

ELMORE COMMITTEE

ANNUAL REPORT 1994

***23 Park End Street
OXFORD
OX1 1HU***

Charity No: 257247

ELMORE COMMITTEE MEMBERS 1994

Officers:

President	Mr R W Elmore
Chair	Mr R W Elmore
Vice-Chair	Dr D W Millard
Treasurer	Mr B Phillips
Secretary	Mr J P McLeavy

Members of the Committee:

The following members were re-elected:

Dr G Flood
Mrs C Roaf
Miss M Timbrell

Co-opted Members:

Miss J Carr	Oxfordshire Social Services
Mrs F Collier	Oxfordshire Probation Service
Coun Ms S Margetts	Oxford City Council
Dr M Orr	Oxfordshire Mental Healthcare Trust
Chief Supt R Perry	Thames Valley Police

Elmore Community Support Team Management Sub-Committee Members 1994:

Dr D W Millard	Chairman
Mr T Skinner	Oxfordshire Social Services
Mrs K Morris	Oxfordshire Probation Service
Annabel Wilkes	Cherwell Housing Association
Dr P Agulnik	Consultant Psychiatrist
Miss P Goodwin	
Mrs C Roaf	
Mrs D Wilson	
Mr B Phillips	

Elmore Community Support Team Members:

Jon McLeavy	Co-ordinator	(1 wte)
Lesley Dewhurst	Support Worker	(0.5 wte)
Jane Edgington	Support Worker	(1 wte)
(from 1/95)		
Jill Kirkman	Support Worker	(1 wte)
(until 12/94)		
Angela Stannard	Support Worker	(1 wte)
Melanie Swinburne	Support Worker	(0.5 wte)
Mark Thompson	Continuing Care Worker	(1 wte)
Matt Berkley	Action Research Worker	(1 wte)
Naomi Evans	CPN for mentally disordered offenders	(1 wte)
Mavis Lowe	Secretary	(0.4 wte)
Hilary Jordan	Secretary	(0.4 wte)

THE ELMORE COMMITTEE GRATEFULLY ACKNOWLEDGES FINANCIAL AND OTHER ASSISTANCE FROM THE FOLLOWING ORGANISATIONS.

Oxfordshire Social Services
Oxfordshire Mental Healthcare NHS Trust
Oxfordshire Probation Service
Oxford City Council
Oxfordshire Health Authority
Vale of White Horse District Council
Cherwell District Council
South Oxfordshire District Council

Mental Health Foundation
Stanton Ballard Trust
Oxfordshire University Homeless Action
Oxford Friends Action on Poverty
St Michaels and All Saints Charities
Oxford and District Good Neighbours Fund

MISSION STATEMENT

The Mission of the Team is with those people whose needs are towards the margins of agency based provision in the health care, social care, accommodation or criminal justice systems. Agencies, either singly or within a network of care, perceive such individuals as "difficult to place" because their problems are multiple, chronic or presented in bizarre or disorderly ways. They therefore require intervention to enable them to make optimal use of the services the agencies ordinarily provide. The Elmore Committee believes this is done most effectively and efficiently when a team having specialist experience of these problems works in an integrated fashion with both the persons and the agencies concerned until such time as those individual's needs can be absorbed into the agencies' core functions. Such individuals presenting within the City of Oxford will thus be eligible to the services of the Elmore Team.

CHAIR'S REPORT

The main preoccupation of the Elmore Committee is still directed towards supporting the Community Support Team, though the possibility of expanding the Committee's activities was explored without arriving at any firm programme. Nevertheless, it still wishes to maintain its current activities and, where possible, to develop new ones. However, financial constraints frequently preclude consideration of further activities.

It has been a very long time since the Committee experienced a deficit on its income and expenditure account, a deficit caused by the inability of a statutory agency to contribute to the operational costs of providing a service. The deficit was funded from our modest assets but such a situation cannot persist for very long.

There is clear evidence that the work of the Community Support Team is both heavily in demand and highly regarded. Its effectiveness is attributable to the support given by members of the Management Sub-committee, currently chaired by Dr. David Millard, the direction of Jon McLeavy, the Co-ordinator, and the Team members who work with such dedication and high professional skill in providing care for a wide range of highly vulnerable people. This work which is extremely stressful attracts both our admiration and our thanks.

I would like to acknowledge with gratitude both the financial assistance and the wider support we receive from local statutory agencies and to offer especial thanks to St. Michael's and All Saints Charities which have loyally supported our work over the years.

The research project concerned with the needs of mentally disordered offenders in Oxford City, and funded by the Mental Health Foundation, is steadily progressing and is due to report in 1995. This project has been selected by the Foundation as a Project of the Year and later both Matt Berkley, the researcher, and Jon McLeavy, the Co-ordinator are to make presentations to the Foundation.

The research could not have been undertaken without the cooperation of many local agencies and concerned individuals, especially the Project Steering Group, members of the Community Support Team and the staff at St. Aldate's Police Station, especially the custody officers. On behalf of the Elmore Committee I offer our gratitude for their willing cooperation in what is an important research undertaking which may have national repercussions.

On a more personal note I would like to thank Jon McLeavy for his major contribution to our activities for not only does he act as Co-ordinator of the Community Support Team, he is involved in supervision with regard to the research project and acts as Secretary to the Elmore Committee.

The contents of this Annual Report make interesting reading and demonstrate that the funds given in support of the work have been judiciously used and have produced a very high social benefit.

Robert Elmore
Chair September 1994

INTRODUCTION

The Elmore Committee was constituted in 1968 as a voluntary agency with charitable status.

The Elmore Committee's only active project at the present moment is the Elmore Community Support Team although Committee members still discuss and debate other issues.

The statements of Aims and Objectives of the Team are:

1. To ***identify*** accurately and speedily those individuals who have multiple or chronic problems and/or who present them in bizarre or disorderly ways. [Such persons are defined in our Mission Statement as "difficult to place".] They may have no current contact with the social, housing, penal or health services, or their problems may be of such complexity as to fall outside the ordinary resources of the agencies, even when working in collaboration.

