

Public Document Pack

Executive Decision Records

Please find set out below a number of Executive Decisions taken at the HAMPSHIRE COUNTY COUNCIL Executive Member for Adult Social Care and Health Decision Day held at the Castle, Winchester on Wednesday, 3rd October, 2018

1. **SUPPORT PLAN MANAGEMENT SYSTEM**
2. **PROPOSAL TO INCREASE THE STANDARD WEEKLY RATE FOR OLDER PEOPLE IN HAMPSHIRE COUNTY COUNCIL-RUN RESIDENTIAL AND NURSING HOMES**
3. **APPOINTMENTS TO HEALTH ORGANISATIONS (OUTSIDE BODIES)**

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Item 1

HAMPSHIRE COUNTY COUNCIL

Executive Decision Record

Decision Maker:	Executive Member for Adult Social Care and Health
Date:	3 October 2018
Title:	Support Plan Management System
Report From:	Director of Adults' Health and Care

Contact name: Sue Parkinson

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1. The decision:

- a) That the Executive Member for Adult Social Care and Health gives approval to spend up to a maximum of £1.6m over a period of 4 years extendable to up to 10 years from the Adult Social Care and Health budget to procure a software service contract for a Support Plan Management System for use in in-house residential and nursing homes for Older People and those supporting people with a Learning Disability from March 2019.
- b) That the Executive Member for Adult Social Care and Health notes that the total spend on the contract is anticipated to be up to £1.8m, however the Information Technology (IT) budget for Transformation to 2019 (T19) is covering the first year contract costs at an anticipated total of up to £0.2m.

2. Reason(s) for the decision:

- 2.1. The record management and monitoring of residents care is currently paper based. The process requires staff to make multiple handwritten entries into daily diary notes, support plans, risk assessments and care charts. As well as record keeping inconsistencies this is also time intensive taking staff away from their core duty of directly supporting residents. A recent Week in the Life Of (WILO) survey indicated that an electronic support planning system would deliver efficiencies by increasing staff capacity to optimise the utilisation of beds within the home. This will result in improved capacity to admit an increased number of residents with a high support need, thereby reducing cost.
- 2.2. In the meantime, any discrepancies in recording therefore impacts upon both Adults' Health and Care's ability to demonstrate service quality and also to provide evidence of the care communications in relation to the direct care provision as required by the Care Quality Commission (CQC), relatives and on occasion the Court.

- 2.3. It is now a CQC requirement that all individuals receiving care and support have an extensive contemporaneous plan (this could be up to 30 pages of information).
- 2.4. To evidence a quality service staff must be able to record information in real time, recording the information in one place which will then populate all required records. Moving to an electronic support plan system will also give staff immediate access to information to facilitate the correct support to any resident at any time and reduce the considerable amount of time spent maintaining records.
- 2.5. Furthermore the use of a digital system to record sensitive information will significantly reduce the likelihood of a data breach as the information rather than being paper based will only be available to staff who are authorised and securely logged into the specialist software system.

3. Other options considered and rejected:

- 3.1. To not procure a digital system and remain with the paper based recording mechanisms in place. To evidence a quality service staff must be able to record information in real time, recording the information in one place which will then populate all required records.

4. Conflicts of interest:

- 4.1. Conflicts of interest declared by the decision-maker: None
- 4.2. Conflicts of interest declared by other Executive Members consulted: Not applicable

5. Dispensation granted by the Conduct Advisory Panel: none.

6. Reason(s) for the matter being dealt with if urgent: not applicable.

7. Statement from the Decision Maker:

<p>Approved by:</p> <p>-----</p> <p>Executive Member for Adult Social Care and Health Councillor Liz Fairhurst</p>	<p>Date:</p> <p>3 October 2018</p>
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Item 2

HAMPSHIRE COUNTY COUNCIL

Executive Decision Record

Decision Maker:	Executive Member for Adult Social Care and Health
Date:	3 October 2018
Title:	Proposal to increase the standard weekly rate for Older People in Hampshire County Council-run residential and nursing homes
Report From:	Director of Adults' Health and Care

Contact name: Karen Ashton

Tel: 01962 845612

Email: karen.ashton@hants.gov.uk

1. The decision:

That the Executive Member for Adult Social Care and Health approves an increase in the standard weekly rate for affected self funders for care provided within Hampshire County Council-run older persons residential and nursing homes by between £119.98 and £133.00 per week to be implemented in April 2019.

