

DELEGATED POWERS REPORT NO.

1722

SUBJECT: Develop and recruit to two posts as part of the Learning Disabilities Health and Social Care Integration Project

Control sheet

All of the following actions MUST be completed at each stage of the process and the signed and dated report MUST be passed to the Governance Service for publishing

All reports		
1. Governance Service receive draft report	Name of GSO Date	Chidilim Agada 4/07/2012
2. Governance Service cleared draft report as being constitutionally appropriate	Name of GSO Date	Chidilim Agada 5/07/2012
• Finance clearance obtained (<i>report author to complete</i>)	Name of Fin. officer Date	Kerry Ann Smith 2/07/2012
3. Staff and other resources issues clearance obtained (<i>report author to complete</i>)	Name of Res. officer Date	Cynthia Scott-Carnegie 5/07/2012
4. Strategic Procurement clearance obtained (<i>report author to complete</i>)	Name of SPO	Lesley Meeks
	Date	5/07/2012
5. Legal clearance obtained from (<i>report author to complete</i>)	Name of Legal officer	Sheila Saunders/Sinead Clifford
	Date	19/07/2012
6. Policy & Partnerships clearance obtained (<i>report author to complete</i>)	Name of P&P officer Date	Julie Pal 4/07/2012
7. Equalities & Diversity clearance obtained (<i>report author to complete</i>)	Name of officer Date	Andrew Nathan 04/07/2012
8. The above process has been checked and verified by Director, Head of Service or Deputy	Name Date	Dawn Wakeling 24/07/2012
9. Signed & dated report, <u>scanned or hard copy</u> received by Governance Service for publishing	Name of GSO Date	Chidilim Agada 24/07/2012
10. Report published by Governance Service to website	Name of GSO Date	Chidilim Agada 25/07/2012
11. Head of Service informed report is published	Name of GSO Date	Chidilim Agada 25/07/2012
12. Expiry of call-in period	Date	Not applicable
13. Report circulated for call-in purposes to Business Management OSC members & copied to Cabinet Members & Head of Service	Name of GSO Date	Not applicable

ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER (COUNCIL FUNCTION)

Subject **Develop and recruit to two posts as part of the Learning Disabilities Health and Social Care Integration Project**

Officer taking decision Deputy Director, Adult Social Care and Health

Date of decision 24 July 2012

Summary To agree the changes to two full-time posts within Adult Social Care & Health which manage the health and social care teams and support them to deliver an integrated learning disabilities service

Officer Contributors Helen Duncan-Turnbull, Head of Integrated Learning Disability Services
Claire Dawson, Project Manager

Status (public or exempt) Public

Wards affected All

Enclosures Appendix A – Job Description and Person Specification

Power being exercised Council Function

Contact for further information: Claire Dawson Claire.dawson@barnet.gov.uk 020 8359 6175

Serial No. 1722

1. RELEVANT PREVIOUS DECISIONS

- 1.1 Action taken under Delegated Powers by Officer (Council Function) under Section 75 on 1st August 2011 to collocate and progress an integrated learning disability health and social care service managed by a Head of Service in partnership with Central London Community Health Care Trust (CLCH) and Barnet, Enfield and Haringey Mental Health Trust (BEHMHT).
- 1.2 Action taken by Cabinet Member under Delegated Powers (Executive Function) on 24 January 2012 approved a two-year Section 75 Agreement with CLCH establishing a pooled budget, lead commissioning arrangements and an integrated community learning disability service.
- 1.3 On 20 February 2012 Cabinet approved the Corporate Plan, Budget, Council Tax and Medium Term, Financial Strategy for the period from 2012/13 to 2014/15

2. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 2.1 Government policies and guidance including Valuing People¹, 'Our Health, Our Care, Our Say'², Valuing People Now³, 'A Vision for Adult Social Care: Capable Communities and Active Citizens'⁴ and the recent NHS White Paper⁵, call for greater coordination across health and social care to ensure that the needs of people with learning disabilities and their carers are addressed.
- 2.2 Supporting the Council's Corporate Plan priority '**Sharing Opportunities, Sharing Responsibilities**'. Adult Social Care and Health is committed to the promotion of independence and personalised services resulting in an enhanced quality of life for service users. The integrated learning disabilities service brings key resources together from within Adult Social Care and Health to deliver care pathways towards independent living, mainstream opportunities and services
- 2.3 Will contribute to the Council's Corporate Plan priority '**Better services with less money**' 'The integrated learning disabilities service will be developing and better coordinating community interventions for people with learning disabilities. The further integration of health and social care will significantly address the need for service users to have one route of access to a combination of services in order to meet the needs of the most complex situations. and in so doing will improve the spread of resources fairly where they are most needed.
- 2.4 Two team manager posts within the integrated service will manage the health and social care staff and the integration agenda. This will deliver a more streamlined and integrated health and social care service to users and carers and promote the independence of adults with a learning disability

¹ Valuing People - DH 2001

² Our Health, Our Care, Our Say - DH 2006

³ Valuing People Now - DH 2009

⁴ Vision for Adult Social Care: Capable Communities and Active Citizens - DH 2010

⁵ Equity and Excellence: Liberating the NHS - DH 2010

3. RISK MANAGEMENT ISSUES

The existing two social work team manager's posts will be changed to team manager posts with a remit to manage both social care and health staff.

- 3.1 The team managers will be key in sharing and managing the risks associated with information sharing, safeguarding and promoting health and independence and delivering the efficiencies identified within the Medium Term Financial Strategy and relevant targets within the Corporate Plan.
- 3.2 An information sharing agreement will be in place in order for partner organisations to be clear about data protection and risk responsibilities.
- 3.3 The Learning Disabilities health and social care service has been integrated under a Section 75 agreement and the service contract. Prior to this there was consultation with stakeholders and partner organisations about the ways in which integration will support the improvement of service delivery and the proposal of integrated team manager roles were part of this process. Joint policy and information sharing procedures will be in place to support this but there is no policy change in the delivery of service.

In the light of the consultation with stakeholders and discussion with partner organisations there are no significant levels of public concern or need for policy consideration identified

4. EQUALITIES AND DIVERSITY ISSUES

- 4.1 The posts will be recruited to in accordance with the Council's policy for equalities in recruitment. The recruitment process will follow the principles of best practice in line with Barnet's recruitment and selection and Equal Opportunities policies. This will ensure that both posts are awarded on merit using fair and objective criteria. The law implies an equality clause within every contract of employment. To that end it is essential that there is a proper evaluation of the responsibilities of every post to ensure that pay is set at an equitable and appropriate level. For these reasons it is of vital importance that there is formal evaluation of these posts in accordance with the Local Government Job Evaluation Scheme.
- 4.2 The posts will manage and support staff who work directly with people with learning disabilities enabling individual consideration, choice and control and support options, in line with the Council's transformation and personalisation agenda.

5. USE OF RESOURCES IMPLICATIONS (Finance, Procurement, Performance & Value for Money, Staffing, IT, Property, Sustainability)

- 5.1 There are currently two Team Manager posts funded within the Learning Disability social work team. The roles are changing due to the set up of a section 75 agreement with health to integrate the social care and health teams which requires a change of job title, job description and a re-grading of salary.

