December and will be given a presentation on the proposals in this report for comment. Again, these will be fed back in the February report.
- 59. Finally, this report will be presented at Overview & Scrutiny later this month and in early January for comment.

Budget and Planning Process

- 60. The following table sets out the broad framework for agreeing the 2010/11 to 2014/15 Medium Term Financial Plan.

<i>December</i>	<i>Draft Revenue Budget agreed for consultation</i>
<i>December</i>	<i>Local Government Finance Settlement</i>
<i>December/January</i>	<i>Scrutiny of Draft Budget</i>
<i>January</i>	<i>Treasury Management Strategy reviewed</i>
<i>January</i>	<i>Executive recommends budget</i>
<i>February</i>	<i>Council agrees budget</i>

Appendices:

Appendix A1 – Medium Term Financial Plan Summary 2010/11 to 2014/15

Appendix A2 - Medium Term Financial Plan Summary 2010/11

Appendix B – Base budget Adjustments

Appendix C – Efficiencies

Appendix D – Pressures

Appendix E – Growth

Appendix F – Place and Residents Surveys

Background Papers (open to public inspection):

Medium Term Financial Plan 2009/10 to 2013/14

Location of papers: Priory House, Chicksands.

CENTRAL BEDFORDSHIRE COUNCIL - Medium Term Financial Plan 2010/11 - 2014/15

Medium Term Financial Plan	2010/11	2011/12	2012/13	2013/14	2014/15
<u>Expressed at outturn prices</u>	£'000	£'000	£'000	£'000	£'000
Formula Grant & Council Tax					
Formula Grant	50,697	50,697	50,697	50,697	50,697
Council Tax	124,705	127,554	129,654	131,788	133,957
Council Tax Surplus / (Deficit)					
Total resources (Excl. schools DSG)	175,402	178,251	180,350	182,484	184,654
Growth		1.62%	1.18%	1.18%	1.19%
Planned Revenue Budget					
Base Revenue Expenditure	368,815	373,918	380,739	386,886	393,151
Cost Inflation	3,712	6,361	6,481	6,589	6,698
Adjustments	0	0	0	0	0
Growth	6,707	1,765	1,720	1,264	1,970
Pressures	10,956	2,033	1,907	1,432	1,296
Base Income	-197,176	-198,516	-202,486	-206,536	-210,667
Income Inflation	-1,340	-3,970	-4,050	-4,131	-4,213
Total planned spending before savings	191,674	181,591	184,311	185,504	188,235
Growth before savings (%)		-5.26%	1.50%	0.65%	1.47%
Efficiency Savings	-15,490	-1,233	-70	-20	-20
Efficiency Savings still to be allocated	-782	-2,105	-3,891	-3,000	-3,561
Total planned spending after Savings	175,402	178,253	180,350	182,484	184,654
Growth after savings (%)		1.63%	1.18%	1.18%	1.19%

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CENTRAL BEDFORDSHIRE COUNCIL - Medium Term Financial Plan 2010/11 - 2014/15

Appendix A2

Projections - 2010/11

	2010/11								
	Base Revenue Expenditure £000	Cost Inflation £000	Growth £000	Pressures £000	Base Income £000	Base Income Inflation £000	Net Revenue Expenditure Before Savings £000	Efficiency Savings £'000	Net Revenue Expenditure after savings £'000
Formula Grant & Council Tax									
Formula Grant									50,697
Council Tax									124,705
									175,402
									2.9%
Planned Revenue Expenditure									
Business Transformation	75,889	255	672	2,430	-69,274	-28	9,944	-605	9,339
Children' Young People & Families	105,842	1,099	1,398	2,522	-66,603	-464	43,794	-3,417	40,377
Corporate Management Team	309	2	30	0	0	0	341	0	341
Corporate Resources	25,842	282	1,379	1,709	-6,114	-101	22,997	-1,959	21,038
Debt Servicing & Other Corporate Costs	16,725	43	0	1,250	-2,140	-3	15,875	-343	15,532
Social Care, Health & Housing	94,532	1,346	3,021	485	-42,759	-636	55,989	-4,640	51,349
Sustainable Communities	49,676	685	207	2,560	-10,286	-108	42,734	-4,526	38,208
Unallocated	0		0	0	0		0		0
Total Planned Expenditure	368,815	3,712	6,707	10,956	-197,176	-1,340	191,674	-15,490	176,184
Efficiencies Yet to be Identified								-782	-782
TOTAL								-16,272	175,402

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Base Budget Pressures

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
BUSINESS TRANSFORMATION								
<u>Customer Services</u> Customer Services: Budget recharges error in 09/10 in Registrars	S	1	Correction to base budget.	0.185				
				0.185	0.000	0.000	0.000	0.000
CHILDREN'S FAMILIES & LEARNING								
<u>Leisure & Culture</u> Outdoor Education, Duke of Edinburgh and Kempston Joint use facilities Sandy & Houghton Regis PE and Sport Grant Leighton Buzzard Theatre				0.136				
				0.018				
				0.082				
				0.119				
				0.355	0.000	0.000	0.000	0.000
CORPORATE RESOURCES								
<u>Property</u> Properties: Ampthill Courthouse, no budget awarded despite loss of income from MBDC	D	1=	Ongoing costs unavoidable unless building vacated	0.018				
Properties: Dunstable Courthouse, no budget awarded (legacy of BCC shortfall never resolved)	D	1=	Ongoing costs unavoidable unless building vacated	0.035				

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Properties: Bedford Square, common costs re CBC occupiers (estimate only as development is new)	D	1=	Ongoing costs unavaoidable unless building vacated.	0.050				
				0.103	0.000	0.000	0.000	0.000
SOCIAL CARE HEALTH & HOUSING								
<u>Adult Social Care</u>								
Adult Mental Health Purchasing Budget - 08/09 budget was £210k only 20k allocated for 09/10. Current forecast variance circa £340k	S	1		0.340				
Older People and Physical Disabilities - non achievement in 09/10 of 200k efficiency target set for day care & continuing health care	S	1		0.317				
Extracare Housing - £310k undercosting in staffing establishment	S	1		0.310				
Asst Director Cost Centre - £170k undercosting in staffing establishment	S	1		0.170				
LuDon Worksop and Workstep Sheltered Employment Schemes - £109k omission of payroll costs associated with scheme participants	D	1		0.109				

Detail of pressure	Category	Priority	Impact	2010/11	2011/12	2012/13	2013/14	2014/15
	Note 1	Note 2	Note 3	£m	£m	£m	£m	£m
Income target - non-achievement of a balancing income target of £556k in Assts Directors Cost Centre introduced to balance the overall budget to the Council's cash limit	S	1		0.556				
Occupational Therapy - unachievable income target re PCT Funding	S	1		0.087				
Omission of Social Worker 3% recruitment and retention bonuses	S	1						
Incorrect pay grades LD nurses	S	1						
Unachievable Meals income targets in LD day centres	S	1		0.100				
Demand Pressures								
LD Assessment & Commissioning - £1.4m	S	1		1.200				
OP/PD Assessment & Commissioning - Take off 1.2m growth and 194k carers grant	S	1		2.800				
				-1.394				

Detail of pressure	Category	Priority	Impact	2010/11	2011/12	2012/13	2013/14	2014/15
	Note 1	Note 2	Note 3	£m	£m	£m	£m	£m
<u>Commissioning</u> BUPA block contract - client contribution not being fully achieved. In addition to paying for voids under the contract, beds to equivalent number are being spot purchased from other providers. This is not being quantified but would be considerably more than this figure.	S	1		0.387				
<u>Business Performance</u>								
Unachievable efficiency target	D			0.070				
Unfunded area office staff	D			0.050				
Underfunded Business Support SLA	D			0.020				
				5.122	0.000	0.000	0.000	0.000
SUSTAINABLE COMMUNITIES wef 1/10/09 Government change to planning application fees	S	1	Loss of income to service mid year	0.035				
				0.035	0.000	0.000	0.000	0.000
Total				5.800	0.000	0.000	0.000	0.000

Note 1 - Category: S - Statutory Service D - Discretionary Service

Note 2 - Each budget pressure must be ranked the first being the one most difficult to avoid

Note 3 - Departments should consider the service delivery, political and reputational damage implications to the Council.

