

# APPENDIX 5

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ARGYLL & BUTE COUNCIL  
COMMUNITY SERVICES

AUDIT COMMITTEE  
27 AUGUST 2004

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## ADAPTATIONS REPORT - 2002/2003

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### 1. INTRODUCTION

This report provides an update on the management of Community Equipment and Adaptations in terms of audited systems that relate to service delivery, finance, planning, statistical systems and joint working with NHS Argyll & Clyde within the Joint Partnership / Joint Future arrangements.

### 2. RECOMMENDATIONS

2.1 That a full integrated review of all Council and NHS Argyll & Clyde operational, service delivery and staffing issues will progress with the development of a 3-5 year business case being presented for 31<sup>st</sup> March 2005. This will cover the variety of issues being audited within a single business plan with specific timescales identified within an agreed financial framework.

This recommendation is in line with the recommendation presented to the Scottish Executive as part of the updated Joint Partnership agreement dated 30<sup>th</sup> May 2004.

### 3. DETAILS

#### 3.1 Information Systems:

The OLM system used within Social Work is presently significantly under utilised by operational, planning and finance staff. Consequently the council continues to have difficulty in maintaining an integrated statistical and financial system that allows for straightforward audit of equipment and adaptations.

The OLM system is presently subject to a departmental review of all the component parts, operational, statistical and financial that will allow for an integrated audit trail.

#### 3.2 Joint future Agenda:

The Joint Future "Partnership Agreement" between the Council and NHS Argyll & Clyde was updated for 30<sup>th</sup> May 2004 and submitted to the Scottish Executive. An explicit recommendation within the paper was that a 3-5 year integrated business plan would be provided for all client groups for 31<sup>st</sup> March 2005. Within the plans for Older People's Services and Physical Disability will be specific reference to the development and financing of equipment and adaptations.

The content of the plan will include recommendations relating to service delivery models, storage, cleaning and transport issues, delivery and installation processes, monitoring levels of unmet need, information on

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recycling, integrated management systems all of which will be within an identified joint financial framework.

### 3.3 **Training:**

The Joint Future “Partnership Agreement” noted above included a specific training plan to enhance the development of the integrated agenda between the Council and NHS Argyll & Clyde. The training plan is a piece of work that is subject to ongoing change and will be formally reviewed annually in preparation for the new financial year.

### 3.4 **Implementation Dates:**

Previous report indicated a variety of implementation dates for the August and December of 2004. Having given a commitment to the Scottish Executive to prepare an integrated business from the Council and NHS Argyll & Clyde plan for 31<sup>st</sup> March 2005. Consequently, it is recommended that the same implementation date is agreed in order that the different recommendations made relating to equipment and adaptations are built into the same integrated process and timescale rather than being dealt with separately.

## 4. **CONCLUSIONS**

- 4.1 Full review of the Department’s OLM information system is being progressed. This will allow for an audit system that serves operational, financial, statistical and planning issues.
- 4.2 A full review of all operational, service delivery and integration matter between the Council and NHS Argyll and Clyde will progress with the development of a 3-5 year business case being the outcome for 31<sup>st</sup> March 2005. This will cover the variety of issues being audited within a single business plan with specific timescales identified within an agreed financial framework.

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### 5. IMPLICATIONS

Policy: This meets the Council's policy to deliver quality services to people with disabilities.

This meets the Council's policy of joint working with the NHS within the Joint Future agenda.

Financial: None at this time.

Legal: Meets statutory requirements to assess and provide services to people affected by a disability.

Personnel: None

Equal Opportunities: None

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