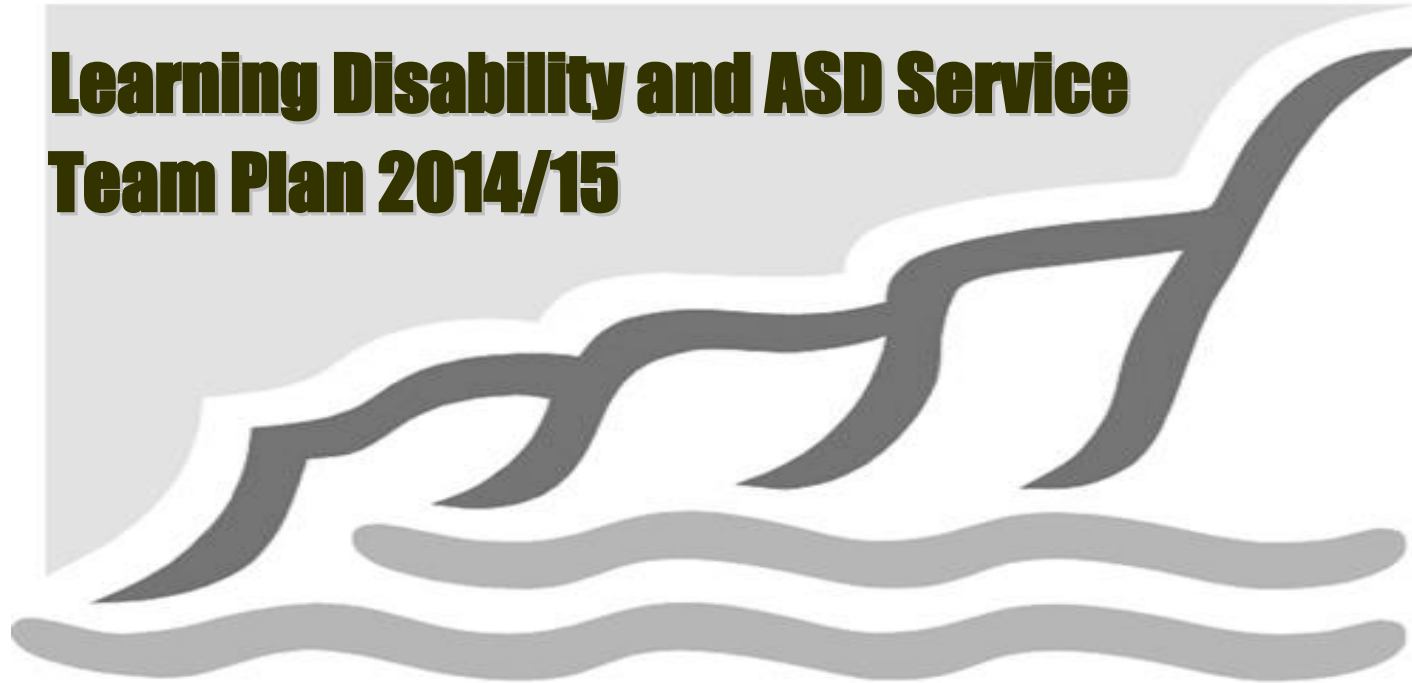


VALE of GLAMORGAN

Learning Disability and ASD Service Team Plan 2014/15



BRO MORGANNWG

Team Manager	Amanda Phillips/Linda Woodley/ Chris James / Keith Ingram
Service Plan	Social Services Directorate Service Plan
Date signed off	
Signed off by	

