

Meeting of:	Healthy Living and Social Care Scrutiny Committee
Date of Meeting:	Tuesday, 18 June 2019
Relevant Scrutiny Committee:	Healthy Living and Social Care
Report Title:	Reshaping Services - Adult Day Services Meal Provision
Purpose of Report:	To update Members regarding the provision of meals for attendees at Adult Day Services
Report Owner:	Director of Social Services
Responsible Officer:	Operational Manager - Locality Services
Elected Member and Officer Consultation:	Business Improvement Partner
Policy Framework:	This is a matter for Executive decision
<p>Executive Summary:</p> <p>This is an update report on the provision of mid-day meals at the Vale of Glamorgan Day Centres for adults with care and support needs following the report presented in February 2019.</p> <p>Adult Services operates four in house day services that provide a hot mid-day meal. The cost of providing the meals exceeds the cost charged so the division effectively subsidises these meals. This subsidy is calculated to be between £9.83 and £10.13 per meal.</p> <p>Day-time opportunities take many forms and offer support to people to engage with their local community, develop social networks as well as providing valuable respite to family carers. The provision of a hot mid-day meal has traditionally been an integral part of day service provision.</p> <p>A recent consultation exercise with people who attend the day centres found that the provision of a mid-day meal remains important for older people who might not have an alternative option of a hot meal, but less important for younger adults who are able to bring their own packed lunches or would prefer to have their lunch while accessing the community away from the centre.</p> <p>Meal provision at adult day services has been identified as one of Social Service's Reshaping Services projects and a target of £50,000 is included in the Council's revenue budget savings proposals for 2019/20.</p>	

Recommendations

1. That Committee considers the content of this report.
2. That the Committee considers the development of future meal provision in order to achieve the targeted savings while continuing to ensure the provision of day services effectively meets the wellbeing outcomes of people using them.

Reasons for Recommendations

1. To update Members on the uptake of meals within our Day Centres, their associated costs and the need to make savings within the existing budgetary constraints facing the Vale of Glamorgan Council.
2. To inform the future development of proposals for the operation of services relating to meal provision in the day services, in light of the need to achieve financial savings and ensure the continued provision of effective services for people accessing day services.

1. Background

- 1.1 Vale of Glamorgan Adult Services are committed to providing day time opportunities for older people and adults living with a physical disability or learning disability. The department currently operates four day centres based out of Rondel House (for older people); New Horizons (for adults with physical disabilities), Woodlands (for adults with learning disabilities) and Trysor O Le (for adults with learning disabilities).
- 1.2 Although Day Services provide a highly valued service provision for many people, citizens are increasingly choosing alternative ways to engage with the community, meet friends and give family members respite.¹
- 1.3 To keep up with the changing expectations of people using day-time services, the department undertook a review of day services for adults with learning disabilities in 2017 and recently initiated a review of day services for older people and adults with physical disabilities. The learning disability review has enabled more people to choose to engage in activities away from the day centres, meaning that they are supported to have meals at local cafes.
- 1.4 A consultation exercise was undertaken with members of the day centres in September 2018 and found that people, especially older people valued the meals, but this was not integral to the social element of attending and they would continue to do so, for example, if they were required to bring a packed lunch or an alternative option was provided.

¹ AgeUK (2011) Effectiveness of Day Services - Summary of research evidence

- 1.5 Meals are prepared and cooked at two sites, Rondel House and Hen Goleg and provided between 12 noon and 1.15 p.m. Meals are made at Hen Goleg and delivered to Trysor O Le as required.
- 1.6 There were 736 fewer meals being purchased at Hen Goleg in 2017/18 compared to 2016/17 which corresponds to the growing trend to have meals while accessing the community. This is in contrast to numbers of meals being provided in Rondel House where there has been an increase in 2017/18 of around 302 meals purchased which corresponds with the increased number of daily attendances.
- 1.7 The model for day time opportunities within the Vale of Glamorgan is evolving to keep up with the increasing demand, as the number of people living with care and support needs increases and as people's expectations for supported social opportunities and respite changes. Research suggests that a range of centre based and community based day-time opportunities will provide a more sustainable response to assisting people to meet their personal outcomes into the future².
- 1.8 The day centres employ care staff, (Support Workers/Day Services Officers) who provide personal care to people at the day centre which can include feeding, providing refreshments and preparation for meal deliveries. However, they may also be required to assist directly with food related duties such as delivering/serving of meals, clearing away etc.
- 1.9 Although not the case in New Horizons or Rondel House, members of day care staff in Woodlands and Trysor O Le are provided with a free meal when supporting clients to eat their meals.
- 1.10 Staff within New Horizons, and Rondel House do not have free meals, they either bring in their own packed lunches or purchase a hot meal.
- 1.11 From 1st August 2016, the price of a meal was increased to £5.35 which includes hot and cold drinks throughout the day.
- 1.12 The cost of day centre staff supporting people to eat their meals has not been included in this calculation as this support would remain constant with any of the identified options for meal provision.
- 1.13 The Reshaping Services Programme has identified a £50k saving to be made from the provision of day centre meals.
- 1.14 The table overleaf shows a breakdown of the costs and income associated with meal provision for Rondel House and Hen Goleg. The table highlights a significant subsidy being made by the department totalling £106k. For

² AgeUK (2011) Effectiveness of Day Services - Summary of research evidence.

Aging and Society (2018) Day Centres for older people: a systematically conducted scoping review of literature about their benefits, purposes and how they are perceived.

convenience the costs have been divided by the number of meals purchased to show the cost of each meal provided.

