

## **CABINET MEMBER DECISION**

### **Decision:**

#### **SOURCING AND ADMIN REVIEW: I.T. PLACEMENT PORTAL AND DELIVERING BEST VALUE TRAINING PROGRAMME INVEST TO SAVE BID**

##### **(i) Details of decision**

1. That the Invest to Save funding bid for an investment of £400,000 over a five year investment period be agreed, in order to progress to purchasing and implementation an I.T. placement portal solution to support frontline staff with new ways of working following the Sourcing and Admin Review changes, the need to maximise social capital and to achieve best value for money.
2. That the Invest to Save funding bid for an investment of £10,000 for the delivering best value training programme be agreed.

##### **(ii) Reasons for decision**

As part of a wider savings strategy, Adult Social Care has, for the 2013/14 financial year, a £15m savings target from developing and utilising social capital, with further savings anticipated in future years.

This Invest to Save investment for an I.T. placement portal solution and delivering best value training programme will act as a facilitator to the cost reduction strategy through changing behaviour and equipping staff with effective tools and systems to maximise the use of social capital. A core strategic objective of the Directorate is to build sustainable communities and public services through social capital.

These proposals will have a key role in facilitating change and improving relationships and value for money achieved from the Adult Social Care (ASC) care market in Surrey. There will be increased visibility of the wider market place and provider availability, resulting in an increase in making timely and efficient placements, increase occupancy, better management of the in-house care market and strengthen frontline staff's position/ability to negotiate competitive rates for services.

This Invest to Save investment will assist in developing a workforce which performs to the highest standards and empowers people to live independently. This investment will simplify systems, processes and structures for a Directorate that delivers services which are local, universal, preventative, whilst at the same time are value for money and develops stronger partnership working with the provider care market.

##### **(iii) Details of any alternative options considered and rejected**

Nick Harrison, Chairman of Audit and Governance Committee, attended and requested clarification on various points; including the input of the Investment Panel and the procurement of the IT portal which will enable staff to evaluate the best value option. Officers provided the Member with an explanation of what Social Capital was and anticipated savings to the budget.

- (iv) **Details of any consultation and representations received not included in the published report**

None.

**Conflicts of Interest and any Dispensations Granted**

**(Any conflict of interest declared by any other Cabinet Member consulted in relation to the decision to be recorded and any dispensations granted by the Audit and Governance Committee)**

None.

**Decision taken by:**

- (i) **Name:** Mel Few
- (ii) **Portfolio:** Cabinet Member for Adult Social Care Decisions

**Date of Decision:** 04 September 2013

**Date of Publication of Record of Decision:** 04 September 2013

**Date decision effective (i.e. 5 working days after date of publication of record of decision unless subject to call-in by the Adult Social Care Select Committee):**  
**12 September 2013**

## **CABINET MEMBER DECISION**

### **Decision:**

#### **SOURCING AND ADMIN REVIEW: STAFFING AND SYSTEMS INVEST TO SAVE BID**

##### **(i) Details of decision**

2. That the Invest to Save funding bid for an investment (details set out in the report) over a two year investment period be agreed, which will enable the launch of formal staff consultation in September 2013 on the proposed new structure.
3. That, within the two year investment period, detailed project work will be undertaken to implement new, more efficient and streamlined processes by introducing e-invoicing and Direct Payment (DP) cards.
4. That this investment will be repaid over a four year period commencing from April 2016. The full amount of Invest to Save investment would therefore be repaid in financial year 2019/20.

##### **(ii) Reasons for decision**

The existing structure has no capacity to carry out the financial scrutiny and behavioural changes required to delivery further savings, improve partnership working and efficiencies in our Adult Social Care (ASC) provider market. This investment will result in more efficient, consolidated and streamlined business processes for the service. Such investment will provide a unique opportunity to challenge current business processes, effect behavioural change and allow for a considered and innovative approach to be developed for the future, to maximise the service's ability to respond to further savings requirements, extra responsibilities resulting from the Dilnot Review, and ensure we work more effectively with our strategic suppliers.

The two year investment will also ensure the continued quality of service Personal Care and Support require to deliver targeted service provision to the 'Taylor family' by:

- Supporting the service to cope with the rising volume of 'business as usual' service requirements, which otherwise would emerge as a budget pressure in future years.
- Helping to support the development of social capital, which is at the core of ASC future savings plans.
- Providing sufficient capacity in the short-term to enable change to be taken forward for long term efficiency and process benefits.
- Allows detailed work and improvements to be taken forward to introduce efficient and streamlined processes/systems such as; e-invoicing and Direct Payment cards to generate future efficiency gains.

##### **(iii) Details of any alternative options considered and rejected**

Officers responded to questions in relation to the project and the benefits of introducing a more efficient and streamlined procedure.

**(iv) Details of any consultation and representations received not included in the published report**

None.

**Conflicts of Interest and any Dispensations Granted**

**(Any conflict of interest declared by any other Cabinet Member consulted in relation to the decision to be recorded and any dispensations granted by the Audit and Governance Committee)**

None.

**Decision taken by:**

**(i) Name:** Mel Few

**(ii) Portfolio:** Cabinet Member for Adult Social Care Decisions

**Date of Decision:** 04 September 2013

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12 September 2013

## **CABINET MEMBER DECISION**

### **Decision:**

#### **APPROVAL OF INVEST TO SAVE FUNDING FOR CONTINUING HEALTH CARE**

##### **(i) Details of decision**

1. That the advice from the Investment Panel be noted.
2. That the Invest to Save funding application be approved.

##### **(ii) Reasons for decision**

To secure the benefits of the Invest to Save bid set out in the report and ensure Surrey residents access appropriate care pathways including Continuing Health Care and funding.

##### **(iii) Details of any alternative options considered and rejected**

None.

##### **(iv) Details of any consultation and representations received not included in the published report**

None.

### **Conflicts of Interest and any Dispensations Granted**

**(Any conflict of interest declared by any other Cabinet Member consulted in relation to the decision to be recorded and any dispensations granted by the Audit and Governance Committee)**

None.

### **Decision taken by:**

- (i) Name:** Mel Few
- (ii) Portfolio:** Cabinet Member for Adult Social Care Decisions

**Date of Decision:** 04 September 2013

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