Outcome 1: CST	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 1:CST	To ensure that people have access to comprehensive information about Social Services, are signposted appropriately and supported by proportionate assessments, care and support plans and services meet their individual assessed needs
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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 2014-15 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/A005	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 adult services will ensure that our clients receive the maximum available support for both their health and social care requirement in the most cost	H	Head of AS Operational Manager	2014	2015	Within existing resources	LD Strategic Board in place in process of developing 3 year work plan. Staff have now moved to Hen Goleg and are fully co located and looking ways to integrate practice further

		effective manner.						
	Continue to ensure that Assessment, Care Management, Outcome based Care Plan and Reviews promote and maximise independence for service users.	The CST has a fully staffed social work team and 2 nurse case managers to undertake assessment, care planning and review. Care Plan reviews are monitored and scheduled on a regular basis.	M	Team Manager Practitioner Manager Reviewing Officer Practitioner Manager Transitions	2014	2015	Within existing resources	Outcome focused training completed. ATM post to be filled
	Signposting to alternative appropriate support is currently used and will continue to be developed.	Increased Team Knowledge of a range of community based resources appropriate to the service user group.		Team Manager Practitioner Manager Reviewing Officer Practitioner Manager Transitions Day Services Manager	2014	2015	Within existing resources	A comprehensive list of community based resources has been drawn up by the Transition team. This will be amended, expanded and updated in conjunction with our day service colleagues on a quarterly basis

	<p>The Transition Team will continue to utilise and develop the TRIG forum to ensure a full exchange of information between Child Health and Disability Team and partner agencies is completed in a timely manner. Looked After young people with complex needs will have an Integrated Plan developed and in draft at 16 1/2</p>	<p>Smooth transition to adulthood with needs met in the most cost effective manner.</p>		<p>Practitioner Manager Transitions</p>	<p>2014</p>	<p>2015</p>	<p>Within existing resources</p>	<p>and provided to all members of the team.</p> <p>Practitioner manager has a series of meetings booked with CHAD and Education</p>
	<p>Reviews will be undertaken on a regular basis to</p>	<p>Care Manager and Review Officer cases are</p>	<p>M</p>	<p>Team Manager Practitioner</p>	<p>2014</p>	<p>2015</p>	<p>Within existing resources</p>	<p>Dedicated review officer in post to undertake</p>

	respond to changes in assessed need and ensure that care packages continue to achieve intended outcomes cost effectively	monitored via UAP to inform practitioners when reviews are due. Packages will be reviewed to reflect appropriate levels of support with view to a saving of 25k		Manager Reviewing Officer Practitioner Manager Transitions				rightsizing exercise (currently supported by RCF funded social worker) to ensure services are delivering value for money.
	Many people with Learning Disabilities also have health needs which require a range of nursing and therapy support. The CST works in conjunction with ABMUHB to provide such support and liaise with primary and secondary 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	Team Manager Practitioner manager Health Team Manager Practitioner manager Transitions	2014	2015	Within existing resources	Ongoing
	Clients are assessed for	Clients receive care packages	H	Team Manager	2014	2015	Within existing	23 100% CHC

	eligibility for CHC funding where UA identifies a Critical or Substantial Health need.	funded via CHC where applicable. Where a Primary Health Care Need is not evidenced but service users' needs fall above the legal limit for social services funding, joint packages of care are commissioned.		Practitioner Manager Health Team Manager Practitioner Manager Transitions			resources	19 Joint funded Total of 41 service users receiving full or joint funded health packages.
SS02/A005	CST participates in the LD Implementation Group to develop 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	Team Manager Practitioner Manager Health Team Manager Operational manager	2014	2015	Within existing responses	Ongoing
	The CST is managing and implementing the change process during stages of	Continuity of service provision and practice is being maintained during the		As above				CST Team Manager and health Team Manager ABMU are leading the

	service integration	change process. CST interests are represented within Integration project.						work stream for the LD Implementation Group looking at 'Streamlining referral processes and integrating practice
	Transition Team to develop closer joint working relationships with health colleagues.	More effective communication between health and social care staff leading to a more responsive service to young people and their carer's.	H	Practitioner Manager Transitions	2014	2015	Within Existing resources	Having moved to Hen Goleg the Transition Team is now sharing an office with the two health colleagues who lead on Transitions.
	Transition Team to attend information days	Provision of information and advice to service users and carers.		Practitioner Manager Transitions			Within Existing Resources	3 Transition open days attended at Ashgrove school 2013-2014. Visit to Ashgrove school by

