



NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Personnel Committee

24th June 2019

Report of the Assistant Chief Executive & Chief Digital Officer– Mrs Karen Jones

Matter for Decision

Wards Affected: All Wards

Change to establishment: Case Review Co-ordinator & Harm Reduction Lead

Purpose of the Report:

To change the establishment structure within the Assistant Chief Executive's Department.

Executive Summary:

The Community Cohesion and Partnerships section has responsibility for providing support to the Substance Misuse Area Planning Board, which is a regional partnership. This report deals with changes to the Area Planning Board Regional Commissioning & Support team which is hosted by Neath Port Talbot. These changes result from a recommendation of a Critical Incident Group established by the joint Public Services Boards of Neath Port Talbot and Swansea, in response to amongst other things the rate of drug related deaths in the region.

Background:

The Strategic Manager for Community Cohesion and Partnership reports directly to the Assistant Chief Executive & Chief Digital Officer. This section has responsibility for:

- i. Substance Misuse Regional Commissioning Support Team (to the Area Planning Board(APB));**
- ii. Community Safety including support to the Community Safety Partnership, Antisocial Behaviour team and IDVA services;**
- iii. Support to the Public Services Board; and**
- iv. Support to refugees settled under the Syrian Resettlement Programme.**

The APB support team is funded from Welsh Government each year in the form of a specific grant and contributions from partner organisations to the APB. The grant is provided as one grant for the Western Bay region for which NPTCBC is the banker and it supports services in the region as well as the regional team costs.

The changes proposed relate to the establishment of two posts, namely

- a Case Review Co-ordinator (in respect of fatal and non-fatal overdoses) and**
- a Harm Reduction Lead.**

The establishment (and funding) of these two posts is a recommendation from a Critical Incident Group established by the two Public Services Boards (PSB) that cover the local authority areas of Neath Port Talbot and the City and County of Swansea.

The joint PSB meeting was convened in response to the serious concerns about the rate of drug-related deaths in the region and intelligence that serious and organised gangs were operating in the area (County Lines). In response to the level of risk, threat and harm, the PSBs established a Critical Incident Group with a view to identifying how amongst other things the range and pattern of services should evolve to reach those who are

most vulnerable; and how incidents, particularly non-fatal poisonings are identified, recorded and responded to.

In addition to recommending the establishment (and funding) of two substantive roles of Case Review Co-ordinator and Harm Reduction Lead; the CIG further recommended that -

As a result of the appointment of a Case Review Co-ordinator, ensure there is robust assurance of incident reporting arrangements and incident response arrangements. Ensure the Area Planning Board has a clear oversight of all new fatal and non-fatal poisonings and the service responses, highlighting performance or commissioning issues that need attention.

Use the appointment of a Harm Reduction Lead, to drive forward improvements to the access to and delivery of harm reduction services

The Harm Reduction and Case Review Co-ordinator roles would sit within the APB substance misuse support team and would be funded by Substance Misuse Action Fund (SMAF), subject to approval by Welsh Government.

Financial Impacts:

A Job Evaluation grade has been sought, and the posts have both been evaluated at Grade 8.

Case Review Co-ordinator	GR 8 post 37 hours/week	Total annual salary cost (bottom of grade)	£45,327
Harm Reduction Lead	GR 8 post 37 hours/week	Total annual salary cost (bottom of grade)	£45,327

The posts will be funded from the Welsh Government Substance Misuse Action Fund (subject to formal approval of the APB Expenditure Plan). Welsh Government have already indicated that the application to use SMAF for these posts would be supported.

The proposal has the support of all responsible authorities which constitute the voting members of the Area Planning Board. As such it is important to note that these new posts do not have any financial impact on the Council's budgets.

Integrated Impact Assessment:

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment has indicated that a more in-depth assessment **is not** required. A summary is included below:

These are posts that will make a positive contribution to our most vulnerable members of the community and are wholly consistent with the wellbeing goals and sustainability principles. The core aim of the proposal to create these two new roles is based around improving the health and wellbeing of service users and to improve prevention and early intervention. In carrying out the duties post holders would be mindful of the requirements of the various groups. Limited impacts are currently identified.