Clients first come to the notice of the Elmore Team in a variety of ways: most by referral from staff in statutory or voluntary sector agencies in housing, social services, the criminal justice system or the health services; others by self-referral or through personal intermediaries.

Not all those referred will become clients; preliminary assessment may suggest that a particular person might better be helped elsewhere, for example by Oxfordshire SSD Care Management Team.

2. To ***assess*** those factors which, singly or in interaction, prevent such individuals using the range of material, social and psychological resources which people ordinarily require and to which they have access.

The Elmore Team places no *a priori* limits on the range of factors which might be relevant. Commonly, however, access to "supplies" is restricted by intrinsic factors (mental or physical illness or disability) and extrinsic (social isolation, poverty, homelessness, offending behaviour, unemployment etc) or - most frequently - by complex combinations of such factors

3. To ***formulate*** appropriate response to the assessed needs of each individual in such a way that the network of agencies can eventually resume their normal roles with them.

Careful processes of assessment, consultation and supervision, and recording are normal practice. For some DTP clients a care management service will enable them to stay in a stable position within the existing network; for others a lengthy period of continuing care and support by the Team is required.

For many, the task includes the identification of suitable accommodation options and support in collaboration with housing providers.

4. To **provide** a wide and flexible range of services, both directly to the clients and also to the agencies.

There are no *a priori* limits on the type of casework which may be undertaken. Support services are offered to a wide spectrum of DTP clients eg within the criminal justice and mental health systems, people with health problems, including HIV/AIDS, and others.

5. To **facilitate**, encourage and strengthen inter-agency liaison at all levels.

Includes day-to-day work concerning individual clients with staff of any relevant agency, and policy development with managers.

Consultancy concerning services for DTP clients is offered to agencies within Oxfordshire.

6. To **monitor** and evaluate the work of the Team, and to make available the outcomes as appropriate.

Eg the Annual Report, including numerical data, is approved by the Elmore Committee and sent to service purchasers.

Early intervention with mentally disordered offenders is currently the subject of an action-research project.

7. To **educate and train** those, whose statutory or professional roles bring them into contact with such people in need, on the relevant issues and how to use the experience and expertise of the Elmore Team.

Eg provision of fieldwork placements for DipSW students; in-service training for the police and working with mentally disordered offenders.

The majority of the Committee's work is in maintaining the functioning of the Community Support Team and as with many local charities its concerns are with finding funding and identifying appropriate areas of work within the network of service provision for vulnerable people in Oxford City.

CO-ORDINATOR'S REPORT

The Elmore Community Support Team was formally inaugurated six years ago by Lord Franks and it has continued to offer a community service to Difficult to Place clients since that time.

Over the years one of the few stable factors has been the nature of difficulties faced by our clients whose definition has evolved to its current three part form:

A Difficult to Place person is someone:

- who has chronic, multiple needs
- does not fit into the current health care, social care, accommodation or criminal justice systems
- is behaving in a bizarre or disordered way

As can be seen from the attached statistics many people in Oxford fall into the above category and have been helped by the Team.

The last year has been dominated by the negotiations over service agreements with the purchasers and the Team has had its flexibility tested to the limits as it has adapted to this changing world for itself and its clients.

I feel we have been successful in finding our place in a challenging new situation and have continued to highlight the needs of one of the most vulnerable groups of people in society.

Jon McLeavy
Co-ordinator

THE ELMORE COMMUNITY SUPPORT TEAM

The Team has worked in three existing areas during 1994 and is about to start a new project in 1995:

- the core work of the Team with difficult to place clients
- the research work into the needs of mentally disordered offenders appearing through Oxford City Police Station
- the continuing care work with homeless people with chronic physical health problems
- and new for 1995 a development project to implement a court diversion scheme for mentally disordered offenders across the county.

The Team's work with *difficult to place clients* is now in its sixth year and remains our largest commitment. The figures later on in this report show that we have had a busy year with nearly one hundred referrals, a comparable number with previous years. The dominance of housing, mental health, substance misuse and offending problems amongst difficult to place clients remains high and continues to provide challenging work for the team. For further details contact Jon McLeavy on 08865 200130.

The *research work* into the needs of *mentally disordered offenders* in Oxford City is nearly completed. The Team received funding from the Mental Health Foundation to undertake a three year project which will finish in August 1995. The research report and recommendations will be published in May 1995 allowing a three month period for implementation of the research findings. For further details contact Matt Berkley on 01865 223561.

Our long-term partnership project with Oxfordshire Social Services to provide a *continuing care worker* for homeless people with chronic physical health problems enters its fifth year. A continuing feature of the work is the link to the Social Services HIV Team and work with clients who are HIV positive. The continuing care worker still has a strong and active role in the strategic development of housing initiatives for people living with HIV. For further details contact Mark Thompson on 01865 200130.

The new project for 1995 is a partnership between the Team, Oxfordshire Probation Service and the Oxfordshire Mental Healthcare NHS Trust with funding from the Home Office. It is hoped to develop a county-wide scheme to assist in the diversion of *mentally disordered offenders* away from the criminal justice system. There is a full-time *community psychiatric nurse* post and three sessions of consultant psychiatric time available. For further details contact Naomi Evans on 01865 200130.

CONCLUSION

As far as we know the Elmore Community Support Team is unique. It operates in the small geographical area of Oxford City but across all professional boundaries. It has not tried to define its clients by health status, by social status or by special needs status but by assuming that there is an imperfect system of care and that some people need considerable time, effort and help being guided into it. These people lead vulnerable, isolated but whole lives and the team attempts to address all the issues that clients bring to us.

1994 has not differed greatly from the previous five years because changes in the Team and the way it works are part of the flexible way we do our job. It has been a year of hard work, frustration and elation.

