

COMMISSIONER NEWSAM'S MEETING

Venue: Commissioner Newsam's Office, Riverside House **Date:** Tuesday, 12th January, 2016
Time: 10.00 a.m.

A G E N D A

1. Whilst the requirements of the Local Government Act 1972 do not apply to this meeting it is still proposed to determine if the following matters are to be considered under the categories suggested in accordance with that Act.

Open Items:-

2. Minutes of the meeting held on 7th December, 2015 (Pages 1 - 5)
3. Disability Short Breaks Commissioning Intentions (Pages 6 - 66)
4. Proposed Closure of St. Edmund's Children's Home (Pages 67 - 154)

Confidential Items:-

5. Confidential Minutes of the virtual meeting held on 4th December, 2015 (Page 155)
6. Request for Exemption to Standing Orders for the Liquid Logic Project (Pages 156 - 162)

COMMISSIONER NEWSAM'S MEETING
Monday, 7th December, 2015

Present:- Councillor Watson (in the Chair) along with Commissioner Newsam.

Also in attendance were:-

Jane Parfremment, Assistant Director, Safeguarding Children and Families
Nicole Chavaudra, Joint Assistant Director Commissioner, Performance and Quality
Clare Burton, Operational Commissioner,

31. MINUTES OF THE OPEN PART OF THE MEETING HELD ON 18TH NOVEMBER, 2015

The minutes of the previous meeting held on 18th November, 2015 were approved as a correct record.

32. CONSULTATION ON THE PROPOSED CLOSURE OF ST. EDMUND'S CHILDREN'S HOME

Consideration was given to a report presented by Jane Parfremment, Assistant Director of Safeguarding Children and Families, which detailed the options and proposed recommended action for St. Edmund's Children's Home following a period of additional support and management intervention.

Background information was provided on the current position and the key issues facing St. Edmund's Children's Home, the interim arrangements and on the action plan that had been put in place, details about the residential cohort and how it was felt that their current needs were not being met.

An outline was provided on the options and proposed recommended action (which was set out in detail as part of the report) recommending that a formal period of consultation take place with stakeholders. This would gather views and preferences on the proposal and its implementation and give some understanding whether or not there were any possible unintended consequences.

Advocates had been provided for the young people in St. Edmund's Children's Home, one meeting had already taken place and a review called.

Commissioner Newsam expressed some concern about the current position and explored the circumstances that led to the findings and recommended action following the intervention and strengthening of management arrangements. He also sought clarification on the results of investigations and the effectiveness of the action plan monitoring put in place.

Jane Parfremment, Assistant Director of Safeguarding Children and Families, provided in-depth information on the key issues facing St. Edmund's, which despite the significant investment and capacity the issues remained deep seated and ingrained.

It was noted that the Interim Head of Service for residential homes had also given priority to St. Edmund's and put in place an intense period of management intervention. Further issues of concern were also identified during the visit by the Strategic Director, which were immediately fed back and responded to.

Commissioner Newsam referred to the independent evaluation and asked what progress had been made and the proposed plans for the young people moving forward and was advised the Regulation 44 Officer had visited the home independently and given an independent review, which had been inconclusive and would be followed up accordingly.

In terms of the young people who were currently at St. Edmund's alternative placement plans were being considered, in consultation with the young people's own wishes and feelings, should the decision to close be finalised.

Commissioner Newsam explored further what equality impact assessment work had been carried out with the young people and the actions undertaken to mitigate the risk of closure and was informed that full equality impact assessments for the young people would be completed, should the decision to close be approved.

Councillor Watson asked what the plans were for the building should the decision to close move forward and was advised that the building would be used as a substitute whilst refurbishment works were undertaken at Wood View. No other alternative for the building had yet been considered.

It was, therefore, agreed that a period of consultation be commenced by officers throughout December, 2015 and early January, 2016 on the proposal for a planned closure and a further report on the outcome be submitted to Commissioner Newsam's decision making meeting in the new year.

Minded to Grant Decision:- (1) That the specific management actions that have been taken to improve St. Edmund's Children's Home identified in the body of the report be noted.

(2) That it be noted that despite management action and some evidence of improvement to secure the immediate safeguarding needs of the young people who live there St. Edmund's Children's Home has only provided limited assurance in relation to longer term sustainable improvement.

(3) That it be noted that although St. Edmund's Children's Home has the physical capacity for up to six placements the Council is unable to move more young people into the home because of its inability to meet the needs of young people with more complex issues. This issue has meant that we have had to move young people out of the borough.

(4) That despite robust management actions being taken and the low occupancy of the home, both outlined in the report, it was recommended that consultation be progressed in relation to the planned closure because the home has demonstrated an inability to consistently do the following:-

- Meet leadership and management standards at the required level.
- Follow management instructions.
- Record in line with regulatory standards.
- Apply judgement and respond to the changing needs of the young people.
- Be sufficiently attuned to the emotional needs of the young people.
- Meet the complex needs of young people requiring residential care.

(5) That the commencement of a period of consultation by officers throughout December, 2015 and early January, 2016 on the proposal to close St. Edmund's Children's Home no later than 31st January, 2016 be approved.

(6) That a further report detailing the outcome of the consultation be submitted for Commissioners' decision in January 2016.

33. COMMISSIONING OF LONG TERM POST CSE SUPPORT - SERVICE SPECIFICATION

Consideration was given to a report presented by Nicole Chavaudra, Joint Assistant Director Commissioner, Performance and Quality, and Clare Burton, Operational Commissioner, which set out details of the Service Specification for the long term post CSE support services for victims, survivors and their families in Rotherham to be commissioned from the 1st April, 2016 for three years, with an option to extend for a further two years.

There are two main service areas to be commissioned which provide a range of services to meet the levels of needs identified and also to offer a choice to individuals, which included:-

- practical, emotional support and advocacy and
- evidence based therapeutic interventions.

The demand for post CSE support services from 1st April 2016 had been estimated based on a CSE needs analysis undertaken by Public Health and the number of victims, survivors and family members that were currently receiving services which were originally commissioned in

October 2014 following the Jay report.

The current Children and Young Peoples' Services budget for commissioning CSE Support Services was £200,000 per annum, however to meet the needs of victims, survivors and their families more had to be spent, with a projected total spend of £408,114 for 2015/2016. This represented a significant investment in the development and commissioning of CSE support services by RMBC and the Rotherham Clinical Commissioning Group (RCCG), which had resulted in a very different support offer for victims and survivors to that offered following the Jay and Casey reports in 2014. As such, a comprehensive range of services now existed.

To continue to provide choice, and in recognition that victims and survivors of CSE would continue to come forward for support, post CSE support services still needed to be commissioned for the longer term. These post CSE support services would continue to complement the range of services for CSE victims and survivors that were being provided in Rotherham.

A transition plan for victims and survivors currently accessing services through organisations that may not be re-commissioned was being developed in line with the arrangements described in the report. Additional capacity had been factored into the first year of the long term post CSE contract to enable victims and survivors currently receiving support to continue to receive support.

It was proposed that the existing CSE Helpline for Rotherham was also de-commissioned from the 31st March, 2016 given the low number of calls received as it did not represent value for money. The expectation would be that the long term post CSE support services would provide an 'on call' facility during the evening to enable victims, survivors and their family members to make contact outside of office hours.

Further details of the service specification for post CSE support was outlined and reference made to the outcomes and performance management arrangements.

It was also pointed out that Early Help had also been using the information to consult with young people on the receipt of support and this was being explored further with the meeting with providers.

The needs analysis developed by Public Health and been used to calculate the number of victims, survivors and parents requiring support through the commissioned services over the next three years, It was recognised that there would be some new victims, but had been factored in and calculated for each year.

Commissioner Newsam sought clarification on the methodology and how actual figures had been calculated based on actuals and projections and

tied into the CSE needs analysis and suggested that greater clarity be made to the report to make this clear to the reader.

Whilst it was noted the costs to deliver post CSE support was estimated the budget provision was available and careful monitoring of service provision by the Commissioning Team was required to avoid any risk of provision being provided longer than required. To this end 20% of the funding would be held and would be released when outcomes and numbers had been achieved.

It was not possible at this stage to give clear assurances as to whether the availability of provision would result in increased numbers asking for support. Rotherham had remodelled its provision based on demand and was ahead of others experiencing the same problems.

The Clinical Commissioning Group had also been involved in commissioning services, including psychological support, which would be contracted across the organisation to provide advice and share information alongside supporting individual young people.

The Clinic Commissioning Group had also been involved in the development of the service specification. However, it was noted that victims or survivors did not appear to be presenting for support through the primary care system or through G.P.'s or choosing to use the helpline.

Minded to Grant Decision:- (1) That the demand for post CSE support services be noted.

(2) That the Post CSE Support Service Specification be approved, subject to more detailed clear methodology being incorporated into the report.

(3) That a three year contract (with an option to extend for a further two years) being commissioned to provide post CSE Support Services at a total value of £599,600.

(4) That the de-commissioning of the CSE Helpline be approved as this was not value for money.

34. MINUTES OF THE CONFIDENTIAL PART OF THE MEETING HELD ON 18TH NOVEMBER, 2015

The confidential minutes of the previous meeting held on 18th November, 2015 were considered.

The minutes were approved as an accurate record of the meeting.

Summary Sheet

Council Report – Commissioner Newsam’s Decision Making Meeting – Tuesday 12th January 2016

Title- Disability Short Breaks Commissioning Intentions

Is this a Key Decision and has it been included on the Forward Plan?

Yes

Strategic Director Approving Submission of the Report

Ian Thomas, Strategic Director, Children and Young People’s Service

Report Author(s)

Nicole Chavaudra, Joint Assistant Director - Commissioning, Performance and Quality

Ward(s) Affected

Short Breaks are delivered borough wide

Executive Summary

There is a statutory duty for all Local Authorities to publish a Short Breaks Statement. The Short Breaks Statements must be reviewed annually and include information for services, practitioners, parents, carers and young people in their area and include:

- Details of the range of short breaks services provided;
- How to access the criteria against which eligibility to services will be assessed;
- How the range of services is designed to meet the needs of children, young people and carers.

This reports sets out background information on the development of a Needs Analysis to inform the 2015-16 Short Breaks Service Statement and the proposed

approach to the commissioning of Short Breaks provision post 31 March 2016, when current contracts cease.

Recommendations

- That Commissioner Newsam approves the proposed approach to Disability Short Breaks Commissioning post 31 March 2016.

List of Appendices Included

- Short Breaks Needs Analysis 2015-16 (Appendix 1)
- Short Breaks Statement 2015-16 (Appendix 2)
- Future Commissioning Options (Appendix 3)

Background Papers

- SEND Joint Commissioning Strategy

Consideration by any other Council Committee, Scrutiny or Advisory Panel

The report was endorsed by CYPS Directorate Leadership Team on 9th November 2015 and was published on the December 2015 Forward Plan.

Council Approval Required

Yes

Exempt from the Press and Public

No

DISABILITY SHORT BREAKS STATEMENT AND COMMISSIONING INTENTIONS

1 Recommendations

- 1.2 That Commissioner Newsam approves the proposed approach to Disability Short Breaks Commissioning post 31 March 2016.

2 Background

2.1 Short Breaks Needs Analysis 2015-16

An analysis of Short Breaks need has been undertaken. The Needs Analysis incorporates demographic information of service users and potential service users, met and unmet need, and makes recommendations on how to take the service forward.

Met need details what is currently available in Rotherham and how this addresses the needs of service users, including how the Council has acted on previous consultation.

Unmet need looks at stakeholder views of the current service and how the service could be improved. This information is based on consultation with:

- Children and Young People
- Parents and Carers
- Service Providers
- Universal Services

The Needs Analysis resulted in a number of recommendations which have been included in the Short Breaks Statement. The Needs Analysis is attached at Appendix 1.