	Rondel 17/18	Hen Goleg 17/18
Total Number of Meals purchased	3,393 (ave. 67.3 per week)	7,220 (ave. 143.3 per week)
Total Staff costs [Cook; Kitchen Assistant Agency Cook+ Admin at Woodlands]	£30,345.86 (47.5 hours per week)	£68,396.26 (82 hours per week)
Food costs [General Provisions]	£14,060.68	£26,353.59
Other costs [% of utilities, waste collection, cleaning materials, uniforms etc]	£5,441.35	£13,163.65
One off costs [repairs, purchase kitchen equipment]	£1,510.23	£2,859.97
Total cost of Meals	£51,498.15	£111,781.89
Cost per meal (Total cost/meals sold)	(51,498.15/3,393)= £15.18	(111,781.89/7,220)= £15.48
Income (Total meals purchased x £5.35)	£18,153.18	£38,627.60
Cost to Department (Subsidy)	£33,344.97	£73,154.29
Subsidy per meal (Cost to dept/meals sold)	(33,344.97/3,393)= £9.83	(73,154.29/7,220)= £10.13

1.15 Staff costs include one cook and kitchen assistant at Rondel House working a total of 47.5 hours per week. The staff costs at Hen Goleg include two cooks and one assistant cook working a total of 82 hours per week. At Rondel House, the administration associated with catering (i.e. the cost of processing invoices and collecting income) is shared between the cook and of one employee's time. As such, this has not been included in the cost of the operation as any changes would not lead to a realisable saving in isolation. In Hen Goleg, there is more administration (due to the higher number of meals and multiple day services) which equates to 50% of 1 FTE administrator's time. As such, these costs have been included within the Hen Goleg staffing costs as any changes could lead to realisable savings.

1.16 The average food costs per meal are £4.14 at Rondel House and £3.65 in Hen Goleg. Food costs include the direct cost of provisions for the production of meals in both locations. The services purchase provisions via the National Procurement Service. However, there are times when it is not cost effective to do so and have sought other suppliers. The framework agreements are often for larger quantities of an ingredient than would be required at the day services, for

example. If the services were stopped in one or both locations, these food costs would be saved entirely and changes to the menu/number of courses, would have a proportionate effect on these costs.

- 1.17 Other costs include both an element of indirect and other direct costs of the kitchen operations at both sites. The indirect costs include a proportion of the cost of waste collection and utilities (gas, electricity and water) for the buildings. If the service was changed these costs could be saved as the amount consumed would reduce as they are charged for on an 'as used' basis. Other direct costs include the cost of cleaning materials and uniforms for the kitchens, which again would be saved if the kitchens were not operated.

2. Key Issues for Consideration

- 2.1 The cost to the department of providing mid-day meals to people attending the Day Centres is unsustainable.
- 2.2 The provision of a hot mid-day meal at the New Horizons, Woodlands and Trysor O Le Day Centres could be provided more flexibly as people are able to either bring their own packed lunches or access local cafés for lunch as part of supported activities.
- 2.3 It is recommended that Scrutiny Committee (Healthy Living and Social Care) consider the information provided in this report and the development of proposals to change the nature of the current meal provision in the day services settings. The intention is to achieve at least the targeted savings and also to continue to ensure the provision of day services meets the needs of people using them in an effective way. The consideration by Committee will inform a report to Cabinet in due course.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 Long Term
 - 3.1.1 The council's commitment to developing day time opportunities represents a focus on the long term wellbeing of individuals using the service and also the sustainability of social care by supporting carers and reducing demand on alternative care and support at home.
- 3.2 Integration
 - 3.2.1 Day services provide venues for health professionals to offer interventions with people where a more clinical setting is not appropriate.
- 3.3 Involvement
 - 3.3.1 Day opportunities allows people to take more control over their lives by providing information so people are more informed to make care and support decisions.

3.4 Collaboration

3.4.1 Day services offer an opportunity for adult services to work with partners to provide a coordinated provision of daytime opportunities for people both within day centres and the wider community.

3.5 Prevention

3.5.1 Day services supports an Active and Healthy Vale by promoting healthy lifestyles, reducing loneliness and enhancing wellbeing.

4. Resources and Legal Considerations

Financial

4.1 Adult day services are required to present a £50,000 saving from reshaping the offer of mid-day meals within the day centres.

4.2 The costs and income associated with the current arrangements are provided in the body of this report.

Employment

4.3 Any changes to the operation of food provision in day services could impact on staff employed to directly prepare food and in the administration of these services. Should any proposals be developed that would impact upon staff, consultation and engagement with staff and the recognised Trade Unions would be undertaken in line with the Council's well-established policies relating to the management of change.

Legal (Including Equalities)

4.4 There are no legal implications as a direct result of this report.

4.5 Any proposals to change the nature of the way in which meals are provided at day service settings would be accompanied with an Equalities Impact Assessment and associated consultation

5. Background Papers

An Overview of Meals Provision for Adult Residents within the Vale of Glamorgan, Scrutiny Committee (Healthy Living and Social Care), 5th February 2019.

[https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Scrutiny-HLSC/2019/19-02-05/Overview-of-Meals-Provision-for-Adult-Residents-Within-VoG.pdf](https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Scrutiny-HLSC/2019/19-02-05/Overview-of-Meals-Provision-for-Adult-Residents-Within-VoG.pdf)