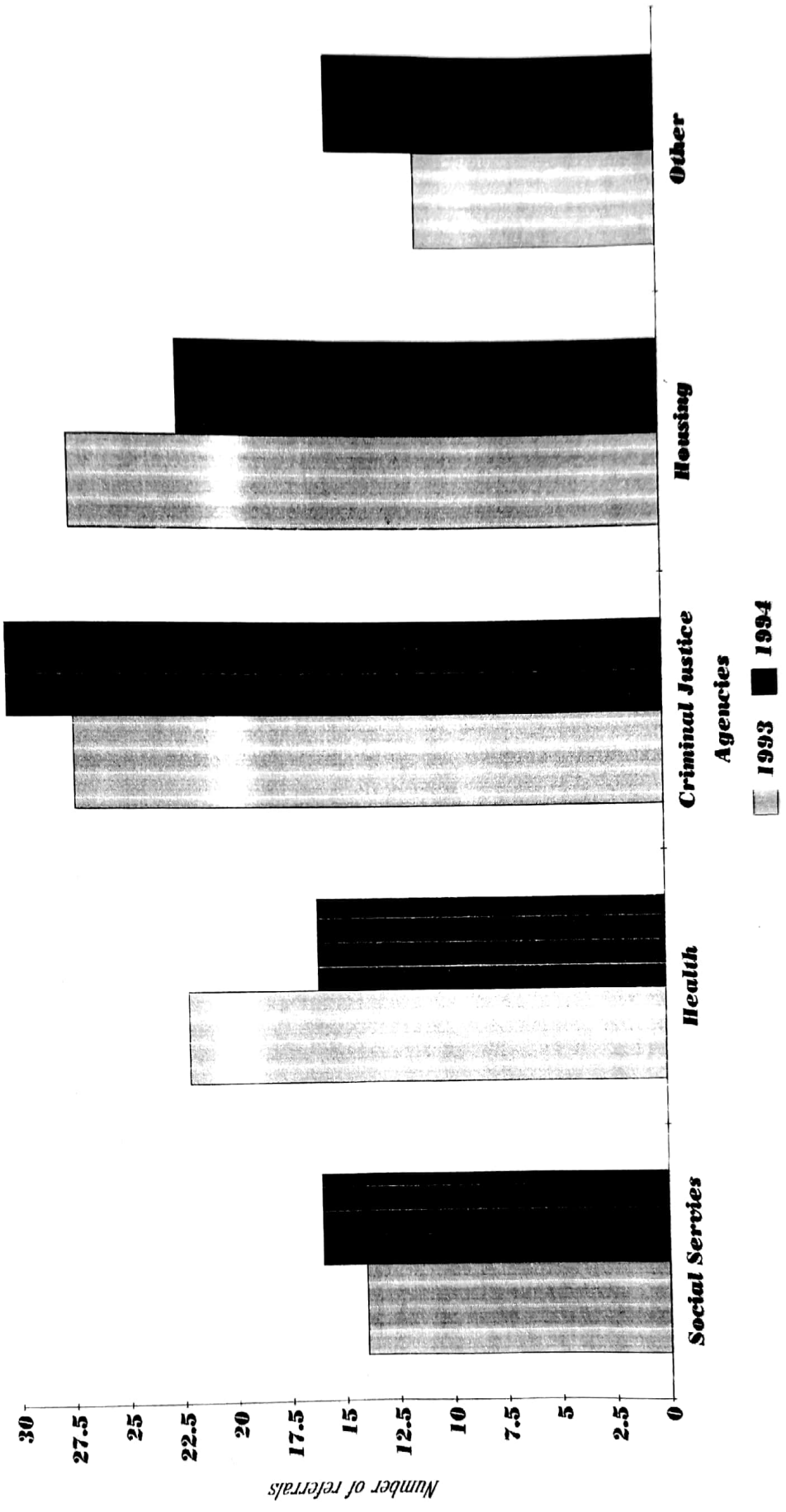
It is possible to describe the Elmore Community Support Team in much greater detail but this Annual Report can only be a precis of our work. If you would like to know more about the Committee or the Team please contact:

Jon McLeavy
Co-ordinator
Elmore Community Support Team
23 Park End Street
OXFORD
OX1 1HU

