

To: SOCIAL WORK COMMITTEE HOUSING & TECHNICAL SERVICES COMMITTEE		Subject: IMPLEMENTATION OF JOINT EQUIPMENT & ADAPTATIONS WORKING GROUP – PROGRESS REPORT
From: DIRECTOR OF SOCIAL WORK DIRECTOR OF HOUSING & PROPERTY SERVICES		
Date: 20 th DEC. 2001	Ref: DM/DM	

1. PURPOSE OF REPORT / INTRODUCTION

1.1. This report provides Committee with a progress report on implementation of the decisions of the Joint Equipment and Adaptations Working Group.

2. BACKGROUND

- 2.1. A report to the Social Work & Housing Committees in October 1999 identified a number of issues relating to the assessment and provision of community equipment and adaptations. Committee approved a recommendation to establish a joint Member/Officer working group. The decisions of the group were agreed by Committee in November 2000, this is the fifth progress report on implementation.
- 2.2. A report by the Joint Future Group, the community care policy making wing of the Scottish Executive requires agencies to jointly resource and manage equipment and adaptation services, including a combined store, by April, 2002.
- 2.3. This area of activity is subject, nationally and locally, to 15-20% annual increases in demand for service. This is in the context of national difficulties in the recruitment of qualified Occupational Therapists. In 2000/2001 the Social Work Department doubled the resources available for equipment, spending a total of over £1.6m.

3. SUMMARY OF PROGRESS

- 3.1. The table set out in Appendix 1 summarises the decisions of the working group and progress achieved to date. Whilst the scale of the task is daunting, significant progress has been achieved to date including:
- 3.2. The joint store renovation work has been issued to tender by Design Services. Tenders have been returned and it is envisaged that work will commence during December 2001.
- 3.3. The information and assessment unit, located adjacent to the joint store, has also been issued to tender and renovation work will commence alongside the joint store.

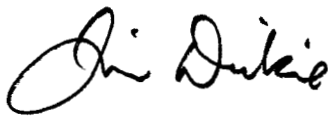
- 3.4. The Transport section of the Council has now issued the order for the Mobile Unit, which will be operational in the next financial year.
- 3.5. Early recruitment of Occupational Therapists prior to their graduation has resulted in the appointment of five newly qualified staff. Staff have been recruited over establishment to address the predicted turnover within the financial year.
- 3.6. Waiting lists for assessment by occupational therapy staff have reduced by 68% since the end of 2000 and are now at their lowest levels since the inception of North Lanarkshire Council. Only those screened as being in the lowest priority group are waiting for assessment. Appendix 2 provides more detailed information.
- 3.7. Staffing has been identified to run the new service and store and Committee approval secured for this purpose. The post of manager of the joint equipment service has been advertised and will be interviewed for shortly.
- 3.8. Interim arrangements for the unification of contracts for temporary installations have been put in place pending a measured term contract being prepared Design Services. Approval has been secured to transfer £130,000 on a recurring basis from Social Work to the Housing non-HRA revenue budget for this purpose.
- 3.9. An additional £300,000 has been made available to Housing to progress the backlog of people waiting for adaptations. Appendix 3 provides more detailed information.
- 3.10. A standard prioritisation system for both adaptations and equipment is in place across the authority.
- 3.11. Administration of equipment has been centralised from Social Work area teams to the Disability Resource Centre, improving service efficiency. Electronic requisition systems and referrals for all equipment are in operation.
- 3.12. Agreement has been reached between Social Work and Housing on the administration of “top-ups” to improvement grants. Committee approval has been secured to transfer £50,000 on a recurring basis from Social Work to Housing non-HRA revenue budget for this purpose. The new arrangements were implemented from 1st June 2001, though Social Work will continue to deal with applications in train prior to that date.
- 3.13. Occupational therapists are no longer required to support applicants through the grant application process – this is being carried out by the grants section in conjunction with Care and Repair, so freeing up professional time for assessment and care management responsibilities.
- 3.14. The stock control system MESaLS 2000, has been purchased and will be phased in over a 3 month period commencing in December. This will ensure efficient monitoring of the delivery, fitting, repair, return and recycling of equipment. It is web enabled which will allow local staff to access stock levels and availability, and the public to view items of equipment through an on-line catalogue.

