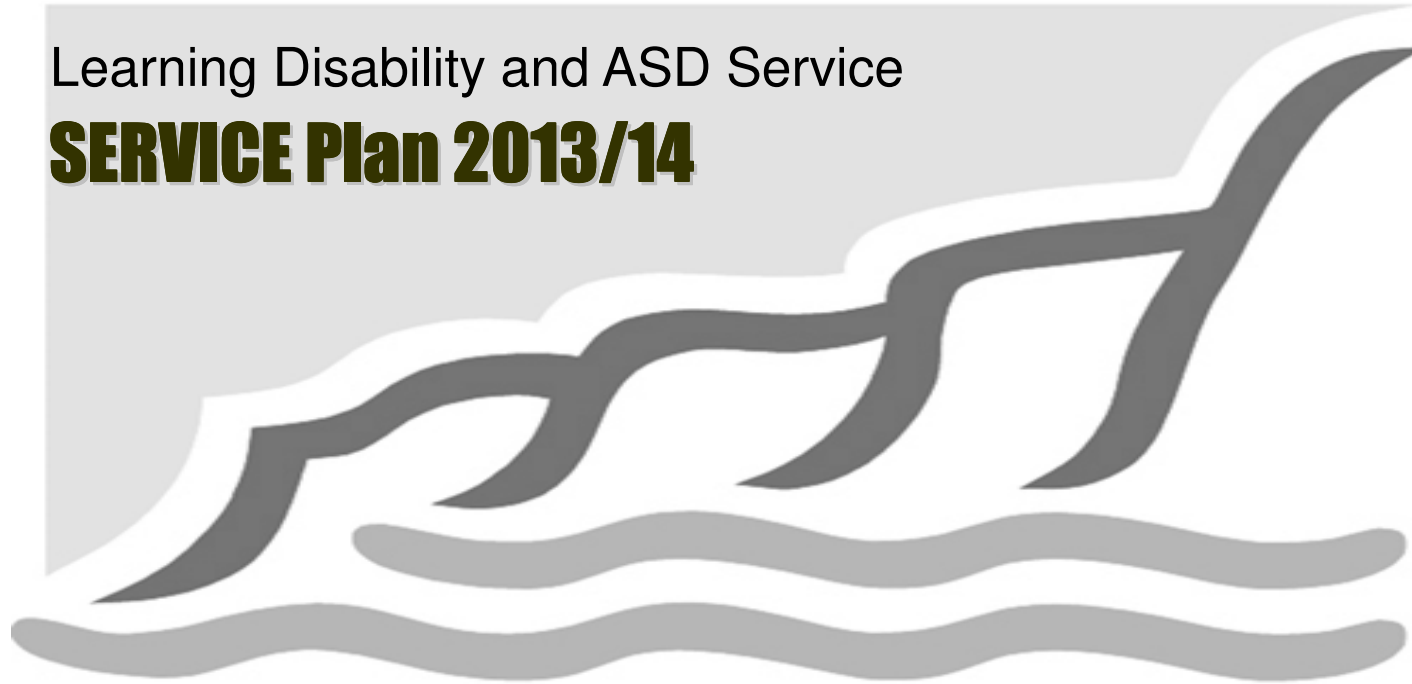


VALE of GLAMORGAN

Learning Disability and ASD Service

SERVICE Plan 2013/14



BRO MORGANNWG

Team Manager	Joy Garfitt / Glen John / Chris James / Keith Ingram
Service Plan	Social Services Directorate Service Plan
Date signed off	
Signed off by	

Outcome 1:	People in the Vale of Glamorgan are able to request support and receive the right help in a timely manner
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Objective 2:	To ensure that people using Social Services are supported by assessments, care and support plans which are regularly reviewed.
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Context for this objective:	Assessment and care management for adults with a Learning Disability is carried out by a multi-agency team which works to address their health as well as social care needs. It is well placed to take forward plans for increased integration of services with Cardiff Council and with Cardiff and Vale University Health Board
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Ref.	During 2013-14 we plan to:	Outcomes we'll achieve from this action are:	High , medium or low priority	Officer responsible for achieving this action	Start Date	Finish Date	How will the work be resourced?:	Progress
SS02/A004	Establish integrated social care and health assessment and care management teams for all adult services in partnership with the Cardiff and Vale University Health Board.	Working jointly with our partners in the NHS across the entire adult service will ensure that our clients receive the maximum available support for both their health and social care requirements in the most cost effective manner.	M	Head of AS	2013/14	2013/14	Within existing resources	