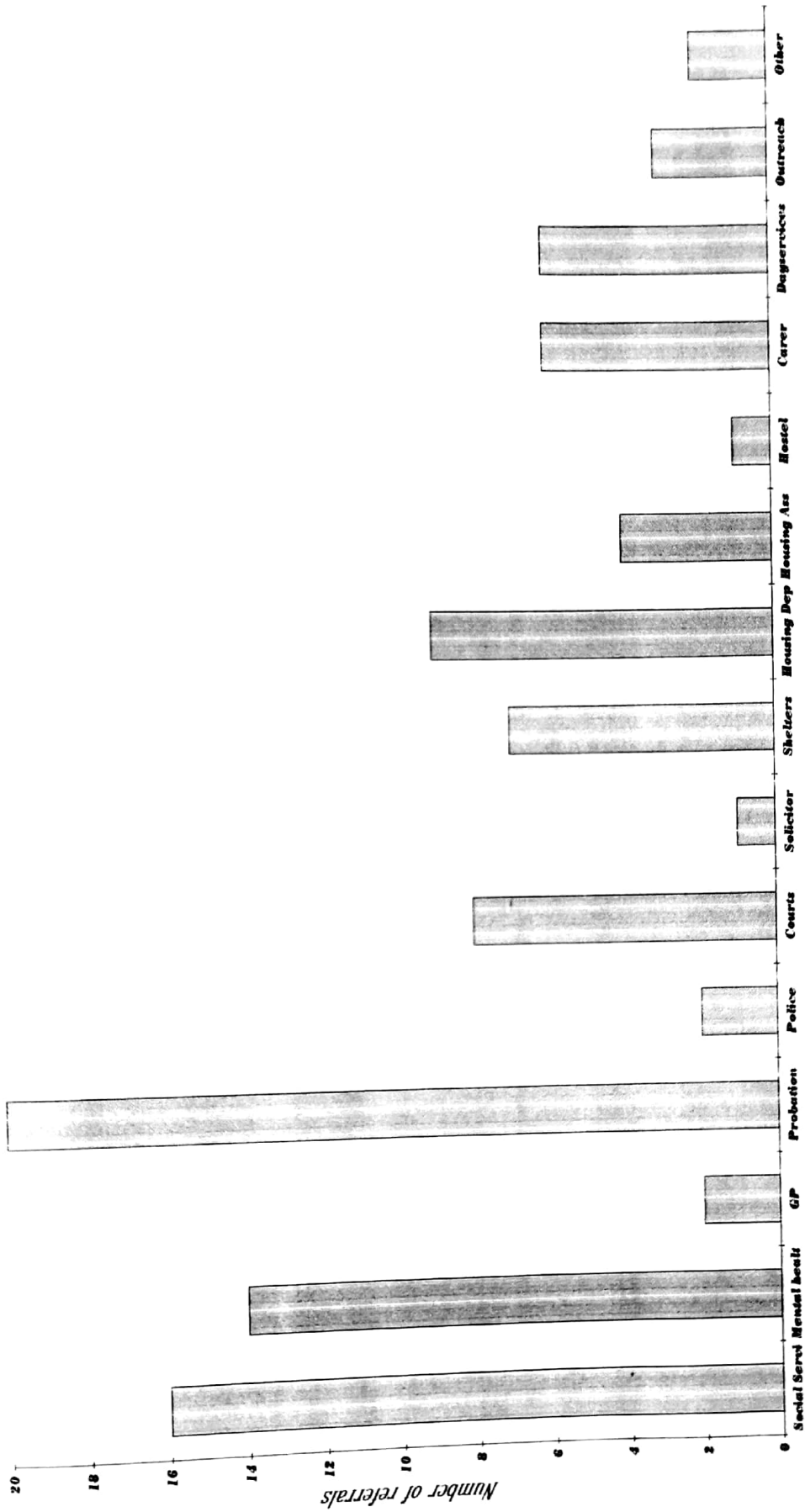
Tel: 01865 200130
FAX: 01865 246039

January 1995
AGMR95/C

SOURCE OF REFERRALS 1993/4
Total referrals 1993(101) 1994(99)

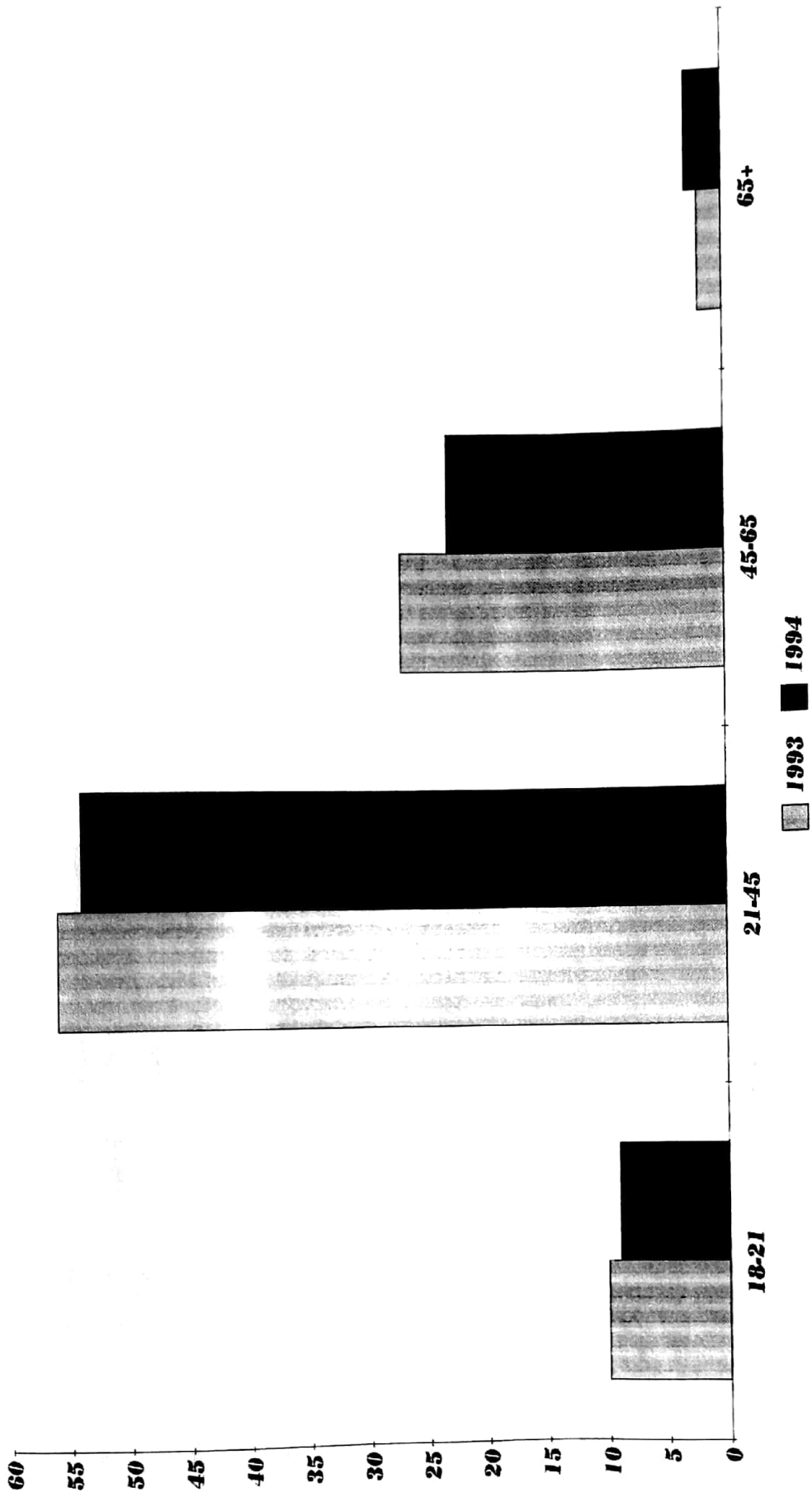


SOURCE OF REFERRALS 1994
Total number of referrals 1994(99)