								<p>Practitioner Manager Transitions to explain roles and the Transition Protocol to Head of sixth form and newly appointed Transition Worker.</p> <p>5 Transition Coffee mornings in conjunction with CHAD held 2013- 2014 to disseminate information to parents/carers.</p>
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Outcome : 3 CST	Social Services in the Vale of Glamorgan review, plan, design and develop quality services that deliver best value for money to improve outcomes for individuals
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Objective : 3 CST	To have in place clear planning and programme management processes, which are identified in commissioning strategies and annual commissioning plans, and help to ensure an appropriate range of services that deliver equity of access, joined up services and best value for a variety of providers with defined, proportionate budgets directed to meeting service priorities
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Context for this objective:	Take forward the Learning Disability Commissioning Strategy for 2014-17.
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Ref.	During 2014- 2015 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
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SS04/A015 SS09/A039a	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 design and delivery of services, achieves wider training and employment outcomes, and promotes better social networks (perhaps using volunteers and peer support).	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 Operational Manager	2014	2016/17	Within existing resources	LD Commissioning Strategy 2014-17 in place
	Commissioning of Supported Living opportunities will need to be expanded to meet	72 service users currently live in Supported Accommodation in 29 houses in	M	TM Practitioner Manager Acc Officer Practitioner	2014	2015	Within existing resources	Discussions are ongoing with Supporting People regarding potential future

	the increasing needs for accommodation	the Vale (4 voids).		Manager APS				accommodation options. Progress will be dependent on the availability of suitable properties
	Mapping of accommodation needs and monthly accommodation referral meetings.	To ensure accommodation is provided from a needs led rather than resource led perspective	H	TM Practitioner Manager APS Practitioner Manager Transition AO	2014	2015	Within existing resources	Mapping meetings and accommodation referral form being developed for care managers to complete for discussion at the monthly meeting. Ongoing
	To continue to facilitate the quarterly SL provider meetings and quarterly performance meetings	To enable effective monitoring of contracts and ensure issues are dealt with at the earliest opportunity, to continue the use of Telecare to deliver savings of 25k	H	AO TM	2014	2015	Within existing resources	

	<p>To develop the Adult Placement Service which is now part of the CST, under direct line management of the CST Team Manager and based at Hen Goleg.</p> <p>To ensure a professional and high quality Adult Placement Service that is responsive to individuals needs</p>	<p>To review the service with view to Increase the number of APS hosts thus increasing choice of accommodation and respite to service users. This will in turn produce savings next year of 25k ; alternative to residential care</p> <p>To develop APS hosts who are qualified under the Quality Care Framework Level 3</p> <p>To further develop links with Cardiff and Vale College to deliver high quality</p>		<p>TM Practitioner Manager APS</p> <p>TM Practitioner Manager APS</p>	<p>2014</p> <p>2014</p>	<p>2015</p> <p>2015</p>	<p>Within existing resources</p> <p>Within existing resources</p>	<p>Review commenced</p> <p>21 Applicants are currently undertaking the APS training programme covering the Social Care Induction Framework objectives by the Care Council for social care</p> <p>5 APS hosts are currently part of a pilot project developed by The Care Council to undertake the Level 3 QCF qualification. Cardiff and the Vale College are currently delivering a 3 day training</p>
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		<p>training opportunities.</p> <p>To review the payment system for APS hosts so that levels of payment are based upon complexity of need</p>						<p>programme (1 day a week over 3 weeks) to 21 individuals in line with the SCIF developed by The Care Council.</p>
	<p>Review all existing APS policies and procedures</p>	<p>To have up to date, clear policies that reflect the professional nature of the service and expectations of the hosts.</p>		<p>TM Practitioner Manager APS</p>	<p>2014</p>	<p>2015</p>	<p>Within existing resources</p>	<p>Meetings with Laura Eddins in place</p>
	<p>The CST Liaises with Supporting People to maximise availability of housing resources and Supporting People Grant. Additional staffed houses and APS</p>	<p>Expenditure avoidance and reduction in Residential Care Budget</p>	<p>M</p>	<p>Team Manager Accom Officer Practitioner Manager APS</p>	<p>2014</p>	<p>2015</p>	<p>Within existing resources</p>	<p>Ongoing</p> <p>1 new house will be available for 3 young adults in June/July 2014</p>