2.2 Short Breaks Statement 2015-16

The Short Breaks Duty requires that the Council reviews the Short Breaks Statement and publishes an update on an annual basis.

The Statement has been updated by building on the Needs Analysis and working with partners and stakeholders to gather their views. A self-evaluation of the 2014-15 Statement was also undertaken by several officers involved in the Short Breaks programme. .

The refreshed draft Short Breaks Statement 2015-16 is attached at Appendix 2 and sets out current provision and recommendations which will be investigated and implemented, where applicable, during the year.

The statement has been made available electronically on the Council's webpage: www.rotherham.gov.uk/shortbreaks and on the SEND Local Offer website: www.rotherhamsendlocaloffer.org. Parents and carers of children on the voluntary disabilities register will be sent a copy of the

statement via the post and an electronic version will also be sent to mainstream and special schools across the Borough.

2.3 Commissioning Activity

Short Breaks provision was re-procured from 1 April 2014 for a period of two years and comprises of the YMCA 'Yours Project' Weekday Evening Project, the YMCA 'Yours Project' Weekend Project and the RMBC Autism Communication Team 'Chat n Chill' Project.

The current commissioning arrangements for Short Breaks provision has resulted in a range of activities that are of high quality and show a high level of satisfaction from young people and parents/carers. There is also a high level of uptake of the Short Breaks provision that has been procured.

The providers will, as in previous years, work alongside officers to implement the recommendations outlined in the Short Breaks Statement.

The current contracts for Short Breaks provision end on 31 March 2016. As such it is necessary to consider the options for future provision and agree the way in which we commission, so as to ensure that we have a robust menu of Short Breaks provision in place for 1 April 2016 to meet our Short Breaks Duty and the Children and Families Act requirements.

3 Key Issues

- 3.1 Current Short Breaks arrangements are procured on a block contracting basis, which does not allow provision to be responsive to personalisation or personal budgets. The offer of personal budgets to families is a requirement of the Children and Families Act.
- 3.2 The block contracting arrangement discourages the local market place developing in a way that is flexible and meets individual needs.
- 3.3 There are also capacity issues and pressures in relation to current provision i.e. there is limited provision for children aged 5-11 years and limited provision over the summer period.

4 Options Considered and Recommended Proposal

- 4.1 There have been three future options for commissioning Short Breaks that have been developed and considered:
 - 1. to re-procure on a block contract basis;
 - 2. to develop an approved provider framework with full personal budgets, or;
 - 3. to re-procure Short Breaks provision with a reduced budget and retain some budget to undertake a personal budget pilot project.These options are outlined at Appendix 3.

- 4.2 The three options were consulted upon at a meeting with Short Breaks providers and also at a meeting with parents and carers from the Rotherham Parents' Forum and the National Autistic Society Rotherham. The favoured option across all of those consulted was option 3, which is the recommended action.
- 4.3 The recommended option is to undertake a competitive tendering exercise in late January 2016, with a view to having providers in place from 1 April 2016 with flexible contracts that reflect the introduction of personal budgets and allow providers to income generate.
- 4.4. In addition, with the remaining budget, there would be a personal budget pilot with a representative sample of between 20 and 40 families, with a Resource Allocation System (RAS) in place that would determine the level of personal budget. These families would be able to either purchase from the procured Short Breaks provision or from a provider of their choosing. The pilot would be subject to ongoing evaluation within 2016/17 and if successful would be further rolled out in 2017/18 and 2018/19. If not all the budget for the pilot was used it would be returned as a contribution to savings at the end of the financial year.

The contracts with Short Breaks providers would be for a three year period from 1 April 2016 to 31 March 2019. The current budget for commissioned Short Break activity is £347,250 and we propose that the budget be £295,162 (a 15% reduction on the current level) in 2016/17 and then further 15% reductions in 2017/18 and 2018/19. There would be flexibilities built into the contracts to allow these allocations to reduce further if the take-up of personal budgets exceeds expectations.

It is important to point out that although the funding for directly commissioning Short Breaks activity will reduce year on year, the current budget level of £347,250 would have to remain for at least 2016/17, as these monies would be required to fund the personal budget element of Short Breaks.

Alongside the Short Breaks pilot and new commissioning approach, it is crucial that we develop the local Short Breaks market, so as to ensure that there is a range of alternative provisions that families could purchase with their personal budgets. There will therefore be work undertaken by Commissioners and Disability Leads to develop the market in partnership with the local Voluntary and Community Sector.

5 Consultation

- 5.1 There has been extensive consultation with young people, parents/carers and key stakeholders in the development of the Short Breaks Needs Analysis, particularly around their views on current provision and what they would like to see going forward. This consultation formed the basis of the recommendations outlined within the document.
- 5.2 The Short Breaks Statement is based upon the key recommendations

that came out of the Needs Analysis and the draft Statement has been consulted upon with parents/carers and key stakeholders.

- 5.3 The future commissioning options were consulted upon with current providers and separately with parents/carers, and their preferred options were taken into account when formulating the recommendation going forward.

6 Timetable and Accountability for Implementing this Decision

- 6.1 The recommendation outlined in section one of this report requires approval by Commissioner Newsam's Decision Making meeting on 12 January 2016.

7 Financial and Procurement Implications

- 7.1 The contracts with Short Breaks providers would be for a three year period from 1 April 2016 to 31 March 2019. The current budget for commissioned Short Break activity is £347,250 and we propose that the budget be £295,162 (a 15% reduction on the current level) in 2016/17 and then further 15% reductions in 2017/18 and 2018/19 to £250,888 and £213,255 respectively. There would be flexibilities built into the contracts to allow these allocations to reduce further if the take-up of personal budgets exceeds expectations.

It is important to point out that although the funding for directly commissioning Short Breaks activity will reduce year on year, the current budget level of £347,250 would have to remain for at least 2016/17, as these monies would be required to fund the personal budget element of Short Breaks.

8 Legal Implications

- 8.1 The draft contract and associated tender documentation will be shared with Legal Services prior to a tendering exercise being undertaken.

9 Human Resources Implications

- 9.1 Consideration will need to be given to the staffing resource which will need to be allocated to support the transition and maintenance of a Personalised Budget approach. There are currently in the region of 500 families accessing Short Breaks, not all will be eligible for a personalised Budget once the assessment tool is initiated. However those that meet the criteria will require an assessment and regular review.

10 Implications for Children and Young People and Vulnerable Adults

- 10.1 The recommendations outlined in this report will have a positive impact for children and young people and their families, as the Short Breaks Statement promotes the Short Breaks provision that is available in Rotherham and is also the vehicle for taking the service improvements that children and young people and their families have requested.

- 10.2 The recommended commissioning approach will have a positive impact for children and young people and their families, through introducing personal budgets and personalised Short Breaks.

11 Equalities and Human Rights Implications

- 11.1 There are no negative impacts identified as a consequence of taking forward the recommendations identified within this report. The recommendations will bring about a positive contribution to promoting equality, as Short Breaks provide a range of respite opportunities for disabled young people and their parents/carers.

12 Implications for Partners and Other Directorates

- 12.1 There are no identified negative implications for partners and other directorates. The recommendations will have a positive impact on promoting relations with the voluntary and community sector.

13 Risk and Mitigation

- 13.1 Failure to publish a short breaks statement would be a breach of the council's legal requirement.
- 13.2 The Short Breaks market is currently under-developed and there will, in all likelihood, be limited Short Break activities for families to purchase other than the commissioned activity. To mitigate this risk, there will be work undertaken in 2015-16 and beyond to develop the local market.
- 13.3 The introduction of personal budgets may cause financial pressure on the Short Breaks budget, as it's unclear as to what the RAS scores would be and therefore there may be more higher level packages than anticipated. The process would also be challengeable. To mitigate this risk, a robust RAS will be developed and there will be ongoing evaluation built into the pilot project.

14 Accountable Officer (s)

- 14.1 Nicole Chavaudra, Joint Assistant Director - Commissioning, Performance and Quality.

Approvals Obtained from:-

Strategic Director of Finance and Corporate Services:- Joanne Robertson

Director of Legal Services:- Neil Concannon

Head of Human Resources: Paul Fitzpatrick

NEEDS ASSESSMENT 2015-16

EXTENDING AND IMPROVING DISABILITY SHORT BREAKS SERVICES



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1. INTRODUCTION

The purpose of this document is to review provision for the financial year 2014-15 and provide an evidence base for provision of services for the financial year 2016-17.

To ensure that Rotherham has a Short Break Services Statement that is fit for purpose, there is a need to produce a needs analysis document which will inform the development of the refreshed Statement and the future commissioning of the short breaks programme. The Short Breaks Statement will be published on the Council's website by October 2015.

2. BOROUGH-WIDE INFORMATION

Information on the population of the borough of Rotherham, including gender and age profiles are available as part of the Joint Strategic Needs Assessment located <http://www.rotherham.gov.uk/jsna/> and have been used to inform this work.

2.1 Children's Disability Register

Although there is a statutory requirement under the Children's Act 1989 for local authorities to maintain a register of disabled children, because registration is voluntary it is not a good source of data on the actual prevalence and characteristics of disabled children. At 20th July 2015 there were 813 children registered.

The registration form for the Children's Disability Register continues to be heavily promoted to parents and carers by the Disability Team and also through Aiming High Service Providers. Whilst the register is voluntary, parents and carers are encouraged to join in order to receive regular Aiming High updates.

Figure 2.1 below shows a breakdown of registered children by age. As might be expected few children under the age of 4 are identified as having a disability.

Figure 2.1

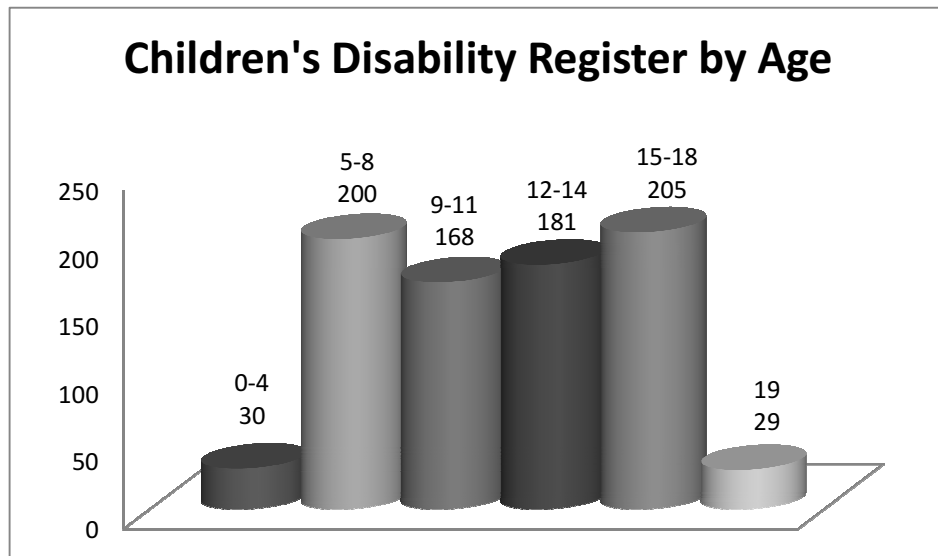


Figure 2.2 shows a breakdown by gender. The gender split shows a much higher number of boys (507) than girls (174) being registered.

Breakdown by single/multiple diagnosis/need is shown at Figure 2.2. with the breakdown of single impairments detailed at Figure 2.4.