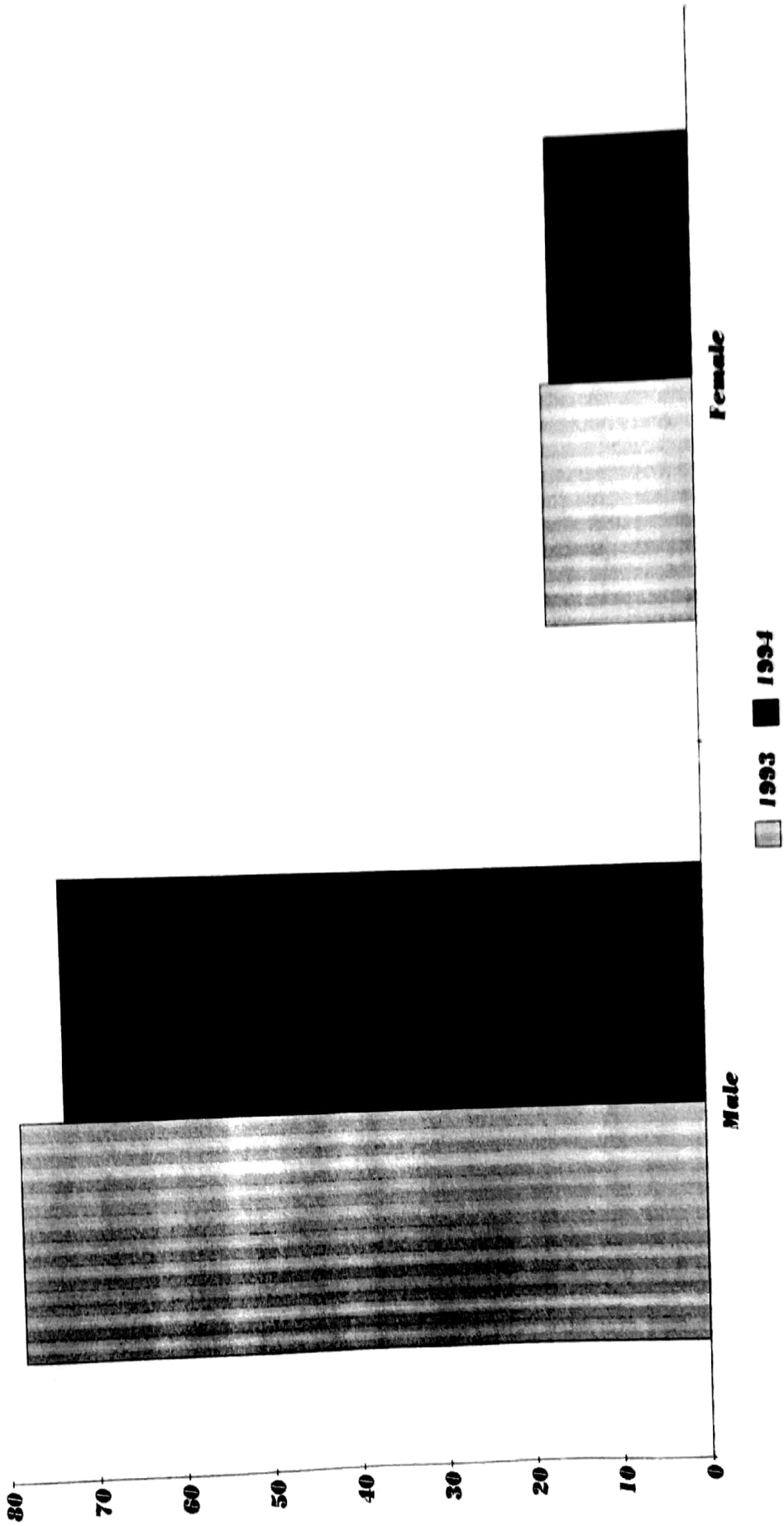


Referring agents 1994

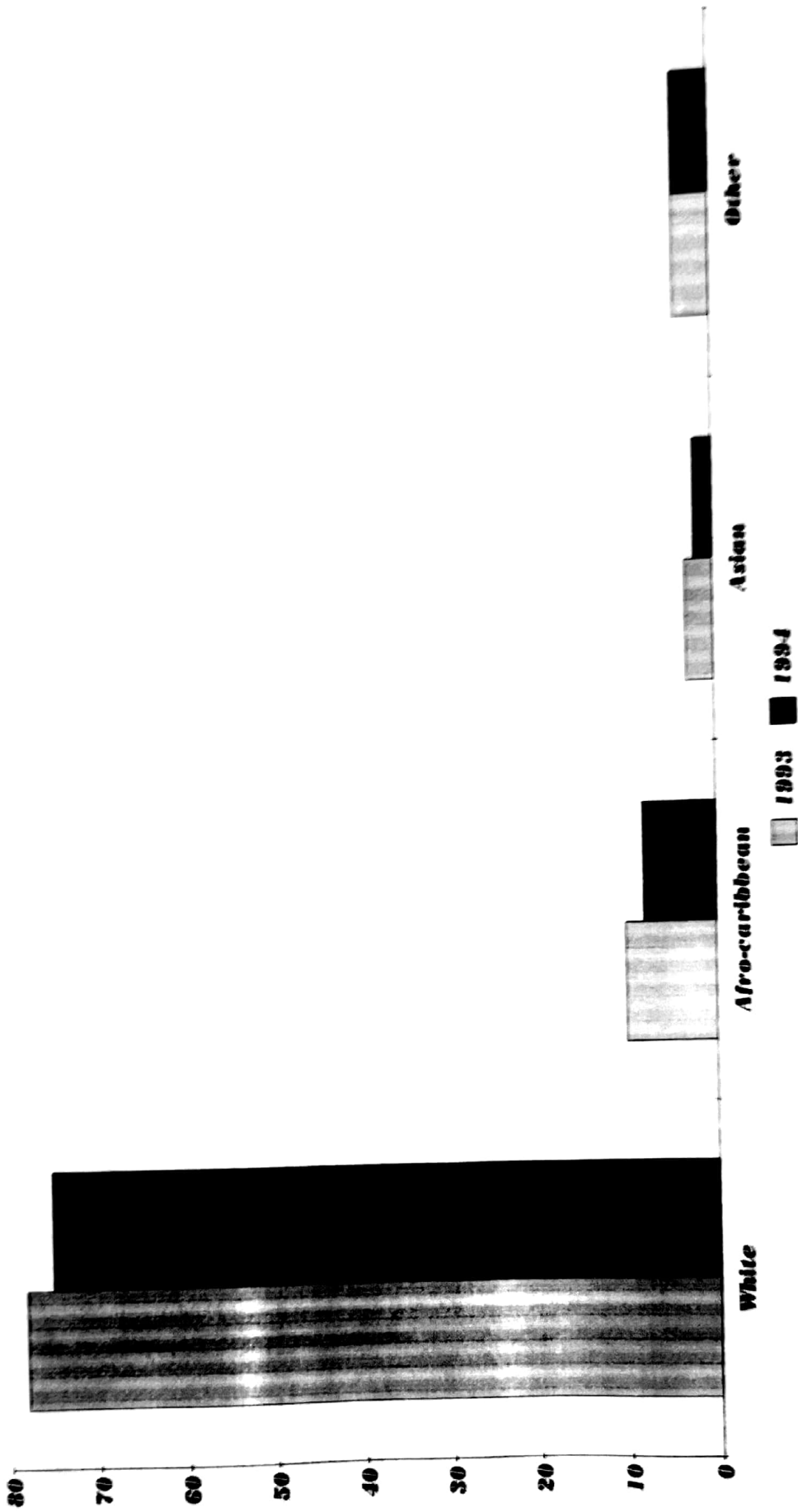
AGE DISTRIBUTION OF CLIENTS 1993/94
Total number of clients 1993(95) 1994(89)