4. FINANCIAL/PERSONNEL/LEGAL/POLICY IMPLICATIONS

- 4.1. Service developments described have been funded from additional monies of £300,000 included in the Social Work budget for 2001/2 as a Council service enhancement. These have been allocated by the Scottish Executive to assist Councils to meet the requirements of the Joint Future Group report.
- 4.2. In addition it should be noted that the Council has made available a further £1.024m for extra spending on equipment and adaptations in recognition of assessed need for these services within North Lanarkshire in this financial year.

5. RECOMMENDATIONS

- 5.1. Committee is asked to:
- (a) note progress made to date in implementing the decision of the Council on equipment and adaptations; and
 - (b) note that a further progress report will be brought forward to future Social Work and Housing & Technical Services Committees.



Jim Dickie
Director of Social Work
9th November 2001



Thomas McKenzie.
Director of Housing & Property Services
9th November 2001

For further information on this report please contact Duncan Mackay, Manager, Community Care (Adult Services) (TEL: 01698 332065) or John Gormley (Service Development Manager) (Telephone 01236 312650)

Appendix 1 – Progress Summary of Working Group Decisions (Update)

Decision	Progress	Lead Department/Officer	Timescale
Establishment of a Joint Service and Store with Health to purchase, stock manage, supply, deliver, fit, demonstrate, recycle, repair and maintain all equipment	Renovation work is due to commence on the Store Site in December. Staffing establishment approved by Committee – lead officer post has been advertised and will be interviewed in November.	Manager, Community Care Services for Adults (Social Work)	April 2002 December 2001
Establishment of a central resource to enable people to try out and, where appropriate, but equipment, and provide the relevant information to inform such choices. This is to be developed with complementary mobile provision and could be part of the joint store.	Renovation costs have been issued for tender. Staffing as above. Tenders have been received for the mobile provision which is now on order.	Manager, Community Care Services for Adults (Social Work)	As Above June 2002
Adoption of single multi-agency assessment applied According to an agreed set of protocols across agencies using a common form.	A jointly developed community care assessment tool is used universally in Social Work and by Health staff in specific projects. The successful Modernising Government Fund bid is being used to progressively introduce this across Health and Social Work settings in North Lanarkshire.	Head of Social Work Resources.	December 2001 into one Local Health Care Co-operative area.

Decision	Progress	Lead Department/Officer	Timescale
Extend opportunities for self-assessment.	A working group with service users and carers has been established to identify appropriate items of equipment and self selection mechanisms.	Manager, Community Care Services for Adults (Social Work)	April 2002
Adoption of a standard priority system.	Implemented – April 2001		
Review the points scoring system to clarify what level of need can be met.	Appendix 3 of this report sets out the present position. Further research is required to predict future need.	Service Development Manager (Housing)	Partially implemented - further work for April 2002.
Treat major installations of equipment as adaptations with budget control lying within a single service/Department.	Implemented – October 2001. Agreement reached through floor lifts, steplifts, showerloos and automatic toilets as adaptations. Consideration on further changes deferred until impact of other service developments can be reviewed.		
Establish unified maintenance contracts for large items of equipment.	Interim arrangements put in place pending measured term contract being prepared by Design Services.	Projects and Quality Manager (Housing)	Partially implemented – Measured term contract to be let April 2002

