

Report of the Cabinet Member for Wellbeing and Healthy City

Cabinet – 18 November 2014

WESTERN BAY PROGRAMME - REGIONAL SUBSTANCE MISUSE AREA PLANNING BOARD

Purpose:	To update Cabinet on the progress in developing regional arrangements for the planning, commissioning and management of Substance Misuse services in Swansea, Neath Port Talbot and Bridgend.
Policy Framework:	Working together to reduce harm- The substance misuse strategy for Wales 2008-18
Reason for Decision:	This document also seeks approval for the next steps that are required to fully establish a regional structure for the oversight of Substance Misuse services.
Consultation:	Legal, Finance and Access to Services.
Recommendation(s):	It is recommended that Cabinet : - 1) Approve the current progress made towards establishing a Substance Misuse Area Planning Board. 2) Approve the recommendation from the Western Bay Programme Board that Neath Port Talbot County Borough Council act as the host organisation for the Western Bay Area Planning Board Regional management and financial structure.
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1. Background

1.1 In 2010 Regional Area Planning Boards (APBs) were set up with the overall objective of improving and strengthening the arrangements for planning, commissioning and performance management of substance misuse services in Wales. APBs assist Community Safety Partnerships (CSPs) and other relevant partners to discharge their statutory responsibility by providing a mechanism for them to pool resources and share expertise in the delivery of the Welsh Government's Substance Misuse Strategy. Since April 2013, Neath Port Talbot Council has been the grant recipient body for the Substance Misuse Action Fund in line with the expectation from the Welsh Government that Area Planning Boards manage the Substance Misuse Action Fund (SMAF) on a regional basis.

1.2 The introduction of Area Planning Boards requires consideration with regard to:

- a single grant recipient of future SMAF revenue
- the current structure of substance misuse planning and commissioning
- the staffing structure required to support the APB.

1.3 To date the following has been completed in the development of a regional Area Planning Board.

1.3.1 The Area Planning Board has agreed and implemented Neath Port Talbot County Borough Council as the nominated grant recipient and banker of the Substance Misuse Alcohol Fund (SMAF).

1.3.2 It has also been agreed that the future arrangements will require the Western Bay APB to provide an executive function by assisting responsible authorities and other relevant partners to discharge their statutory responsibility in delivering the Welsh Government's Substance Misuse Strategy.

1.3.3 The APB Service Delivery Board will manage and oversee the operational delivery of the APB work programme, with relevant sub groups established to lead on the key areas of responsibility. Since April 2014 a new governance structure has been operating across the Western Bay region (see appendix 1)

1.3.4 The APB has developed, engaged and consulted on a new substance misuse and alcohol commissioning strategy (appendix 2)

2.0 Current situation

2.1 There is now a need to progress work towards establishing a regional staffing structure to support the APB. To date this has involved a review of the structures and key personnel required in the future to ensure the

appropriate commissioning, monitoring and evaluation of substance misuse services.

- 2.2 The structure of Lead Officer posts, and associated support posts, have developed differently in each local authority and Community Safety Partnership area. It is an expectation of Welsh Government that the service development, planning, commissioning and performance management functions, now being delivered at a regional level, will be undertaken by officials who currently undertake the role of Substance Misuse Lead Officers at a local authority area level. This will include the Secretariat function of the APB. The APB has worked closely with all its members to agree a suitable structure in order to effectively deliver the planning and commissioning functions required of an APB. The agreed structure is included as appendix 3.
- 2.3 The final step to complete the process of establishing full regional arrangements for the Western Bay Area Planning Board is to establish a regional management structure, which is hosted by one of the three Local Authorities.
- 2.4 In order to enable a decision regarding which Local Authority should be the host organisation, a clear set of criteria has been identified and then each potential organisation tested against this criteria.
- 2.5 Through discussion with members of the Area Planning Board the following have been the criteria for deciding on the host organisation.
1. Willingness to host Regional Management Structure
 2. Current host of financial management arrangements
 3. Distribution of service users across the Western Bay Region
 4. Distribution of services across the Western Bay Region
 5. Current distribution of staff involved in reorganization
 6. Difficulty / ease of transitioning or building on established arrangements