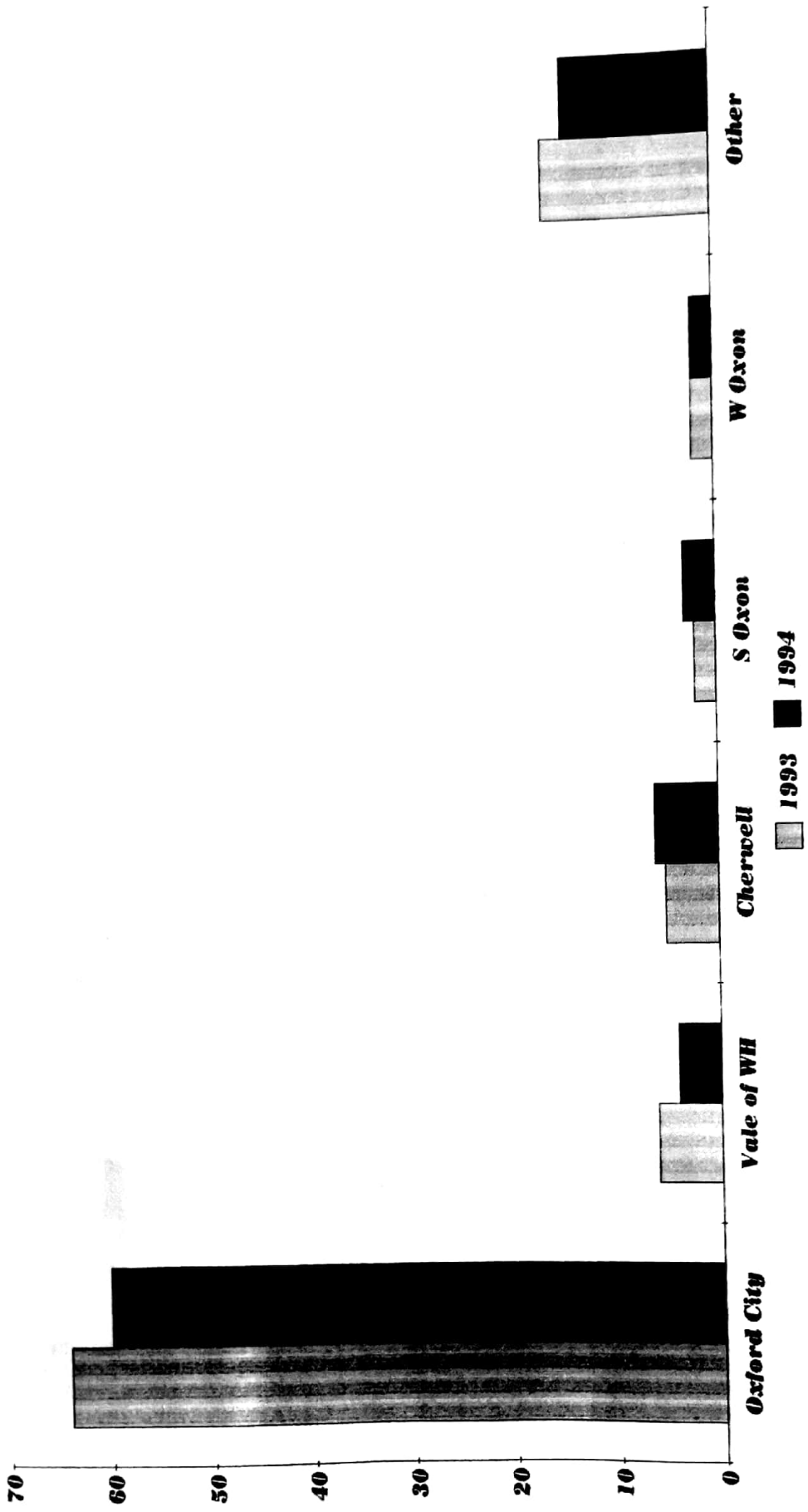
GENDER OF CLIENTS 1993/94
Total number of clients 1993(95) 1994(89)