	hosts will be required to meet future demand to avoid unnecessary admission to high cost residential care							
	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 take-up.	Keeping service users safely in the community thereby reducing pressure on accommodation or additional domiciliary package	M	TM ATM AO	2014	2015	Within existing resources	Just Checking system already deployed in Supported Accommodation for monitoring purposes. Reviews in place.
	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 Practitioner manager Transitions	2014	2015	Within existing resources	Ongoing

Outcome : 2 ALL	The Vale of Glamorgan Council protects vulnerable people and promotes their independence and social inclusion.
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Objective: 2 ALL	To ensure that people are helped to achieve their best possible outcome and that people at particular risk have their wellbeing promoted and are safeguarded from abuse and exploitation through the Council working in coordination 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 2014-2015 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/A028	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	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)	2014	2015	Within current resources	POVA policy and practice well established and working well The Practitioner Manager for APS and the Practitioner

	empowered to report their concerns.	Increase in DLM's within the CST						Manager for Transition are now trained as DLM's.
	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 Practitioner Manager and Transitions	2014	2015	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	2014	2015	Within existing resources	Data is collated and shared between Central DLM and CST DLM
SS06/A029	Increase	People are	H	CST	2014	2015	Additional	List is in process

	compliance with the Deprivation of Liberty Safeguards by providers of social care services	lawfully deprived of their liberty		Operational manager Team manager Day Service DoLs Coordinator			resources to be identified	of being developed to prioritise cases and ongoing meetings between CST and providers
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Outcome 3: Day Opportunities	Social Services in the Vale of Glamorgan review, plan, design and develop quality services that deliver best value for money to improve outcomes for individuals
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Objective 3:	To have in place clear planning and programme management processes, which are identified in commissioning strategies and annual commissioning plans, and help to ensure an appropriate range of services that deliver equity of access, joined up services and best value for a variety of providers with defined, proportionate budgets directed to meeting service priorities
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Context for this objective:	<p>Development of a Day Opportunities Strategy for people with a Learning Disability:</p> <p>To ensure that people with a learning disability have access to person centred and meaningful and inclusive day opportunities</p> <p>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 Day Opportunities Strategy (with Cardiff) and action plan will provide the strategic direction for the service.</p>
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Ref.	During 2014-15 we	Outcomes we'll	High ,	Officer	Start Date	Finish	How will the	Progress
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	plan to:	achieve from this action are:	medium or low priority	responsible for achieving this action		Date	work be resourced?:	
SS05/ A020 DRp6	Hold a review of the consultation with Service Users and Parents/Carers to communicate the strategy and action plans.	We will fully understand the priorities and aspirations of Service Users and Carers in relation to day opportunities.	H	Operational Manager Day Services and Deputy Manager with Cardiff	2014	2015	Staff resources from VoG and Cardiff.	Initial consultation completed, Strategy completed, review meeting required
SS09/ A039a C5	In partnership with Cardiff Council we will deliver a Strategy and action plan for Day Opportunities	A strategic document and action plan will be developed which will set out the vision and purpose of the service along with a detailed action plan.	H	Operational manager	2014	2015 and 3 year plan of work - ongoing	Existing Resources.	Strategy completed, action plans in place, to be signed off by Senior Management Team. Project Manager advertised
	Review of buildings currently in use to ensure they are fit for purpose and meeting service users' needs and project	Service Users receive a Day Service in a safe and accessible building.	H	Operational Manager Day Services and Deputy Manager with Cardiff	2014	2015	Existing resources	Woodlands now moved to Hen Goleg, review of Sorted commenced. Fits into action

