



Meeting of East Renfrewshire Health and Social Care Partnership	Integration Joint Board
Held on	28 November 2018
Agenda Item	9
Title	Individual Budget Process
Summary	
To provide the Integration Joint Board with a progress report on the development and implementation of the Individual Budget process.	
Presented by	Lesley Bairden, Head of Finance and Resources (Chief Financial Officer)
Action Required	
The Integration Joint Board is asked to:	
<ul style="list-style-type: none"> ▪ Note the progress to date ▪ Support the delegation of determining the % contribution that individuals will make to the Chief Officer and Chief Financial Officer ▪ Note the planned activity and implementation plan 	
Implications checklist – check box if applicable and include detail in report	
<input checked="" type="checkbox"/> Financial <input type="checkbox"/> Policy <input type="checkbox"/> Legal <input type="checkbox"/> Equalities <input type="checkbox"/> Efficient Government <input type="checkbox"/> Staffing <input type="checkbox"/> Property/Capital <input type="checkbox"/> IT	

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EAST RENFREWSHIRE INTEGRATION JOINT BOARD

28 November 2018

Report by Chief Financial Officer

INDIVIDUAL BUDGET PROCESS

PURPOSE OF REPORT

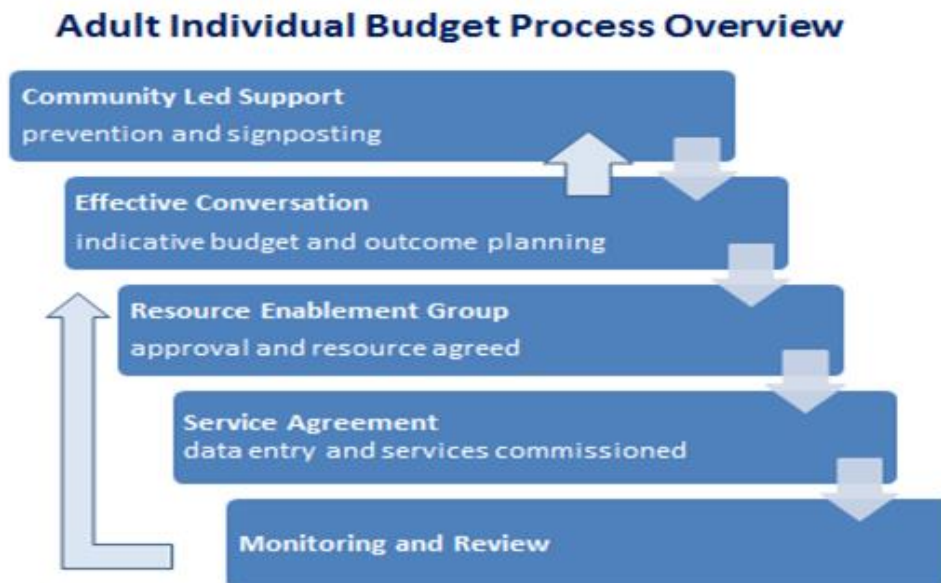
1. The purpose of this report is to provide the Integration Joint Board (IJB) with an overview and update on the process for calculating (adult) Individual Budgets under Self Directed Support legislation and associated systems and processes.

RECOMMENDATION

2. The Integration Joint Board is asked to:
 - Note the progress to date
 - Support the delegation of determining the % contribution that individuals will make to the Chief Officer and Chief Financial Officer
 - Note the planned activity and implementation plan

BACKGROUND

3. The Integration Joint Board received an update of the process for calculating (adult) Individual Budgets under Self Directed Support legislation and associated systems and processes at its meeting in June 2018. At that meeting it approved the approach to the calculation and implementation of (adult) individual budgets and agreed to a consultation exercise with our key stakeholders.
4. The proposed individual budget process was summarised as below :



5. Community Led Support delivered through our Talking Points will be our first point of contact with signposting people to community assets and through good conversations supporting people to use their own strengths and resources rather than drawing them into statutory services. This preventative approach is a fundamental to support our sustainability and future funding challenges.
6. Where the need for social care support is identified then the Individual Budget Calculator will be used for everything from modest one off interventions to complex care packages.

REPORT

7. The individual budget calculator (IBC) sits alongside the outcomes/needs assessment and provides a simple way to arrive at an indicative budget, based on the principles of getting the right support at the right time. The IBC questionnaire asks about seven areas of a person's life:
 - 1) Feeling Safe
 - 2) Having Things To Do/Social Inclusion
 - 3) Personal Care
 - 4) Staying As Well As I Can
 - 5) Living Where I Want, As I Want
 - 6) Choice And Control
 - 7) Relationships
8. For each area there are three indicators; a person's needs, their wellbeing and what informal support will be available to them on an ongoing basis. The calculator aims to arrive at a budget for the right level of support to meet the needs and outcomes of the person.
9. Social workers across the partnership were invited to attend a discussion group, where weightings of the seven categories were discussed. This identified 'Personal Care' and 'Staying As Well As I Can' as potentially the most resource intensive and important to people, closely followed by 'Feeling Safe'. Next came 'Having Things To Do' and 'Relationships' and they were followed by 'Living where I Want' and 'Choice & Control', which were thought to be the least resource intensive and therefore were weighted less than the others. The actual weightings relative to each other are still being tested and are subject to finalisation. The weightings will be the same for all adult care groups.
10. The IBC questionnaire is based on a points system. Higher need means more points, but similarly, the greater the impact on the person or family's wellbeing, the greater the points. At the moment, this is a 50:50 split, but testing may reveal a natural weighting to one side. The wellbeing aspect is more to do with preventative measures and identifying things which, left unaddressed, may result in future costs, so it may be that this is naturally less resource-intensive and would therefore be weighted less than need.
11. Analysis of current non-residential care packages has identified that 90% of people we support have care packages of up to £50,000 once factors such as sleepovers, 2:1 care etc. have been stripped out. The bandings will therefore initially be scaled on this basis, with additional support requirements identified on a case by case basis. Again, work continues on this analysis with further test cases planned with workers to help refine the model.