Valleys Communities Impacts:

These posts will work across the region, and not just in valley communities.

Workforce Impacts:

No implications

Legal Impacts:

The Crime and Disorder Act 1998 ("1998 Act") sets out the duties of responsible authorities in relation to tackling crime and disorder in their areas. Section 5 of the 1998 Act defines the 'responsible authorities' in each Welsh local government area as:

- the council for the area;

- every chief officer of the police any part of whose police area lies within the area;
- every fire and rescue authority any part of whose area so lies;
- every local health board any part of whose area so lies; and
- every provider of probation services operating within the area.

The responsible authorities for a local government area are collectively known as a Community Safety Partnership, (CSP). Section 6 of the 1998 Act provides that as well as formulating and implementing a strategy for the reduction of crime and disorder, responsible authorities must also have a strategy for combatting the misuse of drugs, alcohol and other substances in the area.

CSPs are charged with formulating and implementing a strategy for their respective Local Authority areas in combatting the misuse of drugs, alcohol and other substances. APB have been established to fulfil these responsibilities and to discharge their duties in relation to substance misuse, on a regional basis. These proposals are in support of these duties.

Risk Management Impacts:

Without filling the role with an appropriately skilled persons, there will be no dedicated support to the Area Planning Board which will give rise to the following risks:

- **Failing to reduce the rate of fatal and non-fatal overdoses and severe infections and prevent further harm to vulnerable individuals.**
- **Reputational risk to the LA and its partners in failing to address an issue identified as requiring urgent attention**

Crime and Disorder Impacts:

It is anticipated that these roles will have major impacts in reducing the rate of drug related deaths and the harms caused by substance misuse. This supports the duty on the Council under Section 17 of the Crime and Disorder Act 1998 to have “due regard to the likely effect of the exercise of those functions on and the need to do all that it reasonably can to prevent:



- a) Crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment); and**
- b) The misuse of drugs, alcohol and other substances in its area; and**
- c) Re-offending the area”**

Violence against Women, Domestic Abuse and Sexual Violence Impacts:

The proposal to create these posts is likely to have some impact on the duty under Section 2(1) of the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015, where a person exercising relevant functions must have regard (along with all other relevant matters) to the need to remove or minimise any factors which —

- (a) Increase the risk of violence against women and girls, or
- (b) Exacerbate the impact of such violence on victims.

There are often co-occurring Substance misuse and VAWDASV issues and as such reducing the harms associated with substance misuse may minimise risks of VAWDASV

Consultation:

There is no requirement for external consultation on this item, although strategic partners to the Public Services Boards, Community Safety Partnership and Area Planning Boards are all supportive of this proposal.

Recommendations:

It is recommended that the following changes are made to the establishment within the Area Planning Board Substance Misuse Regional Commissioning Support Team:-

Create two new roles namely Harm Reduction Lead and Case Review Coordinator, reporting directly to the Commissioning & Development Manager



Reasons for Proposed Decision:

To enable the Council and members of the APB to have the necessary support to enable it to achieve the duties placed on the APB and respond to serious concerns on a regional basis.

Implementation of Decision:

The decision is proposed for implementation after the three day call in period

Appendices:

Structure Chart for Partnerships & Community Cohesion

Financial Appraisal

First stage impact assessment

List of Background Papers:

None

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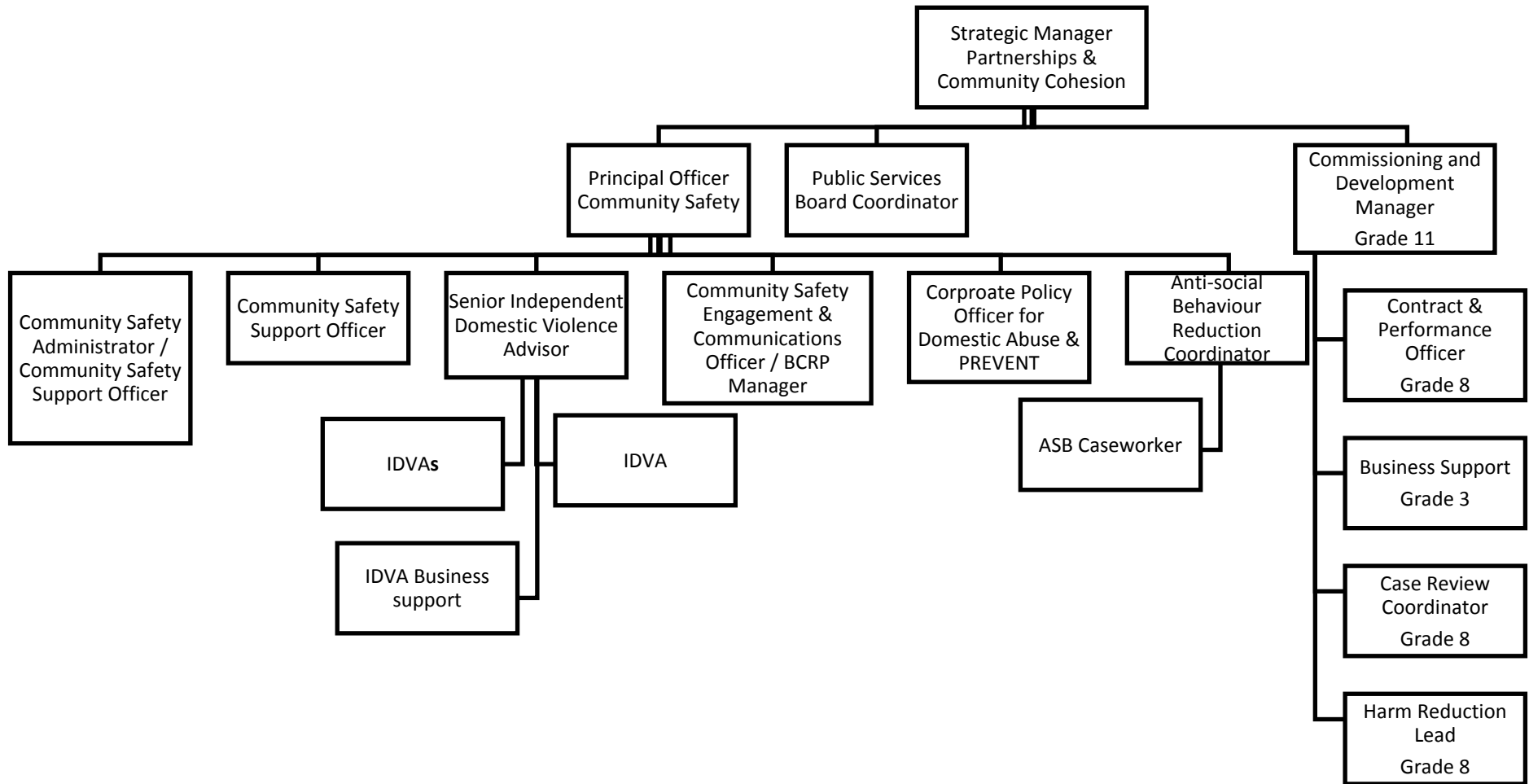
Mrs Claire Jones

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Appendix 1 – Structure Chart



FINANCIAL APPRAISAL**APPENDIX 2****SETUP COSTS**

	Current Year £
<u>Costs</u>	
Recruitment Costs	
Accommodation Costs	
Office Costs	
I.T.	
Other (Specify)	
Total Set Up Costs	0.00
<u>Funding of Set Up Costs</u>	
Revenue Budget	
Reserves	
Special Grant:	
Other (Specify)	
Total Funding of Set Up Costs	0.00

RECURRING COSTS:

	Current Year £	Full Year £	Maximum £
<u>Costs</u>			
Salary (See next page)	52,720.00	79,080.00	90,654.00
Employee Training & Seminars			
Accommodation Running Costs			
Travel & Subsistence (Standby Allowance)			
Other Running Costs - Office Supplies			
Other Running Costs - IT.			
Total Recurring Costs	52,720.00	79,080.00	90,654.00
<u>Funding of Recurring Costs</u>			
<u>External Sources</u>			
Specific Grant	52,720.00	79,080.00	90,654.00
Funding from External Agencies			
Service Level Agreement			
Other (Specify)			
<u>Internal Sources</u>			
Existing Budget Allocation			
Other (specify)			
Total Funding	52,720.00	79,080.00	90,654.00