Figure 2.2

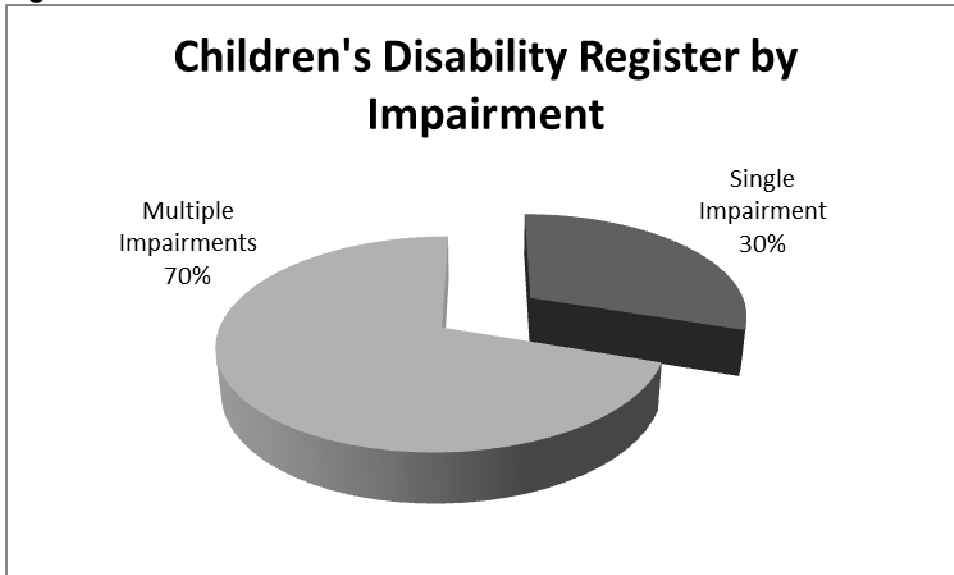
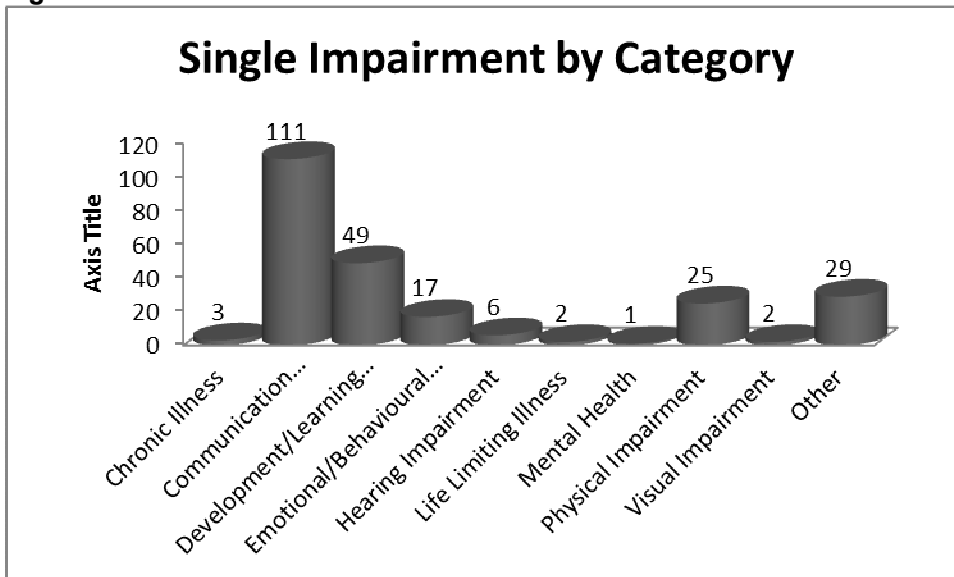


Figure 2.3



2.2 2011 Census Data

The 2011 Census data shows a total of 2,376 children aged 0-15 years with long term illnesses or disabilities which limit their day to day activities. The Census also shows 1,077 children with disabilities which limit their activities a lot. Of these only 30.5% and 67.4% respectively had registered on the Children's Disability Register. It should be noted, however, that 87 registrations on the Register do not include accurate address information.

Figure 2.4 sets out the information from the 2011 Census, showing where in the borough disabled children live based on Area Assembly. Figure 2.5 shows which areas are included in which Area Assembly. From the map at figure 2.6 this can be seen to be well spread across the borough, with areas of higher numbers correlating with areas of higher density populations.

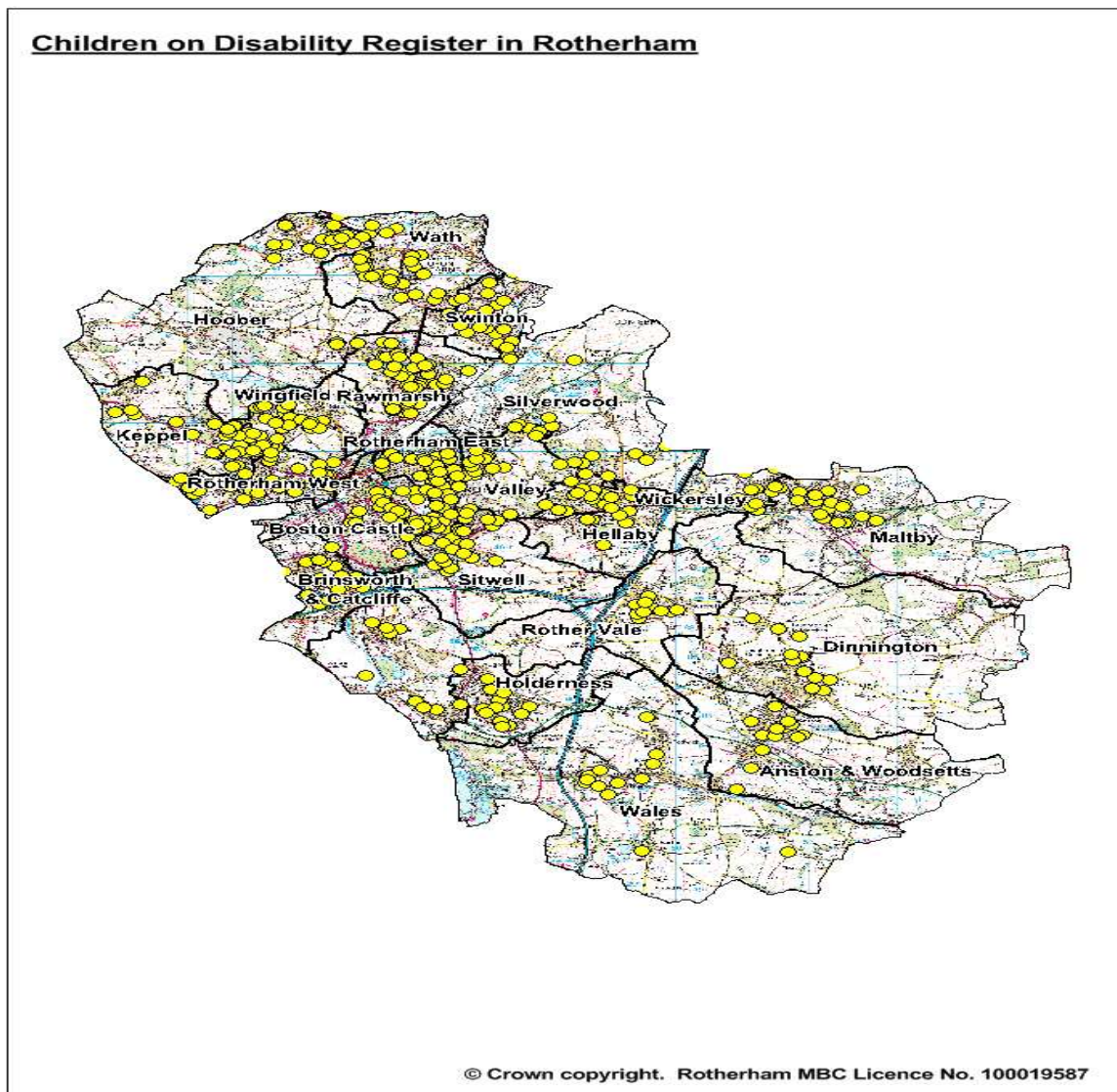
Figure 2.4

Area Assembly	No. of Children on Disability Register	No of Children from Census with Activities Limited	% of Children Registered	No of Children from Census with Activities limited a lot	% of Children Registered
Rother Valley South	57	285	20	131	43
Rother Valley West	93	316	29	141	65
Rotherham North	112	357	31	161	69
Rotherham South	131	376	34	175	74
Wentworth North	101	321	31	148	68
Wentworth South	148	382	38	181	81
Wentworth Valley	84	339	24	140	60
Total	726	2376	30.5	1077	67.4

Figure 2.5

Rother Valley South	Anston & Woodsetts Dinnington Wales	Rother Valley West	Brinsworth & Catcliffe Holderness Rother Vale
Rotherham North	Keppel Rotherham West Wingfield	Rotherham South	Boston Castle Rotherham East Sitwell
Wentworth North	Hoober Swinton Wath	Wentworth South	Rawmarsh Silverwood Valley
Wentworth Valley	Hellaby Maltby Wickersley		

Figure 2.6



2.3 Special Educational Needs

In contrast to the number of children registered as disabled, there are 7,697 children in schools who are identified as being in some form of need for additional help to learn (Special Educational Needs or SEN). Special Educational Needs in schools has the following designations:

- **School Action** - a teacher or SEN Coordinator (SENCO) decides to provide something additional to or different to help children learn.
- **School Action Plus** - where the school consults specialists and requests help from external services.
- **Statement** - a child requires support beyond that which the school can provide and the local authority arranges appropriate provision.
- **EHCP** – education health and care plans (replacing statements)

- **SEN Support** – support to replace the categories of school action and school action plus

Figure 2.7 shows the number of pupils by type of school and SEN designation. The number of SEN pupils fell from 9,054 in January 2013 and again to 8,578 by January 2014 and now stands at 7,697 as shown by Figure 2.8.

Figure 2.7

	No Needs	School Action	School Action +	State-ment	EHCP	SEN Support	Total Pupils
Nursery	243		5			22	270
Primary	17,667	1,328	1,185	158	16	502	20,856
Academy Primary	2,833	287	216	13	5	61	3415
Secondary	5,560	345	254	64	41	527	6791
Academy Secondary	9,694	666	422	145	9	770	11,706
Pupil Referral Unit	3	5	75	22			105
Special			1	553			554
Total	36,000	2,631	2,158	955	71	1,882	43,697

Figure 2.8

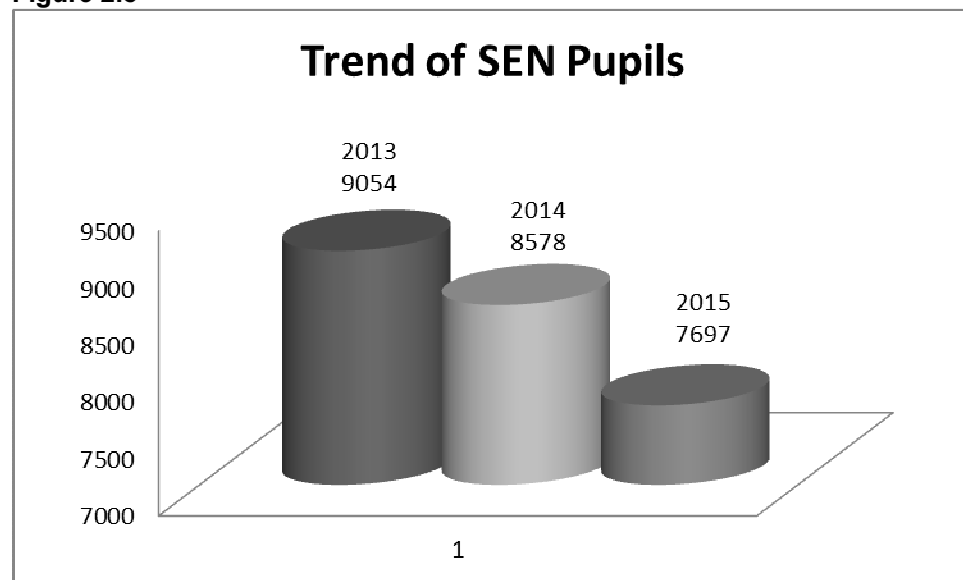


Figure 2.8 shows a downward trend in numbers of SEN pupils. This is due to changes as a result of Ofsted recommendations to ensure that children who were struggling as a consequence of challenging behaviour in the classroom were not identified as special needs.

