

# Appendix B: Adult Social Care Reforms Programme Board Structure and Workstreams

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September 2022

# Adult Social Care Reform – People at the Heart of Care

## Governance – Terms of Reference

- The Adult Social Care Programme Board will steer and lead on implementing and embedding the reform changes in Bromley.
- To agree priorities, oversee workstreams and monitor process against the reforms and other related national guidance in line with emerging guidance and mitigate risks.
- To report and make recommendations to Adult Social Care Leadership Team or Adult Social Care Transformation Board, Corporate Leadership Team and Members.
- To ensure the workforce are capable and compassionate leaders, with access to continuous learning and development opportunities, are given support to deliver service improvement and innovation where needed.
- To review and amend the scope of the programme as new information is known as a result of DHSC publishing further guidance.
- To share information and intelligence relating to the reforms, for members to cascade accordingly.

# Adult Social Care Reform – People at the Heart of Care

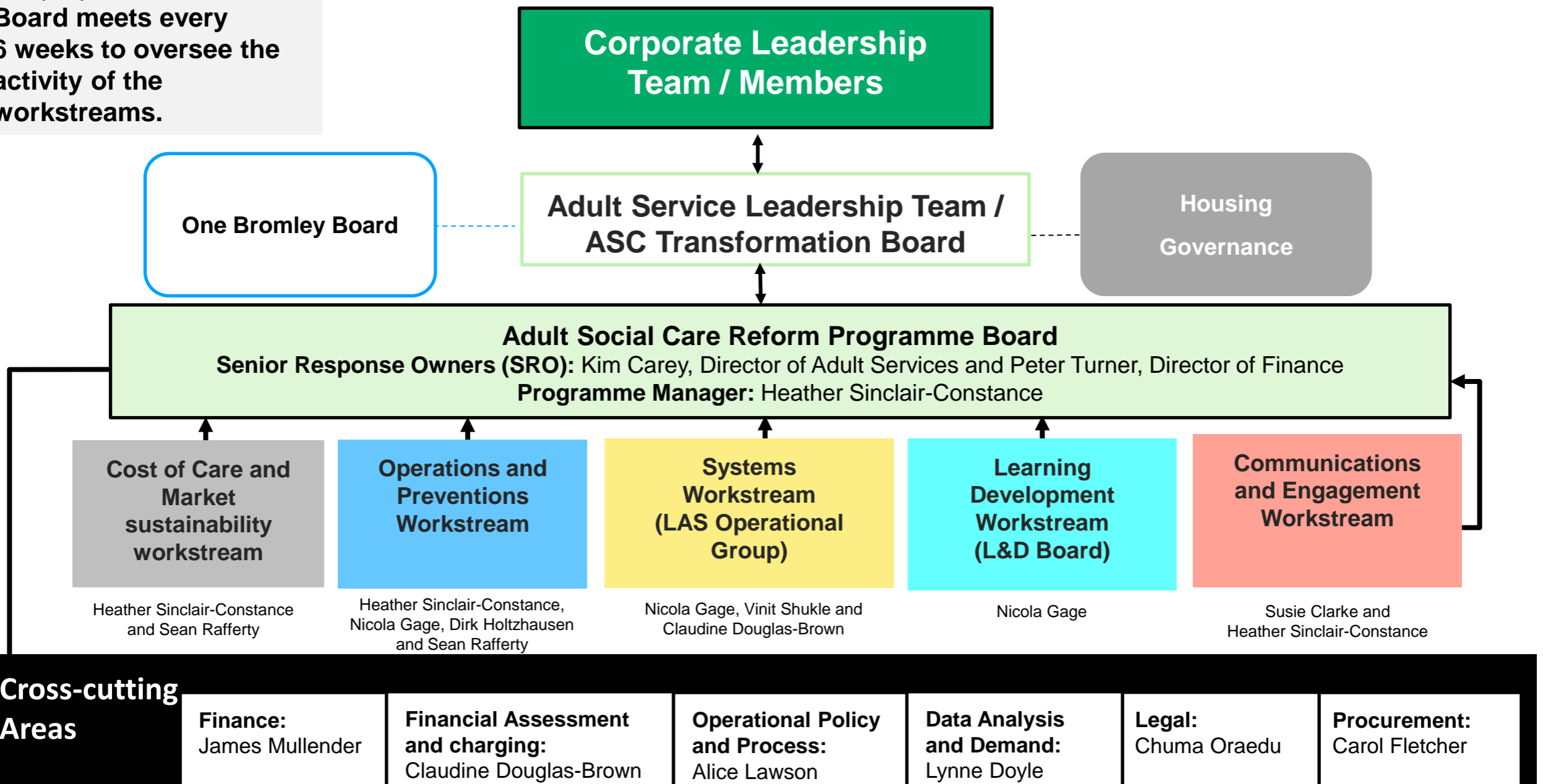