FINANCIAL APPRAISAL – SALARY DETAILS

APPENDIX 2 (CONTINUED)

POST	PROPOSED CHANGE (New Post / Delete / Regrade)	PAY GRADE		COST / (SAVING)		
		Current	Proposed	Current Year £	Full Year £	Maximum £
Case Review Coordinator	New Post		8	26,360.00	39,540.00	45,327.00
Harm Reduction Lead	New Post		8	26,360.00	39,540.00	45,327.00
Total				52,720.00	79,080.00	90,654.00

Appendix 3 – Impact Assessment

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary:

The changes proposed relate to the establishment of two posts within the Area Planning Board Regional Support Team, namely

- a Case Review Co-ordinator (in respect of fatal and non-fatal overdoses) and
- a Harm Reduction Lead.

The establishment (and funding) of these two posts is a recommendation from a Critical Incident Group established by the two Public Services Boards (PSB) that cover the local authority areas of Neath Port Talbot and the City and County of Swansea.

The joint PSB meeting was convened in response to the serious concerns about the rate of drug-related deaths in the region and intelligence that serious and organised gangs were operating in the area (County Lines). In response to the level of risk, threat and harm, the PSBs established a Critical Incident Group with a view to identifying how amongst other things the range and pattern of services should evolve to reach those who are most vulnerable; and how incidents, particularly non-fatal poisonings are identified, recorded and responded to.

In addition to recommending the establishment (and funding) of two substantive roles of Case Review Co-ordinator and Harm Reduction Lead; the CIG further recommended that -

As a result of the appointment of a Case Review Co-ordinator, ensure there is robust assurance of incident reporting arrangements and incident response arrangements. Ensure the Area Planning Board has a clear oversight of all new fatal and non-fatal poisonings and the service responses, highlighting performance or commissioning issues that need attention.

Use the appointment of a Harm Reduction Lead, to drive forward improvements to the access to and delivery of harm reduction services

The Harm Reduction and Case Review Co-ordinator roles would sit within the APB substance misuse support team and would be funded by Substance Misuse Acton Fund (SMAF), subject to approval by Welsh Government.

Service Area: Community Cohesion and Partnerships, Western Bay Area Planning Board

Directorate: Chief Executive's

2. Does the initiative affect:

	Yes	No
Service users	✓	
Staff		✓
Wider community	✓	
Internal administrative process only		✓

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓			L	The roles of these posts are in respect of reducing drug related deaths and the harms associated with substance misuse, whilst age is relevant it is not the determining factor for receiving support/benefitting from these roles. The impact will not be because of their age. The posts will be able to target interventions towards those age groups that more at risk and there is local data available

						<p>to evidence this. The posts would then be able to have more of an impact on specific age groups.</p> <p>In carrying out the duties post holders would be mindful of the requirements of the various groups. Limited impacts are currently identified</p>
Disability	✓				L	<p>The case review coordinator role will improve access to services by providing outreach provision to those who are at risk of further harms through overdose and do not or may find difficulties in attending service provider's buildings. The creation of this resource may have a positive impact on disabled service users who might have felt that they faced barriers in attending mainstream services by bringing services to them.</p> <p>The harm reduction lead will drive improvements to services for those who are most at risk and may be highly complex to be able to access improved harm reduction initiatives. The role will work to reduce the number of at the hip amputations caused by severe infections in those who inject drugs, by improving access to harm reduction services. In 2018 Western Bay was cited by Public Health Wales as having a higher than average number of amputations as a result of infection caused by injecting drugs, the creation of this role is key to improving the situation locally and in effect reducing the number of service users who become disabled due to amputation.</p>
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				

Pregnancy/Maternity		✓				
Race		✓				
Religion/Belief		✓				
Sex		✓				
Sexual orientation		✓				

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				Those seeking support will be able to use Welsh if needed, the post holders will work closely with service providers who provide services through the medium of Welsh and to ensure that new services developed can be offered through the medium of Welsh.
Treating the Welsh language no less favourably than English		✓				Those seeking support will be able to use Welsh if needed, the post holders will work closely with service providers who provide services through the medium of Welsh and to ensure that new services developed can be offered through the medium of Welsh.

