



**Supporting People Planning Group (SPPG) Meeting**  
**Wednesday 28<sup>th</sup> April 2010**

**MINUTES**

**Attendance**

Pam Toms	VOG Strategy and Supporting People Manager
Kevin Parsons	VOG Supporting People Contracts Officer
Janet Salter	Manager, Care and Repair
Julia West	Senior Nurse, Local Health Board
Amanda Ryan	Cardiff and Vale Health Board
Sarah O'Keefe	SP Officer, Wales and West H.A.

**Apolgies.**

Delyth Thomas	Hafod Care
Paul Baker	Gwalia Care and Support
Teresa Burris	Age Concern
Joanne Carter	Newydd H.A
Keith Lewis	O.M., Provider Services
Glen John	T.M., Learning Difficulties
Anne Lintern	O.M., Adult Care Planning
Barbara Williams	T.M., Physical Disabilities
Sonja Booy	T.M., O.M.
Lynette Jones	T.M., Older Persons Team
Lynn Hyde	Llandough Hospital
Vicki Miller	UWHA
Wendy Reynolds	Vale District Nurse

**Introduction**

PT explained how the data information received within Supporting People, from the INAM's, is used to determine local future service priorities for housing related support. The results are published in the Supporting People Operational Plan that must be submitted to the Welsh Assembly Government by the end of September each year.

PT explained the process for collecting the data information and the need for accurate collection of relevant information on current services and needs of clients, as the Planning Group Core Members will assess and measure gaps in provision in order to prioritise new projects for future development based upon the data held.

Therefore PT requested that any evidence or data showing unmet need and services must be submitted to the Supporting People team by 18<sup>th</sup> June 2010 for it to be submitted as part of the Supporting People Operational Plan. ([ptoms@valeofglamorgan.gov.uk](mailto:ptoms@valeofglamorgan.gov.uk)).

### **Individual Needs Assessment Monitoring (INAM)**

PT explained that the INAM captures information on clients needs, including age, if disabled, etc. The information gathered is also broken down into Wards within the Authority.

PT commented that there are obvious gaps in the needs data as much of the Statutory Sector and some Voluntary Sector services are not providing relevant information to show specific issues and where services are required, from either their own data collection processes or by completing INAM's.

### **Individuals (inclusive of the elderly) funded by Community Care requiring additional support (not personal care)**

Handouts were provided for all attendees showing the current supply and needs information. This information has been collated over a seven year period.

Last year, of the completed INAM's received, only 14 declared their lead issue to be learning disability, 46 confirmed their lead issue mental health, 37 as physical mobility, and 13 as chronic illness.

From information received from people working in the Sector it is clear that there is more unmet need in the County for these client groups. However, without additional evidence from attendees there would be little evidence to justify the development of any additional services.

Since the collation of data commenced in 2003, 6142 INAM's have been completed. Of those 378 have declared their lead issue as learning disability, 668 have declared their lead issue as mental health, 646 have stated their lead issue as being physical mobility, and 139 have declared a chronic illness as the lead issue.

PT enquired within the meeting whether information is collected within their own organisations, and asked everyone to consider if there are any obvious gaps in the data and where it can be obtained from. PT re-iterated that there appeared to be huge gaps due to the lack of completion of INAM forms, and the lack of any needs data being made available from services already operating in the sector.

All attendees introduced themselves and gave an insight into their working roles.

JW said that she works with clients suffering with mental health issues, learning disabilities, and there were often problems with bed blocking on the

wards because support was not available at home for patients to be discharged.

**Action Point.**

JW said that she would look at the statistics held within the local health board that could be forwarded to the Supporting People Team for inclusion in the annual assessment towards the operational plan.

JW also commented that she believed that Telecare needed to be implemented earlier to avoid the elderly entering residential accommodation.

**Action Point.**

JS stated that she would see if a record was kept of clients (elderly people) who were referred into Social Services for assistance but did not meet their criteria as they only needed housing related support, e.g. assistance with adaptations, emergency alarms, etc. and provide this information.

AR advised that she was the Falls and Bone Health Programme Manager at the Health Board and stated that she would look into any stats held and would respond with any data already held that she felt may be of use.

**Action Point.**

AR to provide any relevant information on housing related support requirements available.

JS introduced herself as Manager of Care and Repair. Whilst information is not currently collated by the service on support needs JS advised that many service users were referred to Social Services by Care and Repair staff following a visit because of their concerns. Many of these clients did not need personal care and therefore did not meet the criteria required to access any services from Social Services.

**Action Point.**

JS to provide a record of clients (elderly people) that are referred into Social Services for assistance in relation to adaptations.

SO introduced herself as the Supporting People Officer at Wales and West Housing Association. PT asked if INAM's were completed with their tenants and SO advised they were not, but information on support needs was collected in other formats, which could be extracted and supplied.

**Action Point.**

So to provide information held on support needs in the Vale and to also speak to her Manager to see if Housing Staff can be instructed to complete INAM's in the future, if not for all tenants but at least those accessing new tenancies via Homes4U so that these can be forwarded to SP Team.

**AOB.**

None.

The meeting closed with PT reminding everyone that the deadline for receipt of data is 18<sup>th</sup> June 2010. Information to [ptoms@valeofglamorgan.gov.uk](mailto:ptoms@valeofglamorgan.gov.uk)