



### Change Request Form

<b>Document Type</b>	Change Request Form – Shared Lives
<b>Programme Name:</b>	Adult Social Care Transformation and Future Northants
<b>Audience for this document</b>	
Joint Implmentation Board and Joint Implementation Executive and Shadow Executives	
<b>Purpose of this document</b>	
The Change Request Form is a form used to submit a request for a change within the Programme. All changes to scope should be documented on a Change Request Form, and authorised by the Programme Board, Programme Manager – Day 1 Assurance, Joint Implementation Board and relevant stakeholders.	

<b>Version History</b>			
<b>Date</b>	<b>Version</b>	<b>Author</b>	<b>Brief Comments on Changes</b>
16.10.20	1	Sarah Ansell	Shared Lives remains as countywide service hosted by West Unitary for 12 months
12.11.2020	2	Martyn Cockram	Updated document

<b>Distribution (For Information, Review or Approval)</b>	
<b>Name</b>	<b>Resp (1)</b>
NASS transformation team, NASS DMT	R
ASC transformation board, JIB, JIE, Shadow Executives	A
Day 1 Future Northants Programme Manager	A
ASC Transformation and FN Programme Lead	I

(1) Responsibility: R=Review, A=Approval, I=Information



<b>Document Approval</b>	
<b>Date</b>	<b>Who</b>
16/11/20	Programme Manager – Day 1 Assurance

## 1. Description of Requested Change

Currently, as a part of Adults Provider Services, the service is highlighted as disaggregating. However, as outlined in the following section, The Shared Lives Service would be hosted in the West for 12 months offering support long term and respite across the County following approval.

In House Provider Services Shared Lives is currently identified in blueprint as being disaggregated on 01/04/2021

<b>Area</b>	<b>Description</b>
<b>Staffing</b>	It was assumed that Shared lives service would be disaggregated on 01/04/2021
<b>Processes</b>	It was assumed that another service would be created in the North Unitary which would require a base identified and registered with CQC and additional cost to create a team
<b>Locations</b>	Team has registered office in the West however a location would need to be identified in North and then registered with CQC
<b>Systems</b>	It was assumed that the team would use Cygnum and Eclipse

## 2. Purpose of Request



- The team is small offering support to 87 customers Countywide on a long & short term basis across the county.
- The current staff budget is under 250k per annum and majority of carers and customers are based in West.
- There is a slow uptake on finding suitable carers to join the scheme
- Opportunity within the 12 months to explore the services long term future and transformation opportunities.
- To disaggregate at this point would result in a loss of economies of scale, therefore, requiring significant staff cost investment to remain sustainable.

### 3. Likely Impact of Requested Change

<i>Area</i>	<i>Key impacts of Change</i>
<b>Staffing</b>	It is assumed that all staff in the west would continue to undertake the functions of Shared lives service on behalf of both authorities based at their registered office in West
<b>Processes</b>	No change to current process
<b>Locations</b>	West unitary as office based and registered within Eleanor lodge  Majority of long term customers live in West
<b>Systems</b>	Cygnum and Eclipse

### 4. Impact of *not* implementing Requested Change

To disaggregate at this point would result in a loss of economies of scale, therefore, requiring significant staff cost investment to remain sustainable.

### 5. Additional costs of implementing Requested Change

Capital Costs	
Revenue Costs	
Benefit Costs	

### 6. Additional Benefits



FUTURE  
NORTHANTS

