

14 May 2018**Agenda Item: 5****REPORT OF THE SERVICE DIRECTOR, NORTH NOTTINGHAMSHIRE AND
DIRECT SERVICES****PROGRESS ON DEVELOPMENT OF THE TRANSITIONS SERVICE****Purpose of the Report**

1. To provide a progress report to the Committee on development of the Transitions Service since the last update in September 2017, including progress on improving alignment of the transitions process between Children's and Adult Services.
2. The report also seeks approval to change the staffing establishment of the Transitions Team as follows:
 - disestablish 1 FTE Social Worker post (Band B)
 - establish 1 FTE Social Work Assistant post (Grade 3)
 - establish 1 part-time (26 hours) Community Care Officer post (Grade 5).

Information**Background and Context**

3. On 9th January 2017 the Adult Social Care and Health (ASC&H) Committee approved the establishment of the following posts in the Countywide Transitions Team:
 - a) 1 permanent FTE Advanced Social Work Practitioner (ASWP) (Hay Band C).
 - b) 2 permanent FTE Community Care Officers (CCOs) (Grade 5).
4. On 11th September 2017, in an update report to Committee, a proposal was agreed for greater alignment of services and interventions across Children's and Adult Services, to ensure coherence and consistency, and improve the transitions experience for young people and their families.

Update

5. As a result of the increased capacity in the team, there have been notable developments in the following areas:
 - a. all special needs schools now have a named link worker in the Transitions Team. This has enabled the team to forge closer links, attend parents evenings from Year 9 (age 14 years) and other transitions events, and to work with schools to identify young people

who may need Care and Support Assessment at an early stage. Mainstream schools with a high number of children with Education, Health and Care Plans (EHCPs) may also have a named link in the Transitions Team.

- b. 100% of referrals are now allocated within 28 days of the target date.
 - c. all staff members are using Think Pads to maximise flexible and productive working. This includes using the devices in schools and on home visits to young people and their families.
 - d. all referrals are considered for Continuing Health Care (CHC) funding and checklists are completed for all appropriate cases. In 2016-2017 there were 14 transitions cases that received CHC funding. The recharge to health was £467,551. In 2017-18 32 transitions cases received CHC funding with a recharge of £1,220,407. This is an increase of 18 cases and an increase in the recharge to health of £752,856.
 - e. employment / apprenticeship and internship opportunities are considered for all young people referred to the team.
 - f. through the 'Preparing for Adulthood' work stream, which forms part of a wider multi-agency Special Educational Needs and Disabilities (SEND) Action Plan, colleagues from Children's and Adult Services (including Employment Services, Integrated Children's Disability Service [ICDS], Children's Disability Team [CDT], and the Transitions Team) and Further Education providers are planning a scoping exercise to map employment opportunities in the County. This will identify where there are gaps, and how best to use a £0.104m grant received by the Local Authority from the Department for Education to promote employment initiatives.
6. Since the report to Committee on 11th September 2017, the following progress has also been made to improve alignment of services and interventions across Children's and Adult Services:
- a. the Nottinghamshire Enabling Service (NES) started taking referrals for young people from age 17½ years in June 2017. Initially, one Promoting Independence Worker (PIW) and one Community Independence Worker (CIW) were dedicated to the transitions cohort. The PIW supports young people to develop, maintain and improve their daily living skills via short term (up to three months) enablement. This builds on enablement support provided by the Early Support Team in Children's Services for those aged up to 17½ years. The CIW sources universal services for young people, or co-produces new resources. NES has been instrumental in supporting young people into volunteering opportunities instead of traditional day services. From June 2017 to March 2018, 45 referrals were received for the CIW and 29 young people had interventions from the PIW. Such interventions have resulted in cost avoidance of £0.116m, which is nearly double the anticipated savings for 2017/18 of £0.060m.
 - b. to further develop the success of the partnership between the Transitions Team and NES, an additional PIW has now been allocated to work with this cohort (approved as part of wider NES post extensions agreed at Committee on 12th March 2018). The following developments are also planned:

- from 16th April 2018, NES will take referrals for young people aged 17 years. This will give more time for NES to explore the young person's capacity to develop their independence skills before adult services are put in place.
 - from 20th April 2018, all new referrals to the Transitions Team will be routed through NES. This will ensure that opportunities for enablement are maximised, thus promoting independence and ensuring resources are prioritised effectively.
 - the 'Preparing for Adulthood' work stream is discussing the possibility of NES starting to work with people at a younger age. This may include working more closely with special needs schools, to ensure there is a joint approach to promoting independence.
- c. the Transitions Team attends the annual Preparing for Adulthood event, organised by the Integrated Children's Disability Service. This is an information / signposting event for young people and their carers. Transitions workers also attend EHCP, Looked After Children and Child in Need reviews to ensure smooth transitions between Children's and Adult Services.
- d. the Transitions Team Manager meets with Team Managers from Children's Services every three months in order to agree priority cases, share information at an early stage of the transitions journey, and agree joint actions and outcomes.
- e. there have been 1,580 views on the 'Transitions Pathway' page of 'Notts Help Yourself' since July 2017 to date. This provides information about the transitions process and what to expect from services at what stage:
<http://www.nottshelpyourself.org.uk/kb5/nottinghamshire/directory/advice.page?id=XuCnWjZtizk>
- f. a new short breaks policy has just been launched by the Children and Families Department, which brings the two departments into closer alignment.
- g. a pilot to explore the use of Assistive Technology (AT) with 5-10 children aged 13-18 years living at home and who are coming up to transition is in development, and is due to start over the coming months. This seeks to use AT to manage risks and encourage young people to self-manage aspects of daily living or behaviour issues, and thus increase their independence and reduce the need for current or future formal care support. For example:
- reminder devices for medication management.
 - 'Just Checking' to help assess and confirm appropriate levels of support at different points of the day in the home environment, and assess if new skills such as showering or making a hot drink can be undertaken independently by the young person.
 - applications (apps) to help self-manage behaviour issues such as Autism / mental health related anxiety, CBT (Cognitive Behavioural Therapy) based apps for stress, anxiety and depression management.

Suitable individuals will be referred by staff working in the Occupational Therapy and Early Support Service in the Integrated Children's Disability Service. Findings from the pilot will be used to inform rollout to further service users, if successful.

- h. a demand and cost projection model is in development that will help to forecast potential future demand for, and cost of, Transitions Services, and thus help with future service and budget planning. The model considers current demand and costs, then projects these forward by analysing potential upward and downward drivers of cost and demand. These include factors such as population projections, changes in policy / legislation or eligibility thresholds, effective prevention work, inflation and changes to provider rates.
 - i. as part of their wider diagnostic study (see background papers), external partner Newton conducted a case review workshop focussing on transition cases, attended by a mix of practitioners from Children's and Adult Services. Their findings from the workshop confirmed the benefits of taking steps earlier in planning for the future of transitions cases, and the associated longer-term benefits.
7. The Transitions Team works with people who are new to adult services and, as such, there is a lot of social work time spent in setting up care packages on mosaic and commissioning payments. This is one of the areas where it is felt a Social Work Assistant could be indispensable to the team, freeing up social workers to improve the experience of transitions for young people and their families and implementing the Adult Social Care Strategy.
8. It is therefore proposed to dis-establish 1 FTE Social Worker post (Band B), releasing £46,854, which is soon to become vacant and, in its place, establish the following:
 - 1 FTE Social Work Assistant post (Grade 3) = £23,959
 - 1 part-time (26 hours) Community Care Officer post (Grade 5) = £23,571
9. There are no additional monies required for this change of establishment.
10. Other areas still to be explored include:
 - a. further work to improve alignment of the enablement offer across both services, to ensure it is coherent and consistent.
 - b. further work to align the criteria and processes for short-breaks, Direct Payments and Personal Budgets.
 - c. further work to align information, advice and signposting, including considering extending the use of customer services, clinics and information events to extend reach, and delivering joint training sessions for staff working across relevant Children's and Adult Services.
 - d. embedding a commissioning and assessment culture, based on a model of progression across both Children's and Adult Services.
 - e. further work to promote and align employment support across both services.

Other Options Considered

11. No other options have been considered.

Reason/s for Recommendation/s

12. The report provides an opportunity for the Committee to consider any further actions arising from the issues contained within the report.
13. The proposed changes in the staffing establishment of the Transitions Team will provide support to Social Workers with tasks that can be undertaken by a Social Work Assistant. This will give Social Workers more time to work towards the aims of the Adult Social Care Strategy.