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
BUSINESS TRANSFORMATION									
Communications: Revised approach to council tax leaflet production	S	1	E	Lowers costs achieved either through partnership or through scaled down design and print model.	0.010				
Communications: Revised approach to media subscription services.	D	1	E	Press office to use alternative means of sourcing some publications on a needs based approach.	0.005				
Communications: Review of corporate subscriptions. (Corporate savings)	D	1	E	Savings predicated on assumed efficiency of 1% of corporate subscription budget through economies of sale and efficient procurement.	0.020				
Communications: Revised approach to procurement of design and print across the authority - streamlined to approved list of suppliers. (Corporate savings)	S/D	1	E	Savings predicated on assumed efficiency of 1% of corporate budgets through economies of scale and efficient procurement.	0.020				
Customer Services: Reduction in overhead expenditure, mainly in Registration Services.	S	1	S	Reduced Furniture & Equipment budget may impact on functionality of registration rooms.	0.013				
Customer Services: Transfer of Registrations appointment process to Customer Services and self service via the web.	S	1	E	Increase capacity to register appointments and allow multiple enquiries to be resolved in a single contact.	0.015				
Customer Services: Migration of Biggleswade Customer Services Centre into shared location.	D	1	E	Savings in premises related costs	0.023				
Customer Services: Streamlining of Service - reduction of staff numbers	D	1	S	Improved working practices required to maintain customer service levels	0.075				
Policy, Partnerships & Performance: Reduce discretionary spend	D	1	E	Reduction in training, support/licenses and printing budgets.	0.007				
Policy, Partnerships & Performance: Policy - Other	D	1	S	More targeted spending	0.010				
Policy, Partnerships & Performance: Partnerships - Other	D	1	S	Reduced market research activity	0.010				
Revenues & Benefits: Single location for Customer Accounts back office processing results in saving of management posts. Dependent on accommodation strategy.	D	1	E	No impact provided the team are located on one site	0.080				
Sub total green Business Transformation					0.288	0.000	0.000	0.000	0.000
Policy, Partnerships & Performance: Freeze post of Policy Advisor	D	2	E	More targeted activity	0.052				
Policy, Partnerships & Performance: Freeze post of Community Intelligence Officer	D	2	S	More targeted activity	0.040				

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Revenues & Benefits: Customer Accounts stay at same resource level as 09/10 but contractors are removed as productivity is increased	S	2	E	Improved working practices required to maintain customer service levels	0.160				
Sub total amber Business Transformation					0.252	0.000	0.000	0.000	0.000
Customer Services: Reduction in opening times for registration services	S	3	S	Will reduce service available to public	0.015				
Revenues & Benefits: Streamlining of Service - reduction of staff numbers	S	3	S	Improved working practices required to maintain customer service levels	0.050				
Sub total red Business Transformation					0.065	0.000	0.000	0.000	0.000
Sub total all Business Transformation					0.605	0.000	0.000	0.000	0.000
CHILDREN FAMILIES & LEARNING									
Policy, Planning & Commissioning: Reduction of headcount through role merging and restructure	D	1	E	Improved working practices required to maintain customer service levels	0.040				
Policy, Planning & Commissioning: Contract renegotiations for transport costs	S	1	E	Minimal	0.100				
Integrated Services: Staff advertising	S	1	E	Minimal	0.020				
Integrated Services: Venue hire and transport recharge	S	1	E	Minimal	0.019				
Integrated Services: Special facilities and conferences	S	1	E	Minimal	0.035				
Integrated Services: Education Welfare Service re-alignment of service provision	S	1	S	Manageable through business improvement	0.022				
Integrated Services: End Profile Support provided by external provider	S	1	E	Internal ICT function to take over this function - minimal service impact	0.054				
Integrated Services: Restructure of IT Team	D	1	E	Structural reorganisation of line management of one team would be required as part of business improvement.	0.050				
Integrated Services: Accommodation and IT Team savings	D	1	E	Impact should be minimal and service would be uninterrupted by change	0.012				
Integrated Services: Savings in NEET Team	S	1	E	Can be absorbed as part of local delivery of services	0.024				
Integrated Services: Re-alignment of Training and Development Team	S	1	E	Impact will be manageable as part of business improvement processes.	0.025				
Leisure & Culture: Adult Community Learning - Streamlining of service via merger of vacant posts and restructure	S	1	S	Improved working practices required to maintain customer service levels	0.063				
Leisure & Culture: Music - Streamlining of Service - reduction of staff numbers	D	1	S	Improved working practices required to maintain customer service levels	0.037				
School Organisation and Capital Planning: Realignment of Service Provision	D	1	E	Reduction in admin support and increased work load for remaining team members	0.012				
Sub total green Children, Families & Learning					0.513	0.000	0.000	0.000	0.000

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Learning & School Support: Children's Workforce Development - Reduce operational costs and Increase income	S	2	S	Improved working practices required to ensure modernised and integrated children's workforce	0.019				
Learning & School Support: Restructure of Governor Training Team	D	2	S	Look at strengthening the service through partnership arrangements with another provider	0.012				
Learning & School Support: Admissions	S	2	S	Need to ensure that statutory functions are maintained despite reduced funding.	0.010				
Learning & School Support: School Improvement - Restructuring School Improvement arrangements including provision of SIP's to schools.	D	2	S	Need to ensure robust arrangements are in place through commissioning to ensure that there is universal, targeted and specialist support to schools which leads to accelerated improvement.	0.037				
Learning & School Support: Curriculum Support - Restructure	D	2	S	As above	0.041				
Learning & School Support: Universal & Targeted Support to Schools - Restructure	S	2	S	As above	0.026				
Learning & School Support: Restructure Area Education/Governor Training Team	D	2	E	Look at strengthening the service through partnership arrangements with another provider.	0.004				
Learning & School Support: Admissions	S	2	E	Need to ensure that statutory functions are maintained despite reduced funding.	0.004				
Learning & School Support: School Improvement - Restructuring School Improvement arrangements including provision of SIP's to schools.	D	2	E	Need to ensure robust arrangements are in place through commissioning to ensure that there is universal, targeted and specialist support to schools which leads to accelerated improvement.	0.015				
Learning & School Support: Curriculum Support - Restructure	D	2	E	As above	0.017				
Learning & School Support: Universal & Targeted Support to Schools	S	2	E	As above	0.010				
Leisure & Culture: Libraries - Reduced relief staffing	S	2	S	Will require alternative contingency staffing arrangements to be in place	0.060				
Leisure & Culture: Libraries - Reduced budget for vehicles	S	2	S	Reduced amount could lead to some restrictions in the mobile service.	0.010				
Leisure & Culture: Music - Proposed fee increases	D	2	S	Balance between maintaining effective service and charging competitive fee levels	0.045				
Leisure & Culture: Countryside Services - Restructure of service delivery	S	2	S	Improved working practices required to deliver performance against Outdoor Access Improvement Plan including ability to generate external funding for projects	0.036				

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Leisure & Culture: Countryside Services - Restructure of Project Team	S and D	2	S	As above	0.036				
Leisure & Culture: Countryside Services - Reduction of partnership funding	D	2	S	Requirement to manage relationships with 3rd sector partners	0.010				
Leisure & Culture: Libraries - Reduced relief staffing	S	2	E	Will require alternative contingency staffing arrangements to be in place	0.020				
Leisure & Culture: Countryside Services - Reduction of partnership funding	D	2	S	Requirement to manage relationships with 3rd sector partners	0.010				
Leisure & Culture: Countryside Services - Realignment of marketing promotions and service delivery	D	2	E	Performance against Outdoor Access Improvement Plan	0.027				
Leisure & Culture: Music - Restructure of management team lowering headcount	D	2	E	Improved working practices required to maintain customer service levels	0.071				
School Organisation: budget	D	2	E	Improved working practices needed to maximise potential capital grant	0.029				
Integrated Services: Restructure of specialist education officers	S	2	E	Manageable with HR support to combine roles	0.024				
Integrated Services: Deletion of Contact Assistant post currently filled by a temp.	S	2	E	Largely works on Bedford SLA. If SLA was to end, post could be deleted without significant impact on CBC activity.	0.022				
Integrated Services: Deletion of Youth Post provided by the Voluntary Sector.	D	2	E	New commissioning arrangements will maintain voluntary sector involvement in meeting priorities of the CYP.	0.031				
Sub total amber Children, Families & Learning					0.626	0.000	0.000	0.000	0.000
Policy, Planning & Commissioning: Policy change on transport provision if agreed would provide possibility of savings and/or increased revenue.	S	3	S	Need to evaluate the impact of this change	Work in progress to evaluate savings				
Learning & School Support: Education Development Plan Commissioning/Finance/Premises	S	3	S	Improved working practices required to maintain functions	0.013				
	S	3	E		0.013				
Learning & School Support: Ethnic Minorities, Travellers Achievement Service (EMTAS)/Behaviour Support Team/Learning Support Team - Restructuring of Services	S	3	S	Potential reduction in service levels for children and young people	0.063				
	S	3	E		0.063				
Learning & School Support: Greys Education Centre (Shared Service with Bedford Borough hosting). Disaggregation and restructuring of resources	S	3	S	Need to commission new services and monitor delivery to ensure the needs of young people are met.	0.106				
	S	3	E		0.106				

