

1. Overnight short breaks at 1 Ledbury Road in 2016-2017

Action	Owner	By When	Target/Success Criteria	Progress
Cabinet approval of the way forward	Director for children's wellbeing	21 January 2015	Cabinet approve the way forward and enable contract negotiations to take place.	On 21 st January 2016, Cabinet agreed that the Council should become the lead commissioner for a service at 1 Ledbury Road in 2016-2017 and allocated an additional £600k to support short breaks for children with disabilities. The CCG, on 23 rd February 2016, also confirmed a £427k contribution from the Better Care Fund. These decisions enabled the Council to enter into contract negotiations with Wye Valley Trust during February and March. Weekly meetings were scheduled between the Council and Wye Valley NHS Trust to develop the contract and mobilise the service, with a contract being signed on 31 st March 2016. Quarterly contract monitoring meetings will be held through the life of the contract, informed by feedback from families.
Consultation takes place on the future provision at 1 Ledbury Rd	Assistant director education and commissioning	Feb 2016	Provision at 1 Ledbury Rd from 1 April 2016 is informed by consultation with children and parents/carers.	A six-week public consultation exercise received 26 responses, including 13 from families of disabled children. During contract negotiations, the Council and Wye Valley Trust have endeavoured to balance the views provided, in a complex environment, with the needs of children, available resources, service capabilities and family preferences. Meetings have continued between the three agencies to ensure the needs of children could be met by appropriate services. The three agencies will continue to meet as part of the recommissioning the wider short breaks programme for 2017, see section 2.
Meetings continue to be held between Council, CCG and Wye Valley	Assistant director education and commissioning	Through 2016	Service provision is developed through a joint approach.	Between January and April 2016, 7 children ceased to access 1 Ledbury Road. Some have taken up the opportunity to be supported through direct payments or day-time short breaks services and some are transferring to other appropriate overnight services in May 2016. Each family has been involved in the design of their support package and transfer plans. There has been a delay in the delivery of a specialist piece of equipment that has impacted on the start dates of their new service for a few children. Equipment issues have now been resolved and placements are progressing. The children with disabilities team is keeping in touch by phone and planned meetings with these families during their transitional period and ensure that they are clear about what their individual plans are. Much work has been done over the previous year to ensure that children have had a professional assessment of their needs by the Council's children with disabilities team. This is different to the previous arrangement where some children did not have any formal contact with the service and therefore it was not possible for the Council to be certain that the right children were accessing provision appropriate to their needs.

			<p>As of 1st April, 15 children continued to access services at 1 Ledbury Road, which reduced to 12 in May and is expected to reduce to 8 children in placement by the end of September as a result of transitions to adulthood or transfer plans agreed with families. The Council has been holding weekly case management meetings with Wye Valley Trust and has kept the CCG informed of developments. Case management meetings have now moved to fortnightly, with ongoing weekly operational contact between 1 Ledbury Road and the children with disabilities team to ensure that there is good communication about the needs of individual children and the service they are provided with.</p> <p>The Council agreed a £0.5m contract with Wye Valley Trust in March 2016 to provide overnight short breaks at 1 Ledbury Road in 2016-2017. The service will provide over 900 nights of care for up to 15 disabled children, which is more than sufficient to meet the number of nights each child is expected to need during the year.</p> <p>The new contract does not preclude the possibility of new referrals being made. However, there are two factors that should be considered. Firstly, it would be inappropriate to make new referrals until Wye Valley Trust has stabilised the operational delivery of the service. Secondly, there is no pool or backlog of children assessed as needing this type of provision that are awaiting a referral.</p> <p>There has been a delay in Wye Valley Trust submitting an application for Ofsted registration for the 1 Ledbury Road site, which was expected to have been submitted in March. This delay arose from the Ofsted requirement for a director-level nomination to the 'responsible individual' role. Wye Valley Trust has now appointed a director to this role and the Ofsted application will be submitted once extensive background checks have been completed on the 'responsible individual'. Wye Valley Trust now expects to submit its Ofsted application in June 2016. Ofsted are aware of the need to prioritise the registration application once received, and have been in communication with Wye Valley Trust directly regarding this.</p> <p>The service is now in a 3-month transitional period. As Wye Valley Trust moves the service towards a more outcomes-focussed model and complies with Ofsted regulations, there will be changes to the way the service is delivered. Some families will experience some change as the service has moved from 4 to 3 nights per week. Although there are more than a sufficient number of nights being funded to meet expected need, Wye Valley Trust has said that it can only deliver nights evenly spread throughout the year because of the employment conditions of its staff, resulting in the 3-nights per week model. Both organisations are working with individual families to understand and minimise the impact of any change. 1 Ledbury Road will endeavour to meet services requests from individual</p>
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2. Family-based overnight short breaks