## Governance – Priorities

1. Ensuring that Bromley policies, resident guidance and letters reflect the changes, including charging policy and documentation.
2. Ensuring that all internal and external communications are accurate and support conversations with providers, service users, their family, carers, self-funders and residents.
3. Completing Cost of Care and Market Sustainability exercises to ensure provider financial viability and sustainability.
4. Ensuring that Adult Services and Financial Services are digitally ready for changes including set up of self-service portals for care accounts and billing.
5. Financially prepare for changes such as increases in funding, changes to budgets and resource allocation.
6. Ensuring the workforce have capacity to manage increased requests for assessments, reviews, financial assessments, IAG and brokerage. For example; using systems to increase productivity and efficiency, consideration of additional recruitment needs, and training required on the changes.

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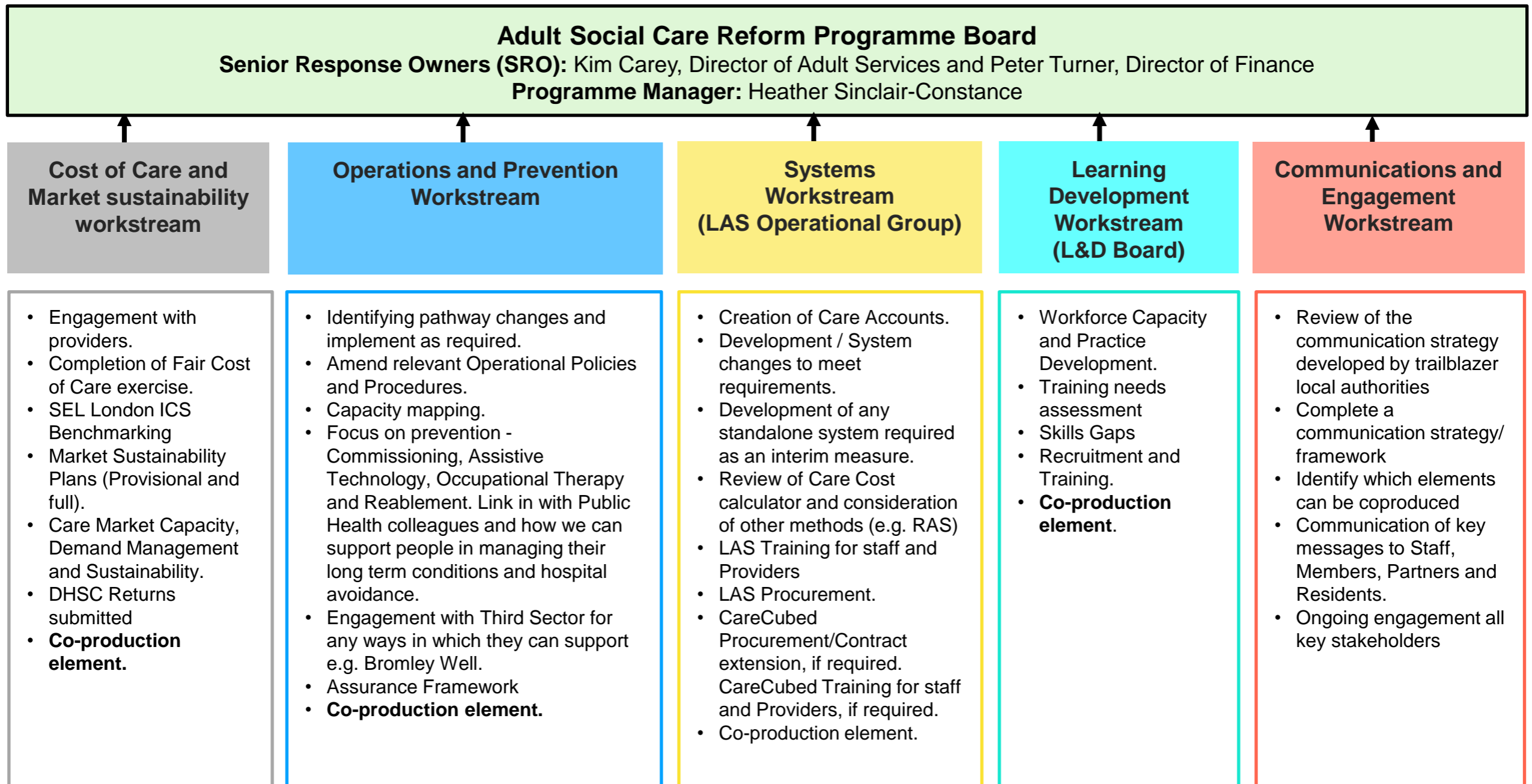
## Programme Structure