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Learning & School Support: Children's Workforce Development - Reduce operational costs and increase income	S	3	S	Improved working practices required to ensure modernised and integrated children's workforce	0.017				
Learning & School Support: Restructure Area Education/Governor Training Team	D	3	S	Look at strengthening the service through partnership arrangements with another provider.	0.007				
Learning & School Support: Admissions	S	3	E	Need to ensure that statutory functions are maintained despite reduced funding.	0.006				
Learning & School Support: School Improvement - Restructuring School Improvement arrangements including provision of SIP's to schools.	D	3	E	Need to ensure robust arrangements are in place through commissioning to ensure that there is universal, targeted and specialist support to schools which leads to accelerated improvement.	0.023				
Learning & School Support: Curriculum Support - Restructure	D	3	S	As above	0.025				
Learning & School Support: Universal & Targeted Support to Schools	S	3	S	As above	0.015				
Leisure & Culture: Countryside Services - Reduction of sites maintenance budget	S	3	S	Need to manage impact to maintain appearance, avoid an increase in risks and avoid a deterioration of site infrastructure	0.012				
Leisure & Culture: Music - Streamlining of Service - reduction of staff numbers	D	3	S	Improved working practices required to maintain customer service levels	0.063				
Leisure & Culture: Libraries - Reduced relief staffing	S	3	S	Will require alternative contingency staffing arrangements to be in place	0.025				
Leisure & Culture: Libraries - Reduced budget for vehicles	S	3	S	Reduced amount could lead to some restrictions in the mobile service.	0.005				
Leisure & Culture: Music - Close Music Centres (up to 2)	D	3	S	Direct impact on service provision	0.045				
Leisure & Culture: Countryside Services - Reduction of partnership funding	D	3	S	Requirement to manage relationships with 3rd sector partners	0.010				
Leisure & Culture: Countryside Services - Restructure resources of Outdoor access team	S and D	3	E	Potential for reduced performance against Outdoor Access Improvement Plan including ability to generate external funding for projects	0.042				
Leisure & Culture : Leisure - Team Beds and Luton	D	3	S	Requirement to manage relationships with 3rd sector partners	0.010				
School Organisation: budget	D	3	E	Improved working practices needed to maximise potential capital grant	0.029				
Specialist Services: Recommissioning of externally contracted family support services and placements		3		Savings predicated through economies of sale and efficient procurement (see individual items below)	0.500				

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Specialist Services: Make efficient use externally commissioned services - target grants to Voluntary organisations to direct service functions.	S	3	E	Reduction in Family Support Services. Need to ensure minimum Impact on early intervention	↓				
Specialist Services: Reduce out of county placements for social care	S	3	E	Significant issue. Need to balance available funding against range of placements and ability to match					
Specialist Services: Improve placement commissioning through needs analysis. Develop mixed economy including new model for in-house service.	S	3	E	Better matching of service provision to need/demand in the medium term. Improved procurement more efficient deployment of resources through reduction in spot purchasing.					
Specialist Services: Establish local placement strategy for unaccompanied asylum children	S	3	E	Significant issue. Need to balance available funding against range of needs					
Specialist Services: Undertake a review of residential care, provider delivery and financing	S	3	E	Await outcome of review but recognise need to manage impact on individual young people					
Specialist Services: Integrated family support through localisation	S	3	E	Local delivery of integrated services will result in improved preventative work and earlier intervention. Service available locally should reduce escalation to high cost specialist services for some children.					
Specialist Services: Review use of out of county Special Educational Needs placements. Develop alternative provision.	S	3	E	Improved local provision with schools should reduce the frequency with which out of authority placements are required. Improved procurement/contract management processes result in improved VFM.	0.500				
Specialist Services: Restructuring of LAC and LAAC Teams	S	3	E	Impact on management capacity and supervision ratios	0.085				
Specialist Services: Review of Specialist Education Needs functions in Specialist schools and Learning and Schools sub directorates	S	3	S	Significant issue. Need to balance available funding against range of needs	0.040				
Specialist Services: Reduce establishment	D	3	E	Improved working practices required to maintain service levels	0.118				
Specialist Services: Increase service income from schools where full economic cost is not being charged	D	3	S	Need provide quality services at a competitive price to avoid schools seeking alternative sources	0.260				
Specialist Services: Staffing structure review and review of role content for Social worker and assistants	S	3	E	Will need to manage carefully to avoid risk to service performance, recruitment & retention	0.060				

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Specialist Services: Review Family support services	D	3	S	Careful management needed in order to ensure that capacity to intervene earlier is not impacted resulting in more recourse to Child Protection Processes & Care	Work in progress to evaluate savings				
Integrated Services: Ending of free school uniforms	D	3	S	Significant issue. The ending of this discretionary scheme could impact a small number of families	0.017				
Sub total red Children's, Families & Learning					2.278	0.000	0.000	0.000	0.000
Sub total all Children, Families & Learning					3.417	0.000	0.000	0.000	0.000
CORPORATE COSTS									
Financing: Savings in cost of servicing debt	D	1	E	Debt already rescheduled	0.343				
Sub total green Corporate Costs					0.343	0.000	0.000	0.000	0.000
Sub total all Corporate Costs					0.343	0.000	0.000	0.000	0.000
CORPORATE RESOURCES									
Audit: Freeze Head of Strategic Risk post (100% of post)	D	1	E	Improved working practices required to maintain service levels	0.061				
Legal & Democratic: Executive Research Officer post to be reduced to 3 days a week (2 days are currently vacant)	D	1	S	No additional support to Executive	0.008				
Legal & Democratic: Removal of posts	D	1	S	Improved working practices required to maintain service levels	0.065				
Property: Net savings generated by consolidating Bedford properties	D	1	E	Work underway	0.200	0.100	0.050		
Finance: Introduction of Optical character Recognition in payments process	D	1	E	More efficient processes	0.012				
Finance: Introduction of Purchase Cards	D	1	E	Reduced administration in directorates, would be a top slice on service budgets.	0.062				
HR: Heart - increased profit target	D	1	E	Greater commercial approach.	0.010				
HR: Reduction in printing / stationery / office overheads	D	1	E	Consolidation of team (accommodation)	0.010				
HR: Reduction in administrative costs	D	1	E	Consolidation of team (accommodation)	0.035				
HR: Additional Reduction in professional services	D	1	E	Greater reliance on in-house resources	0.005				
HR: Reduction in administrative costs	D	1	E	Consolidation of team (accommodation)	0.024				
ICT: Revised pricing on key ICT agreement	D	1	S	Renegotiation of a key ICT agreement, resulting in better value for money and a reduction in costs from £750k to £250k.	0.500				
Sub total green Corporate Resources					0.992	0.100	0.050	0.000	0.000

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Finance: Streamline vendor set up process		2	E	More efficient processes	0.028				
Finance: Charge schools full cost for payroll / reduce costs to fit in with current charge.		2	E	Need provide quality services at a competitive price to avoid schools seeking alternative sources	0.040				
Finance: Review transactional activity in Business Finance		2	E	More efficient processes	0.028				
Finance: Review of training, conferences and subscriptions budgets for Financial Services		2	E	Reduced professional development - consider alternatives	0.030				
Finance: Review of financial shared service arrangements with the Borough		2	E	Further discussions needed to assess impact	0.030				
Finance: Review no. of Manager posts in Financial Services		2	E / S	Improved working practices required to maintain service levels	0.057				
HR: Reduction in Learning & Development for HR team	D	2	S	Reduced professional development - consider alternatives	0.015				
HR: Heart -additional increased profit target	D	2	E	Commercialisation	0.005				
HR: Reduction in professional services	D	2	E	Greater reliance on in-house resources	0.010				
ICT: Software		2	E	Improved working practices required to maintain service levels	0.010				
ICT: Telecoms		2	E	Comprehensive review of Telecoms budget - targeted spending	0.200				
Sub total amber Corporate Resources					0.453	0.000	0.000	0.000	0.000
Legal & Democratic: Review of Member support to the Executive	D	3	S	Re-prioritise Member Support	0.035				
Legal & Democratic: Reduction in one Members' Services post (post is vacant) retain £10k for external PDP support	D	3	S	Careful management to ensure that reduction does not impact on achieving EERA Charter	0.026				
Property: Increased service charge income	D	3	E	Receipt of commercial charge	0.080				
Property: Reduction in fee budget for contract	D	3	S	Reduction in work activity undertaken by contractor	0.020				
Property: Increase of specific property service income	D	3	S	Seek to improve return on assets	0.020				
Property: Increase of rent income from specific properties	D	3	E	Seek to improve return on assets	0.100				
Property: Reduce R & M spend	S/D	3	S	Target spend effectively	0.082				
Property: Relinquish storage offset by rent forgone at replacement site	D	3	E	This is a net change to budgets which provides a saving.	0.012				
Property: Rent reviews	D	3	S	Seek to improve return on assets	0.040	0.040			
HR: Deletion of MI Manager vacant post	D	3	E/S	Contingent upon SAP development of employee/manager self service.	0.059				
ICT: Training		3	S	Reduced professional development - consider alternatives	0.040				
Sub total red Corporate Resources					0.514	0.040	0.000	0.000	0.000
Sub total all Corporate Resources					1.959	0.140	0.050	0.000	0.000

