

[REDACTED] OFFICER DECISION RECORD 1 FORM

This form should be used to record Officer Decisions in Excess of £100k (but below the key decision threshold), or where required by Financial, Contract or other Procedure Rules or following formal delegation from Cabinet or a Cabinet Member or a Council Committee.

**Decision Reference No: AHWB.080.2018 £1.5 million Winter Funding for Adult Social Care**

**BOX 1****DIRECTORATE:****Date: 3<sup>rd</sup> December 2018****Contact Name: Patrick Birch****Tel. No.: 01302 734 763****Subject Matter: £1.5 million Winter Funding for Adult Social Care****BOX 2 DECISION TAKEN**

Approve the plans to invest the £1.5 million Adult Social care Winter Funding

**BOX 3****REASON FOR THE DECISION**

The Adult Social Care Winter Funding announced by Secretary of State for Health and Social Care Matt Hancock is aimed at reducing delayed transfers of care and could pay for the following:

- Home care packages to help patients get out of hospital quicker.
- Reablement packages, which support workers to help patients carry out everyday tasks and regain mobility and confidence.
- Home adaptations, including new facilities for personal care, such as adapting a shower room if a patient has limited movement.

Councils have been allocated a share of the £240m national funding based on the adult social care relative needs formula. The allocation for Doncaster is £1,509,880, to see how the funding has been allocated please see the Allocation document attached below:



winter-funding-alloca  
tions-by-local-authori

The plan is to spend the £1.5 million funding in 2018-19 on the following interventions:-

- Additional social worker into Single Point of Access - (grade8/9) £44k for 4 months = £14.7k
- OT in STEPs- £44k for 4 months £14.7k
- Additional social work capacity within STEPs – 3 for 4 months = £44.1K
- Support for Domiciliary Care providers to retain staff over the winter period =£210k Additional cost from December to March, bringing forward price increase from April.

- Integrated Single Access Team – additional capacity at front door for the winter period to provide a rapid response to urgent needs. 3 Social Workers, a Team Leader (grade 11) and an Advanced Practitioner (grade 10) for 4 months = £80.8k
- Anticipated pressures on short stay placements over the winter = £135.7k
- Total = £500k
- Anticipated pressures in other areas of care – homecare & direct payment placements = £1m

Allocation of the funding as set out in this decision record will enable the council to continue the focus on safe and timely discharge of hospital patients, back into their own homes and communities. Over the past year and in the context of rising delays in hospital discharges, the council has worked successfully with Health partners to facilitate the discharges that have ultimately eased the pressure on local hospitals. The funding will make sure that this focus continues through the High Impact Change Model and that Delayed Transfers of Care figures are effectively managed.

The funding will also be used to implement the council's responsibilities within the Government's initiative to "reduce long stays in hospital". This will include capacity to:

- Ensure timely social care assessment through 7 day working
- Commission care homes to accept admissions (from hospital discharges) 7 days a week
- Ensure that home based and bed based crisis resolution, enablement and intermediate care services are available for step up care as an alternative to hospital admission as well as discharge.
- Ensure that inpatients and their relatives have access to information, advice and guidance in hospitals, that helps them to plan for discharge as soon as possible.
- Offer a co-designed and mutually supported trusted assessment service for care homes, to reduce the need for home managers to come into hospitals.
- Ensure that home based and bed based enablement and intermediate care services commence within 2 days of referral.
- Ensure that discharge to assess services is available in all area to support a default home first expectation.

#### **BOX 4**

##### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

An option to invest more of the resource on the anticipated considerable pressures in home care (projected £2.9 million overspend) and direct placements (£2 million overspend) was considered. The additional urgent investment in staffing to respond to the winter pressures and an early price increase for the domiciliary care providers was considered essential and requiring priority.

#### **BOX 5**

##### **LEGAL IMPLICATIONS**

Section 1 Localism Act 2011 gives the Council a general power of competence to do anything that individuals may generally do.

Section 2B of the National Health Service Act 2006 (as amended by Section 12 of the Health and Social Care Act 2012) introduced a new duty on Councils in England to exercise certain health service functions and take appropriate steps to improve the health of the people who live in their area.

Under the Care Act 2015 the Council must provide or arrange services that help prevent people developing needs for care and support or delay people deteriorating such that they would need ongoing

care and support.

For the staffing requirements S112 of the Local Government Act 1972 allows a local authority to appoint such officers as are necessary for the proper discharge of its functions, on such reasonable terms and conditions as it thinks fit. Salary grade should be determined by job evaluation. When recruiting to these posts consideration should be given to establishing them as temporary contracts for a fixed term and appropriate advice sought from HR and Legal. If the length of the contract exceeds 1 year upon termination the Employee may be entitled to be placed on the redeployment register and after 2 years may be entitled to a redundancy payment. It is important that sight is not lost of the Council's recruitment, retention, and vacancy management policies, which should be followed.

**Name: Paula Coleman Signature: By e-mail Date: 11.12.18**

Signature of Assistant Director of Legal and Democratic Services (or representative)

#### **BOX 6**

##### **FINANCIAL IMPLICATIONS:**

The financial implications are set out in the body of the report.