Children and Families Act 2014

Rotherham is committed to working collaboratively to support children and young people with Special Educational Needs and Disabilities (SEND) and their families and in developing and implementing services that are in line with the requirements of the Children's and Families Act 2014. We will ensure that resources are maximised across our services to improve outcomes for children and young people (0-25 years of age) with SEND and their families.

The main changes for SEND as part of the Children and Families Act 2014 are:

- Statements of Special Educational Needs are to be replaced with joined-up, holistic Education, Health and Care (EHC) plans from 1st September 2014
- EHC plans will come with the option of a Personal Budget
- School Action and School Action Plus are to be replaced by SEN Support
- All Local Authorities must publish in one place a 'Local Offer' – detailing what services, provision and support is expected to be available across the authority for children and young people with SEND and their families from September 2014

The Children and Families Act 2014 represents some of the biggest changes in 30 years to SEND provision and we are driving forward this work through the SEND Joint Commissioning Strategy that has been developed between Rotherham MBC and Rotherham CCG. In the context of SEND, this consists of two types of commissioning:

1. Individual commissioning for a young person which takes the form of an EHC Plan.
2. Joint commissioning in terms of the Rotherham SEND population, which is the process for deciding how to use the total resources available for families in order to improve their outcomes in the most efficient, effective and sustainable way.

3. MET NEED - CURRENT UNIVERSAL AND NON-SPECIALIST /SPECIALIST SHORT BREAKS PROVISION

3.1 Full Service Offer for the Provision of Short Breaks

In Rotherham we continue to follow the principle of having the Full Service Offer for the provision of Short Breaks, which under Aiming High for Disabled Children requires that there should be a full range of provision covering specific areas. In this section we aim to give an overview of Rotherham services which are currently available, categorised under the heading of the Full Service Offer <http://rotherhamsendlocaloffer.org/>

Aiming High for Disabled Children emphasizes the importance of *respite activities and respite care* (known as short breaks) as essential tools to maintain and support families, ultimately enabling parents to care and children to stay at home.

Provision of short breaks should be available at the times when families and young people need breaks, including evenings, weekends and holiday provision, and should be capable of responding to urgent care requirements.

A wide range of short breaks tailored to families' needs are available and include:

- Overnight breaks with care available in both the child's own home and elsewhere;
- Breaks during the day, with care available in the child's own home and elsewhere;
- Breaks in universal settings, delivered through the support of a befriending, sitting or sessional service.

The Full Service Offer provides short breaks services to children who have varying levels of needs:

Group A - Children and young people with Autistic Spectrum Disorder (who have severe learning disabilities or behaviour which is challenging) **or** those children and young people whose challenging behaviour is associated with other impairments such as severe learning disabilities.

Group B - Children and young people with complex health needs including those with disability and life limiting conditions, **and/or** those who require palliative care **and/or** those with associated impairments such as cognitive or sensory impairments **and/or** have moving/handling needs **and/or** require special equipment/adaptations.

Group C - Children and Young People whose condition and care requirements are described as moderate.

In addition to ensuring we have a range of service provision to meet the Full Service Offer, the Local Authority has to outline universal services that are available and to demonstrate how we are working towards ensuring that these become increasingly inclusive.

3.2 What is available in Rotherham

3.2.1 Universal Services

Disabled children and families have access to a wide range of universal activities recreational spaces, clubs, sports and leisure services across the Borough. Universal services are services which are available for everyone.

The Council's Early Years Team provides support to all Ofsted registered childcare providers providing care for children with SEND. Support includes:

- Providing additional funding to enable providers to enhance staffing levels; from April 2014 to September 2015 146 children accessed the inclusion grant.
- Coordinate individualised planning for all staff working within the setting
- Arrange early transition packages

Early Years also provide an Inclusion Outreach Service to support staff within settings to implement strategies and interventions to support individual children.

Universal service providers include, but are not limited to:

Childcare

46 Pre-school Playgroups

34 Day Nurseries

10 Children's Centres – with childcare

21 Out of School Clubs

13 Holiday Schemes

38 Breakfast Clubs

Further information is available at www.rotherhamfis.co.uk

Integrated Youth Support Service

10 Youth Centers plus 3 delivered in partnership

Details are available at <https://www.youthi.org.uk/youthi/homepage/58/centres>

Leisure Centers

4 Leisure Centers

Additional work is also being undertaken to improve disability provision for young people aged 14+ through support for local sports clubs and organizations in order to develop teams, sessions and competition for young people.

Parks and Green Spaces

425 Accessible Green Spaces including:

- Woodland
- Urban Parks
- Country Side
- Smaller Green Spaces

Work is currently ongoing to develop a funding bid to provide accessible playground equipment in Greenlands Park, Anston. It is hoped that if this approach is successful further accessible playgrounds will be developed in Clifton Park and Rosehill Victoria Park.

In addition there are various community groups such as Brownies and Girl Guides, Cubs and Scouts, sporting groups and clubs across the borough. Universal services such as a theatre, bowling alleys and play centers/soft play areas are also available in Rotherham. Events such as SEND In It Together, Armed Forces Day, annual Christmas and Easter activities, Rotherham Show and Rotherham Christmas Lights Switch On are also held throughout the year. To see Rotherham Metropolitan Borough Councils events calendar visit: www.rotherham.gov.uk/homepage/70/events

Universal services have a duty under the Disability Discrimination Act 1995 (2001), subsumed within the Equalities Act 2010, to make reasonable adjustments and not to treat a disabled person less favourably than any other individual.

3.2.2 Commissioned Short Breaks Services

For the period 1 April 2014 to 31 March 2015, Rotherham Council commissioned services from the public, voluntary and independent sectors to deliver short breaks. Commissioned short breaks services are open referral, so that parents are able to contact Service Providers directly. Rotherham developed an Aiming High for Disabled Children Short Break Process and Eligibility Criteria for this purpose; this can be found at [http://www.rotherhamsendlocaloffer.org/Resources/Councils/RotherhamOffers/short-breaks/Short Breaks Process and Eligibility Criteria-2.pdf](http://www.rotherhamsendlocaloffer.org/Resources/Councils/RotherhamOffers/short-breaks/Short%20Breaks%20Process%20and%20Eligibility%20Criteria-2.pdf)

Service Providers prioritise children and young people in categories A and B, but do not exclude those who fall within category C.

Commissioned services from April 2014 to March 2016 are detailed below.

Yours Project Activities for children and young people aged 0-19 years, transport can be provided at an additional cost. The project is delivered by a range of providers to offer a variety of activities.

Contact: 01709 830154

Day of the week	Activity Provider	Venue	Time	Age Range	Frequency
Monday	Activate – After school club	High Street Centre, Rawmarsh	5 – 6.30pm 6.30 – 8pm or 5pm – 8pm	8yrs plus	Term time only
	Open Minds Theatre Company – Creative Arts, Music, Dance and Drama	Unity Centre, St Ann's	4.30pm – 7.30pm	8yrs plus	Term time only
Tuesday	YMCA White Rose – Youth Club	St Barnabas Centre, Broom	5pm – 8pm	14yrs – 19yrs	Term time only
	Ulley Activity Centre – Outdoor adventure and water sports	Ulley	4pm – 6pm	8yrs plus	April – October
Wednesday	YMCA White Rose – After school club	St Barnabas Centre, Broom	3.30pm – 6.30pm	9yrs – 13yrs	Term time only
	Rotherham United Community Sports Trust – Rolling programme of sports	St Anne's Leisure Complex	4pm – 6pm	8yrs plus	Term time only
Thursday	YMCA White Rose – After school club	St Barnabas Centre, Broom	4pm – 6pm	Under 8yrs	Term time only
	Swinton Lock Activity Centre – Canal based environmental activities, boating on the canal	Swinton Lock, Dunn Street, Swinton	4pm – 7pm	8yrs plus	May – November 2015 and January to March 2016
Friday	Rotherham United Community Sports Trust – Fit 4 Football	Clifton Community School, Cranworth Road	4pm – 6pm	8yrs plus	Term time only
Saturday	YMCA White Rose – After school club	St Barnabas Centre, Broom	10.30am – 1.30pm	All ages (rotation)	All year

Chat & Chill

Term-time youth clubs for young people aged 13-25 years.

Tuesdays 18:30 – 20:30 at Chislett Youth & Community Centre.

Thursdays 18:30 – 20:30 at Maltby Linx Youth Centre

Contact: Autism Communication Team
01709 336413

Whilst no longer directly commissioned, work continues in partnership to deliver the following activities.

Active Rotherham Inclusive sports opportunities for disabled people to start, stay and succeed in sport. A range of provision targeting different ages and abilities and designed to meet the needs of the individual is provided, working closely with local leisure services and community based sports clubs to provide a high level of sports coaching whether at recreational or competition level.

Contact: 01709 363355
Leon.wormley@rotherham.gov.uk

Black Minority Ethnic Youth Group Youth club environment for young BME people aged 13 years upwards held at The Place Young People Centre.

Contact: 0797774032 or showkat_ali@outlook.com

Children's Disability Family Support Service provide workshops for parents/carers relating to a common theme such as promoting positive behaviour, positive parenting and exploring sleep strategies. These workshops are usually delivered through a six week programme.

Contact: 01709 555967

Habershon House Summer holiday break for 2 or 3 nights for the whole family, aged 13 years upwards, at a residential property in Filey

Contact: 01709 255266

Hilltop / Kelford Schools Summer Holiday Clubs 10:00 – 15:00 for children and young people aged 2-18 years.

Contact: 01709 813386
01709 512088

Kimberworth Place Short Breaks Facility has areas specifically equipped for children with disabilities including fully accessible toilet facilities. These facilities are used by the **Rotherham Branch of the National Autistic Society** who run family drop in sessions.

Contact: 07554 439427
rotherham@nas.org.uk

Rotherham Parent Forum Limited Sessions for parents, children and young people to attend on Monday evenings at Kimberworth Place where they can access areas which are specifically furnished for children with disabilities including fully accessible toilet facilities.

Contact: 01709 296262
<http://www.rpcf.co.uk/public/rotherham336.html.nc>
facebook page: Rotherham Parents Forum Limited

Youth Service/Elephants in Step Club A youth club environment which usually consists of a 'theme night' such as Bond, Harry Potter and Doctor Who for young people aged 13 years upwards, provided at Dalton Youth Centre.

Contact: 01709 822189

3.2.3 Specialist Short Breaks Providers

Specialist short breaks are accessed following referral to and assessment by Social Care. The assessment is then considered by a multiagency Short Breaks Panel. The panel is able to allocate short breaks (subject to availability and risk assessment of and by the Service Provider) from the following menu of services.