It is proposed that the Board meets every 6 weeks to oversee the activity of the workstreams.



# Adult Social Care Reform – People at the Heart of Care

## Programme Structure



## Adult Social Care Programme – September 2022 Progress Update

Action Identified	Progress	Comments
Establish a Programme	✓	<ul style="list-style-type: none"> <li>• Development robust programme plan to deliver agreed objectives. This includes establishing the programme Board and related workstreams.</li> <li>• Full participation from Adult Social Care, Providers, Bromley Communications, Bromley IT LiquidLogic, Liberata, procurement, public health etc.</li> </ul>
Programme Management and Oversight	✓	<ul style="list-style-type: none"> <li>• Programme reporting and updates process developed to support delivering on agreed programme outcomes and key milestones – reviewed every 6-weeks by the Board.</li> </ul>
Understanding Guidance	✓	<ul style="list-style-type: none"> <li>• Translating Government guidance into local plans and process.</li> <li>• Establishing a support network to share learning, best practice and intelligence – SEL Fair Cost of Care Group, ASC Transformation Leads and targeted comparator boroughs.</li> <li>• ADASS London Survey's</li> <li>• LiquidLogic Readiness Survey</li> <li>• Gap analysis in progress to ensure compliance with the new legislation.</li> </ul>
Fair Cost of Care Exercise	✓	<ul style="list-style-type: none"> <li>• Fair Cost of Care exercise undertaken on 'whole care market' in Bromley to help understand actual care costs.</li> <li>• 62% achieved for Registered Care Homes and 40% achieved for 18+ domiciliary care providers.</li> <li>• Data analysis and validation required to support the completion Annex A &amp; B</li> <li>• Return on Capital and Return on Operations assessments also required to support the completion Annex A &amp; B.</li> </ul>
Consultation and Engagement	✓	<ul style="list-style-type: none"> <li>• Successful engagement sessions with internal stakeholders, and Providers supported by the Care Providers Alliance.</li> <li>• On-going communication and engagement planned with residents, Providers, Staff, Partners etc.</li> <li>• Development of Communications Strategy/Framework</li> </ul>



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