	<p>Continue to ensure that Assessment, Care Management and Outcome based Care Plan Reviews promote and maximise independence for service users. Signposting to alternative appropriate support is also used</p> <p>Information in Welsh will be made available if requested and the CST will refer to the translation service where needed</p>	<p>The CST has a fully staffed social work team to undertake assessment, care planning and review. Care Plan reviews are monitored and scheduled on a regular basis. Waiting time for allocation to CM is low because of the low volume of referrals and the current capacity to allocate promptly</p>	M	TM ATM	2013/14	2013/14	Within existing resources	<p>474 adults with a learning disability are living in the Vale who are known to Social Services. 253 clients are currently allocated a care manager, 97 clients are allocated to the Reviewing Officer and 124 clients are closed as not receiving a service</p> <p>A Welsh speaking client in a supported tenancy has a specifically recruited Welsh speaking support worker</p>
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	Reviews will be undertaken on a regular basis to respond to changes in assessed need and ensure that care packages continue to achieve intended outcomes cost effectively	Care Manager and Review Officer cases are monitored via UAP to inform practitioners when reviews are due. This process is overseen by the ATM.	M	TM ATM	2013/14	2013/14	Within existing resources	The Team completed 72.88% of outstanding reviews in 2012\13
	Many people with Learning Disabilities also have health needs which require a range of nursing and therapy support. The CST works in conjunction with ABMUNHST to provide such support and liaise with primary health care services	The CST has a wide range of specialist health and therapy staff to compliment and enhance assessment and care planning for those with complex needs.	M	TM ATM HTM	2013/14	2013/14	Within existing resources	Ongoing

	Clients are assessed for eligibility for CHC funding where UA identifies a Critical or Substantial Health need	Clients receive care packages funded via CHC where applicable	H	TM ATM SSWP	2013/14	2013/14	Within existing resources	35 clients are currently wholly or partly funded via CHC
	Vale Care Managers work closely with ABM health staff to complete multi-disciplinary assessments and to co-ordinate activity to meet health as well as social care needs.	Service users' health needs as well as social care needs are addressed in a holistic assessment	M	TM ATM HTM	2013/14	2013/14	Within existing resources	Ongoing
	The CST participates in the Decision Making Board Workstreams to implement pathways to Integration of LD services across Cardiff & Vale	Co-ordination of planning arrangements and information sharing between Authorities is ongoing to deliver Integrated Model of service delivery	H	TM ATM SSWP	2013/14	2013/14	Within existing resources	Ongoing

	The CST is managing and implementing the change process during stages of service integration	Continuity of service provision and practice is being maintained during the change process. CST interests are represented within Integration project						
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Outcome : 2	People eligible for Social Services in the Vale of Glamorgan are able to choose from a range of high quality services helping them to maximise their independence whilst keeping them safe.
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Objective : 4	To ensure that people's views on gaps in services and effectiveness of support, result in changes and help inform how services are monitored and developed.
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Context for this objective:	A programme of consultation with service users, carers and advocates to inform service planning is currently in progress and will inform the development of the Learning Disability Commissioning Strategy for 2013-17.
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Ref.	During 2013-14 we plan to:	Outcomes we'll achieve from this action are:	High , medium or low priority	Officer responsible for achieving this action	Start Date	Finish Date	How will the work be resourced?:	Progress
SS04/A011	Examine how best to secure an increased range of service providers in social care, especially those who use a social entrepreneurial approach which engages communities and groups of service users or carers in	The views of individuals, groups and communities influence the nature of the support they receive and the way in which services develop.	M	Heads of Service	2013/14	2016/17	Within existing resources	

	the design and delivery of services, achieves wider training and employment outcomes, and promotes better social networks (perhaps using volunteers and peer support).							
	Commissioning of Supported Housing will need to be expanded to meet the increasing needs for accommodation The CST has recently started working with a private sector provider of supported accommodation	72 service users currently live in Supported Accommodation in 29 houses in the Vale (5 voids).	M	TM ATM AO	2013/14	2013/14	Within existing resources	Discussions are ongoing with Supporting People regarding potential future accommodation options. Progress will be dependent on the availability of suitable properties