2. Reasons for the decision:

2.1 To respond to significant reductions in the central Government grant that the County Council receives, all departments have had to put forward savings programmes, including reviewing the level of fees charged for services provided to recover the full cost of the service delivered. This proposal is put forward as part of the Adults' Health and Care Transformation to 2019 Savings Programme.

2.2 The previous fee increase in the standard weekly rate in Hampshire County Council-run residential and nursing homes, approved by the Executive Member in January 2017, did not represent full cost recovery. The proposed increase in April 2019 is intended to recover the total cost of providing care to the individual resident and this includes the overheads associated with running the service, and elements such as: buildings, maintenance, laundry, HR, finance, management and administration and staff training, all of which have to be paid for in order to run each of these facilities. These types of overhead are the same as would already be included in the fees charged by any independent sector care home.

2.3 The primary focus for County Council-run homes will continue to be meeting the needs of people who do not have sufficient resources to fully fund their own care, particularly those people who have complex needs that can be costly and challenging to meet.

3. Other options considered and rejected:

3.1 Do nothing. This option was rejected due to the need to ensure that the full cost of the service delivered is recovered. The County Council is no longer in a financial position to be able to sustain charging at a rate that is below what it costs to deliver its services.

4. Conflicts of interest:

4.1 Conflicts of interest declared by the decision-maker: None

4.2 Conflicts of interest declared by other Executive Members consulted: Not applicable

5 Dispensation granted by the Conduct Advisory Panel: none.

6 Reason(s) for the matter being dealt with if urgent: not applicable.

7 Statement from the Decision Maker:

In reaching this decision I have also taken into account comments received, and deputations made at my Decision Day meeting.

Approved by: ----- Executive Member for Adult Social Care and Health Councillor Liz Fairhurst	Date: 3 October 2018
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Item 3

HAMPSHIRE COUNTY COUNCIL

Executive Decision Record

Decision Maker:	Executive Member for Adult Social Care and Health
Date:	3 October 2018
Title:	Appointments to Health Organisations (Outside Bodies)
Report From:	Director of Transformation and Governance - Corporate Services

Contact name: Jackie Taylor

Tel: 01962 847479

Email: jackie.taylor@hants.gov.uk

1. The Decision:

- a) That the Executive Member for Adult Social Care and Health makes appointments to the Health Organisations (Outside Bodies) as detailed below. The term of office to expire at the County Council elections in May 2021 (unless otherwise stated).
- b) That the Executive Member for Adult Social Care and Health notes that from 30 September 2018, the Solent NHS Trust Members Council will be disbanded by the Trust and therefore the role of the Hampshire County Council appointed Governor will cease.

HEALTH ORGANISATIONS (OUTSIDE BODIES)

Name of body and number of representatives required	Previous Representatives	Appointment(s) until May 2021
Frimley Health NHS Foundation Trust 1 Governor representative	Councillor Chadd	Councillor Rod Cooper
Portsmouth City Council Health Overview and Scrutiny Panel 1 Co-opted Panel Member representative	Councillor Hughes	Councillor Harvey

2. Reason(s) for the decision:

- 2.1 To maintain County Council representation on committees and bodies within the community.
- 2.2. The County Council was informed in August 2018, that Solent NHS Trust would be disbanding its current Members Council and the role of governors from 30 September 2018.

3. Other options considered and rejected:

- 3.1. Not to make appointments, which would cease County Council representation.

4. Conflicts of interest:

- 4.1. Conflicts of interest declared by the decision-maker: None
- 4.2. Conflicts of interest declared by other Executive Members consulted: None

5. Dispensation granted by the Conduct Advisory Panel: none.

6. Reason(s) for the matter being dealt with if urgent: not applicable.

7. Statement from the Decision Maker:

Approved by:

Date:

3 October 2018

**Executive Member for Adult Social Care and Health
Councillor Liz Fairhurst**