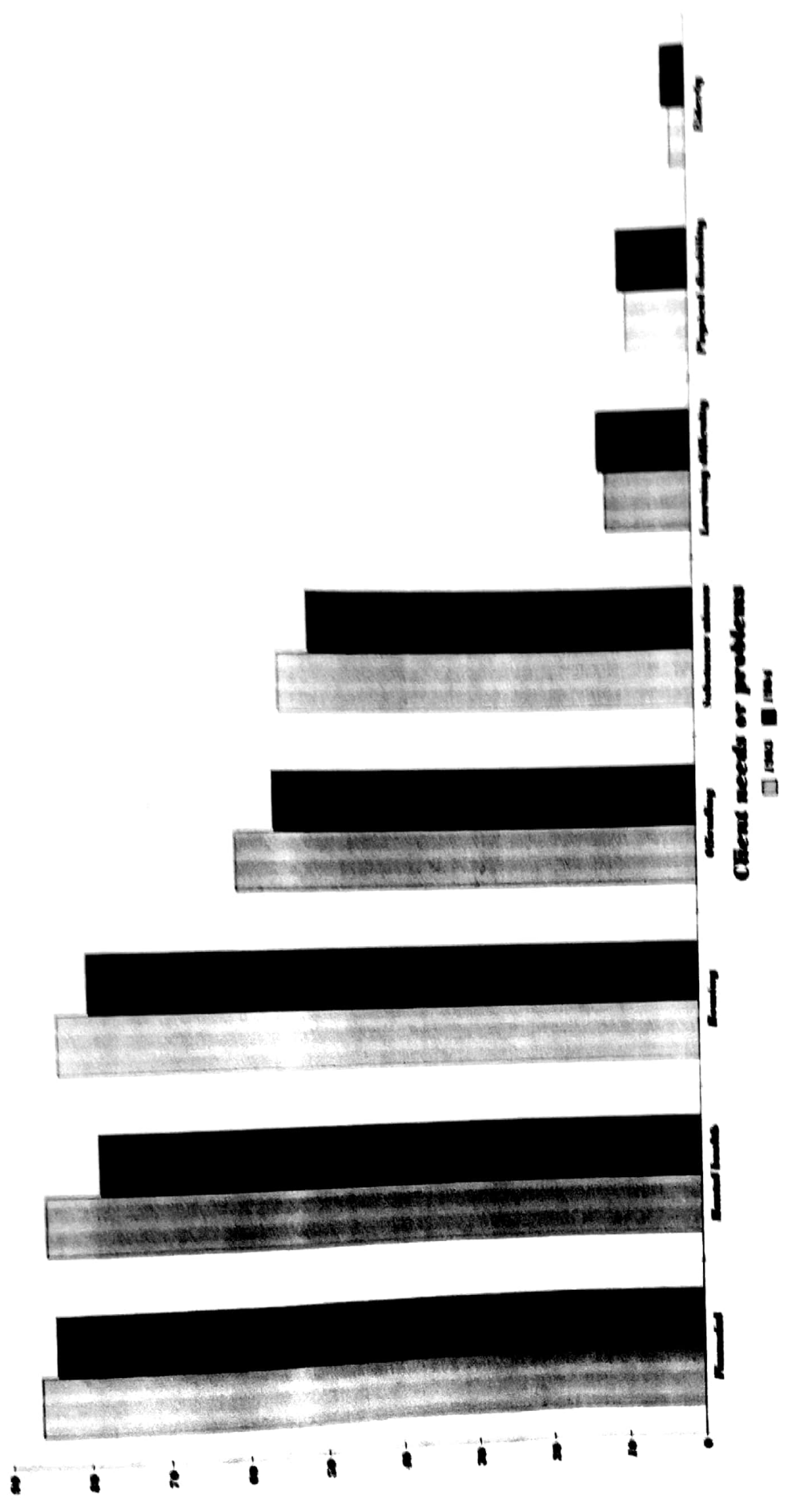
ETHNIC ORIGIN OF CLIENTS 1993/94
Total number of clients 1993(93) 1994(89)



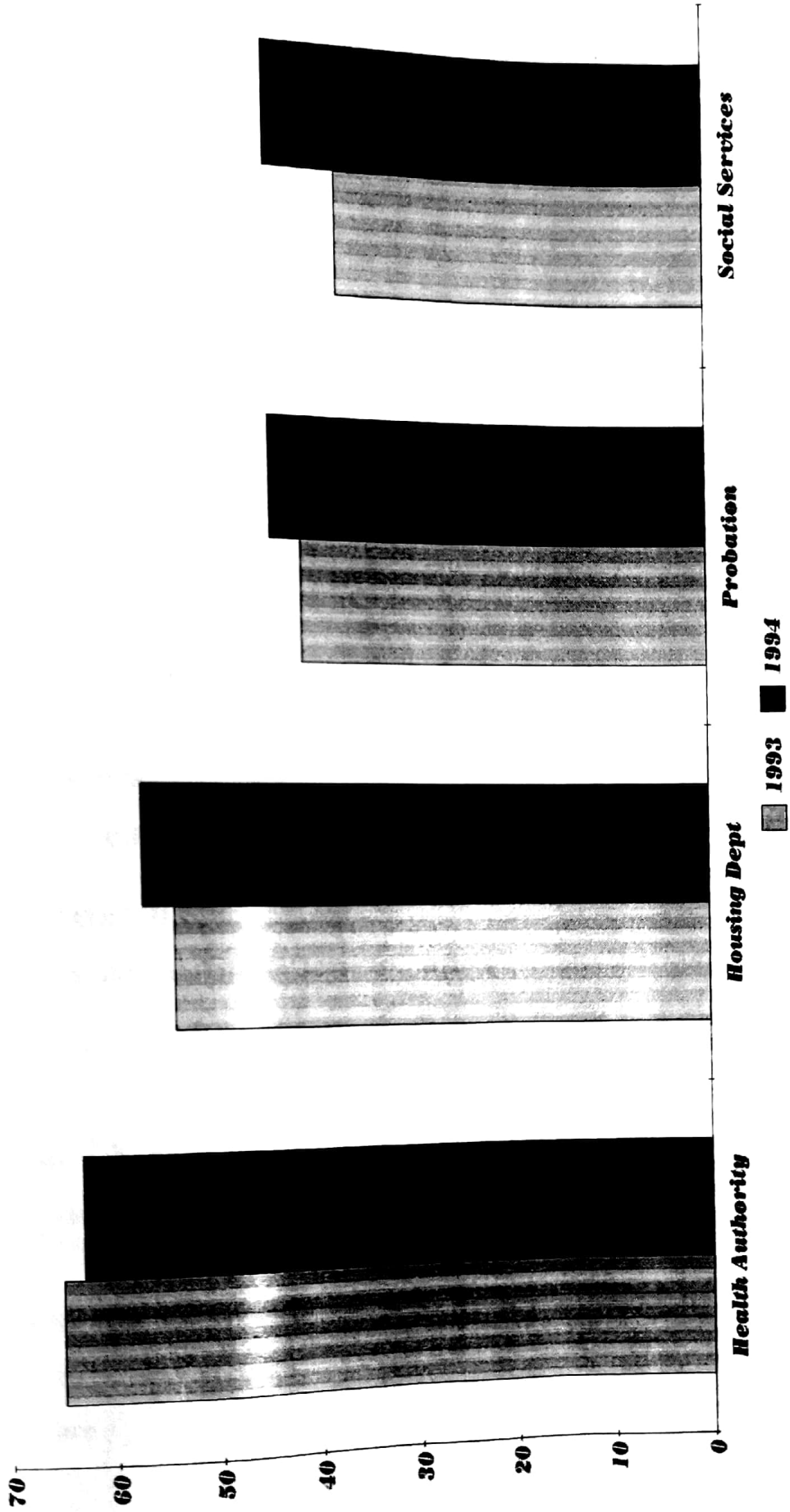
DISTRICT OF ORIGIN OF CLIENTS 1993/1994
Total number of clients 1993(95) 1994(89)