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
SOCIAL CARE HEALTH & HOUSING									
Delete vacant manager post in older people and physical disabilities team	S	1	E	Improved working practices required to maintain service levels	0.035				
Delete vacant operational manager post in older people and physical disabilities team	S	1	E	Improved working practices required to maintain service levels	0.050				
Review provision of Community Alarm Service	S	3	E	Delivers a Central Bedfordshire wide approach with minimal impact	0.100				
Review administrative support to senior managers	S	5	E	Reduction in support to managers	0.030				
Delete vacant post in brokerage team	S	1	E	Improved working practices required to maintain service levels	0.035				
Capitalise Private Sector Housing salaries (linked to 2010/11 capital bid) - Allowable under SORP	S	1	E	This would be further capitalisation and would need to manage impact on customers	0.100				
Increase in IT and business support efficiencies				Improved working practices required to maintain service levels	0.020	0.020	0.020	0.020	0.020
Review reception/area office admin	S	8	E	Will reduce cover in offices	0.010				
Sub total green Social Care, Health & Housing					0.380	0.020	0.020	0.020	0.020
Review Learning Disabilities Direct Services Management	S	2	E	Redistribution of workload	0.080				
Additional client income through improved business process	S	3	E	Some service users, not previously charged will be.	0.400				
Travellers Site (General Fund) - income from increased pitch fee	S	5	E	Consistent with charging policy for other tenants	0.100				
Efficiency savings following introduction of Personal Budgets	S	6	E	Improved working practices required to maintain service levels	0.000	0.100			
Review costs of out of county placements in Learning Disabilities	S	8	E	Improved working practices required to maintain service levels	0.065				
Customer Finance Business Process Efficiencies	S	8	E	Improved working practices required to maintain service levels	0.050				
Review Supporting People - SLA with BBC	S	8	E	Further discussions needed to assess impact	0.125				
Review Supporting People Contract Arrangements - SLA with BBC	S	8	E	Further discussions needed to assess impact	0.200				
Review approach to service user support and commissioning	S	8	E	Improved engagement and commissioning activity	0.040				
Review support for voluntary sector organisations in light of emerging Preventative Strategy	D	10	E	Review to determine organisations focusing most on outcomes / transformation agenda.	0.040				
Harmonisation of Housing Needs Services	S	8	E	Efficient processes	0.000	0.070			
Review of Care Management role in response to Personalisation	S	8	E	Support planning/personal budgets will lead to workforce changes	0.050				
Review Fairer Charging Policy	S	10	E	Would need statutory consultation	0.250				
Sub total amber Social Care, Health & Housing					1.400	0.170	0.000	0.000	0.000

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Review supported employment services	D	10	S	Improved working practices required to maintain service levels	0.100				
Reduction in demand for long term residential services due to reablement	S	8	E	This is consistent with government policy and savings achieved in other local authorities. It is linked to growth proposals for Occupational Therapy equipment/adaptations/minor works.	0.250	0.250			
Review services commissioned through special grants	S	9	E	Improved working practices required to maintain service levels	0.300				
Review the use of residential and nursing placements within the context of developing more community based solutions	S	10	S	Could increase pressure on domiciliary services. Careful management needed to avoid adverse impact on income	0.695				
Review of Welfare Rights Service	D	8	S	Efficient processes	0.105				
Modernisation of day services for older people	S	10	E/S	Improved working practices required to maintain service levels	0.175	0.175			
Reduction in demand for community care services due to reablement	S	10	S	This is consistent with government policy but may lead to a reduction in income received.	0.143				
Modernisation of day services for people with learning disabilities	S	10	E	Improved working practices required to maintain service levels	0.200				
Further reduction in the use of care home placements	S		S	This is consistent with government policy but would further increase pressure on community based services	0.542				
Further reductions in community care packages	S	10	S	Would impact on our ability to reduce the number of Care Home placements	0.150				
Review council contribution to special grant funded activities	S	10	S	Need to ensure compliance with audit and performance conditions.	0.200				
Sub total red Social Care, Health & Housing					2.860	0.425	0.000	0.000	0.000
Sub total all Social Care, Health & Housing					4.640	0.615	0.020	0.020	0.020
SUSTAINABLE COMMUNITIES									
Development Management: Contracts for consultants not renewed or terminated:-									
a) Major applications consultant	S		E	Improved efficiency	0.060				
b) Historic Building and Conservation consultant	S		E	Improved efficiency	0.027				
Development Management: Adjustments for inaccurate budgets	S		E	None	0.100				
Planning & Development Strategy: Reduction in Housing Strategy Team Professional Services budget through more efficient approach to Stock Condition Survey. Reduce Housing Strategy Professional Services budget further to take account of reduced assumed costs of further SHMA work	S		E	Improved efficiency	0.042				

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Planning & Development Strategy: Deletion of vacant posts	D		R	Improved working practices required to maintain service levels					
Waste Services: Contractor to distribute food waste sacks.	D		E	Full year effect of change in process made in 2009/10	0.100				
Waste Services: Reduce number of grass cuts	D		R	Significant issue. Need to balance available funding against range of needs	0.035		P		
Waste Services: Delete contract supervisor post (vacant)	D		R	Improved working practices required to maintain service levels	0.020				
Service Development: Deletion of vacant posts	D/S		E	Improved working practices required to maintain service levels	0.059				
Highways: Highways Contract inflation	D/S		E	Actual contract inflator lower than forecast	0.180				
Highways: Integrated Transportation Schemes NOTE: These are mostly small scale surveys and feasibility studies (generally under £10k) to make minor, but important improvements to local areas, and policy development. This category also includes advanced preparation of major projects for future years	D		R	Reprofiling a 4 year work programme over 5 years	0.045		P		
Planning Development Strategy: Reduction in Local Transport Plan (LTP) Professional Services Budget from £270k to £250k	S		R		0.020				
Sub total green Sustainable Communities					0.688	0.000	0.000	0.000	0.000
Development Management: Re-structure of service following Business Process Re-engineering, and implementation of interim accommodation strategy.	S		E/R	Proposals reflect increase in efficiency of service resulting from implementation of new computer systems, business process re-engineering, interim accommodation strategy and increased capability of teams from competency based career development framework	0.323	0.125			
Community Safety & Public Protection: Deletion of posts following implementation of Integrated Environmental Management System & business process re-engineering.	S		E	Deletion of posts dependent on implementation of new Integrated Environmental management system	0.210	0.017			
Community Safety & Public Protection - Operational budget public protection	S		R	Careful management as reduces flexibility on sampling and monitoring work, working with others and capability for one off projects.	0.038				
Community Safety & Public Protection: Reduction on posts	S		E	Dependent on implementation of integrated environmental management system (IEMS)	0.041	0.014			

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Economic Growth & Regeneration - Removal of Town Centre Management grants	D		R	Reduction in CBC funding to 3 Town Councils. Possibly replaced by funding provided to individual members drawn from other budgets	0.101				
Waste Services - Merge Waste Services with another service area within Sustainable Communities and re-structure	S		E/R	1 Assistant Director, 1 Head of Service & 3 other posts deleted wef 1/4/10	0.275				
Waste Services - Charge for garden waste	D		R	Garden waste is currently collected free of charge. A review of the level of service provided to be undertaken.	2.000	SHOULD BE SHOWN IN RED			
Waste Services - Leachate treatment for BBC	D		E	Issue being assessed.	Work in progress to evaluate savings				
Waste Services -Harmonisation of street cleansing standards	S		R	Significant issue. Need to balance available funding against range of needs	0.120				
Highways - Reduction in Area team budget NOTE: This funding includes expenditure on "Category 1" (immediate repairs for safety reasons) which is a statutory service and "Category 2" repairs which are discretionary. Savings proposed are within the discretionary element of the expenditure.	D		R	Reductions would affect Category 2 repairs and low level maintenance such as gully cleaning and weeding. The parish and town councils work closely with the area teams to identify and prioritise this work.	0.400				
Highways - Supported bus services - additional full year affect of subsidy reductions agreed by Executive 15/09/2009	D		R	Significant issue. Need to balance available funding against range of needs	0.048	0.130			
Highways - Community Transport NOTE: Reduction in grants to Community Transport Groups subject to outcome of passenger transport review.	D		E/R	Need to manage relationships with voluntary sector. Impact would be a reduction in support to community	0.000	0.192			
Planning Development Strategy - Reduce support to community & voluntary groups	D		R	Need to manage relationships with voluntary sector. Impact would be a reduction in support to community	0.033				
Planning Development Strategy - Reduction in Community Involvement Team	D		R	Reduces the resource available to engage with community groups when delivering on major new developments. However, may be possible to gather contributions from developers to pay for this resource in future once applications start coming in.	0.030				
Planning Development Strategy - Reduction in annual Local Development Framework Fund contribution	S		R	Minimal impact	0.010				
Planning & Development Strategy - Streamline structure	S		R	Improved working practices required to maintain service levels	0.114				
Sub total amber Sustainable Communities					3.743	0.478	0.000	0.000	0.000

Detailed of efficiency proposal	Category Note 1	Priority Note 2	Type Note 4	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Highways: 20 School Crossing Patrols	D		E	This service is discretionary. Children's safety cannot be compromised but could be devolved to those schools that benefit from its provision. It would be proposed to replace each crossing patrol with a signalised crossing facility requiring capital investment of around £45k for each site	0.095		P		
Sub total red Sustainable communities					0.095	0.000	0.000	0.000	0.000
Sub total all Sustainable Communities					4.526	0.478	0.000	0.000	0.000
Total					15.490	1.233	0.070	0.020	0.020

Note 1 - Category: S - Statutory Service D - Discretionary Service

Note 2 - Each efficiency saving must be ranked the first being the easiest to achieve

Note 3 - Departments should consider the service delivery, political and reputational damage implications to the Council.