Decision	Progress	Lead Department/Officer	Timescale
Improvement grants, including "top-ups" to be administered solely by Housing Development Grants	Implemented – June 2001. Social Work retain financial responsibility for any outstanding "top-ups" in train before that date.		
Extend eligibility for improvement grants to include additional items.	Implemented – June 2001. Agreement reached to include specified items (through floor lifts, steplifts, showerloos and automatic toilets initially) for grant eligibility		
Formalise the Care and Repair Scheme as the service which supports applicants through the grant process.	Implemented – April 2001		
Develop a clear set of eligibility criteria.	Being considered as part of an overall Social Work review of assessment and care management, to be informed by implementation of joint service and store.	Head of Social Work Services	April 2002
Devise and publish service standards.	As above.	Head of Social Work Services	April 2002
Propose a continued policy of no charging, subject to future review.	Implemented – April 2001		
Make immediate improvements for occupational therapy in Social Work	Implemented – April 2001		
Review role and management arrangements of occupational therapy in Social Work	Implemented- June 2001, following Social Work Department restructuring. Role of OTs will be periodically reviewed.		

APPENDIX 2

**Waiting Lists for Occupational Therapy Assessment
(no's of people)**

AREA TEAM	December 2000	February 2001	May 2001	June 2001	July 2001	August 2001	Sept. 2001	Oct. 2001	Nov. 2001
AIRDRIE	632	615	454	423	355	315	125	84	74
COATBRIDGE	299	254	354	334	315	222	212	207	0
CUMBERNAULD	352	269	209	205	141	232	152	245	266
MOTHERWELL	103	94	58	64	56	50	66	65	49
BELLSHILL	299	195	103	101	256	266	229	180	106
WISHAW & SHOTTS	240	103	114	62	96	101	86	54	123
TOTAL	1,925	1,530	1,292	1,189	1,219	1,186	870	835	618

- Waiting lists reduced by 1307 (68%) in 12 month period.
- All those waiting for assessment have been screened and are in lowest priority category.
- In July, Social Work restructuring transferred resources for Chryston Sub-office to Cumbernauld.
- The national and local increase in referrals of 15.20% per annum means that progress in managing this work is always likely to be uneven.
- The increase in referrals at the same time as achieving a progressive reduction of the waiting list, shows the scale of service improvement.

Appendix III

ADAPTATIONS EXPENDITURE

Current Position

An assessment of the waiting lists for Adaptations, carried out on the 14th November is summarised in the following tables.

Improvement in carrying out assessments by the Occupational Therapists has increased demand for adaptations. Work is underway to assess if it is possible to increase funding to meet the higher demand. The additional £300,000 transferred from Social Work already is included in these summaries.

Division	Budget Provision	Committed Expenditure	Unassigned Budget	Waiting List Value	Variance
North	985,000	985,000	0	158,803	-158,803
South	1,051,800	861,828	189,972	766,291	-576,319
Total	2,036,800	1,846,828	189,972	925,094	-735,122

The table reveals there is a shortfall of £735,122, against demand from assessed cases at 14th November.

Waiting List Summary

The following table summarises the waiting list of assessed cases awaiting installation of an adaptation as at 14th November. The cases are grouped together in bands covering ranges of assessed need.

Points Range	North	South	Total
25 – 30	0	0	0
20 – 24	17,103	0	17,103
15 – 19	90,300	489,374	579,674
10 – 14	51,400	276,917	328,317
Total	158,803	766,291	925,094

To clear the current waiting list down to cases assessed with 15 points and above would require additional funding of £406,805.

To clear the waiting list completely at this time would require £735,122.

Future Demand

The above figures consider only the known waiting list of assessed cases as at 14th November 2001. Work is currently underway to estimate the level of demand from new cases referred after November 14th until the end of the current financial year.

Previous Years Expenditure

The following table details the expenditure made on adaptations since 1996.

Year	Revenue £	Capital £	Total £
1996/97	300,000	1,149,000	1,449,000
1997/98	1,316,000	111,000	1,427,000
1998/99	1,280,000	50,000	1,330,000
1999/2000	1,735,000	60,000	1,795,000
2000/01	1,514,000	188,000	1,702,000
2001/02	2,036,800	200,000	2,236,800
Total	8,181,800	1,758,000	9,939,800

The table demonstrates the increased resources made available as demand has continued to increase each year.