KNOX COUNTY NEEDS 1992/93
Total number of clients 1992/93 (1994/95) 1994/95



KNOWN MAJOR CONTACT BETWEEN CLIENT AND AGENCY 1993/94
Total number of clients 1993(95) 1994(89)



ELMORE COMMITTEE - ACCOUNTS FOR THE YEAR ENDED 31 MARCH 1994

INCOME AND EXPENDITURE

£ £

INCOME

Community Support Team Grants	NOTE 2	66,230.15	
Donations	NOTE 3	510.00	
Bank Interest		<u>1,830.17</u>	
			<u>68,570.32</u>

EXPENDITURE

Community Support Team	NOTE 2	73,731.94	
Support for 60 Lake Street Project		0.00	
Audit Fees		500.00	
Accountancy & Data Protection fees		<u>140.00</u>	
			<u>74,371.94</u>

DEFICIT FOR THE YEAR

£ 5,801.62

BALANCE SHEET AS AT THE 31 MARCH 1994

CURRENT ASSETS

Cash at Bank	NOTE 4	43,659.25	
Cash in Hand		40.00	
Sundry Debtors	NOTE 5	<u>1,500.00</u>	
			45,199.25

Less: CURRENT LIABILITIES

Sundry Creditors and Receipts in Advance	NOTE 6	<u>9,688.09</u>	
			£ <u>35,511.16</u>

Represented by:

ACCUMULATED FUND

Balance at Commencement of Year	40,799.89	
Deficit for Year	<u>(5,801.62)</u>	34,998.27

COMMUNITY SUPPORT TEAM WELFARE FUND

Balance at Commencement of Year	410.94	
Receipts	633.00	
less Expenditure	<u>(531.05)</u>	<u>512.89</u>
		£ <u>35,511.16</u>

ELMORE COMMITTEE - ACCOUNTS FOR YEAR ENDED 31 MARCH 1994

NOTES FORMING PART OF THE ACCOUNTS

NOTE 1 - Accountancy Policy

The accounts have been prepared on the basis of historical cost

NOTE 2 - Community Support Team Funding

Expenditure for the year ended 31 March 1994 is as follows:

STAFF

Project Leader and Social Work Staff	40,607.85
Action Research Worker	15,676.54
Secretarial Support	<u>6,637.79</u>
	62,922.18

OTHER RUNNING COSTS

Office Management Charge	1,000.00
Telephones	2,986.03
Stationery, Printing & Office Expenses	573.58
Computer Equipment & Supplies	992.49
Travel and Subsistence	1,281.30
Public Liability/Employers Insurance	1,072.84
Postage, Books and Publications	532.15
Bookkeeping and Payroll Services	2,030.00
Staff Training & Conferences	239.00
Miscellaneous Expenses	<u>102.37</u>
	£ 73,731.94

Income for the year ended 31 March 1994 is as follows:

Oxfordshire County Council Grant	29,750.00
Oxford City Council Grant	10,100.00
Action Research Worker Grant	16,376.75
OCC Continuing Care Grant	6,000.00
Central Council for Education and Training in Social Work - Fees	2,537.00
Computer Equipment Refund	<u>1,466.40</u>
	£ 66,230.15

NB The Oxfordshire Mental Health Unit and the Probation Service each employ a full-time worker seconded to the Team.

NOTE 3 - Donations

St Michael's and All Saints Charities	500.00
Other Donations	<u>10.00</u>
	£ 510.00

NOTE 4 - Cash at Bank

Current Account	3,411.36
Business Premium Account	1,127.76
Higher Interest Account	<u>39,120.13</u>
	£ <u>43,659.25</u>

NOTE 5 - Sundry Debtors

Central Council for Education and Training in Social Work	£ <u>1,500.00</u>
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NOTE 6 - Sundry Creditors & Receipts in Advance

Trade Creditors	1,500.00
Inland Revenue - PAYE/NI	1,548.09
Receipts in Advance	<u>6,640.00</u>
	£ <u>9,688.09</u>

AUDITOR'S REPORT TO THE ELMORE COMMITTEE

I have audited the financial statements on pages 1 to 3 in accordance with approved Auditing Standards.

In my opinion the financial statements, which have been prepared under the historic cost convention, give a true and fair view of the state of affairs of the Elmore Committee as at the 31 March 1994 and of the deficit for the year ended on that date.

Philip C Westall FCA
Registered Auditor

SIGNED ON BEHALF OF THE ELMORE COMMITTEE

Chairman

Secretary