Note 4 - S - Service Reduction or E - Efficiency

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Budget Pressures

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
BUSINESS TRANSFORMATION								
Comms & PP&P: Staff costs - arising from Budgeted grade for posts not aligning with the actual grade, and not fully costed car allowances (Comms £33k, PP&P £56k)	D	1	Base budget overspend	0.089				
CS,R&B: Increased enquiries and caseload due to economic climate (Cust Accounts £355k, Customer Services £20k). 20% growth in benefits caseload in 09/10	S	1	If not resourced the service will remain in the bottom quartile of performance for the processing of benefit claims. NI180 from 22 days to 35 days. 10 people to replace the 14 contractors.	0.375				
CS,R&B: Harmonisation of pay (Cust Accounts £150k, Cust services £150k, Revenues £50k)	D	1	Part of creating Central Bedfordshire that has to be completed.	0.350				
PP&P: Freedom of Information / Data Protection compliance officer post and Cllrs Data Protection Act registration (<u>Corporate</u> pressure)	S	2	CBC failure to comply with statutory requests and failure to comply with Data Protection Act. Possible CBC reputational damage.	0.022				

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
R&B: Child Benefit changes October 09 causing a 10% increase in case load	S	2	If not resourced the service will remain in the bottom quartile of performance for the processing of benefit claims. NI180 from 22 days to 35 days.	0.040				
R&B: Demographic and growth effect. (Cust Accounts £9k, Revenues £4k in 2010/11)	S	3	If not resourced the service will remain in the bottom quartile of performance for the processing of benefit claims. NI180 from 22 days to 35 days.	0.013	0.018	0.031	0.025	0.031
CS: Increased demand on Registration Service:- Nationality Checking requirement, Population increase, Weekend weddings	D	3	Whilst these service generate income, there will be additional registration resource required.	0.041	0.015	0.015	0.015	0.015
Sub total Business Transformation				0.930	0.033	0.046	0.040	0.046
CHILDREN FAMILIES & LEARNING								

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Policy, Planning & Commissioning - Schools and SEN transport - historic BCC written policy adopted by CBC is affecting costs and clearer needs analysis has increased projected demand. Transport policy review initiated by CFL and wider transport review initiated by Sustainability Communities directorate, findings and timing of actions may reduce pressures.	S	1	Reducing service is not viable in the short term. Need to await outcome of Transport policy review initiated by CFL and wider transport review initiated by Sustainability Communities directorate. Any change to transportation could have an effect on the reputation of the council so soon after creation of CBC.	0.761				
Integrated Services - Under one Roof initiative - Pilot refurbishment of Dukeminster House - Grant £180k costs £210k (dependant on timing of lease payments). Lease Costs	D	3	The under one Roof initiative is the innovative pilot which will help inform the learning and roll-out for local delivery of services across Central Bedfordshire. This is a priority contained in the children and young peoples plan, arranged of staff including voluntary sectors colleagues are due to move into the building in January 2010.	0.030				
Leisure & Culture - School Organisation - Uncertainty over accuracy of current salary budget.	S	2		0.020				
Specialist Services - Increased cost of placements for Looked After Children in line with financial risk identified by CFL Director in October 2008.	S	1	Continued overspend against a demand led statutory function.	0.500				

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Specialist Services - Structural underfunding of the disabled children's residential service.	S	1	Failure to comply with regulatory requirements and high profile service delivery compromised.	0.300				
Specialist Services - Increased number of Social workers to meet increased case load demand. Children in need increased by 160 net since 31st March 2009.	S	1	Allocation of child protection and looked after children. Serious regulatory risk and safeguarding service compromised.	0.200				
Specialist Services - 5% vacancy factor established in budgets for Safeguarding Social workers and regulated services.	S	1	Where vacancies occur cover must be provided to comply with registration standards for regulated services, or to maintain safe caseloads in safeguarding teams. Agency staff sometimes required for cover.	0.020				
Specialist Services - Recruitment and retention of social workers allowances not in budget	S	1	Current recruitment and retention scheme not factored in to establishment budgets. Very difficult recruitment environment in Children's Social Work, scheme needs reviewing but loss would be very likely to lead to increased demand for agency staff to cover essential posts.	0.074				
Specialist Services - If Social workers leave (through above) then 30% cost to replace with agency staff.	S	1	Agency costs increase pressure on staffing budgets	0.147				

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Specialist Services - LSCB chair - Maggie Blyth payments managed through Carlisle recruitment cost not in budget	S	1	Independent Chair required for LSCB agreed by Shadow Executive 17/03/09. Not currently funded in base budget.	0.015				
Specialist Services - Asylum support grant being capped for next year	S	1	Home Office have indicated that they will cap support to fund costs of accommodating UASCs next year. LGA negotiating. Details not yet available so difficult to model precise impact.	unknown				
Sub total Children Families & Learning				2.067	0.000	0.000	0.000	0.000
CORPORATE RESOURCES								
L&D: Elections - CBC (assumes rolling fund)	S	1	Statutory requirement . Currently we have £47k p.a. in the budget to build a fund for elections every 4 yrs. We estimate we need £290k for each election (£73k p.a.)	0.026				
L&D: Elections - CBC (being held after only 2 yrs) - require £146k additional by 2011/12, then normal budget requirement only from 2012/13	S	1	As the next elections will be in 2011 we will not have had the usual 4 years contributions to build a sufficient fund. There will be a shortfall for <u>the 2011 election only.</u>	0.073	0.000	-0.073		
Prop: Difference between staff actual costs and budgets awarded	D	1	Cuts in fte would lead to service level reductions	0.110				
Sub total Corporate Resources				0.209	0.000	-0.073	0.000	0.000
SOCIAL CARE HEALTH & HOUSING								

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Commissioning - BUPA Contract currently negotiating with a view to extending the contract. Aims to reduce voids but contract price likely to increase.	S	1	The alternative would be to take back this service and staff in-house and buy in additional management capacity would cost considerably more than likely outcome of an agreement with BUPA.	0.400	0.000	0.000	0.000	0.000
Housing General Fund - Job evaluation	S	1	The HR process is resulting in higher grades, predominantly for former South Bedfordshire District Council staff.	0.085	0.000	0.000	0.000	0.000
Sub total Social Care Health & Housing				0.485	0.000	0.000	0.000	0.000
SUSTAINABLE COMMUNITIES								
1. Transitional Funds	D/S	1	Affects service delivery across directorate. This was an amount of transitional funding that was to be applied in 2009/10 to recognise additional cost pressures until harmonisation of services progressed.	0.500				
2. Unbudgeted Employee Allowances, overtime and car allowances	S	1	Based on current year spend to August 31st. These were omitted from the base budget build for 2009/10 and are a contractual entitlement.	0.290				

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
3. Reduced Planning Application Fee Income due to Government change introduced 1/10/09	S	1	Loss of income to support the delivery of this statutory service	0.180				
4. Increased salary costs likely as a result of job evaluations which will come into effect through pay harmonisation process	S	1	This pressure relates to the cost of harmonising pay rates from the legacy Councils. The extent of this will not be known until job evaluation is completed. This is an estimated figure.	0.250				
5. Revenue funding to enable employment related capital schemes to be delivered.	D	1	Revenue required at feasibility stage to enable capital schemes to develop. GAF funding accounts for some £10m capital investment to 2012. The leverage of private investment by getting the feasibility studies completed to accelerate and maximise the public value in our key employment sites is difficult to estimate but a figure based on the EEDA would value each job created at £20,000. The job investment programme in total accounts for some 8,300 possible jobs, so that would equate to some £166m over the 3 year life of the programme. So say £160m minimum over 3 years.	0.250				

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
6 Govt. review of Schedule 2 - controlled waste regs.	S	1	This may increase the range of waste materials that the council must collect free of charge. Autumn/ winter 2009 - publication of consultation on options to amend the legislation. This is expected to be for the standard 12 week period. February 2010 - anticipated response to consultation. Expect changes to legislation to be introduced 1st Oct 2010. Government workshop November 09, after which we will update financial implications.	?				
7. Landfill Tax uplift	S	1	Central Government imposed tax on municipal waste, which is sent to landfill. The tax is increased by £8 per ton pa up to 2013/14.	0.500	0.500	0.500	0.500	
8. BEaR (Bedfordshire Energy and Recycling) Project - additional net cost	S/D	1	Project to procure a substantial waste management solution which avoids payment of Landfill Allowance Trading Scheme (LATS) penalties. Increase in costs a result of Bedford Borough Council withdrawel from Project.	0.140		-0.066	-0.358	

Detail of pressure	Category Note 1	Priority Note 2	Impact Note 3	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
9. Passenger transport services subsidy to public bus operators	D	1	Fully considered by Executive September and October 2009. Relates to full year cost of decision to support a range of public bus services. Major review of all passenger transport services underway.	0.140				
10. What HPDG will be budgeted for 2010/11? What will be received? 2009/10 announcement in Nov/Dev 2009 which will enable a recalculation for 2010/11. Assumes removing from base budget over 3 years.	S	1	The funding is used to support the delivery of core planning services.	0.250	0.250	0.250		
11. Possible, as yet unknown, costs of completing Sundon Landfill Restoration	S/D	2	We are seeking to capitalise the bulk of the restoration costs, but there may be a revenue cost. A report is currently being produced to quantify both revenue and capital costs. £60k pressure if can't capitalise.	0.060				
Sub total Sustainable Communities				2.560	0.750	0.684	0.142	0.000
TOTAL				6.251	0.783	0.657	0.182	0.046

Note 1 - Category: S - Statutory Service D - Discretionary Service

Note 2 - Each budget pressure must be ranked the first being the one most difficult to avoid

Note 3 - Departments should consider the service delivery, political and reputational damage implications to the Council.