	The CST continues to Commission domiciliary, residential and respite services in conjunction with the support of the Contracts and Finance Team to meet needs across client group	The CST provides data on services and care packages to inform C & F in contract negotiations with Providers.	M	CST TM CST AO C&F OM C&F TM	2013/14	2013/14	Additional costs will need to be offset by reductions in residential costs	Supported Accommodation was successfully Retendered in 2012. 3 new Providers have been appointed and significant savings made. Matrix hours are continuously reviewed
	The CST Liaises with Supporting People to maximise availability of housing resources and Supporting People Grant. Additional staffed houses will be required to meet future demand to avoid unnecessary admission to high cost residential care	Expenditure avoidance and reduction in Residential Care Budget	M	TM ATM AO	2013/14	2013/14	Within existing resources	Ongoing

	<p>Assessment of future demand is based on demographic evidence from CST and Transitions process. Data on future service users in Transition provides valuable financial information on likely future service costs, enabling the Vale to plan for future high cost packages</p>	<p>Service provision is based on predictive demand. As a result there is better connection between service planning and financial planning. This enables greater awareness of future service costs in order to prepare appropriate budgetary response</p>	M	<p>TM ATM SSWP AO</p>	2013/14	2013/14	<p>Within existing resources</p>	<p>CST has updated 5 year database of children with learning disabilities transferring to Adult Services via Transitions. Projection of costs of Transition clients updated to 2016.</p> <p>CST AO maintains Waiting List for placements</p>
	<p>The number of service users receiving telecare to keep them in their homes for longer is increasing and all CM's have received Telecare Assessor training to increase takeup</p>	<p>Keeping service users safely in the community thereby reducing pressure on accommodation or additional domiciliary package</p>	M	<p>TM ATM AO</p>	2013/14	2013/14	<p>Within existing resources</p>	<p>12 service users currently use Tele-V equipment in their own homes Just Checking system already deployed in Supported Accommodation for monitoring</p>

								purposes. Two more systems are being deployed to ensure all 27 houses can be reviewed in 9 months.
	Direct Payments are increasingly used by the CST to give people more choice about the way that services are delivered to meet assessed need.	Use of DP promotes choice and independence by enabling service users to manage their package of care in a way that is most appropriate for them	M	TM ATM SSWP	2013/14	2013/14	Within existing resources	25 CST clients currently receive a DP – an increase from 2 from 2011\12 (5 new claims, 3 terminations)
	A fundamental review of Day Time Activities is currently taking place in conjunction with Cardiff LD services, strategic partners and users \ carers. Task Groups have been established to	The outcome will be the development of a joint strategy with Cardiff for directly delivered and commissioned activities based on person centred assessed	H	OM TM DSM	2012 \ 13	2013\16	Within existing resources	Project Group established and Day Time Activity Workstream reports to DMB. Task Groups established and deliverable milestones identified

	advise and oversee essential elements of the reconfiguration process	needs						
	The Learning Disability Partnership Group has been established to take forward the Integration agenda with strategic partners. This will enable partners to be kept up to date about progress and also involve them in consultation, planning, identifying gaps in services and scrutinising service effectiveness	A Respite Task Group has been established as part of the LDPG to review current respite provision across Cardiff & Vale and identify how services could be delivered in the future. The Group will need to take forward a modernisation agenda within the availability of existing resources	H	LDPG RTG OM TM	2013/14	2013/16	Within existing resources	Working Groups are established and are developing the Integration Agenda