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
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To maintain and enhance biodiversity		✓				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.	✓				L	<p>The harm reduction lead role will be concerned with improving the local needle exchange programme to include reducing the impact of discarded needles in open spaces on the local community by ensuring that safe disposal opportunities and training are maximised. The role will identify hot spots and work with environmental health teams to improve the clean-up and prevention littering and in the long term improving the local environment.</p> <p>The Area Planning Board has evidence of areas of concern within the region and recognises the need to improve the situation.</p>

6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
Long term - how the initiative supports the long term well-being of people	✓		Reducing the harms caused by substance misuse and the rate of drug related deaths fully embraced the long term sustainability principle in that interventions in the short term could reap longer term benefits i.e. reducing deaths, severe infections, and health and wellbeing harms and community concerns.
Integration - how the initiative impacts upon our wellbeing objectives	✓		Substance misuse impacts negatively on users directly but also on their families and communities. The responsibilities undertaken by these two new roles are entirely consistent with the well-being goals, most notably 'A prosperous Wales, A Resilient Wales, A More equal Wales, A healthier

		<p>Wales and a Wales of Cohesive Communities’.</p> <p>It is also consistent with and impacts on all three of the Councils’ wellbeing goals as set out in the new Council’s corporate plan</p> <p>Well-being Objective 1 : To improve the well-being of children and young people: “All of our children and young people have the best start in life, so they can be the best they can be.”</p> <p>Well-being Objective 2 : To improve the well-being of adults living in the County Borough: “Everyone participates fully in community life – socially and economically.”</p> <p>Well-being Objective 3 : To develop the local economy and environment so that the well-being of people can be improved : “The whole of Neath Port Talbot County Borough will be a vibrant, health and safe place to live, work and enjoy recreational time.”</p> <p>These aims are consistent with those of other public bodies through the Community Safety partnership, Public Services Board and Area Planning Board.</p>
Involvement - how people have been involved in developing the initiative	✓	<p>The creation of the Harm Reduction Lead and Case Review Coordinator roles is a recommendation of a Critical Incident Group, established by the PSB of Swansea and NPT in response to inter alia the rate of drug related deaths, severe infections and increasing concerns around County Lines. This report is as a result of the involvement within the PSBs and across the two PSBs, as well as respective Community Safety Partnerships and Area Planning Board as well as other key partners who have an interest in achieving a reduction in deaths and the harms associated with substance misuse.</p>
Collaboration - how we have worked	✓	<p>The creation of the Harm Reduction Lead and Case Review Coordinator</p>

with other services/organisations to find shared sustainable solutions			roles is a recommendation of a Critical Incident Group, established by the PSB of Swansea and NPT in response to inter alia the rate of drug related deaths, severe infections and increasing concerns around County Lines. This report is as a result of the collaboration within the PSBs and across the two PSBs, as well as respective Community Safety Partnerships. This proposal supports the Area Planning Board which is a regional partnership of responsible authorities and others in respect of substance misuse
Prevention - how the initiative will prevent problems occurring or getting worse	✓		Prevention is fundamental/integral in both roles, in terms of reducing deaths and reducing the harms caused by substance misuse. For example: it is anticipated that service users will be given appropriate advice to prevent over-dose for example a service user who does not wish to stop using will be guided on how to do so more safely and reduce the harms to themselves and others.

7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	✓
Reasons for this conclusion	
These are posts that will make a positive contribution to our most vulnerable members of the community and are wholly consistent with the wellbeing goals and sustainability principles. The core aim of the proposal to create these two new roles is based around improving the health and wellbeing of service users and to improve prevention and early intervention. In carrying out the duties post holders would be mindful of the requirements of the various groups. Limited impacts are currently identified.	

	Name	Position	Signature	Date
Completed by				
Signed off by		Head of Service/Director		