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Growth Proposals

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
BUSINESS TRANSFORMATION									
Comms: News Central: Production & Distribution. Reduced production of News Central to 6 editions a year with advertising revenue of £2k per page and four pages per edition. (20ppgs total).	C		1	Primary source of direct communication between CBC and its' communities.Reduced reputational impact and editorial opportunities for marketing to the community.	0.145				
PP&P: VCS Budget - cut for 09/10 but commitments maintained	C		1	Funded from Transition in 09/10 - failure to plug the gap will result in VCS budget cuts of at least 10%	0.035				
PP&P: Neighbourhood Manager post - end of LSP c/f funding	C		2	Could be funded from Community Engagement growth investment?	0.020				
CS: Trainers removed to business transformation. Need replacing. One found from team but other one still required.	C	3	2	Provide training resource internally to avoid external spend.	0.024				

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
PP&P: Community Engagement	C	All	3	Delivery of key component of Unitary bid (66 Members to have an allowance of £5k each)	0.330				
R&B: Income management processing under resource from the Creation of Central Bedfordshire	D	3	1	Maintain existing service level. Impact would be a potential loss in collection revenue. Currently funded by transition fund.	0.118				
Sub total Business Transformation					0.672	0.000	0.000	0.000	0.000
CHILDREN FAMILIES & LEARNING									
Policy, Planning & Commissioning - Pressure of Central Government 16-19 commissioning changes and transfer of LSC functions to the LA. Staffing is funded but the implications of administering the attendant financial responsibilities are unclear. As 14-19 costs are not being fully funded by Central Government, a review of additional costs will need to be performed once the grant value is known.	S	2	1	Impact unknown but there might be a need to allow for growth to cover unforeseen aspects of the transfer.	unknown				

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Learning & School Support - National Strategies ending March 2011. Green paper expected in Spring 2010 - Council will not be allowed to be a provider of services, role of council unclear. Impact unknown but transition costs, grant funding pressures and head count reduction expected.	C	2	2	Pressure on service supplied during transition period 2010/11 as a result of possible attrition of staff. Expectations of schools in delivery of service.	0.324				
Learning & School Support - TDA & CWDC both provide funding for Childrens Workforce Development. The figures produced here assume that this funding will continue in future years. Amounts quoted are 2009/10	S	2	3	Pressure on this service if these grants are withdrawn	0.231				
Leisure & Culture - Music - Falling student numbers in fee paying lesson settings due to economic down turn	C	2	9	Falling income levels, surplus staffing capacity leading to possible redundancy implications - level unknown as yet	0.050				

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Leisure & Culture - Libraries - Library for Cranfield* (NB: This proposal is based on a lease arrangement with the NHS - if we were to enter into a Capital arrangement for the building, the revenue cost for 2010/11 would be £40k and £80k in future years)	S	1,2,3&4	5	New library in partnership with the NHS in a growth area. The NHS will be proceeding with a community building on a site in Cranfield which will offer the Council a cost-effective opportunity to provide a new facility.	0.057	0.056			
Leisure & Culture - Playbuilder	C	2,4	6	DCSF grant of £1m over 2 years. Yr 1 undertaking 11 play spaces of which £10k for maintenance of 2 new play spaces. Executive decision 09. Existing budget inadequate. Budget required for Health & Safety inspection and maintenance. Yr 2 anticipates an additional £10k.	0.010	0.010			

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Leisure & Culture - Creasey Park Football Development Centre	C	2,4	8	13/10/09 Executive consideration to approve capital expenditure of £2.4m in 2010/11 and to fund Town council revenue guarantee for managing the facilities.	0.020				
Leisure & Culture - Team Beds and Luton and BOOST	C	2,4	7	Request from the partnership	0.026			-0.006	
Leisure & Culture - Recreation and Open Space/Leisure Strategy preparation	C	2,4	10	Required to produce CBC strategy to determine developer contributions and have embedded in LDF	0.080	-0.080			
School Organisation - BSF (approx figures, based on LEP)	C	2	4	Inability to maximise potential capital grant	0.600	0.600		-0.800	-0.100
Sub total Children Families and Learning					1.398	0.586	0.000	-0.806	-0.100
CORPORATE COSTS									
Members' Costs: Members' IT Allowance	C		2	Required for effective working. This year 09/10 costs: £30,000	0.030				
Sub total Corporate Costs					0.030	0.000	0.000	0.000	0.000
CORPORATE RESOURCES									

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Prop: LDF activity - no Budget awarded for this ongoing activity Potential Capital Receipts post 2010/2011	C		1	Potentially loss of future capital receipts, of significant value.	0.150				
ICT: 5 x extra staff (BGH) in ICT Major Apps	C	1,2	1	Current team working to capacity supporting Swift. 9 more major applications to be taken on and insufficient staff to provide effective support to front line services. Implication that support and development of apps such as LAMP, Flair, Contact Point, IBS, Tribal will not be possible.	0.227				

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
HR: Requirement for continued transitional funding to deliver to key priorities (£800k in 09/10 budget) . HR function is on an improvement journey. Need for transitional funding will reduce as efficiencies are realised through process reviews, technology development.	C		2	If further transitional funding not made available, improvement work will not be carried out, service will be reactive, and will struggle to deliver to the organisation's core and strategic people priorities - at a time of continued major change and transformation. Chief Executive announcement on restructuring will add significant work pressures.	0.700	-0.350	-0.350		
Dir of CR: Programme Manager position (not included in base budget 09/10)	C	3/5	2	One of only two posts dealing with issues across Corporate Resources directorate. Loss would impact the ability to deliver change programme.	0.060				

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
<p>Prop: 1 x Business Relationship Manager (BGE) These posts would help service areas proactively manage proposed ICT developments and staff expectations. This will lead to more effective planning at service level and provide an improvement and development programme for ICT across CBC</p>	C	3	3	Expectations of services will not be managed, leading to conflict between services and ICT. Efficiencies difficult to quantify in financial terms and may be spread over a number of service area	0.063				
<p>L&D: Staff resource levels to support child protection</p>	S/C	2	1	Necessary to support the increase in the number of looked after children.	0.079				
<p>HR: Independent Safeguarding Authority (ISA) implementation</p>	S/C	2	1	Safe recruitment & employment - implementing service to meet national standards and developments.	0.030	-0.030			

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
ICT: Government Connect - Security issues. Annual health check and maintenance of software.	S/C	1,2,	1	Leaves the authority vulnerable to viruses, hacking, licence issues and non compliance with Government code of connection (co-co) which will affect statutory services. If the authority is not Co-Co compliant revs and bens services will not be able to be provided. Major reputational issue if Co-Co compliance is not maintained.	0.050	-0.020			
L&D: Elections - Parliamentary (temp support)	S/C	ALL	2	Significant resource required for the short period of time between election being called and the date of election, to meet statutory timetable. Central funding insufficient to cover this.	0.020	-0.020			
Sub total Corporate Resources					1.379	-0.420	-0.350	0.000	0.000
SOCIAL CARE HEALTH & HOUSING									

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Adult Social Care - Annual running costs of introducing an electronic rostering system interfaced with CM2000	C	1	5	Should provide for more efficient scheduling of services, more accurate charging and identification of no-calls	0.050	0.000	0.000	0.000	0.000
Adult Social Care - Full Year costs of Learning Disabilities transitions new starts & full year effect of previous years	S	2	1	Services which meet the needs of young adults with eligible care needs	0.800	0.800	0.800	0.800	0.800
Adult Social Care - Circa 5.5% Increase in +85 older persons population	D	1	1	Meeting the needs of an increasingly aging population; maintaining eligibility criteria	0.900	0.900	0.900	0.900	0.900
Adult Social Care - Increase in demand for OT purchasing budget	D	1 & 2	2	Meeting the needs of an increasingly aging population; maintaining eligibility criteria, enabling all adult groups to live at home, providing support to children with disabilities	0.150	0.150	0.150	0.150	0.150
Adult Social Care - Joint Equipment	D	1 & 2	2	Meeting the needs of an increasingly aging population; maintaining eligibility criteria, enabling all adult groups to live at home, providing support to children with disabilities	0.200	0.200	0.200	0.200	0.200