The following provides a breakdown of each of the Local Authorities against the agreed criteria

Criteria	Measure	Outcome per Authority
Willingness to host Regional Management Structure	Y/N	Swan: Yes
		NPT: Yes
		Brig: Yes
Current host financial management arrangements		Neath Port Talbot CBC
Distribution of service users	Service	Swan: 5.6

across the Western Bay Region	Users/1000 population	NPT: 4.9
		Brig: 4.0
Distribution of services across the Western Bay Region	No per Region	Swan: 17 Value: £1639495.00 (47%)
		NPT:14 Value: £963521.00 (27%)
		Brig:24 Value: £902160.00 (26%)
		Total Value: £3,505,176
Current distribution of staff involved in reorganisation	No of Staff	Swan: 2
		NPT: 1
		Brig: 0

Financial and Service information taken from financial year 2013/14

- 2.6 The conclusion reached by the Area Planning Board following the analysis of the criteria is that all three of the Local Authorities could and would provide a robust host organisation for the Area Planning Board management and financial structures. The criteria provides an indication that due to the scale of population and the slightly higher service user rate and the value of services that there could be a marginal advantage if the City and County of Swansea were to be the host organisation. This marginal advantage must be weighed against the experience already gained by staff in Neath Port Talbot CBC who have hosted the financial arrangements for the last 18 months and have established processes to support and improve the financial management of the APB. There would inevitably be disruption caused if this process was to migrate to another organisation.
- 2.7 On the 28th of August the Western Bay Programme Board examined and discussed all the criteria explored in this paper. It agreed that while all three Local Authorities could be an effective host organisation and while there were marginal advantages to the City and County of Swansea being the host organisation in terms of scale of services and rate of service users, this did not outweigh the advantage of building on the experience already gained by staff in Neath Port Talbot who have been the host organisation for existing financial structure.
- 2.8 Due to the prevalence of substance misuse in Swansea and the recognition of the strong political oversight required, the Area Planning Board is recommending, that the position of the deputy/vice chair for the Area Planning Board is held by an elected member from City and County of Swansea.

2.9 Subject to the approval of all three Local Authorities it is proposed to enter into a staff consultation exercise in order to reach an agreement about the future structure and transfer of staff into Neath Port Talbot Council.

Once the refined structure is operational it will ensure the most efficient and effective delivery of commissioned services whilst achieving cost efficiency through reduction of duplication, and economies of scale. This will enable more of the Substance Misuse & Alcohol fund to be used on the provision substance misuse and alcohol services.

3.0 Equality and Engagement Implications

3.1 The project lead has completed an Equality Impact Assessment screening form and the change indicated is an administrative change for managing the commissioning, planning or substance services. It does not alter the way in which the substance misuse funding is spent just the administration and organisation of planning and commissioning structures.

3.2 As the project advances, individual EIA processes for each authority will be required based on their current provision, detailing the impact that the new structure will have on this. For the City & County of Swansea, this will include the new EIA process.

4.0 Financial Implications

4.1 It is anticipated that a streamlined regionalised structure will achieve savings, it is anticipated that all current staff will be accommodated within the new structure and therefore there would be no additional costs to the original employing authority.

5.0 Legal Implications

5.1 The Council and indeed all partner agencies will need to ensure that the appropriate governance arrangements are in place during this period of establishing the Substance Misuse Area Planning Board and for the period when it is fully operational. Each Authority will need to ensure that it has obtained all necessary approvals and that all necessary powers have been delegated as appropriate to enable each Authority to comply with its respective obligations. Also, each Authority will need to take appropriate legal and HR advice with regard to the potential staffing implications arising from the establishment of these regional arrangements.

Background Papers: Development of the Regional Substance Misuse Area Planning Board, Cabinet Report, on 8th April, 2014

Appendices:

- Appendix 1 – Western Bay Area Planning Board Governance Structure and Structure Membership Tables;
- Appendix 2 - Substance Misuse Services Commissioning Strategy, Western Bay Area Planning Board, 2014-2019;
- Appendix 3 - Copy of the (currently unpopulated) future management structure of the Western Bay Area Planning Board.