	requirements							plan for Day Opportunities Strategy
	Train our staff to respond to changing service user needs, aspirations and priorities.	Skilled workforce, fit for purpose and to enable Day Opportunities Strategy to be taken forward. Training programme for staff.	H	Day Services and Deputy Manager with Cardiff Vale Training Manager	2014	2015 and 3 year rolling programme	Existing resources	Values, Mental Capacity Act training completed. Buddying programme with staff from Cardiff already in place and ongoing
	Ensure that the Royal College of Speech and Language Therapists 5 communication principles are actively adhered to.	Communication with Service users is achieved in accordance with the 5 communication standards and best practice principles.		Health Colleagues (SALT) Day Services and Deputy Manager	2014	2015	Existing resources	Planning with SALT commenced
	Work towards an increase in numbers of people accessing community and mainstream resources, and reduction in the	Develop a database of signposting opportunities for people in conjunction with	H	Day Services and Deputy Manager DSO	2014	2015	Existing resources	Identify DSO

	numbers of building-based day services.	CST						
	Move towards a greater use of individually planned daytime opportunities.	Develop Personal Profiles and individual Service delivery Plans based on outcomes – including a review of referral form in accordance with the 5 Communication Standards.	M	Day Services and Deputy Manager (with Julie Reed Cardiff) DSO	2014	2015 and ongoing as part of 3 year programme	Existing resources	Work commenced on review of referral form Working through current cases to update profiles and service plans
SS05/A021 HSCW7 SS05/A018 IHSC7	Working in partnership with 3 rd sector and supported living providers to provide opportunities for activities that are vocational/employment, education, social and cultural. This will be according to the assessed needs of the individual and in order to reduce duplication.	Suite of opportunities people can be signposted to and review of external SLA arrangements to ensure they are meeting need appropriately.	H	Operational Manager Day Services and Deputy Manager Contracts Team LDPG ASD Lead	May 2014	2015 and part of 3 year programme	Existing resource	As part of Day Opportunities Strategy SLA review

Outcome 3: ASD		Social Services in the Vale of Glamorgan review, plan, design and develop quality services that deliver best value for money to improve outcomes for individuals						
Objective 3:		To have in place clear planning and programme management processes, which are identified in commissioning strategies and annual commissioning plans, and help to ensure an appropriate range of services that deliver equity of access, joined up services and best value for a variety of providers with defined, proportionate budgets directed to meeting service priorities						
Context for this objective:		Development of services for adults on the autistic spectrum. 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.						
Ref.	During 2014-15 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
	The award winning online learning tool has been developed and is now an accredited qualification. We plan to review the workbook	Practitioners can work towards accredited qualifications.	M	ASD Project Lead Officer		Summer 2014	Families First	Module completed, workbook being reviewed
SS05/ A021 HSCW7	To continue to run the Adult Autism Advice service led by the Vale of	Clients will be able to access support workers on demand	H	ASD Project Lead Officer ASD Community	2014	2015 and ongoing	WG grant	Workers are in post and to end of April 2014 had dealt with 1303

	Glamorgan delivering service across The Vale, Cardiff, RCT & Merthyr	without a formal assessment or diagnosis.		Support Officers				subject enquiries from 249 separate individuals.
	To continue a program of delivering autism awareness training to staff and external organisations in line with corporate programme	Vale of Glamorgan staff and staff working for external organisations will 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.	H	ASD Project Lead Officer ASD Community Support Officers – Training Manager	2014	2015	WG Grant	A rolling program of training continues. Service providers and Day services staff will be targeted 2014-15
	To provide monthly social opportunities by facilitating social groups	Three groups are facilitated. The Barry based group (supported by ASD but facilitated on a	H	ASD Community Support Officers – CST Transition	2014	2015	WG Grant	Social meetings for adults with a learning disability have been in progress for nearly 3 years