Statutory and Policy Implications

14. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Data Protection and Information Governance

15. The data protection and information governance requirements for each area of service, and any associated savings projects, is being considered on a case by case basis and Data Protection Impact Assessments will be completed, wherever necessary.

Financial Implications

16. Cost avoidance savings of £0.220m over 2017/18 to 2020/21 are anticipated to stem from greater alignment of services and interventions across Children's and Adult Services in relation to the transitions cohort. In the main, it is anticipated this will be achieved through: interventions of the Community Independence Workers and Promoting Independence Workers in the Nottinghamshire Enabling Service focussed on transitions cases; and the use of assistive technology earlier, when the service user is still in Children's Services.
17. As referenced in **paragraph 5a** above, the PIW / CIW interventions have resulted in cost avoidance of £0.116m over 2017/18, which is nearly double the anticipated savings for 2017/18 of £0.060m. There is therefore strong confidence that the anticipated savings of £0.060m for 2018/19 will be met and exceeded.
18. There are no financial implications associated with the proposed staffing establishment changes.

Human Resources Implications

19. The Social Worker post will be vacant in the next two months, at which point it will be dis-established and the two new posts established. There will, therefore, be no redundancies associated with this change.

Public Sector Equality Duty implications

20. An Equality Impact Assessment has been undertaken to consider the impact of the areas of exploration to improve alignment of the transitions process between Children's and Adult Services on service users, and its conclusions provided in the report to Committee on 11th September 2017.

Safeguarding of Children and Adults at Risk Implications

21. Promotion of the progression model necessitates a sensible approach to positive risk taking. There may be perceived risks of service users not receiving the support they need due to the Council's aim to promote independence. The local adult multi-agency safeguarding procedures should provide a system for alerts to be raised where people may be at risk of significant harm. Safeguarding procedures do not rely on people being in receipt of services if they are in need of protection from significant harm. This should prevent people 'falling through the net' of support if it is needed.

Implications for Service Users

22. The ongoing work to align services and to promote the interventions of NES will impact on young people/ young adults (and their families) who:
 - a. have a permanent and substantial learning or physical disability
 - b. have significant mental ill health
 - c. have neurological conditions, including those with ADHD (Attention Deficit Hyperactivity Disorder) and Asperger's syndrome
 - d. are over the age of 14 years and have an Education, Health and Care Plan.
23. Positive changes resulting from the ongoing developments are:
 - a. improved and earlier planning for the move from Children's to Adult Services for young people and their families
 - b. increased independence and quality of life for some service users and their families through the implementation of the progression model across Children's and Adult Services.

RECOMMENDATION/S

That the Committee:

- 1) considers whether there are any actions it requires in relation to the issues contained within the report, including progress on improving alignment of the transitions process between Children's and Adult Services.

- 2) approves the proposed changes to the staffing establishment of the Transitions Team as follows:
- disestablish 1 FTE Social Worker post (Band B)
 - establish 1 FTE Social Work Assistant post (Grade 3)
 - establish 1 part-time (26 hours) Community Care Officer post (Grade 5).

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Constitutional Comments (SMG 27/04/18)

24. Adult Social Care and Public Health Committee is the appropriate body to consider the content of this report. If Committee resolves that any actions are required it must be satisfied that such actions are within the Committee's terms of reference.
25. The Employment Procedure Rules provide that the report to Committee include the required advice and HR comments and that the recognised trade unions be consulted on all proposed changes to staffing structures (and any views given should be fully considered prior to a decision being made).

Financial Comments (OC 27/04/18)

26. The financial implications are contained in paragraphs 16 - 18 of the report.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Strategic Update and Reconfiguration of the Countywide Transitions Team - report to Adult Social Care and Health Committee on 9th January 2017.
- Joint Local Area Special Educational Needs and Disability (SEND) Inspection in Nottinghamshire - report to Children and Young People's Committee on 19th September 2016.
- Update on Transitions Process for Children and Adults with Disabilities - report to Adult Social Care and Public Health Committee on 11th September 2017.
- Better Care Fund: 2017/18 Progress Update and Approval for the Use of the BCF Care Act Allocation and the Improved BCF 2018 /19 - report to Adult Social Care and Public Health Committee on 12th March 2018.
- Assessment and Advice Provided by External Savings Partner Newton to Support Savings Programme - report to Adult Social Care and Public Health Committee on 12th March 2018.

- Equality Impact Assessment.

Electoral Division(s) and Member(s) Affected

All.

ASCPH549 final