Orchard Children's Centre consists of 3 elements:

Liberty House provides a warm, homely and safe environment for young people between the ages of 8 -18 years who experience a severe physical or learning disability and/or sensory impairment

Cherry Tree House provides medium to long term residential care in a warm, homely and safe environment for up to five young people between the ages of 8 to 17 years who experience a severe physical or learning disability

Children's Disability Family Support Service provides target focused short break activities for disabled children and young people and support for families relating to areas of need

Families Together Service offers disabled children, young people and their families short breaks in a home based environment with experienced carers

Complex Nursing Team provides short breaks for children and young people between the ages of 0 -19 years with complex health needs and who may require palliative care. Services are offered throughout the week, both day and night and in a variety of settings including the child's own home

Bluebell Wood Children's Hospice provides care and support to families who have a child or young person who has a life limiting condition and is not expected to live into adulthood. They support the whole family, both at the hospice and in families' own homes

3.3 Profile of Children & Young People Accessing Provision in 2014-15

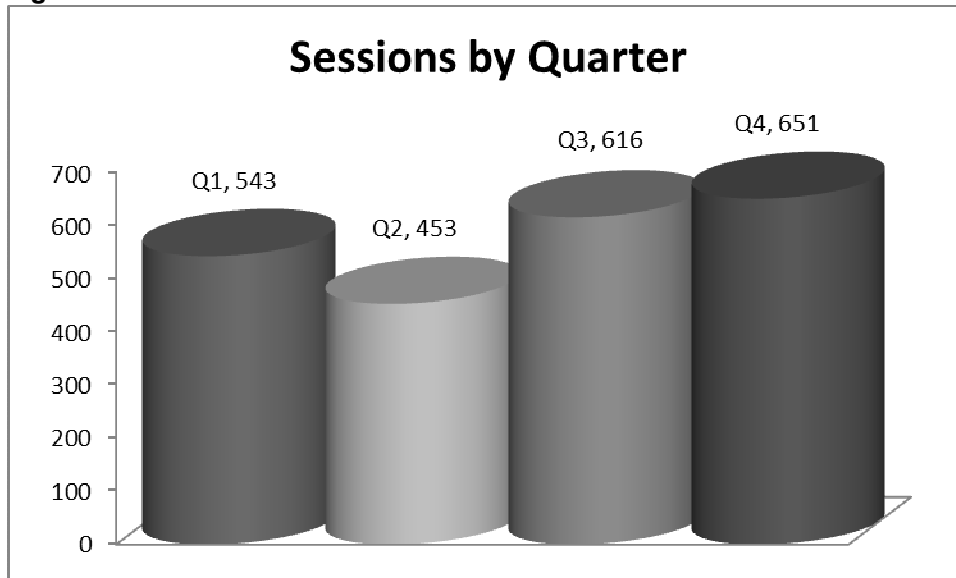
2,750 sessions were accessed by 328 individual children and young people during the financial year 2014-15 giving an average of approximately 8 sessions per child. This is in line with the approximate 2,350 sessions accessed by 374 individuals in 2013-14 giving an average in the region of 6 sessions.

It should be noted that not all information is held for all children due to inconsistencies in reporting creating an element of 'not known'. Figures given are either for the 328 individuals attending sessions or the 2,750 sessions accessed to address reporting inconsistencies where possible.

Figure 3.1 shows the spread of attendance at sessions throughout the year. As with previous years, the data shows a drop in sessions over the summer due to reduced numbers of clubs

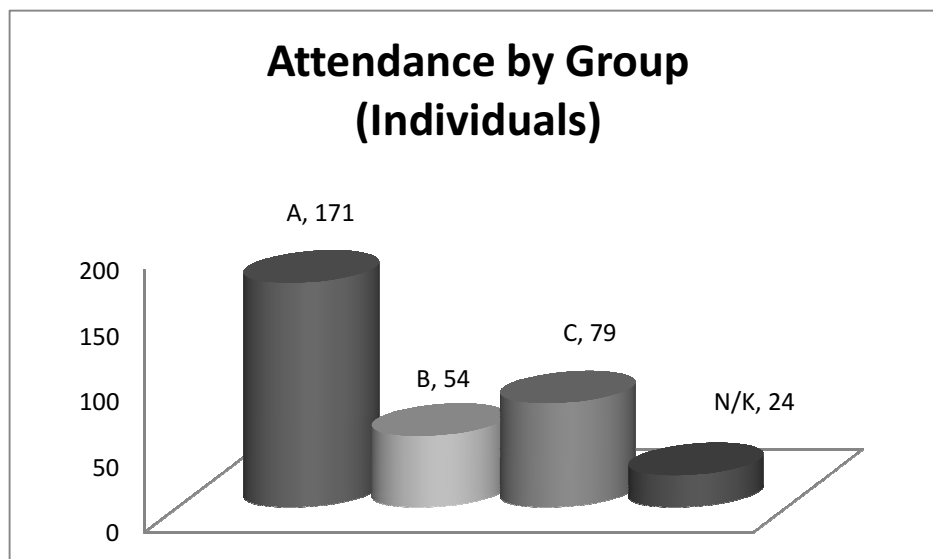
in the summer holidays. The data has an anomaly of 493 sessions not recorded by month of attendance.

Figure 3.1



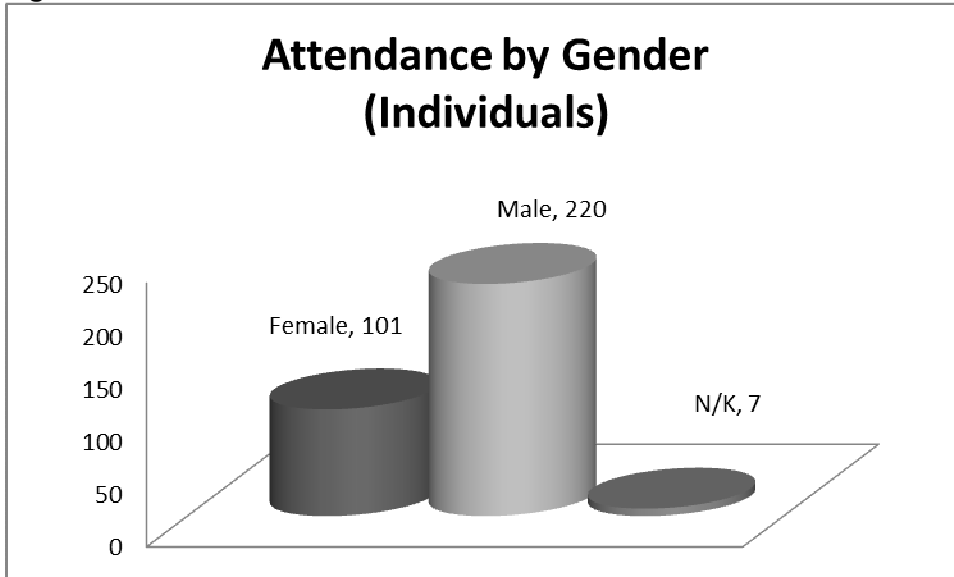
The Aiming High for Disabled Children agenda stated that Local Authorities should prioritise short breaks for children and young people in groups A and B, but not exclude children in group C (detailed at section 3.1). Figure 3.2 demonstrates that this has been achieved with 52% of the individual children and young people attending sessions being from group A.

Figure 3.2



A survey of Local Authorities (Report DCSF-RR042) reported that boys are twice as likely to be recorded disabled as girls, which is consistent with the 2005 Children in Need Census. This trend is reflected in the attendance at Short Breaks in Rotherham. Figure 3.3 shows that in excess of double the number of boys access Short Breaks.

Figure 3.3



As well as reflecting where services are targeted it is also important to provide age appropriate services. The breakdown of children and young people accessing Short Break services by age group is shown at Figure 3.4. This data shows that children and young people aged 15-18 years are the largest group accessing services, which is possibly to be expected as non-disabled teenagers are largely able to access clubs and create their own social lives at this age.

Figure 3.4

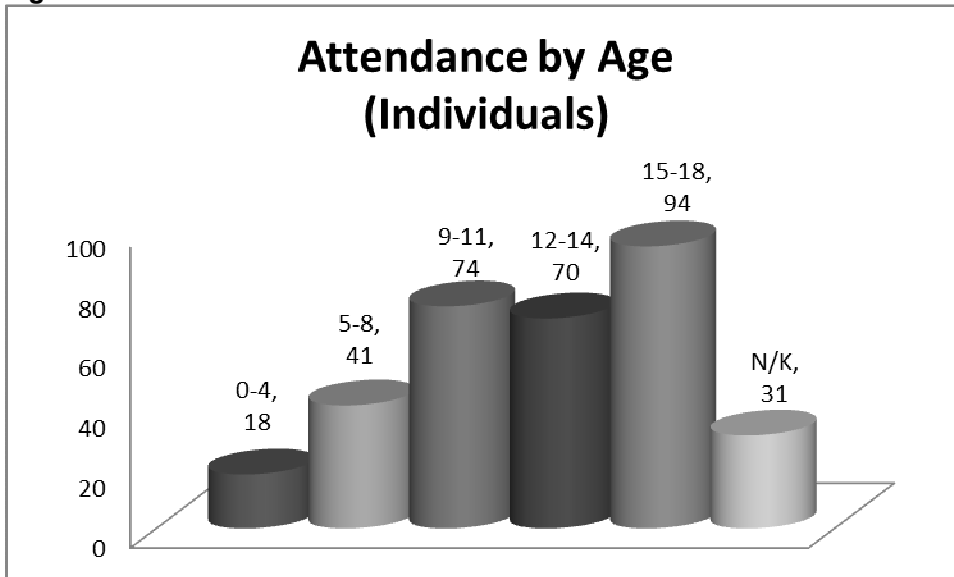


Figure 3.5

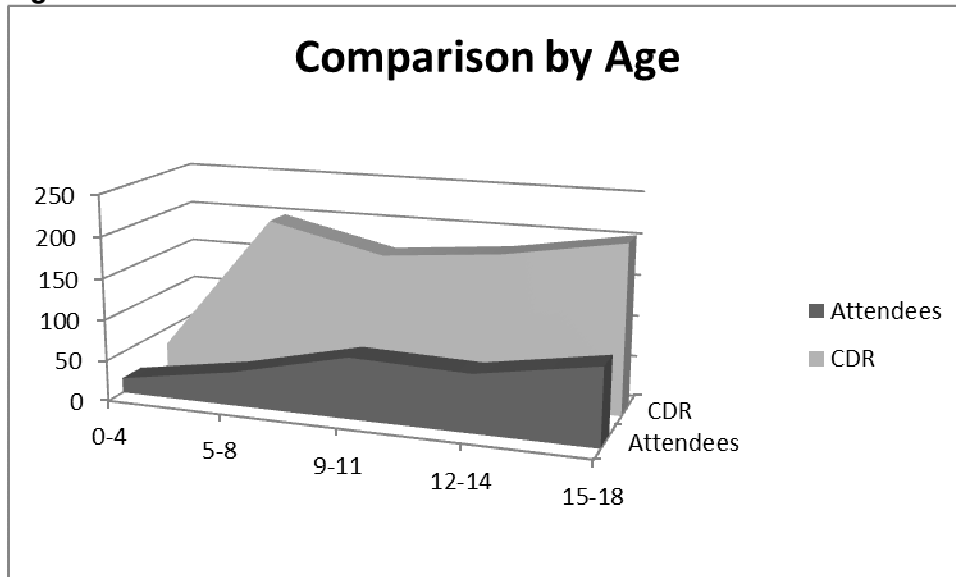


Figure 3.5 compares the age range of attendees of sessions to those on the Children's Disability Register and Figure 3.6 provides the same information in a table format. This demonstrates that the 0-4 age group is over-represented by provision and the 5-8 group is significantly under-represented. There is currently only 1 club for disabled children under 8 years.

Figure 3.6

Age Range	CDR	Attendees	%
0-4	30	18	60
5-8	200	41	20
9-11	168	74	44
12-14	181	70	38
15-18	205	94	45

As well as ensuring that provision is appropriate by group, gender and age, it is also important to ensure that provision is accessible for all children and young people in the borough. Figures 3.7 and 3.8 compare the Areas Assemblies where the children and young people who accessed provision in 2014-15 live with the Area Assemblies of those on the Children's Disability Register and the Census data.

Whilst the figures differ (the 2014-15 figures show children attending multiple times) the trend is the same with peaks at Rotherham South and Wentworth South and troughs at Wentworth North and Wentworth Valley. This supports the existing approach in locating and promoting activities. Figure 2.5 on page 6 shows which Wards are included in each Area Assembly.