**Name: Kathryn Black Signature: \_\_by email\_ Date: 10.12.18**

Signature of Chief Financial Officer and Assistant Director of Finance (or representative)

**BOX 7 (HR and Procurement)** HR (to cover staffing) and from Procurement (to cover the price increase for the domiciliary care providers)

##### **OTHER RELEVANT IMPLICATIONS**

###### **HR Implications**

All posts specified above are existing posts which have all previously been through the Council's GLPC job evaluation system and graded accordingly. All new posts should be recruited to through the usual recruitment processes.

**Name: \_\_Kelly Wilks\_\_\_\_\_ Date: \_\_12<sup>th</sup> December 2018\_\_\_\_\_**

Signature of Assistant Director (or representative)

###### **Procurement Implications**

The ODR requires number decisions to be considered. Bring forward an increase in prices to Domiciliary care providers and increasing service capacity by employing additional temporary staff.

In relation to the decision to support domiciliary Care providers to retain staff over the winter period by bringing forward price increase from April is allowable under the Public Contract Regulations 2015 under regulation 72 (1)(a) the modification of contracts irrespective of their monetary value as long this has been provided for in the initial procurement documents in clear, precise and unequivocal. Review of the current contracts let to both the SLPs and ASPs shows that these contracts have price review mechanism which provide the council with an option "*to enter into good faith negotiations with the Provider on any anniversary of this Contract or any other date agreed between the Parties, with a view to varying the Contract Price*" This review mechanism is consistent with the requirement of the regulations.

In relation to the decision to employ extra staff resources normally falls outside the scope of procurement however, if the intention is to fill post using agency staff then these staff must be sourced through the councils contract with Reed to ensure compliance with the Councils Contract Procedure Rules.

Name: Shaun Ferron Signature: by email Date: 12.12.18

Signature of Assistant Director (or representative)

**ANY IMPLICATIONS SENT TO DEPARTMENTS SHOULD GENERALLY BE SUBMITTED AT LEAST 5 WORKING DAYS IN ADVANCE TO ENSURE THESE CAN BE GIVEN THE RELEVANT CONSIDERATION.**

**BOX 8**

**EQUALITY IMPLICATIONS:** (To be completed by the author).

The decision has been taken in consideration of the Council's duties under the Public Sector Equality Duty at s149 of the Equality Act 2010. The duty requires the Council, when exercising its functions, to have 'due regard' to the need to eliminate discrimination, harassment and victimization and other conduct prohibited under the act, and to advance equality of opportunity and foster good relations between those who share a 'protected characteristic' and those who do not share that protected characteristic.

**BOX 9**

**RISK IMPLICATIONS:** (To be completed by the author)

Failure to allocate the funding in the way described will increase the likelihood of escalation of the AHWb Directorate Strategic Risks.

In particular:

- The capacity of practitioners to understand and implement agreed standards and policies may be reduced, leading to increased risk of vulnerable people experiencing harm or abuse
- There may be workforce issues that reduce the ability to transform at the pace required, leading to an inability to modernise services sufficiently to achieve the requirements of the Place Plan
- Ineffective market management could affect the ability to change services, leading to market instability and difficulty in meeting the needs of vulnerable people.
- Doncaster systems may not integrate effectively to enable the rapid discharge of hospital patients, resulting in increased delayed transfers of care

**BOX 10**

**CONSULTATION**

The plan has been discussed with local NHS partners, including the local acute hospital trust. The plan went to the Joint Commissioning Management Board (JCMB 22<sup>nd</sup> Nov 2018, and the Doncaster and Bassetlaw A & E Delivery Board, 7<sup>th</sup> December 2018).

**BOX 11**

**INFORMATION NOT FOR PUBLICATION**

In accordance with the Freedom of Information Act 2000, it is in the Public's interests for this decision to be published in full, redacting only the signatures.

Name: Gillian Parker Signature by email Date: 12/12/2018

Signature of FOI Lead Officer for service area where ODR originates

**BOX 12**

**BACKGROUND PAPERS**

Please confirm if any Background Papers are included with this ODR YES

**A copy of the Allocation of the Adult Social Care winter funding document has been attached in Box 3.**

(If YES please list and submit these with this form)

**BOX 13**

**AUTHORISATION**

redaction

Name: Damian Allen Signature: \_\_\_\_\_ Date: 13/12/2018

Damian Allen Director of People

Does this decision require authorisation by the Chief Financial Officer or other Officer

YES/

If yes please authorise below: redaction

Name: Steve Mawson Signature: \_\_\_\_\_ Date: 13/12/2018

Chief Finance Officer/Assistant Director of Finance

redaction

Consultation with Relevant Member(s)

*Re: JONES*

Name: RACHAEL BLAKE Signature: \_\_\_\_\_ Date: 18/12/2018

*19/12/18*

Designation CABINET MEMBER - ADULT SOCIAL CARE

(e.g. Mayor, Cabinet Member or ~~Committee Chair/Vice-Chair~~)

Declaration of Interest ~~YES~~/NO

If YES please give details below

**PLEASE NOTE THIS FORM WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE IN FULL UNLESS IT CONTAINS EXEMPT OR CONFIDENTIAL INFORMATION.**

Once completed a PDF copy of this form and any relevant background papers should be forwarded to Governance Services at [Democratic.Services@doncaster.gov.uk](mailto:Democratic.Services@doncaster.gov.uk) who will arrange publication.

It is the responsibility of the decision taker to clearly identify any information that is confidential or exempt and should be redacted before publication.