

SUBJECT:	SEVERN VIEW CONTRACTED BANK
MEETING:	INDIVIDUAL CABINET MEMBER DECISION
DATE:	11TH OCT
DIVISION/WARDS AFFECTED:	SOCIAL CARE AND HEALTH
CABINET MEMBER:	

NON-PUBLICATION

(Insert appropriate non-publication paragraph if necessary and complete attached certificate – paragraphs of exemption are contained within the constitution)

Please ensure that if this report is not exempt that the report does not contain information which may be in breach of the data protection act. Do not hesitate to contact Democratic Services for further guidance.

1. PURPOSE

To seek approval from the Cabinet member for Social Care and Health to covert the current 12% cover budget into a 15.33 hours per week contracted bank staff post

2. RECOMMENDATIONS

That the Cabinet member for Social Care and Health approves the creation of 56hrs per month contracted bank post at Severn View Day Services

3. Key Issues

- a. Severn View Day Services needs a minimum of 3 Care and Support Workers per day; at times this can increase depending on the nature of the activity taking place
- b. Minimum staffing levels need to be maintained at all times to ensure service runs effectively and is safe.
- c. In supporting people with dementia consistency of staffing is key in understanding need and building relationships. Frequent changes of staff can cause adverse effects .Although there is a cover budget there is no allocated staff member to cover these absences often leading to sporadic cover from bank staff who are not familiar with people's needs
- d. Staff members are required to have Category D1 on their licence which enables them to drive a mini bus. Anyone passing their diving test after 1st Jan 1997 will not have this on their licence. This reduces the number of bank staff who meet the criteria required to work in Day Services. To put staff through the course and test for category D1 is currently £2,000 so paying for a number of bank staff to do this wouldn't be cost effective.
- e. Numbers of Service Users within day services changes frequently due to the nature of the services e.g. Winter months see decrease of people attending due to hospital admissions, illnesses etc. Employment of contracted bank would provide the service the opportunity to provide a flexible service to meet the ever changing demands upon the services

4. REASONS

- a. implementing the revised structure we ensure robust arrangements are in place for adequate cover arrangements within Day Services
- b. We ensure consistency for people accessing our services. This allows relationships to build which can only be achieved through focused time and attention. In turn this will build trust and confidence as people are supported to live well and achieve personal outcomes
- c. We will be able to respond quickly to the ever changing needs of the service to provide focused support at times when it's needed
- d. Making the contracted hours a monthly commitment provides us with the flexibility to use contracted hours at the times it is most needed as outlined above numbers using services varies as do staff absence. e.g. if we have no staff absent one week and 3 staff off on another week then we can allocate hours accordingly to meet the commitments of the contract and still remain flexible in meeting the needs of the service
- e. The implementation of a permanent contracted bank staff will prevent the need for excessive use of Zero contracted bank staff

5. RESOURCE IMPLICATIONS

Appendix 2 shows the current budget staff makeup including the current 12 % cover and compares this to the proposal. This appendix demonstrates that the proposal is cost neutral and self funding.

6. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):

The significant equality impacts identified in the assessment (Appendix 1) are summarised below for members' consideration:

We believe that supportive and consistent work force improves person centered services, gives stability to individual staff members as well as the services we provide and will lead to the most effective use of human resources. This will lead to sustainable services.

As detailed, the teams work directly with communities and other people supporting vulnerable adults. This fosters direct relationships between frontline agencies and also members of the wider community and supports older people to lead as independent lives as possible

Ensures that adequate staffing levels and service consistency is maintained during planned absence of team members. Supports retention, well-being and security.

The focus of direct care is supporting people to live well; maximizing their strengths and supporting contribution.

The actual impacts from this report's recommendations will be reviewed every year and criteria for monitoring and review will include:

7. CONSULTEES

- a. Current Day Services team
- b. Senior Managers

8. BACKGROUND PAPERS:

- DMT report Staff Restructure within Severn View Day Services 20.9.16
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9. **AUTHOR:** Sian Gardner Residential and Day Service Lead

10. CONTACT DETAILS:

Tel: 07815 005013

E-mail: Siangardner@monmouthshire.gov.uk

**SCHEDULE 12A LOCAL GOVERNMENT ACT 1972
EXEMPTION FROM DISCLOSURE OF DOCUMENTS**

MEETING AND DATE OF MEETING:

TITLE OF REPORT:

AUTHOR:

I have considered grounds for exemption of information contained in the report referred to above and make the following recommendation to the Proper Officer:-

EXEMPTIONS APPLYING TO THE REPORT:

FACTORS IN FAVOUR OF DISCLOSURE:

PREJUDICE WHICH WOULD RESULT IF THE INFORMATION WERE DISCLOSED:

MY VIEW ON THE PUBLIC INTEREST TEST IS AS FOLLOWS:

RECOMMENDED DECISION ON EXEMPTION FROM DISCLOSURE:

Date:

Signed:

Post:

I accept/do not accept the recommendation made above

Proper Officer: _____

Date: _____