12. As previously advised the model is based on the HSCP making a contribution towards the overall cost of the care package, with the individual also making a contribution. The case studies we are working through will allow us to ensure we arrive at an appropriate % contribution split. The individual's contribution will be subject to financial assessment as required to ensure this is linked to the ability to pay. We will work with ERC Money Advice and Rights Team to promote benefit maximisation. For care packages under SDS Options 1 and 2 we will pay net of the client contribution and for Option 3 the contribution will be invoiced for. This will ensure equity no matter the option (including any option 4 cases).
13. The contribution that the individual will make will exclude any personal care costs. The waiving of charges for carers remains ongoing at a national level, with three case study examples recently issued and more to follow. We will comply with national guidance.
14. There will be a mechanism to make short term changes e.g. if someone comes out of hospital or needs extra care following illness. In some cases, a short term change in someone's package could be covered within their annual budget, but if not changes can be made and detail will come to the Resource Enablement Group for monitoring and review.
15. The supporting process and calculator will allow for short term emergency budgets to be supported thereafter by normal process.
16. To future proof the IBC process a deflator will be built into the calculator to allow a percentage reduction across the board should future budget pressures demand it. Similarly, as a person's budget will be built up using the seven categories above, it may be necessary that reduced or no funding will be available for non-statutory care.
17. Likewise an inflator mechanism will be included, albeit there needs to be recognition of cost inflation against savings requirements.
18. We do recognise this area of work has taken longer than initially planned, mainly due to capacity issues. It also needs to be recognised that this is a complex process and whilst the initial IBC we intend to use will still be subject to review and refinement it is important we get this as close to right first time as we can.
19. The supporting process also allows for a phased implementation for any significant change to existing care packages following review.
20. The work plan to support the roll out of the IBC is summarised:

November	Complete case studies Confirm % contribution Finalise process and procedures Agree training calendar
December	Consultation with key stakeholders Revise any element if required Equality impact assessment Agree approach and timetable for review of existing care packages Agree and implement communications Update to IJB seminar Establish Finance Support Officer role (subject to structure consultation) Training

January onwards	Training Use IBC for new referrals Use IBC for reviews
February and March	Monitor and refine as required, if any major change review use to date
April	Review IBC and process for any changes e.g. price base, legislation, benefits

21. The IJB should take assurance that, as is the case now, where an individual does not feel they can meet their needs with the existing level of resource they can request a review.

FINANCE AND EFFICIENCY

22. This approach should allow us to deliver care packages that meet the outcomes of those individuals we support in a creative and innovative way. The principle of “getting the right level of support” should ensure that we provide the level of support needed and do not over provide.
23. The strategic commissioning plan shows that we have estimated we can reduce care costs by £1 million through this new approach.
24. A separate report on charging is on the IJB agenda and asks that the determination of the % contribution that individuals will make is delegated to the Chief Officer and Chief Financial Officer.

CONSULTATION AND PARTNERSHIP WORKING

25. We have undertaken a number of informal consultations over the last six months or so and formal consultation events are being planned for early December. We have given a commitment to undertake joint training with key stakeholders.
26. Social workers from across the partnership have had input into the Individual Resource questionnaire, case studies and procedure and have provided valuable input and feedback.

IMPLICATIONS OF THE PROPOSALS

Risk

27. There are potential risks in relation to this change in approach, including:
- Challenge of approach or calculation or timing of review
 - Staff structure in place for REG and support
 - Changes in legislation – future impacts
 - Developing IT systems and governance processes to allow flexibility to manage outcome based service plans
 - Gaps in the market for demand for different service provision

28. There are no implications in relation to policy, legal, property/capital, or IT. The roles within the client finance function to support this process are currently in the consultation phase as part of our Fit for the Future restructure.

29. A full equality impact assessment will be produced alongside the consultation process.

CONCLUSIONS

30. The proposed approach will allow us to utilise our skills and resources to provide a robust and transparent approach to calculating individual budgets.

31. The focus of the support plans will be on achieving the outcomes of the individual. This will move us away from the historic task and time approach.

32. Every support plan will be approached on the same basis ensuring equity no matter the individual circumstances.

33. We will optimise our professional staff time, maximising the time spent with the individual.

34. We will support the process in a more efficient way.

RECOMMENDATIONS

35. The Integration Joint Board is asked to:

- Note the progress to date
- Support the delegation of determining the % contribution that individuals will make to the Chief Officer and Chief Financial Officer
- Note the planned activity and implementation plan

REPORT AUTHOR AND PERSON TO CONTACT

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27 November 2018

Chief Officer, IJB: Julie Murray

BACKGROUND PAPERS

IJB PAPER 27.06.2018: Individual Budgets Self Directed Support Update

<http://www.eastrenfrewshire.gov.uk/CHttpHandler.ashx?id=22619&p=0>

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