

**COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE - SCRUTINY
INVESTIGATION SCOPING EXERCISE SUMMARY SHEET
(AS OF MAY 2019)**

PROPOSED TOPIC: Closer to Home Strategy	
PROPOSED TYPE OF SCRUTINY INVESTIGATION: Inquiry	
Proposed Terms of Reference	<p>To review current pathways (with a particular focus on the decision making process) in relation to supported living arrangements for adults with a learning disability</p> <p>To review all residential College placements and how decisions are made in terms of continuation</p> <p>To identify best practice in relation to transitioning individuals from an out-of-county placement back into Cardiff</p> <p>To engage with service users and their families in relation to the above whilst also understanding their level of involvement– placing them at the centre of any recommendations going forward</p> <p>To identify current funding arrangements, consider whether this is being used effectively and make recommendations accordingly</p> <p>To identify and recommend a range of options and provision (based on best practice) that could be developed and implemented in Cardiff</p>
Task & Finish Group Recommended?	Yes
Number of meetings required	
<p>Meeting 1</p> <p>7 February 2019, Room 263c, County Hall</p>	<p>Setting the context</p> <ul style="list-style-type: none"> • To consider the draft Joint Commissioning Strategy for Adults with Learning Disabilities, which will include views and observations from: <ul style="list-style-type: none"> ○ Councillor Susan Elsmore (Cabinet Member for Social Care, Health & Well-being); ○ Claire Marchant (Director of Social Services); ○ Emma Mulinder (Operational Manager - Learning Disabilities); ○ Denise Moriarty (Strategic Lead Planning Officer, Social Services) • For the Task Group to: <ul style="list-style-type: none"> ○ Agree the proposed scope of the Inquiry ○ Propose and agree a terms of reference for the Inquiry ○ To agree how Members wish to undertake the Inquiry – potential witnesses, research, timescales etc. • Planning - to deliberate what has been considered at this meeting and the next steps in the investigation
<p>Meeting 2 – 5 March 2019, Park Inn, Cardiff City Centre</p> <p><i>(Links to best practice research)</i></p>	<p>“Improving Lives, Improving Practice” launch</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Seek commitment to change commissioning practices • Ensure families and service users at centre of process • Influence commissioning practices to focus on ‘a good life’

	<ul style="list-style-type: none"> • Use of good practice examples to influence change • Identify opportunities to ensure cost effectiveness and value for money are achievable alongside person centred approaches <p><i>Supported by Cymorth Cymru and Learning Disability Wales, funded by Welsh Government and the WLGA's National Commissioning Board.</i></p>				
Meeting 3 June 2019	<p>Briefing Report (setting the Context)</p> <p>To include:</p> <ul style="list-style-type: none"> • Overview of the Strategy • How the strategy is working/operating • How the strategy is implemented • How individuals are assessed, monitored and reviewed • What changes (if any) to the Strategy have been made in light of budget cuts, changes in practice etc. • What placements are available in Cardiff • The range of placements being made across the board including Out of County • Number of young people/adults placed out of County in the past 20 years (including College placements) – what have they gone on to do? <p>To also include views and observations from relevant Cabinet Members / Officers re the above</p> <p>Meeting objective - to deliberate the information provided in the report and confirm if any changes are required for the next steps in the investigation</p>				
Meeting 4 June 2019	<p>Visit to Out of County Facilities (<i>One College one Residential. To include obtaining service user views with a comparative based approach</i>)</p>				
Meeting 5 June/July 2019	<p>Visit to Cardiff-based Facilities (<i>to include obtaining service user views with a comparative based approach</i>)</p>				
Meeting 6 July 2019	<p>Obtain Views from Internal Staff (<i>2hour meeting split into two parts, 30min pre-meet in advance</i>)</p> <ul style="list-style-type: none"> • To hear from key witnesses from the Closer to Home/ relevant Social Services and Housing teams on the policy processes in place which help determine the appropriate pathways and parameters for the decision making process for supported living arrangements for adults with a learning disability. • Helpful if staff could provide a process chart which could be talked through • Understand how the element of choice is incorporated and how differences are resolved • Present any questions which arose from the briefing report to staff • To hear staff perspective on any additional pressures they may face. 				
Meeting 7 July 2019	<p>Obtain views from Providers/Partners (<i>2hour meeting, 30min pre-meet in advance, to include key witnesses from Support Groups, RSL, Dom Care, Health</i>)</p>				
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	<p><i>Colleagues)</i></p> <ul style="list-style-type: none"> • Gather perspectives • Understand resource constraints • Risks and risk management • What support is received from Council – possible areas of improvement • Training third party providers receive
<p>Meeting 8 September 2019</p>	<p>Visit to other LA's (Core City)</p> <ul style="list-style-type: none"> • To benchmark • Best practice • (Discussion with Gladys on possible approaches)
<p>Meeting 9 September 2019</p>	<p>Sum Up Meeting – consideration of all information received during the Inquiry and agree way forward for draft report/recommendations</p>
<p>Meeting 10 October 2019</p>	<p>Consideration of draft report/recommendations</p>
<p>Background Research</p>	<ul style="list-style-type: none"> • Obtain views from Family/Carers and Service Users • Desktop research – best practice e.g. benchmarking/comparison with Core Cities and drawing on information received in the Improving Lives event.
<p><u>Proposed Reporting Arrangements</u></p>	
<ul style="list-style-type: none"> • Investigation to be undertaken between May 2019 and September 2019 • Report to be considered by the Scrutiny Committee – October 2019 • Report from Scrutiny to Executive - Nov 2019 	
<p><u>Potential Outputs/Outcomes from this investigation</u></p>	
<ul style="list-style-type: none"> • To put forward a range of options for Cabinet consideration, based on service user/family/carer views; and best practice: <ul style="list-style-type: none"> ○ To develop current pathways in relation to supported living arrangements for adults with a learning disability to ensure service users, their families and carers have a clear picture of options available to them; and how it will be implemented; ○ To identify best practice in relation to transitioning individuals from an out-of-county placement back into Cardiff; ○ To identify and recommend a range of placements and provision (based on best practice) that could be developed and implemented in Cardiff ○ To identify current funding arrangements, consider whether this is being used effectively and make recommendations accordingly 	