- 5.2 The posts have been evaluated in accordance with the Local Government Job Evaluation Scheme. The role profiles have been created/updated and evaluated by Human Resources in accordance with their job evaluation protocols. The two posts will be as follows:
- 5.3 One FTE Team Manager with a health background assumes that the overall cost (plus on-costs) may range between £43,368 and £46,050 depending on the spine point at which the post is appointed.
- 5.4 One FTE Team Manager with a social work background assumes that the overall cost (plus on-costs) may range between £43,368 and £46,050 depending on the spine point at which the post is appointed.
- 5.5 There are no further resource implications arising from this proposal.
- 5.6 The costs will be met through the Adult Social Care and Health funding, as part of the Section 75 pooled budget arrangement, from current establishment funding of 2 team managers posts (which are at present filled temporarily).
- 5.7 These posts will be used to achieve savings of £3m in the current Adults Social Care and Health MTFs.
- 5.8 There are no procurement implications.
- 5.9 The staffing implication of this change is to regrade two existing posts to reflect the complexities of managing a health and social care delivery agenda and workforce out of current establishment.
- 5.10 The IT implication of this change is that additional infrastructure will be required to establish the posts at a one off cost of £2,000 to ensure access to both health and social care IT. This cost will also be met from within the Learning Disabilities budget.
- 5.11 Posts will be located in the integrated service within a desk sharing environment. Post holders will be required to spend a significant amount of time office based but will also undertake home and community visits where necessary.
- 5.12 Posts will be established on a permanent basis but will directly contribute to the fair distribution of resources and embed procedures into the work of social and health care delivery services within the Council and Central London Community Health Care Trust.

6. LEGAL ISSUES

- 6.1 It is essential when the Council creates and recruits to new positions that such selections are undertaken fairly, objectively and without discrimination. Accordingly the Council must be mindful of and must adhere to its recruitment and equalities policies in addition to the duties placed upon it by legislation with regard to data protection, discrimination and general employment law.
- 6.2 Regrading of posts necessarily result in changes to terms and conditions of employment. Although such changes may be beneficial to affected employees

consultation and agreement is nonetheless required to ensure legality. Formal evaluation within the terms of a prescribed job evaluation scheme assists to demonstrate compliance with the tenets of equal pay legislation and jurisprudence.

7. CONSTITUTIONAL POWERS

- 7.1 Part 3, Responsibility for Functions - Section 6, Powers Delegated to Officers:
S6.1: Chief Officers can take decisions without consultation in respect of operational matters within the Chief Officer's sphere of managerial or professional responsibility and not significant in terms of budget or policy.
S6.2: They may use whatever means they consider appropriate to discharge those functions, including engaging and deploying staff.

8. BACKGROUND INFORMATION

- 8.1 Adult Social Care and Health jointly has invested in developing a truly integrated learning disabilities service. A project board is in place sponsored by the assistant director of health and social care drawing on resources and expertise from Central London Community Health Care Trust, Barnet Enfield and Haringey Mental Health Trust and Joint Commissioning.
- 8.2 The team manager posts have been agreed as part of the overall health and social care learning disabilities integration project plan and are of major importance to the development of an integrated service. Currently the posts are filled temporarily but the service is going through change and will need to support health and social care staff to ensure the service and quality is to be maintained and to support the corporate changes planned for next year. Without these posts the integration will be less robust and there will be significant risks to staff i.e. less clinical and practice support to both health and social care staff.
- 8.3 Most specifically, the posts will maintain the case work of the service as well as contributing to the long term planning processes of the ASCH agenda.
- 8.4 The posts have been approved by the Learning Disability Partnership Management Group to support the integration of the learning disability service.

9. LIST OF BACKGROUND PAPERS

- 9.1 The following are available:
- Valuing People Now
 - Our Health, Our Care, Our Say
 - Death by Indifference
 - Creating Capable Communities
 - Adult Social Care & Health Business Plan
 - Small Plan to Make An Even Bigger Difference
- 9.2 Any person wishing to inspect the background papers listed above should telephone Claire Dawson on 0208 359 6175.

10. OFFICER'S DECISION

I authorise the following action:

- 10.** The Team Manager roles are changing due to the set up of a section 75 agreement which requires a change of job title, job description and a re-grading of salary to deliver an integrated service for people with learning disabilities within Adult Social Care and Health from September 2012.

Signed

Dawn Wakeling

Deputy Director of Adult Social Services

Date

24/07/2012
