

**OFFICER DELEGATION SCHEME  
RECORD OF DECISION**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                         |
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| <b>Date:</b> 1 April 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Ref No:</b> 2363                                                                                                                     |
| <p><b>Responsible Officer:</b></p> <p>Jane Street – Assistant Team Manager – Adult Social Care Reviewing Team<br/>         Conor Fielding-Team Manager Operations-Adult Social Care Reviewing Team</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                         |
| <p><b>Title/Subject matter:</b></p> <p>Permanent funding request – Adult Social Care Reviewing Team therapy function (1x Grade 13 Occupational Therapist, 1x Grade 8 Technical Instructor) following successful pilot under Delegated Power 2242 / 2242a-c)</p> <div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;"> <br/>             Delegated Power<br/>             No. 2242a - Therapy           </div> <div style="text-align: center;"> <br/>             Delegated Power<br/>             No. 2242b - OT Appi           </div> <div style="text-align: center;"> <br/>             Delegated Power<br/>             No. 2242(c) - Change           </div> </div> |                                                                                                                                         |
| <b>Budget/Strategy/Policy/Compliance :</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                         |
| (i) Is the decision within an Approved Budget?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | No                                                                                                                                      |
| (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                                                                                                                                      |
| Is publication still required? (see guidance)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Yes                                                                                                                                     |
| Is there any implications with 3 <sup>rd</sup> party spend?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | No<br><br>If yes, please contact procurement via <a href="mailto:CorporateProcurement@bury.gov.uk">CorporateProcurement@bury.gov.uk</a> |
| Is there any IT implications i.e. Additional hardware, new software, changes to systems                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | No<br><br>If yes, please contact IT via <a href="mailto:servdesk@bury.gov.uk">servdesk@bury.gov.uk</a>                                  |

**Item for Decision:**

Approval is requested to make permanent the following posts within the Adult Social Care Reviewing Team:

- 1 x Grade 13 Occupational Therapist
- 1 x Grade 8 Technical Instructor

These posts were previously approved on a fixed-term basis under Delegated Power 2242 (and amendments 2242a–c) as an invest-to-save pilot. The pilot has demonstrated both financial savings and improved outcomes for residents, justifying permanent establishment.

**Background and Rationale**

The Adult Social Care Reviewing Team undertakes statutory reviews under Section 27 of the Care Act 2014. The embedded therapy pilot introduced occupational therapy and technical instructor capacity directly into the reviewing process to strengthen prevention, promote independence and reduce reliance on commissioned care. The pilot was approved under Delegated Power 2242 (and subsequent amendments 2242a–c) as an invest-to-save initiative to test whether embedding therapy capacity within statutory reviews would deliver sustainable reductions in care costs and improved outcomes. This embedded therapy pilot introduced occupational therapy and technical instructor capacity directly into this statutory process, strengthening prevention, promoting independence and reducing reliance on commissioned care by ensuring functional assessment and enablement are integral to care and support decision making.

**Legislative Context**

The proposal supports statutory duties under:

- **Care Act 2014** – s.1 (promotion of wellbeing): Therapy input ensures reviews focus on what matters to the person and practical ways to maximise independence and daily functioning; s.2 (prevent, reduce and delay needs): timely OT assessment, equipment, minor adaptations and enablement reduce risk and reliance on commissioned care; s.27 (reviews): having therapy embedded in the Reviewing Team enables quicker, evidence-based changes to care and support plans, including step-down/closure where appropriate, and supports proportionate, outcome-led decision making.

- **Mental Capacity Act 2005** – supports least restrictive practice by identifying and implementing practical alternatives to higher levels of care (e.g., graded support, equipment/adaptations, safer techniques and environmental changes). Therapy involvement strengthens best interests decision making by evidencing functional ability, risk management and what support is necessary and proportionate.

- **Equality Act 2010** – supports the duty to make reasonable adjustments and reduce disadvantage for disabled people. Therapy within

reviews helps identify functional barriers and implement practical adjustments (e.g., equipment, adaptations, assistive technology and tailored approaches) so people can participate and achieve equitable outcomes.

- **Human Rights Act 1998** – supports proportionate, person-centred decisions, including respect for private and family life (Article 8). Therapy input provides evidence of what support is necessary to maximise independence and helps ensure interventions are the least restrictive option in practice.

### **Principal Occupational Therapist Commentary**

This proposal demonstrates the impact of deliberately embedding occupational therapy within statutory adult social care activity, working alongside social work within assessment and review pathways rather than as a separate or reactive service.

The approach reflects Adult Social Care priorities to ensure occupational therapy is integrated and embedded within social work pathways, particularly at key statutory points where care and support decisions are being assessed, reviewed and optimised.

It also aligns with Adult Social Care strategic priorities to support people to live independent, connected and involved lives, through strengths based practice, practical problem solving and timely occupational therapy input to reduce ongoing reliance on commissioned care.

In doing so, the model also reflects the Council's Let's Do It ambitions around strengths based approaches, making best use of professional skills, and supporting joined up ways of working to deliver high quality, value for money services.

