

**MINUTES of MEETING of SPECIAL COMMITTEE FOR OLDER PEOPLE'S SERVICES AND
LEARNING DISABILITY SERVICES held in the COMMITTEE ROOM 1, KILMORY,
LOCHGILPHEAD
on FRIDAY, 22 JUNE 2012**

Present: Councillor Roderick McCuish (Chair)

Councillor Anne Horn
Councillor James Robb

Councillor Dick Walsh

Also Present: Councillor Mary-Jean Devon

Attending: Sally Loudon, Chief Executive
Cleland Sneddon, Executive Director – Community Services
Jim Robb, Head of Adult Care
Bruce West, Head of Strategic Finance
Anna MacColl-Smith, Service Commissioning Manager
Rosie Lawrence, Link Officer, Care Inspectorate

1. APOLOGIES FOR ABSENCE

Apologies for absence were intimated from Councillors Louise Glen-Lee, Ellen Morton and John Semple.

2. DECLARATIONS OF INTEREST

None declared.

3. MINUTES

The Minutes of the Special Committee for Older People's Services and Learning Disability Services of 23 February 2012 were approved as a correct record.

The Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for the following 4 items of business on the grounds that they were likely to involve the disclosure of exempt information as defined in Paragraphs 8 and 9; 8 and 9; 11; and 1 and 9 respectively of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

It was agreed that Rosie Lawrence, Link Officer for the Care Inspectorate, could observe the meeting.

It was agreed to consider the following 2 items together.

*** 4. QUALITY ASSURANCE AND CONTRACT MONITORING ARRANGEMENTS -
CARE AT HOME**

The Home Care service is provided to vulnerable individuals, predominantly by lone workers, in the home environment and as a result has always been considered a higher risk service requiring robust monitoring both by Community Services and Procurement and Commissioning. Consideration was given to a report regarding the

creation of Home Care Procurement Managers to supplement the role of the Care Inspectorate and the Council's Procurement and Commissioning Team to assist in achieving the robust monitoring of the higher risk service.

Decision

Agreed to recommend to the Council:-

1. that the contents of the report be noted;
2. that the Contract Monitoring Framework as detailed in the report be agreed; and
3. the creation of Home Care Procurement Managers to ensure capacity to manage and monitor the home care hours provided by the Council and the independent sector.

(Reference: Report by Executive Director – Community Services dated June 2012, submitted)

*** 5. HOME CARE SERVICES TENDER REVIEW**

A report advising on the outcome of the tender exercise for Home Care Services which concluded at the beginning of May 2012 was considered.

Decision

1. Noted the analysis of tender responses set out in paragraph 3.2 of the report;
2. Noted the updated financial position of the service set out in paragraphs 3.4 to 3.8 of the report;
3. Agreed to recommend to the Council that lots 4, 8, 9 and 10 detailed at appendix 5 attached to the report be externalised in accordance with the tender results and paragraphs 3.9 and 3.10 of the report and that the remaining lots be retained in house or with existing external providers;
4. Agreed to recommend to the Council that the Executive Director – Community Services be instructed to progress with Voluntary Redundancy or TUPE arrangements in the areas subject to externalisation in compliance with the Council's agreed policy on Voluntary Redundancy; and
5. Agreed to instruct the Executive Director – Community Services to pull together more detailed financial models associated with the recommendations of the Special Committee for presentation to the full Council at its meeting 28 June 2012.

(Reference: Report by Executive Director – Community Services dated June 2012, submitted)

6. REVIEW OF CONDITIONS OF SERVICE - DAY SERVICES AND DUNAROS CARE HOME

At its meeting on 23 February 2012, the Committee agreed that the Head of Adult Care would engage with staff representatives/Trade Unions to agree a detailed set of principles that will underpin the changes to current contracted terms and conditions to deliver the required flexibility of service specification. A report advising on progress with this was considered.

Decision

Agreed the recommendations detailed in the report.

(Reference: Report by Executive Director – Community Services dated June 2012, submitted)

7. SERVICE REVIEW - MENTAL HEALTH

Consideration was given to a report advising that the Service Review Team, within the Year Three Service Review, identified the need to consider the future needs of adults who require support.

Decision

Agreed the recommendations detailed in the report.

(Reference: Report by Executive Director – Community Services dated June 2012 submitted)

8. DATE OF NEXT MEETING

To be determined at a later date.

It was agreed that in future this Committee will be known as the Special Committee for Adult Services.