Outcome : 3	The Vale of Glamorgan Council achieves good outcomes for service users and carers through its arrangements to protect vulnerable people and success in promoting independence and social inclusion.
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Objective : 5	To ensure that people are helped to achieve the best possible outcome for them, maximising their independence, developing their abilities and overcoming barriers to social inclusion.
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Context for this objective:	Adult Services are supporting more people living in the community because of the Vale's modernisation agenda which maximises people's ability to live independently in their own homes and communities. The unified assessment processes in adult services focuses on meeting need and achieving the best possible outcomes for service users and carers.
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Ref.	During 2013-14 we plan to:	Outcomes we'll achieve from this action are:	High , medium or low priority	Officer responsible for achieving this action	Start Date	Finish Date	How will the work be resourced?:	Progress
SS05/A012	Ensure that service specifications are derived from commissioning plans and that they are clear about the practice and quality standards expected.	Directly provided and contracted social care services will be citizen centred, meet needs appropriately and promote the Council's social care objectives.	M	OMs in Children and Adult Services	2013/14	2015/16	Within existing resources	

SS05/A014	Through the integrated Community Learning Disability Service, support individuals to access a wider range of inclusive opportunities including leisure, work and training.	Increased use of community facilities by adults with a learning disability and additional specialist support in appropriate settings including nursing support where required.	M	TM ATM SSWP	2013/14	2015/16	Within existing resources	The Vale commissions a wide range of services to meet a diverse range of needs. Care Managers adhere to core values and principles that place the promotion of independence and community participation at the centre of their work. CM's are creative at developing community based support opportunities
	To provide timely Assessment, Care Management and Reviews to Adults with a Learning	Reduced waiting list for allocation and initial assessment	H	TM ATM SSWP	2013/14	2013/14	Within existing resources	The CST ensures that service users have current U A and up to date Care Plan. UAP is

	Disability. To promote choice and maximise independence for service users							now well embedded in practice
	Review Care Plans on a regular basis to identify and respond to changes in assessed need. To ensure that CP's are outcome based	Efficacy of care packages monitored and reduced where outcomes are being achieved	M	TM ATM SSWP	2013/14	2013/14	Within existing resources	Care Plans are reviewed regularly and are being transferred to UAP. IT systems identify outstanding reviews.
	To signpost service users and carers to alternative services where appropriate	Key referral agencies as well as carers are provided with information about the role of the CST, eligibility criteria and the processes involved in accessing services.	M	TM	2013/14	2013/14	Within existing resources	Information on LD services is annually updated by the Policy and Information Team in both paper and electronic format. The Vale funds Parents Federation to provide a user friendly guide (paper and

		Service users who do not meet LD or FACS criteria are signposted to alternative sources of support						electronic) about LD services in the Vale. Information will be provided in Welsh where requested
SS05/A016	Consult upon and publish a commissioning strategy for learning disabilities to inform the further development of our services.	Services for learning disabilities will be driven by the requirements of the client and commissioned with our partners to offer the most effective use of the resources available.	M	OM TM	2013/14	2013/14	Within existing resources	DMB Workstreams have been established as well as a Learning Disability Planning Group and Task Groups to move the Integration Agenda forward. An LD Commissioning Strategy is being finalised following consultation with strategic partners, carers and users

Outcome : 3	The Vale of Glamorgan Council achieves good outcomes for service users and carers through its arrangements to protect vulnerable people and success in promoting independence and social inclusion.
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Objective: 6	To ensure that people at particular risk have their wellbeing promoted and are safeguarded from abuse and exploitation by the Council working in co-ordination with other organisations.
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Context for this objective:	The Safeguarding Unit is now well established within the Directorate and learning and experience is being developed between the Central and Designated DLM's. Links between POVA arrangements, complaints processes and systems for contracting services have been strengthened to ensure better sharing of information and action if required.
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Ref.	During 2013-14 we plan to:	Outcomes we'll achieve from this action are:	High , medium or low priority	Officer responsible for achieving this action	Start Date	Finish Date	How will the work be resourced?:	Progress
SS06/A024	Continue to prevent abuse by professionals working in social care settings and in the community by ensuring the voice of the vulnerable adult is heard and staff witnessing abuse feel empowered to	The POVA process ensures comprehensive sharing of information, of which the views of vulnerable adults and those witnessing abuse are central.	H	Designated Lead Managers (POVA)	2013/14	2014/15	Within current resources	POVA policy and practice well established and working well