		<p>voluntary basis by a CST social worker)which caters for adults with learning disabilities, a Cardiff -Vale group for adults with Asperger syndrome and a Cardiff – Vale group for couples where one or both partners are on the autistic spectrum.</p>		Social Worker				<p>with support from LD social workers. The Barry group is organised and facilitated by S. McEwan (Transition Social Worker). A participant of this group has written an article for the Vale of Glamorgan Council Newsletter outlining the positive impact this has on her life.</p> <p>The Cardiff - Vale group for Asperger syndrome, known as the Adult Forum, is supported by specialist team. The couples group</p>
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								is a joint initiative with the Wales Autism Research Centre staff.
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Outcome 1: ASD	People in the Vale of Glamorgan are able to request support and receive help in a timely manner
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Objective 1:	To ensure that people have access to comprehensive information about services, are signposted appropriately and supported by proportionate assessments, support plans and services that meet their assessed needs
Context for this objective:	<p>Development of initiatives promoting independence for adults on the autistic spectrum</p> <p>To assist adults on the autistic spectrum to maximise their personal independence</p> <p>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.</p>

Ref.	During 2014-15 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 promote the "Orange Wallet" scheme. The wallets will be freely available.	Clients will be able to have a free "Orange Wallet " and populate it with content to	H	ASD Project Lead Officer	2014	2015	WG grant	10,000 wallets across Wales, local leaflets printed, training being provided to transport

	Staff on all public transport services will recognise as a person needing some assistance. This national scheme is led by the Vale of Glamorgan.	communicate their needs when using public transport. Greater personal independence will result.						companies. Publicity launches run, press coverage received.
	Complete online cookery project	Clients will be able to go online and access a series of simple. The site will allow recipes to be uploaded to maintain going forward. Clients can elect to print or download as required. Clients will have enhanced personal independence.	H	ASD Project Lead Officer	2014	2015	WG Grant	Development work has been completed, cosmetic work will continue, populating site with recipes begun.
	Continue to implement a project to provide specialist employment support	Working with WLGA and other authorities and agencies across	H	ASD Project Lead Officer ASD Community	2014	2015	WG Grant further funding being	Work has commenced jointly with Job Centre Plus staff.

		<p>south Wales to create materials that allow existing agencies to deliver effective 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.</p>		<p>Support Officers</p>			<p>sought.</p>	<p>2 series of 8 specialist job skills workshops have been delivered. Materials based on these have been launched at an event. Two further sets of 8 workshops being delivered jointly with Job Centre Plus staff. A searchable directory of supporting agencies is being created working jointly with the WLGA.</p>
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Outcome 3: ASD	Social Services in the Vale of Glamorgan review, plan, design and develop quality services that deliver best value for money to improve outcomes for individuals.
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Objective 3:	To have in place clear planning and programme management processes, which are identified in commissioning strategies and annual commissioning plans, and help to ensure an appropriate range of services that deliver equity of access, joined up services and best value for a variety of providers with defined, proportionate budgets directed to meeting service priorities.
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Context for this objective:	Develop an effective infrastructure for ASD projects that delivers the All Wales ASD Strategy effectively 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 2014-15 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
	Cardiff & Vale ASD Steering group will, following publication of the refreshed All Wales Strategy (due September 2014) develop a joint action plan for Cardiff & the Vale of Glamorgan. To	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	H	ASD Project Lead Officer Operational manager	2014	2015	WG grant	Joint Strategy meetings taking place. Joint group assessing new terms of reference, structure and joint plan.

	deliver the aims of the national strategy.	health and social care requirements in the most cost effective manner.						
	Develop a protocol for efficiently sharing information with families, parents, carers and individuals	Information of relevance to families and individuals will be made readily available in a proactive manner	H	ASD Project Lead Officer Parent and Carer organisations LDPG	2014	2015	WG grant	Joint protocol for families and parent carers agreed with Cardiff and Vale . A supported forum for adults on the spectrum has been created to allow their voices to be heard
	Provide a mechanism for parents and carers views to feed into the Autism Steering group.	The Joint Cardiff & Vale steering group will be made aware of issues of importance to parents and carers and be able to respond accordingly.	M	ASD Project Lead Officer Parent and Carers organisations	2014	2015	Existing resource	A Parents Participation Group (PPG) has been set up. The group seeks to support children with LD and other disabilities. It feeds into and reports back from the Autism Strategy Steering Group for Cardiff and the Vale on issues of

								interest.
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