Figure 3.7

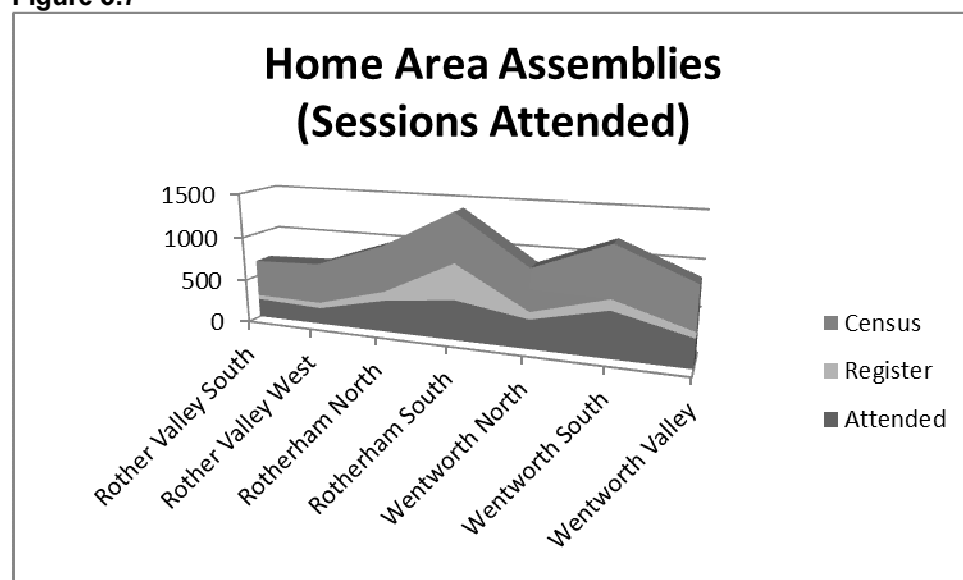


Figure 3.8

Area Assembly	No. of Sessions Attended	No of Children on Register	No of Children from Census
Rother Valley South	217	48	416
Rother Valley West	188	65	457
Rotherham North	363	104	518
Rotherham South	452	107	551
Wentworth North	326	83	469
Wentworth South	514	117	563
Wentworth Valley	318	65	479
Out of Authority	37		
Address Not Recorded	335		
Total	2750	589	3453

The most recent Census data (2011) showed Rotherham as having a total ethnic minority population of 8.1%, i.e. those who define themselves as not white British. Figure 3.9 shows that 10.5% of sessions during the year 2014-15 were attended by children and young people who did not identify themselves as white British which demonstrates that Short Breaks have been successful at encouraging participation by children and young people from ethnic minority backgrounds. Figure 3.10 shows the ethnic breakdown of the 10.5%. In line with local demographics the largest ethnic group accessing provision is Pakistani.

Figure 3.9

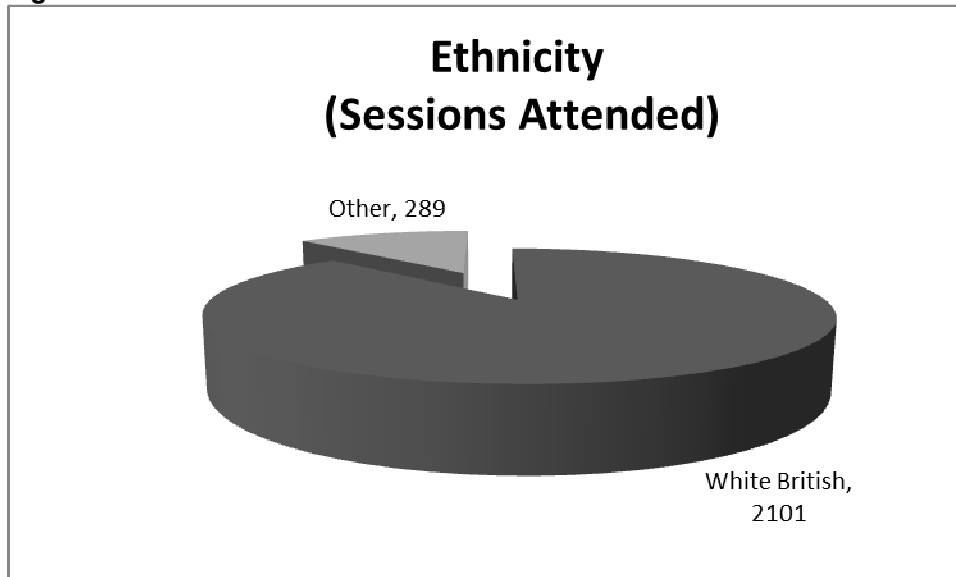


Figure 3.10

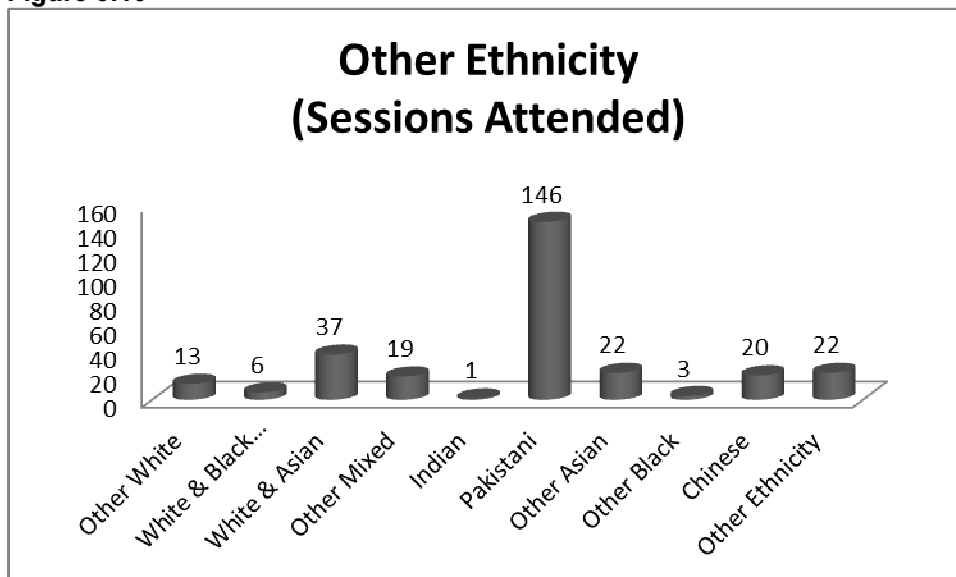
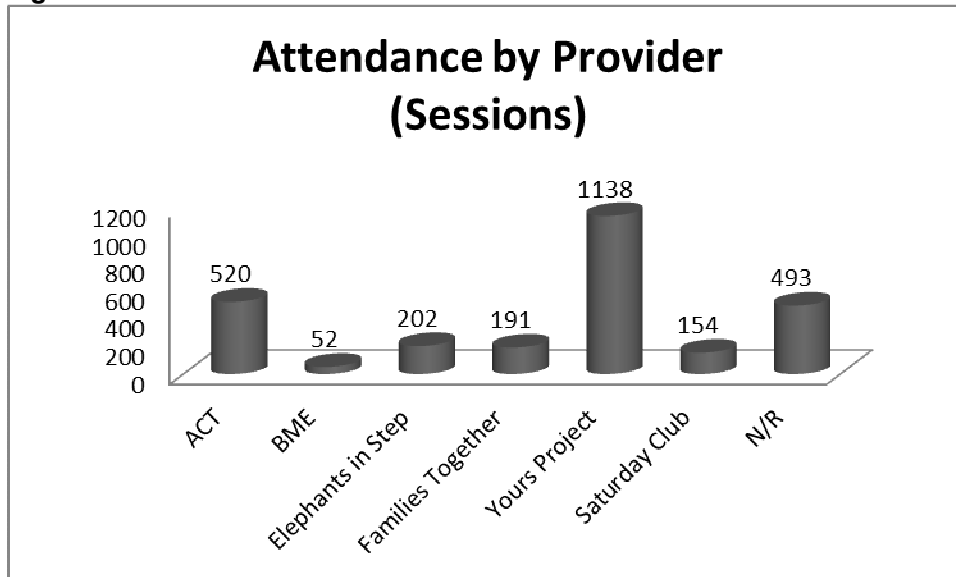


Figure 3.11 shows a breakdown of which services were accessed by children and young people during the last financial year of 2014-15. As the Yours Project provides the most activities and clubs it is not surprising that they have the highest numbers of children and young people accessing their services.

Figure 3.11



3.4 Outcomes Achieved

In order to better understand the outcomes achieved for children and their families, services have been submitting case studies as evidence. Below is a sample of some of the outcomes achieved.

J has shown considerable development in terms of his communication and interactions with staff and peers. J has made requests to use the bathroom and play with toys.

Mum has reported that the service has enabled her to spend more time with her other two children which has helped to improve family relationships in the home. She has been in the process of moving and has used the respite to pack and plan for the move.

Previously L had been very distressed and had been reluctant to play with other children, preferring to be held/cuddled by staff. During this session L played alongside children, helping to build dens and bring sensory toys into the soft play area.

Children have been able to enjoy experiences which would not have been available, such as the visit to Meadowhall and meeting new children and people.

A positive impact was achieved as C enjoyed time with his carer whilst his principal carer was able to rely upon the consistency of a weekly overnight stay to allow her time to focus on her needs.

S enjoys his short break whilst his mother appreciates the opportunity to focus on daughter's needs.

Quality of life for whole family improved as a result of reduction of stress factors.

3.5 Children's Disability Services

The Disabled Children's Information Officer post is funded through the SEND grant. The post holder empowers parents by giving them information, guidance and advice about relevant services at a crucial point in their child's life which assists them to make informed choices. This offers parents and carers of disabled children and children undergoing assessment access to information and Early Support, with referral to suitable short breaks services if appropriate. The post of Disabled Children's Information Officer has been recruited to on a permanent contract.

Short breaks provision is promoted through the Exchange Newsletter which is sent to parents and carers of disabled children in Rotherham. A separate leaflet is also produced which gives details of all the Service Providers of short breaks in Rotherham and what activities are available. An Aiming High for Disabled Children webpage has been created on Rotherham Council's internet site which gives short breaks information and contact details for the Families Information Service

http://www.rotherham.gov.uk/info/200071/parental_support/878/short_breaks_for_disabled_children
information can also be found on Facebook at <https://www.facebook.com/ahdc.shortbreaks>

3.6 Personalisation

Personalisation is the process of enabling children, young people and their families to be more in control of the services they receive. Working in a person centered way will enable families to exercise choice and control over the shape of that support. To enable us to do this we will ensure that disabled children, young people and their families:

- Have their needs assessed promptly and accurately by individuals who work in a person centred way
- Are fully informed and in control at all times
- Are active and valued equal partners in decision making
- Have the opportunity to shape service delivery and experience improved and enhanced access to appropriate services.

Independent living is one of the goals of personalisation. It does not mean living on your own or doing things alone, but rather it means "having choice and control over the assistance and/or equipment needed to go about your daily life having equal access to housing, transport and mobility, health, employment and education and training opportunities" (Office of Disability Issues 2008).

A Personal Budget is a sum of money to secure provision which the Council and / or NHS has set out in an Education Health and Care Plan (EHC) and where the parents or young person have choice and control in securing that provision. Some or all of a personal budget can be made through a Direct Payment which a parent or young person uses to purchase the support or services they need.

Direct Payments are cash payments made directly to individuals or those caring for others who have assessed eligible needs. Direct payments help people who want to manage their own support to improve their quality of life. Direct Payments promote independence, choice

and inclusion by enabling people to purchase the assistance they need in order to live in their own homes, to be fully involved in family and community life, and to engage in work, education and leisure. Annual Direct Payment figures for Child Disability from 2008/09 to 2014/15 are shown in Figure 3.12.

Figure 3.12

Direct Payments	
	Direct Payments for Child Disability
2008/09	£230,258
2009/10	£317,254
2010/11	£328,398
2011/12	£233,562
2012/13	£278,608
2013/14	£230,558
2014/15	£335,061

Day-to-day control of the funds and EHC plans passes to the person who has the strongest incentive to ensure that it is spent properly on the necessary service and who is best placed to judge how to match available resources to the assessed eligible needs. Some people may need help in managing the payments made to them. Carers or other third parties can receive and manage payments on behalf of the recipient. When day-to-day management of the funds is delegated in this way, the payment is known as a Third Party Payment.