	report their concerns.							
	Unified Assessments are used to identify risk factors through RIT's and care planning is developed and implemented accordingly The CST ensures that UA's contain all relevant information regarding risk and are identified on the Risk Identification Tool.	UA's and Carer's Assessments are completed in accordance with Vale policy and practice regarding managing risk. Risks to self and others are identified on file to inform planning process	M	TM ATM SSWP	2013/14	2013/14	Within existing resources	Chronologies and RIT's undertaken on all new cases
	To continue current working arrangements with Central DLM to safeguard clients from harm and complete POVA data collection	Clients kept safe from risks or abuse through appropriate safeguarding actions and responses	H	DLM's	2013/14	2013/14	Within existing resources	Data is collated and shared between Central DLM and CST DLM

Outcome (insert number):	Development of a Day Time Activities Strategy for people with a Learning Disability
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Objective (insert number):	To ensure that people with a learning disability have access to person centred and meaningful day time activities.
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Context for this objective:	The LD Day service requires a period of service development to ensure that it provides meaningful and person centred opportunities for Service users. The development of a joint Strategy (with Cardiff) and action plan will provide the strategic development for the service.
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Ref.	During 2013-14 we plan to:	Outcomes we'll achieve from this action are:	High , medium or low priority	Officer responsible for achieving this action	Start Date	Finish Date	How will the work be resourced?:	Progress
	Hold a consultation with Service Users and Parents/Carers to understand their views, needs and aspirations for their day time activities.	We will fully understand the priorities and aspirations of Service Users and Carers in relation to day time activities.	H	Joy Garfitt Chris James	June 2013	October 2013	Staff resources from VoG and Cardiff.	The consultation process has commenced which will inform the strategy.
	In partnership with Cardiff Council we will develop a strategy and action plan for Day Time activities.	A strategic document and action plan will be developed which will set out the vision and	H	Joy Garfitt	June 2013	March 2015	Existing Resources.	

		purpose of the service along with a detailed action plan.						
	Due to the poor condition of Woodlands Day Centre, we will close the building and relocate Service users to Hen Goleg, as a temporary measure.	Service Users receive a Day Service in a safe and accessible building.	H	Chris James Joy Garfitt	June 2013	September 2013	Existing resources	Consultation day with Service users and carers is planned for July 2013.

Outcome (insert number):		Development of services for adults on the autistic spectrum						
Objective (insert number):		To ensure that adults on the autistic spectrum who do not meet the criteria for main stream support have access to person centred and meaningful support and signposting.						
Context for this objective:		Adults on the autistic spectrum have traditionally fallen through the gap in services. This service is intended to plug that gap.						
Ref.	During 2013-14 we plan to:	Outcomes we'll achieve from this action are:	High , medium or low priority	Officer responsible for achieving this action	Start Date	Finish Date	How will the work be resourced?:	Progress
	To continue to run the Adult Autism Advice service led by the Vale of Glamorgan delivering service across The Vale, Cardiff, RCT & Merthyr	Clients will be able to access support workers on demand without a formal assessment or diagnosis.	H	ASD Project Lead Officer	2013/14	2013/14	WG grant	Workers are in post and to end of May 2013 had dealt with 738 subject enquiries from 125 separate individuals.
	To continue a program of delivering autism training to staff and external	Vale of Glamorgan staff and staff working for external organisations will	H	ASD Project Lead Officer	2013/14	2013/14	WG Grant	A rolling program of training continues. 4 internal training days delivered

	organisations	be better informed on issues relating to autism. Will be better able to deliver their services to this client group. Will know how to seek specialist advice and support if needed.						2012-13
	To provide monthly social opportunities by facilitating evening social groups	Two groups are facilitated. A Barry based group which caters for adults with learning disabilities and a Cardiff -Vale group for adults with Asperger syndrome.	H	ASD Project Lead Officer	2013/14	2013/14	WG Grant	Meetings for adults with a learning disability have been in progress for nearly 2 years with support from LD social workers. Asperger group supported by specialist team.