The outcomes described demonstrate a sustainable approach to embedding occupational therapy within statutory assessment and review activity, providing a clear basis for this decision, with further developments to be progressed separately.

### **Outcomes and Financial Benefits**

Evidence from the Reviewing Team Occupational Therapy outcome tracker demonstrates that:

- Within financial year 2025/26, between them, the current in post occupational therapy and technical instructor interventions have generated approximately £404k per annum in gross, annualised care package savings.
- A further £92k per annum has been recorded through single-handed care enablement.
- Combined recorded annualised savings are approximately £497k per annum (pre client contribution), significantly exceeding the cost of the two

posts. While it is acknowledged that not all recorded savings are solely attributable to therapy intervention, evidence shows that embedded therapy significantly increases the scale, speed and sustainability of savings achieved through MDT working.

In addition to financial benefits, the pilot has supported people to return home from care homes, reduce ongoing care needs and live more independently. In financial year 2025/26, through effective MDT working, 12 individuals have been supported to return to their own domiciliary address from a short term care home placement, and this represents a 300% increase when compared to figures from 2024/25, evidencing the impact MDT working is having on the outcomes for the people of Bury.

### **Financial Impact**

Health and Adult Care Interim Senior Finance Analyst Paul Fitzpatrick has advised that the costs to make both posts permanent at 32 hours per week would be £89,671 per annum.

Technical Instructor costs would be £35,437 (grade 8)

Occupational Therapist costs would be £54,234 (grade 13)

Total cost is £89,671

Based on outcomes achieved within 2025/26, the combined employment cost of the two posts (including on-costs) is materially lower than the recorded annualised savings. Even allowing for conservative attribution assumptions and the fact that some savings may have occurred without therapy input, the net financial position remains strongly positive and supports the invest-to-save rationale for permanency.

If this decision is approved then the budget to fund these posts will need to be vired from the care cost budget to the relevant staffing team budget. This would recognise that the posts are being funded through ongoing care savings generated through the additional staffing resources.

### **Human Resources/Workforce Planning Impact**

Maintaining these posts on a fixed-term basis creates recruitment and retention risks and undermines workforce stability within a specialist function. Making the posts permanent supports continuity, professional accountability and service resilience, and reflects the now-embedded nature of the therapy function within the Reviewing Team's operating model.

### **Options Considered**

Option 1 (Preferred): Approve permanent funding for both posts to sustain savings and outcomes.

Option 2: End the pilot and revert to non-embedded therapy support, resulting in reduced prevention capability, increased reliance on commissioned care, and a high risk of increased medium- to long-term care costs.

Option 3: Retain reduced or partial capacity, limiting effectiveness and value for money.

### Decision

Approval of Option 1 is recommended to secure the demonstrated financial savings, strengthen statutory compliance, and embed effective MDT practice within the Reviewing Team's core operating model.

Approval to recruit to newly created vacancies

NB: Chief Officer graded roles require AD HR and AD Finance approval

Yes/No/Not Applicable

**Decision made by:**

**Signature:**

**Date:**

Director of Adult Social Services and Community Commissioning:



4 June 2026

Lead Member (for noting):



2 July 2026

Advised by HR Business Partner

V Brockbank

19.5.26

Advised by Finance Business Partner

N Wood-Hill

02.06.26

Chief Officer graded roles:  
Assistant Director of HR

NA

Chief Officer graded roles:  
Advised by Assistant Director Finance / Chief Accountant

NA

**Member Consulted (only if applicable) [see note 4 below]**

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**Notes**

1. In most cases a single signature is required in accordance with the Table below.
2. The form must be published if expenditure is over £100K. However, this must be after all the required contract documentation has been completed. This is to avoid publishing exempt confidential information.
3. A report to Cabinet must be made if expenditure is over £500K.
4. In a small number of cases in accordance with the requirements of the Officer Delegation Scheme, consultation is required from the appropriate Cabinet Member who must sign the form to confirm that they have been consulted and that they agree with the proposed action. Please refer to the Guidance.
5. This form must not be used for urgent decisions.
6. Where there is any doubt officers should always err on side of caution and seek advice from Democratic Services, the Monitoring Officer or Corporate Procurement where applicable.

**EXPENDITURE APPROVAL TABLE**

| <b>Approval Limit</b>    | <b>Approval By (in consultation with Finance &amp; HR Business Partner)</b> |  |
|--------------------------|-----------------------------------------------------------------------------|--|
| Over £500,000            | Cabinet.                                                                    |  |
| Over£250,000 to £500,000 | Chief Executive                                                             |  |
| Over£100,000 to £250,000 | Executive Director                                                          |  |
| Over £50,000 to £100,000 | Director/Assistant Director                                                 |  |
| Over £10,000 to £50,000  | Head of Service                                                             |  |

|               |              |  |
|---------------|--------------|--|
| Up to £10,000 | Service Lead |  |
|---------------|--------------|--|

**For Chief Officer Graded Roles:**

|                                                        |
|--------------------------------------------------------|
| Assistant Director HR Approval                         |
| Assistant Director Finance / Chief Accountant Approval |