Where an individual chooses to take all or part of their assessed personal budget as a Direct Payment, this part of their personal budget will be subject to the legislative rules and guidance governing all Direct Payments; payments arranged in this way are not differentiated from any other Direct Payments.

The Personal Budget can include funding from education, health and social care. A Local Authority cannot make direct payments in respect of any good or services which are used or provided in a school, post 16 institution or early years education provider without the written consent of the head teacher, principle or early year provider. "The Special Education Needs (Personal Budgets) Regulations 2014".

Direct Payments can be accessed to provide a range of services and support. One payment has been accessed to provide an Autism Assistive dog. This was applied for using the Resource Allocation System and approved at Short Breaks Panel. The outcomes have been extremely positive for both the child, family and dog.

The list below gives some of the uses of Direct Payments:

- Family employ a Personal Assistant.
- Employing an agency
- Day Care
- Social Activity
- Nursery Fees
- Overnight care
- Transport (Following Specific Transport Assessment)
- Equipment

Rotherham will continue to work in partnership across education, health and care to develop a clear and understandable pathway for children, young people and their families to enable increased access to a Personal Budget.

3.7 RMBC Complaints

No complaints relating to the provision of short breaks were received by the Local Authority in the financial year 2014-15. The Council's complaints policy can be found at http://www.rotherham.gov.uk/info/200025/complaints/516/complain_about_council_services

3.8 Quality Assurance Process

All commissioned short breaks providers are subject to an annual quality assurance visit. The quality assurance visit observes short breaks service delivery, checks policies and procedures and discusses and shares good practice with professionals. Each service receives a report following the visit which identifies good practice and any areas for development which are followed up by an action plan and subject to quarterly review. Where required, follow up visits are undertaken to confirm actions taken.

Young Inspectors were also involved in reviewing our quality assurance processes this year and have provided feedback which will inform the process for next year. Previous reviews of the process have included recommendations to improve how we gather views of children and young people and to achieve this, officers have been trained in Makaton to communicate where verbal communication is limited.

3.9 Transitions from Child to Adult Services

The Children's Disability Team has established a very close working relationship with the Adult Learning Disability Team in terms of transitions planning, including having a key worker who straddles both children's and adults' teams and links into the adults' Learning Disability Service.

Working practice is being reviewed during the coming year due to new SEND legislation and as the Care Act 2014 (for adults) is implemented in Rotherham.

The development of Person Centred Reviews in Rotherham and the use of early assessment prior to Adult Services has enabled us to begin to tailor packages of care which are most likely to be replicated in Adult Services. This is now embedded in all school processes.

By having this bespoke service, workers have been able to identify where short breaks services can provide early intervention strategies to support with independence skills for young people and this has included money management, support with travelling and support with accessing college or local community social activities.

3.10 Workforce Development

A wide range of workforce development opportunities have been offered to both commissioned and specialist short breaks providers historically. Providers are able to access complex medical care needs and moving and handling training upon request, enabling the needs of individual children with more complex medical and physical needs to be met.

The Aiming High for Disabled Children strategy group works in partnership with short breaks providers to identify, support and provide continuing professional development opportunities to short breaks providers for example the Safeguarding Disabled Children training.

A number of parents and carers and practitioners from Education, Health and Social care attended an Early Support Training for Trainers course. Learning outcomes included:

- Working in partnership with parents/carers – team around the family
- Person centred thinking
- Information sharing
- Improved multi-agency working

Jack Pitchford who coaches a weekly session at the Yours Project has been recognized for his work with the community and named South Yorkshire Disability Coach of the Year. Jack has been described as an *“inspiration and role model to the disabled children he coaches.”*

3.11 Short Break Provider Group & Strategy Meeting

A monthly group comprising officers from Disabilities, Commissioning, service providers, and parents and carers meets to monitor the delivery of Rotherham’s Short Breaks Offer and reviewing the identified recommendations from the annual Short Breaks Statement. The group also shares examples of good practice and information and progress connected to the SEND reform agenda.

3.12 How we have acted upon Previous Consultation & Recommendations

3.12.1 Recommendations from 2014 Statement

	Comment	Action Taken	Achieved
1	Continue to work in partnership with current commissioned short break providers to develop a process which will aid sustainability of services in the future	Case studies produced with YMCA White Rose and Families Together to go to senior managers to promote their work. Personal budget strategy to be developed and to include work in partnership to aid sustainability.	Work ongoing
2	Discuss potential for a Mystery Shopping scheme, where by young people assess the quality and young people friendliness of provision, with colleagues in IYSS	IYSS have recruited two new roles to support young people 0-16 and 16-25 years respectively. This work will be progressed by them.	Complete for the purpose of this plan
3	Continue to support the AHDC Short Breaks Provider Forum and explore additional opportunities for partnership working	The Forum continues to be attended by Commissioning, Disability and the Families Information Officer. Working together through the forum and on this project has resulted in additional partnership working, particular over the Christmas period in 2014.	Complete for the purpose of this plan but work ongoing
4	Follow up on the provision of disability friendly equipment in parks with the Parks & Open Spaces Department	Work is ongoing to prepare a funding bid for an accessible playground at Greenlands Park, Aston. This work is being carried out by the Council's parks and green spaces department working with local partners. It is hoped bids for accessible equipment will be developed for Clifton and Rosehill Victoria parks.	Complete for the purpose of this plan but work ongoing through other Council department
5	Develop good practice case studies for circulation	Case studies produced with YMCA White Rose and Families Together to go to senior managers to promote their work.	Complete for the purpose of this plan, but work ongoing
6	Performance manage short breaks against outcomes for service users and their families/carers, delivering evidence of achievement for annual monitoring	Work has been ongoing to evidence outcomes with a 'case on a page' approach to demonstrating outcomes for individuals, eg 1 young person attending swimming sessions, another enjoying a trip to Meadowhall.	Complete for the purpose of this plan, but work ongoing
7	Set out clearly how to access personal budgets and promote access	Information updated at page 7 of the Statement and key message of who to contact added	Complete

3.12.2 Recommendations from Children & Young People

	Comment	Action Taken	Achieved
8	Consider the possibilities to extend frequency of short breaks	Work has been undertaken to look at how this may be achieved with some amendments to practice, eg Saturday club is now on a 6 week cycle in line with other YMCA clubs. However, there is limited opportunity without additional resource.	Complete for the purpose of this plan
9	Promote the Rotherham SEND Local Offer website	The Local Offer has been promoted in the annual Statement, regular Exchange newsletters and via Facebook. Work will continue to promote the website.	Complete for the purpose of this plan, but work ongoing

3.12.3 Recommendations from Parents/Carers

	Comment	Action Taken	Achieved
10	Promote the Rotherham SEND Local Offer Website	The Local Offer has been promoted in the annual Statement, regular Exchange newsletters and via Facebook. Work will continue to promote the website.	Complete for the purposes of this plan, but work ongoing

3.12.4 Recommendations from Short Breaks Providers

	Comment	Action Taken	Achieved
11	Continue to promote short breaks and AHDC with senior management	Work is ongoing and will be taken forward with case study work. Links are being strengthened with the Safeguarding Board and quarterly reports on Short Breaks will be taken.	Complete for the purpose of this plan, but work ongoing
12	Consider how to extend the range and variety of short breaks available	Work has been undertaken to look at how this may be achieved with some amendments to practice, eg Saturday club is now on a 6 week cycle in line with other YMCA clubs. However, there is limited opportunity without additional resource. Work is also ongoing on awareness raising and upskilling universal providers.	Complete for the purpose of this plan, but work ongoing

3.12.5 Recommendations from Borough Statistics and Service Provider Data

	Comment	Action Taken	Achieved
13	Undertake comparison of age range of children and young people on the Disability Register and age range of children and young people attending short breaks	Comparison undertaken see section 3.3 above	Complete
14	Consider how to work with Universal Providers to improve access to disabled children and young people	Parent Carer Forum working with Tesco to look at helping parents to Shop. Also arranged for swimming sessions at Badsley Moor Lane.	Complete

3.12.6 Recommendations from Self Assessment

	Comment	Action Taken	Achieved
15	Ensure Statement is outcome focused	Additional information on outcomes added to statement	Complete
16	Link Statement to SEND reforms	Added at page 2 of the Statement	Complete
17	Include a link in the Statement to the Local Offer	Added at page 2 of the Statement	Complete
18	Ensure eligibility criteria is clear	Windscreen image to be amended to show eligibility/access	Complete
19	Enhance information on personal budgets and direct payments	Information updated at page 7 of the Statement and key message of who to contact added	Complete
20	Include information in the Statement on the quality assurance process	Information added at page 9 of the Statement	Complete

4. UNMET NEED – CONSULTATION

4.1 Children & Young People

4.1.1 Provider Consultation

Providers undertake consultation with the children and young people attending sessions throughout the year and consultation is also undertaken during quality assurance visits. Some of the comments received this year are:

I enjoy everything.

I like to draw and paint.

I like the friendly and supportive atmosphere Chat 'n' Chill creates, especially the staff being there to talk to you who treat you like a human being not someone who is stupid.

I didn't like the loud music at the beginning but it gets better later.

I like doing the games.

I like swimming and rafting.

I can't wait for next week.

I talk more since coming here, I talk to everyone.

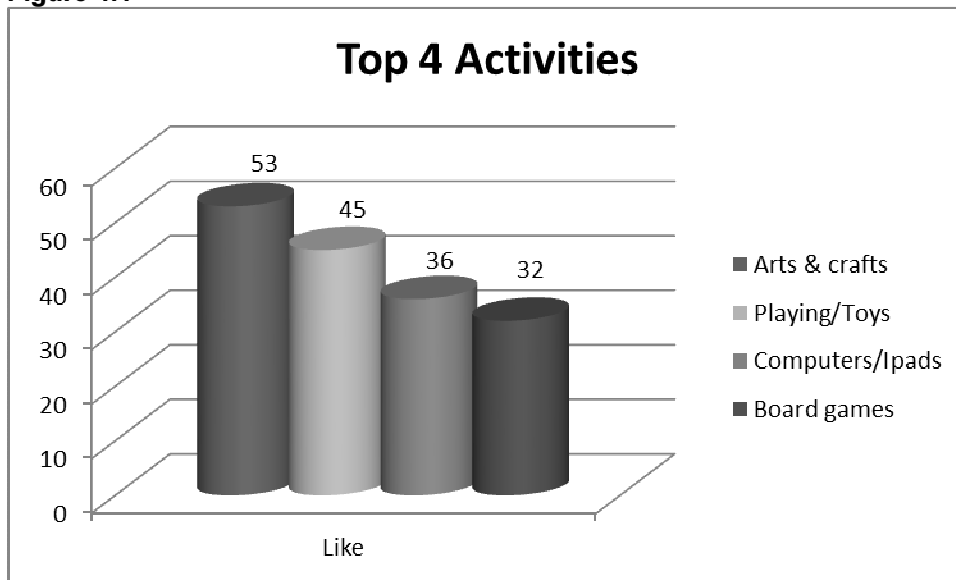
4.1.2 Local Authority Consultation

During this year's quality assurance visits, officers also undertook consultation with children and young people to find out what activities they like to do, they don't like to do and they would like to try. This was done through posting cards showing pictures, words or Makaton symbols into boxes to enable everyone to participate. This was successful in that all children who wished to participate could, for example one young girl in a wheelchair who has no verbal skills was taken cards by a friend who held them up so that the first young girl could nod at the ones she wanted to go in the boxes.

However, there were also some challenges as the box system was not practical at some of the outdoor activities, for example sailing, and some children and young people struggled to differentiate between 'I want to' and 'I would like to'. The results of individual clubs consultation has been fed back to providers and the overall results shown below.

