

**OFFICER DELEGATION SCHEME
RECORD OF DECISION**

TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES

Date: 10/06/2024	Ref No: 2224
Responsible Officer: Dill Hawley/Louise Palmer	
Type of Decision (please refer to MO Guidance):	
Key <input checked="" type="checkbox"/>	Non-Key <input type="checkbox"/>
Freedom of Information Status: <i>(can the report go in the public domain)</i> Yes	
Title/Subject matter: Choices for Living Well change in establishment.	
Budget/Strategy/Policy/Compliance:	
(i) Is the decision within an Approved Budget?	YES
(ii) Is the decision in conflict with the council's policies, strategies or relevant service plans?	NO
(iii) Does the decision amend existing or raise new policy issues?	NO
(iv) Is the decision significant and/or does it meet the £100,000 threshold for recording?	NO
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	NO

Summary:

Killelea House Intermediate Care Facility provides care and support for vulnerable people with the emphasis on increasing people's independence to live on their own for longer.

The service provides up-to-date approaches to reablement, focusing on independence and reducing the likelihood of people being re-admitted to hospital or going into a residential home.

The facility provides therapy and treatment for adults over the age of 18 years who need rehabilitation.

This paper aims to reduce the use of agency staffing and meet the needs of the service more cost effectively than using agency staffing.

Background

When the rota and its associated establishment for this service was set it did not include an amount for annual leave, training and sickness but rather relied on the use of agency staffing through an inhouse agency called Bury ACES.

This closed 3 years ago and agency staffing was moved to Reed.

For 2 years during the pandemic the government provided grants which provided additional funding for additional staffing for care homes like Killelea, this meant that these agency costs were fully covered and did not result in additional pressure in the budget. This is now no longer the case and the agency costs have resulted in additional and unnecessary pressure in the last financial year.

Use of unnecessary agency staffing also does not provide high quality roles for staff and can risk quality of care for people who use the service.

A full reset of the establishment required has taken place with the aim of ensuring leave and sickness is built into the permanent staffing numbers and use of agency staff is no longer needed.

This is more cost effective to the service but also delivers real good quality jobs for local people and is in line with our endeavours to meet the standards within the Greater Manchester Good Employment Charter.

In order to set the establishment to an appropriate level an additional **13.66** full time equivalent level 2 wellbeing practitioners are required.

This will mean agency staffing is only required for when the dependency of the residents is especially high such as when a resident needs special 1 to 1 care round the clock.

The cost of this additional establishment is £459,000 and will result in a greater reduction in the currently unfunded agency costs which has resulted in overspend on care staff in the last financial year.

Finance Comments

A full review was carried out, looking at the current workforce against what we need our workforce to look like to make sure we can deliver the service to its full capacity in a safe and timely manner. The review highlighted an increase of permanent staff as above.

The full £459,000 will be funded by the Better Care Fund and requires no additional resource from the council.

HR

The role of level 2 wellbeing practitioner is an existing and evaluated job description and the council's ordinary recruitment processes will be followed to fill these roles.

The council will use apprenticeships, offer permanent roles to agency staff and the step in care programme which sees adults support to achieve a career change to encourage people to apply for these roles.

Monitoring

The services vacancy rate and associated agency spending will be monitored throughout 24/25 to ensure this proposal delivers its objectives of reducing agency spend, reducing unfunded overspends and increasing permanent employees in good quality roles.

Recommendation

To create 13.66 FTE equivalent Wellbeing Practitioners Level 2

Wards affected: N/A






Consultations: Will be required for all support staff.

Scrutiny & Review Committee Interest: N/A

Options considered:

Continuing with the policy of agency use to cover leave and sickness.

This was discounted as it is considerably more expensive, provides lower quality care and does not support the council's ambition to provide good quality jobs in line with the ambitions of the GM good employment charter.

Decision <i>[with reasons]</i>		
To create 13.66 FTE L2 Wellbeing Practitioners in Choices for Living Well to support the delivery of more permanent roles and reduce agency staff usage.		
Decision made by:	Signature:	Date:
Executive Director – Health and Adult Care		8 May 2024
Section 151 Officer		25.6.24
Director of People and Inclusion		04.7.24
Members Consulted <i>[see note 1 below]</i>		
Cabinet Member		15 August 2024
Lead Member - HR		04.7.24
Opposition Spokesperson		

<p>Notes</p> <ol style="list-style-type: none"> Where, in accordance with the requirements of the Officer Delegation Scheme, a Chief Officer consults with the appropriate Cabinet Member they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained if required, to confirm that he/she has been consulted. Please refer to the MO Guidance. This form must not be used for urgent decisions. Where there is any doubt, Corporate Directors should err on the side of caution and seek advice from the Council’s Monitoring Officer.
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