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
Adult Social Care - Reducing the use of 15 min homecare visits	C	1	3	Improving the quality of care for service users	0.400	0.000	0.000	0.000	0.000
Business Performance - Capacity required to improve services to required levels/recovery plan	S	1	1	Significant service delivery and reputational impact	0.400	-0.400	0.000	0.000	0.000
Business Performance - Ending of MacMillan Rights Taper requiring council funding	C	1	4	Shared service with BBC, external funding coming to an end	0.021	0.064	0.000	0.000	0.000
Business Performance - Swift Interface requirements (e.g. with Complaints System) - some service delivery and reputational impact	C	1	6	To be passed to the capital programme with grant funding	0.000	0.000	0.000	0.000	0.000
Housing General Fund - Stock condition assessment (Housing in the whole community) is due to be done every 5 years.	S	3	1	It is a statutory requirement to undertake this at least every 5 years, and this is now overdue.	0.100	-0.080	0.020	0.020	0.020
Sub total Social Care Health & Housing					3.021	1.634	2.070	2.070	2.070
SUSTAINABLE COMMUNITIES									

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
1. New statutory responsibility to lead on the management of local flood risk developing a local strategy, map flood risk assets, tackle local problems and produce surface water management plans.	S	1	S	The devastating flood of 2007 highlighted significant shortfalls in the way various bodies managed and responded to the flooding - P.H Review. New duties to be addressed through a new drainage engineer post.	0.052				

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
2. Pressure to increase inward investment and marketing activity in partnership with the Local Delivery Vehicles. Renaissance Bedford and Luton Gateway and the regional investment agencies.	D	2	C	We support Luton Gateway to the sum of £50K. No additional funding is allocated to Renaissance Bedford. We need to secure further training and support from regional agents EEI to up skill our staff and extend support to our businesses and move towards proactive marketing. This I estimate to require a minimum of £30K in 2010/11. The total request in this area is £120K, £30K as above and £90K in the growth items.	0.030				

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
3. Pressure to increase inward investment and marketing activity in partnership with the Local Delivery Vehicles. Renaissance Bedford and Luton Gateway and the regional investment agencies.	D	3&4	C	We support Luton Gateway to the sum of £50K. No additional funding is allocated to Renaissance Bedford. We need to secure further training and support from regional agents EEI to up skill our staff and extend support to our businesses and move towards proactive marketing. This I estimate to require a minimum of £30K in 2010/11. The total request in this area is £120K, £30K as above and £90K in the growth items.	0.090				

Growth Proposals	Category Note 1	Council Priority Note 2	Priority Note 3	Outcome Note 4	2010/11 £m	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m
4. Staff capacity to support the IDP planning and engage in the work of establishing new financing models such as Accelerated Development Zones or new tax incremental financing schemes.	D	3&4	C	This is difficult to access but within our team or planning we need approximately 1-2 days senior FTE is support this work at a cost of £30-35k. We will not make any progress in this area without this and be on the coat tails of both Bedford and Luton in being able to articulate the infrastructure needs for Central Beds. It directly supports the delivery of the LDFs.	0.035	-0.035			
Sub total Sustainable Communities					0.207	-0.035	0.000	0.000	0.000
TOTAL					6.707	1.765	1.720	1.264	1.970

Note 1 - Category: D - Demographic, S - New Statutory Requirement, C - Genuine Choice

Note 2 - Link to Council Priority 1 Supporting and caring for an aging population

2 Educating, protecting and providing opportunities for children and young people

3 Managing growth effectively

4 Value for money

Note 3 - Each budget growth must be ranked the first being the one most difficult to avoid

Note 4 - Departments should consider the service delivery, political and reputational damage implications to the Council.

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Meeting: Social Care Health & Housing Overview & Scrutiny Committee

Date: 4 February 2010

Subject: Work Programme 2009-2010

Report of: Cllr Mrs Carole Hegley , Portfolio Holder for Social Care & Health; and
Cllr Mrs Rita J Drinkwater, Portfolio Holder Housing

Summary: The report provides Members with details of the currently drafted work programme following initial discussion of the subject at the last meeting.

Contact Officer: Cheryl Powell

Public/Exempt: Public

Wards Affected: All

Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The work programme of the Social Care Health and Housing Overview & Scrutiny Committee will contribute indirectly to all 5 Council priorities.

Financial:

n/a

Legal:

n/a

Risk Management:

n/a

Staffing (including Trades Unions):

n/a

Equalities/Human Rights:

n/a

Community Development/Safety:

n/a

Sustainability:

n/a

RECOMMENDATIONS:

1. That the Social Care Health and Housing Overview & Scrutiny Committee considers and approves the work programme attached, subject to any further amendments it may wish to make; and
2. That the Social Care Health and Housing Overview & Scrutiny Committee considers whether it wishes to add any further items to the work programme and/or establish any Task Forces to assist it in reviewing specific items.

Reason for Recommendation: So that Members of the Social Care Health and Housing Overview & Scrutiny Committee can further refine its work programme for the municipal year 2009 - 2010.

Work Programme

1. As Members will be aware, the Committee received a presentation at its first meeting, which provided an overview of the work of the Social Care Health and Housing directorate and the key issues and challenging facing it.
2. At this meeting, and with the support of the officers in attendance, Members highlighted a number of priority items for inclusion in an initial Committee work programme, a summary of which is attached at Appendix A.
3. The Committee is now requested to consider further the work programme attached and amend and/or add to it if considered necessary. This will allow officers to plan accordingly but will not preclude further items being added during the course of the year if Members so wish and capacity exists.

Task Forces

4. In addition to further consideration of the work programme, Members will also need to consider how each item will be reviewed i.e. by the Committee itself (over one or a number of Committee meetings) or by establishing a Member Task Force to review an item in greater depth and report back its findings.

Conclusion

5. Members are requested to consider and agree the attached work programme, subject to any further amendments/additions they may wish to make and highlight those items within it where they wish to establish a Task Force to assist the Committee in its work.

Appendices:

Appendix A – Social Care Health and Housing Overview & Scrutiny Committee Work Programme by Committee Date.

**Draft Work Programme for Social Care Health and Housing
Overview & Scrutiny Committee 2009 – 2010**

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Issue to be considered	Comment
1.	4 th February 2010	Directorate Overview: Update on the Personalisation Agenda	<i>The content of this Directorate Overview is currently being devised within the Directorate</i>	
2.		Review of the Eligibility Criteria (Fair Access to Care)	The Committee will receive a report detailing the Council's approach to the framework for setting the eligibility criteria for adult social care	Guidance issued in 2003 provides councils with a framework for setting their eligibility criteria for adult social care. As such, implementation should lead to fairer and more consistent eligibility decision.
3.		Draft Private Sector Housing Renewal Policy	Central Bedfordshire Council has a requirement to have a strategy focussing on Private Sector Housing. The Committee will receive the Council's approach to provide a rationalised service within the legacy authority's areas.	The Committee may wish to review this policy prior to it's receipt at Executive in March 2010
4.		Annual Performance Assessment for Adult Social Care	Members will be informed of the corrective action being taken, in line with the Recovery Programme, to address areas of underperformance and to ensure standards of care are maintained.	Performance in adult social care services is subject to an annual assessment by the Care Quality Commission (CQC). The CQC require that the outcome of the performance assessment is reported to the Executive. The outcome for 2008 - 2009 is that Central Bedfordshire Council has not been given a judgement about performance because of the transition to unitary status in April 2009 and the performance being reported on is that of Bedfordshire County Council.

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5.		Draft Budget 2010/11 to 2014/15	The report proposes the draft budget Medium Term Financial Plan for 2010/11 to 2014/15 for consideration by the Committee	Members' attention is also drawn to the resolutions agreed by the Corporate Resources Overview and Scrutiny Committee on 10 December 2009.
6.	4 th March 2010	Overview of Mental Health	The committee will receive an overview presentation from the Interim Chief Executive of Bedfordshire and Luton Mental Health and Social Care Partnership NHS Trust (BLPT), Dr Patrick Geoghegan OBE	
7.		Draft Homelessness Strategy for 2010-2014	The Committee will receive the draft Homelessness Strategy for 2010-2014.	Central Bedfordshire Council has a legal requirement to have a strategy focussing on the region's homeless. The Committee will receive the Council's approach to provide a rationalised service encompassing the needs of the demographic within the legacy authority's areas.
8.		CQC performance ratings for NHS Bedfordshire	The Committee to receive a report on areas of performance not met	The PCT to inform Members of the corrective action being taken to address areas of underperformance and to ensure standards of patient care is maintained.
9.		Quarter 3 Budget & Performance Information	To receive the Budget and Performance information for the Social Care Health and Housing Directorate.	The Committee will receive a statement of the position Directorate's financial performance against budget for Q3
10.	8 th April 2010	Overview of Learning Disabilities	DoH has launched this cross-government strategy for the next three years, which takes account of the responses to the consultation which ended in March 2008. In particular, this strategy addresses what people's experiences are of supporting people with learning disabilities and their families need. The Committee may wish to consider how this affects it's communities	

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11.		Departmental Briefing: Social Care Work Force	Working to Put People First: The Strategy for the Adult Social Care Workforce in England outlines the workforce implications of Putting People First and provides a high-level framework to support the transformation of the adult social care workforce. The strategy is the result of collaboration between the Department of Health and its key partners in the adult social care sector. The Committee may wish to consider the local implications to its workforce.	
12.		National Dementia Strategy	The Committee may wish to receive a report discussing Central Bedfordshire's response to commissioning services in line with their residents and their involvement regionally to the national dementia strategy's framework	<p>The strategy launched in February 2009 provides a framework within which local services can:-</p> <ul style="list-style-type: none"> • deliver quality improvements to dementia services and address health inequalities relating to dementia; • provide advice and guidance and support for health and social care commissioners and providers in the planning, development and monitoring of services; and • provide a guide to the content of high quality services for dementia
13.		Focussing on Safeguarding	The Committee may wish to consider the implications of the Council's approach to applying the national Safeguarding proposals locally	At its meeting on the 15th October 2009, and a training session held in 2010, the Committee is requested to consider and comment on the implications of the Council's approach to applying the national Safeguarding proposals locally.