Outcome (insert number):	Development of initiatives promoting independence for adults on the autistic spectrum
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Objective (insert number):	To assist adults on the autistic spectrum to maximise their personal independence.
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Context for this objective:	Adults on the autistic spectrum often find it difficult to manage the day to day tasks of normal life. These initiatives are intended to assist and enhance independence.
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Ref.	During 2013-14 we plan to:	Outcomes we'll achieve from this action are:	High , medium or low priority	Officer responsible for achieving this action	Start Date	Finish Date	How will the work be resourced?:	Progress
	To roll out the "Orange Wallet" scheme. The wallets will be freely available. Staff on all public transport services will recognise as a person needing some assistance. This national scheme is led by the Vale of Glamorgan	Clients will be able to have a free "Orange Wallet " and populate it with content to communicate their needs when using public transport. Greater personal independence will result.	H	ASD Project Lead Officer	2013/14	2013/14	WG grant	10,000 wallets across Wales, local leaflets printed, training being provided to transport companies.

	Complete online cookery project	Clients will be able to go online and access a series of simple recipes broken down into steps with real time timers. The site will allow recipes to be uploaded to maintain going forward. Clients can elect to print or download as required. Clients will enjoy enhanced personal independence.	H	ASD Project Lead Officer	2012/13	2013/14	WG Grant	Site is now basically functional. Needs cosmetic work and further content.
	Continue to create materials to provide specialist employment support	Working with other authorities and agencies across south Wales specialist materials are being created to allow existing agencies to deliver effective	H	ASD Project Lead Officer	2012/13	2013/14	WG Grant	A series of 8 specialist job skills workshops has been delivered. Materials based on these are being fine tuned with assistance from other authorities. A searchable

		job skills training to adults on the autistic spectrum. This will allow more adults on the autistic spectrum to gain the skills necessary to seek and obtain employment.						directory of supporting agencies is being created.
	Continue to deliver a course of social skills training	Adults on the autistic spectrum find the social skills necessary for "normal" life difficult to acquire. These specialist modules teach the required skills in an academic way. This increases personal independence as more main stream activities are accessible.	H	ASD Project Lead Officer	2012/13	2013/14	WG Grant	Fortnightly sessions delivered to 5-6 adults each session in The Vale, Cardiff and Merthyr

	Continue to deliver specialist travel training.	Working collaboratively with established Cardiff travel training provision to deliver specialist training to young people in special schools and transition adults. This provides enhanced personal independence and greater choice of work and leisure opportunities.	H	ASD Project Lead Officer	2012/13	2013/14	Families First grant	As at December 2012 26 referrals received, training progressing at approx 8 per quarter.
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Outcome (insert number):	Develop an effective infrastructure for ASD projects
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Objective (insert number):	To create a structure that delivers the All Wales ASD strategy effectively.
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Context for this objective:	The Welsh Government funds the local delivery of the all Wales strategy. The local infrastructure is a local responsibility
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Ref.	During 2013-14 we plan to:	Outcomes we'll achieve from this action are:	High , medium or low priority	Officer responsible for achieving this action	Start Date	Finish Date	How will the work be resourced?:	Progress
	Establish a joint Cardiff & Vale ASD Steering group, terms of reference, membership and a structure for accountability to the Integrated partnership Board Develop a joint action plan for Cardiff & the Vale of Glamorgan	Working jointly with our partners in the NHS and across both authorities will ensure that our clients receive the maximum available support for both their health and social care requirements in the most cost effective manner.	H	ASD Project Lead Officer	2013/14	2013/14	WG grant	Joint meetings taking place. Joint group assessing new terms of reference, structure and joint plan

	Develop a protocol for efficiently sharing information with families, parent carers and individuals	Information of relevance to families and individuals will be made readily available in a proactive manner	H	ASD Project Lead Officer	2013/14	2013/14	WG grant	Joint protocol for families and parent carers agreed with Cardiff and Vale parent federation. A supported forum for adults on the spectrum has been created to allow their voices to be heard
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