Action	Owner	By When	Target/Success Criteria	Progress
Information for potential specialist foster carers includes expectations for refundable costs in relation to adaptations	Team manager, SGO & Kinship hub	March 2016	Prospective foster carers are aware of the expectations and sign up to them when they become specialist foster carers	<p>There is a target to have the first six carer households available from September. It has taken longer than expected to attract potential host families to the new service. However, following a review of its recruitment strategy, the Council held a successful open morning in January 2016, which saw 16 families discussing the possibility of becoming short breaks carers. This is in addition to those families who had already come forward.</p> <p>Since then, ten applications have been received from prospective short breaks carers. Seven have been undergoing assessment, and three are due to begin the process.</p> <p>The first carer household was approved in May, with a further four due for approval in June. Planning to match specific children with suitable carers has begun including discussions with families. An additional five households are at different stages of the carer assessment process</p>
Training of prospective foster carers to appreciate the needs of children taken place at 1 Ledbury Rd	Team manager, SGO & Kinship hub	Ongoing once carers have been identified	Prospective carers are aware of the needs of children that might be in their care.	<p>The Council's legal services is considering the most appropriate advice to offer prospective carers regarding home adaptations, which will be made available in due course and prior to placements beginning that require adaptations.</p> <p>Training for short breaks carers includes standardised foster carer training and specific health and disability related training along with first aid, safeguarding and preparation to</p>

				foster training. The standard preparation training for all foster carers is in place, but the outstanding training issue has been around securing the health & clinical procedure competency training from Wye Valley Trust. Health training has been agreed and the capacity is now in place within WVT to provide this. Dates are being finalised.
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3. Recommissioning short breaks provision for Herefordshire

Action	Owner	By When	Target/Success Criteria	Progress
Continue to work with a range of potential short breaks providers to widen the offer in Herefordshire	Commissioning lead, children & families	March 2017	Families are able to have their needs met by a range of short breaks providers	Commissioners have identified additional opportunities for overnight short breaks that are now being taken up by families with Martha Trust in Herefordshire. Commissioners have also engaged with other providers that might wish to enter into the local short breaks market and participate in the forthcoming recommissioning exercise. Aspire, which already provides services for adults with disabilities' in Herefordshire, is one such organisation and has begun dialogue with families about what a new overnight short breaks service for disabled children could look like. Planning is at an early stage, but a new service could be available in 2017.
Recommission a range of short breaks by March 2017	Commissioning lead, children & families	March 2017	A range of short breaks are in place from March 2017 and are highly valued by families	The project to ensure that sufficient overnight short breaks were in place for this year has come to an end. Any issues regarding provision at 1 Ledbury Rd will be dealt with via contract monitoring work. A new project to recommission the wider short breaks programme for 2017 is now established. A project plan is established to consider: <ul style="list-style-type: none"> ▪ Preferred commissioning cycle period beyond 2017, e.g. commissioning for a 3 or 5 year period ▪ Expected needs and available resources for the commissioning period across partners ▪ Learning from best practice approaches to short breaks in similar areas ▪ Fitting a procurement and contracting model with a move towards greater choice and control through direct payments and personal budgets ▪ Ongoing engagement with families on all of the above to design and implement a future short breaks offer in Herefordshire
Consultation takes place with parents and carers and children on the recommissioning of short breaks provision.	Commissioning lead, children & families	2016-2017	Parents, carers and children are able to provide their views	In May, the Council attempted to contact 100 families that have access short breaks services by telephone to ask them about their experiences, needs and preferences. The telephone approach has been successful in making direct contact with 55 families, which is a higher response rate than would have been expected from a written survey. The telephone survey closed at the end of May and the results are currently being analysed.

				<p>These voices of families will go on to inform further consultation, service design and procurement activities during the year. The Council is also proactively engaging the Herefordshire Parent Carers Forum and has offered to meet with other local support groups of they feel it would be useful.</p>
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