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14.		Review of the Fairer Charging Policy	The Committee may wish to consider the Council's determination of setting and applying a charging levy for some of the its Social Care Services in line with national proposals	
15.	20th May 2010	Departmental Briefing: Healthier Communities	Healthier Communities seeks to provide an overarching framework for achieving a vision of Central Bedfordshire as one of the healthiest places to live in the UK by improving health of residents and narrowing the gap in inequalities in health. The Committee may wish to consider the local implications to its communities	
16.		Supported Employment	Due to national changes suggested, the Committee may wish to consider how the proposals may affect individuals working under the Supported Employment regime.	Supported employment is widely recognised as a major way of helping disabled people get and sustain work. Research has shown that in the UK, supported employment is not yet delivering its full potential, at least in part due to a wider social policy framework that fails to accommodate this approach.
17.		Homelessness Housing Option: Lets Rent	The Committee will receive an updated position of the development of this housing option which assists the homeless to acquire and remain in high quality sustainable homes in the private sector.	At its meeting held on the 15 th October 2009, the Committee resolved to receive a progress report of the Let's Rent initiative since its adoption at the 10 th November Executive meeting
18.	17th June 2010	Review of Choice Based Lettings	Evidence of Lettings Policy & Patterns of Lettings	TO BE CONFRIMED

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Previous Work Programme Items				
19.	7 th January 2010	Directorate Overview: Update on the Personalisation Agenda	<i>The content of this Directorate Overview is currently being devised within the Directorate</i>	
20.		Annual Performance Assessment for Adult Social Care	Members will be informed of the corrective action being taken, in line with the Recovery Programme, to address areas of underperformance and to ensure standards of care are maintained.	Performance in adult social care services is subject to an annual assessment by the Care Quality Commission (CQC). The CQC require that the outcome of the performance assessment is reported to the Executive. The outcome for 2008 - 2009 is that Central Bedfordshire Council has not been given a judgement about performance because of the transition to unitary status in April 2009 and the performance being reported on is that of Bedfordshire County Council.
21.		Draft Budget 2010/11 to 2014/15	The report proposes the draft budget Medium Term Financial Plan for 2010/11 to 2014/15 for consideration by the Committee	
22.	3 rd December 2009	Directorate Overview: Learning Disabilities	<i>The content of this Directorate Overview is currently being devised within the Directorate</i>	
23.		Substantial Variations & Developments of Health Services	To consider a framework on what constitutes a substantial variation.	The Committee may wish to discuss what constitutes substantial with local NHS Bodies and the Local Involvement Network (LINK) on an agreed definition in the local context and how consultation should be carried out.

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24.		NHS Beds Strategic Plan refresh	The Committee requested that Bedfordshire PCT bring back its Strategy for review by the OSC (and in line with minute ref JSC/08/26 of the <i>Joint Health Scrutiny Committee</i>) The Committee will receive a presentation of the report received by NHS Bedfordshire November Board meeting	<i>At its meeting held on the 30th July 2009, the Joint Health Scrutiny Committee resolved "to refresh the Strategy in light of the responses received, the responses to the recommendations of the Joint Health Overview and Scrutiny Committee and the need to update the financial scenarios based on the anticipated future financial situation."</i>
25.		Quarter 2 Budget & Performance Information	To receive the Budget and Performance information for the Social Care Health and Housing Directorate.	The Committee will receive a statement of the position Directorate's financial performance against budget for Q2
26.		Private Sector Housing Renewal Strategy	Central Bedfordshire Council has a requirement to have a strategy focussing on Private Sector Housing. The Committee will receive the Council's approach to provide a rationalised service within the legacy authority's areas.	At its meeting held on the 15 th October 2009, the Committee resolved <i>"that the Committee would review the draft Strategy at the November or December 2009 meeting of the Committee before it was submitted to the Executive in March 2010 for approval and adoption"</i>
27.	5th November 2009	The Central Bedfordshire Response to the Green Paper "Shaping the Future of Care Together"	To provide a response to the Social Care Health and Housing Overview & Scrutiny Committee prior to its report to Executive on the 10 th November 2009.	
28.		Handover of BLPT Bedfordshire and Luton Mental Health and Social Care Partnership NHS Trust	Members will receive a report detailing the change in governance and management of Bedfordshire and Luton Mental Health and Social Care Partnership NHS Trust	

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29.		Homelessness Housing Option: Lets Rent	The Committee will receive the current position in the development of this housing option which assists the homeless to acquire and remain in high quality sustainable homes in the private sector.	
30.	15th October 2009	Directorate Overview: Services to Carers	<i>The content of this Directorate Overview is currently being devised within the Directorate</i>	
31.		Provision of Breaks and Services to Carers	To approve the joint delivery and spending plan between Central Bedfordshire Council and NHS Bedfordshire to provide breaks and services to carers.	As an addendum to the Directorate Overview, the Committee will receive a report outlining the Council's position prior to its report to Executive on the 13 th October 2009
32.		Safeguarding Vulnerable Adults Annual Report	The Committee to not the 2008/2009 annual report of the Adult Safeguarding Board for Bedfordshire.	
33.		Substantial Variations & Developments of Health Services	To consider a framework on what constitutes a substantial variation.	The Committee may wish to discuss what constitutes substantial with local NHS Bodies and the Local Involvement Network (LINK) on an agreed definition in the local context and how consultation should be carried out.
34.		Private Sector Housing Renewal Strategy	Central Bedfordshire Council has a requirement to have a strategy focussing on Private Sector Housing. The Committee will receive the Council's approach to provide a rationalised service within the legacy authority's areas.	The Committee may wish to establish a Task Force to review this policy prior to it's receipt at Executive in February 2010

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35.	10 th September 2009	LINK Update		The Committee will receive an update from Bedfordshire LINK on local health matters influencing LINK activity as defined by the Health and Social Care Act 2001.
36.		Key pressures effecting NHS Bedfordshire	Key pressures and drivers for improvement	<p>The presentation should focus on the key issues faced by NHS Bedfordshire, taking into account a local perspective on</p> <ul style="list-style-type: none"> • Establishing an Arms Length Trading Organisation (ALTO) for the PCT's Provider Services • Principles for determining strategic locations for health infrastructure
37.		Quarter 1 Budget & Performance Information	To receive the Budget and Performance information for the Social Care Health and Housing Directorate.	The Committee will receive a statement of the position Directorate's financial performance against budget for Q1
38.		Directorate Overview: Safeguarding Vulnerable Adults	To receive an overview of the Directorates approach to Safeguarding Vulnerable Adults.	The Committee will receive an outline presentation focussing on Central Bedfordshire's approach to providing a Safeguarding service for Adults. The purpose of the presentation is to also aid Members awareness and understanding of the Safeguarding service for Adults in need of such support

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39.		Consultation Feedback: Homelessness Event	The Committee will receive feedback form the Stakeholder event held on the 27 th July 2009	Central Bedfordshire Council has a legal requirement to have a strategy focussing on the region's homeless. The Committee will receive the Council's approach to provide a rationalised service encompassing the needs of the demographic within the legacy authority's areas.
40.		Update on the Adult Social Care Recovery Plan	The Committee to consider an update of the Adult Social Care Recovery Plan	The Directorate will provide an update to the Social Care, Health and Housing Overview and Scrutiny Panel within the corporate performance monitoring framework.
41.	13th August 2009	Empty Dwellings Management Orders (EDMO's)	Member are asked to comment on a "pilot" EDMO with a view to being presented with a comprehensive Empty Homes Strategy	The committee may wish too consider a presentation and complementary report setting out the Council's position and a way forward.
42.		Substantial Variations & Developments of Health Services	To consider a framework on what constitutes substantial.	The Committee may wish to discuss what constitutes substantial with local NHS Bodies and the Local Involvement Network (LINK) on an agreed definition in the local context and how consultation should be carried out.

Executive Dates:

9th February 2010; 9th March 2010; 6th April 2010

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Briefings the Committee may wish to consider include:-				
43.		A Strategy Older People	The Older People's Strategy, aims to challenge stereotyping of older people and provide a framework to develop a county in which older people have the support they need to lead active, healthy and independent lives.	The Committee may wish to consider how this affects it's communities