Figure 4.1 shows the top 4 activities liked by children and young people and figure 4.2 shows the 4 most unpopular activities and figure 4.3 the top 4 requested activities. Playing/Toys appears on all top 4 lists and this is perhaps reflective of the wide age demographics across the clubs.

Figure 4.1



A total of 608 responses were given by children and young people across 8 activities and it is very positive to note that 62% of responses were on activities enjoyed, as shown at Figure 4.4. A full breakdown of responses is shown at Figure 4.5.

Figure 4.2

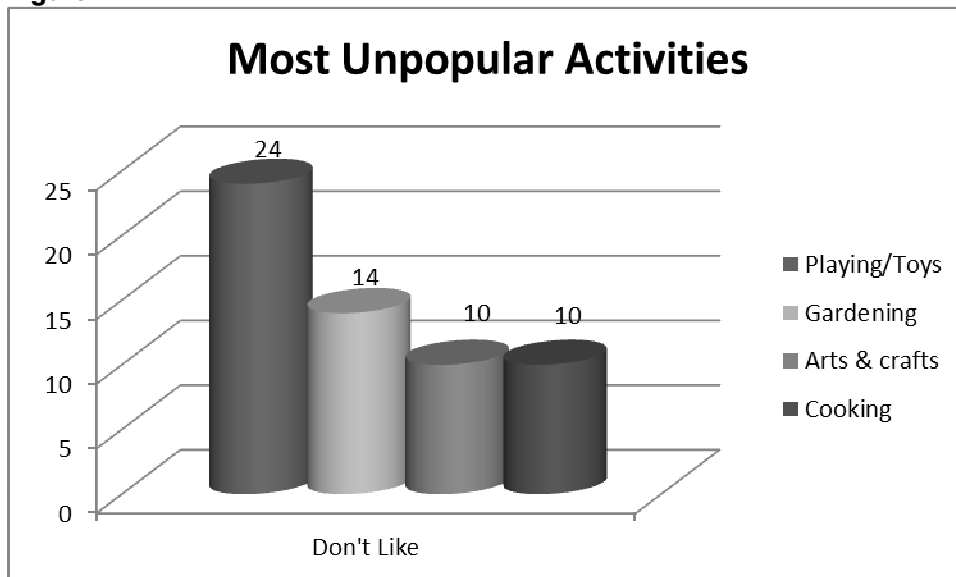
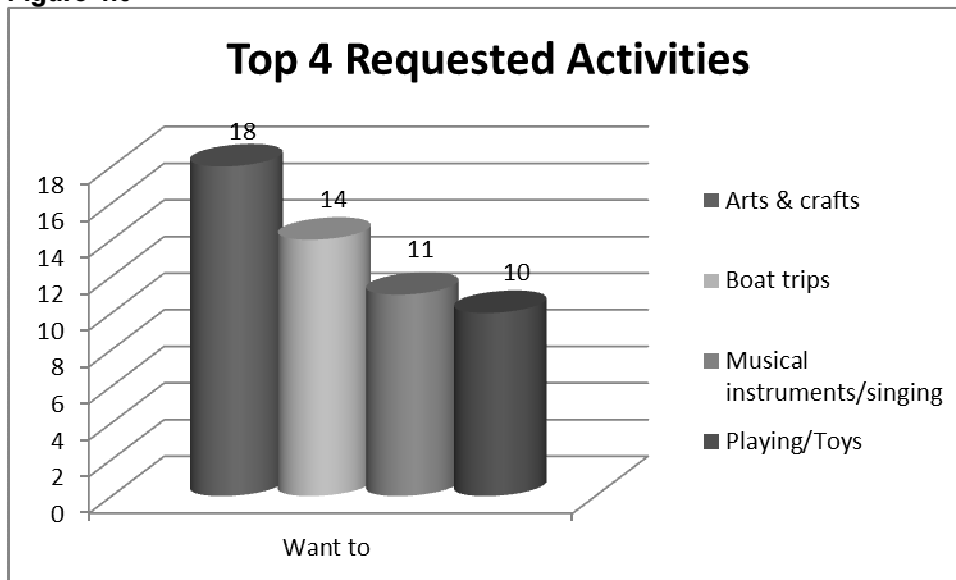


Figure 4.3



Children and young people clearly enjoy the activities they attend and gain a lot from the experience, with one young woman having left a club and returned as a volunteer and many others bringing cakes to celebrate birthdays and sharing special news with friends and staff. Children and young people help one another at the clubs and it was noted that a young man who has no verbal communication nevertheless is seen as member of the group at one club where many of his peers come over to speak to him for a few minutes or to sit and play a game with him.

Figure 4.4

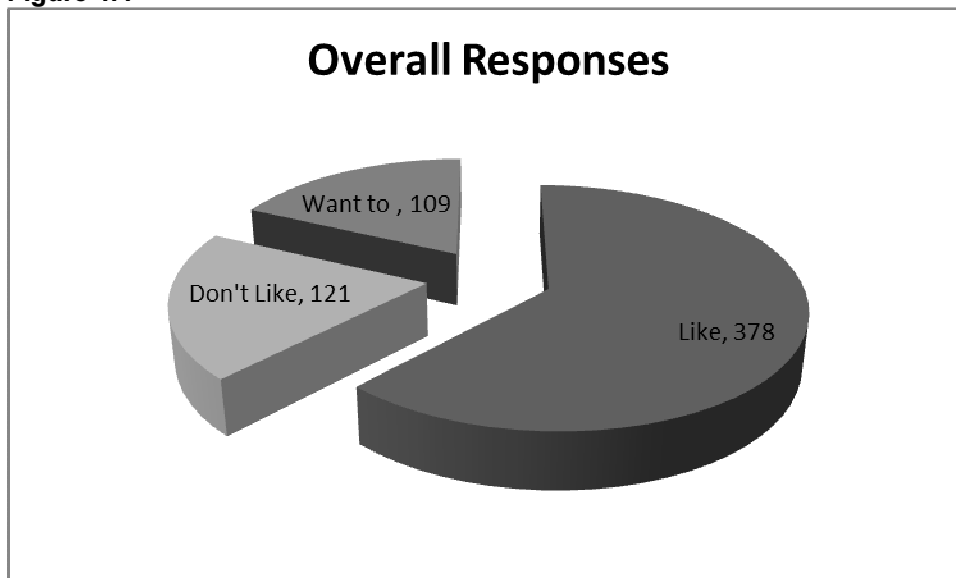


Figure 4.5

	Like	Don't Like	Want to
Arts & crafts	53	10	18
Ball games	9	7	5
Bikes & scooters	6	2	2
Board games	32	3	
Boat trips	24	6	14
Books/reading	17	8	5
Computers/Ipad	36	2	7
Cooking	24	10	7
Dancing	1	1	1
Dressing Up	7	9	2
Friends	11		2
Gardening	18	14	8
Hair & Beauty	7	9	1
Musical instruments/singing	21	3	11
Noise		2	
Outdoor play	9	7	1
Playing/Toys	45	24	10
Sitting down		1	
Table top games, pool, air hockey	23	1	4
Trips			3
TV	8		
Wordsearch	1		
Writing	8		1
Xbox/PS3	18	2	7

4.2 Parent/Carers

4.2.1 Provider's Consultation

Providers also undertake consultation with parents and carers to ensure that satisfaction levels are good. Some of the responses from parents and carers during the year have been:

Gives a feeling of belonging, a social life and friendships.

Allows me quiet time with my husband and gives me and my child time apart.

It's nice to have the break and nice to hear what G has been doing at the group.

She looks forward to going and gets to meet her friends.

It is nice to know she has somewhere to go.

S gets to go out and meet with people his own age.

4.2.2 Local Authority Consultation

All parents and carers with children and young people on the voluntary Children's Disability Register were invited to attend one of seven sessions during June and July to discuss their views on Short Breaks. The aim of the consultations was to give a more interactive approach to gathering the views of parents/carers on Short Breaks. It was also an opportunity to provide information on the range of services available to these parents/carers living in Rotherham.

Seven venues were picked to be used for the consultations, one in each of the seven areas of Rotherham so that parents/carers were able to attend a consultation in their local area.

Over the seven consultations a total of 28 people attended. The highest attendance of a single consultation was the one held jointly with Rotherham Parent Career Limited at Tesco's in the centre of Rotherham, 13 people attended.

Parents and carers were asked to give their views on the Short Breaks currently available to them, what they liked about them, how we can improve them, and what they would like to see in the future. The most common topics for discussion over all the consultations were: age, payment for Short Breaks, sensory activities and Short Breaks through the holidays. Some comments from parents are below:

"Nothing available for under 8s"

"Happy to pay for a Short Break, if it is the same price as a child without a disability would pay for a similar activity"

"Would like water play, sensory and challenging behaviour Short Breaks"

"Would like holidays for under 13"

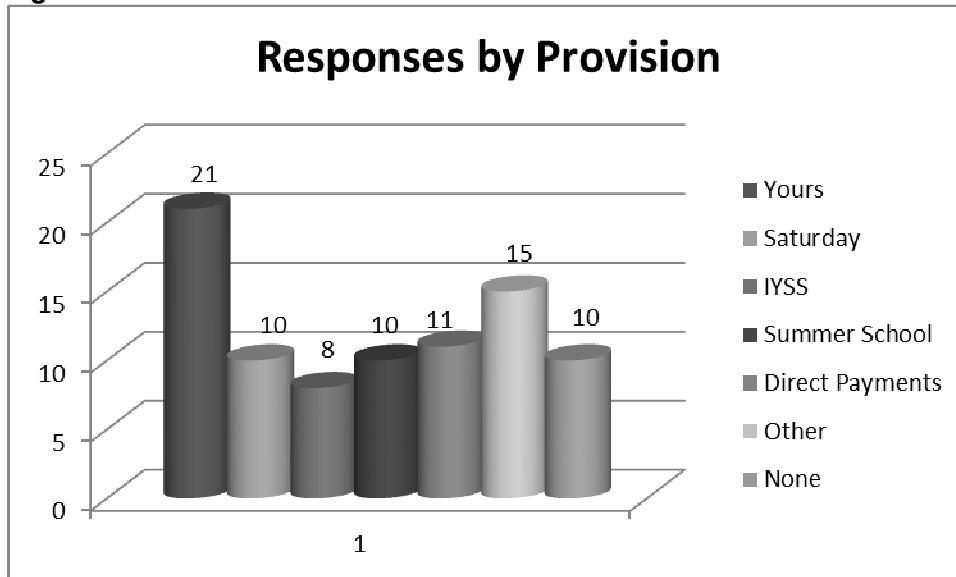
"Portage service is a very helpful/excellent service"

View the full case study at:

<http://www.rotherhamsendlocaloffer.org/s4s/WhereILive/Council?pageId=844&lockLA=True>

Where parents were unable to attend the consultation events a survey was provided to give their views. 42 completed responses were received. Figure 4.6 shows which of the short breaks had been accessed by parents and carers during 2014-15.

Figure 4.6



24% of respondents had not accessed short breaks, of the responses given 6 felt that the activities available were not appropriate for their child and 7 required more information to access/had not been aware they could access.

32 responses were received to the question 'what works well' and included mention of specific short breaks attended but mainly centred around the enjoyment children and young people got from the activities and the support provided by staff. Some specific comments included:

It's a chance for children to mix with other children like themselves.

My little boy loved it.

Multi sports clubs have been fantastic, good variation of activities and support staff are helpful, respectful and extremely understanding.

It was good and organised, plenty to do.

These breaks have given J a chance to mix with other young people.

All have worked well and enjoyed fully.

20 responses were received to the question 'what does not work well' and were predominately around the frequency and availability of sessions (10) and 5 comments related to more provision for younger children being required. Some specific comments included:

Should run continuously with no breaks for as long as the child is enjoying going.

Increase the hours. 2 hours is very short.

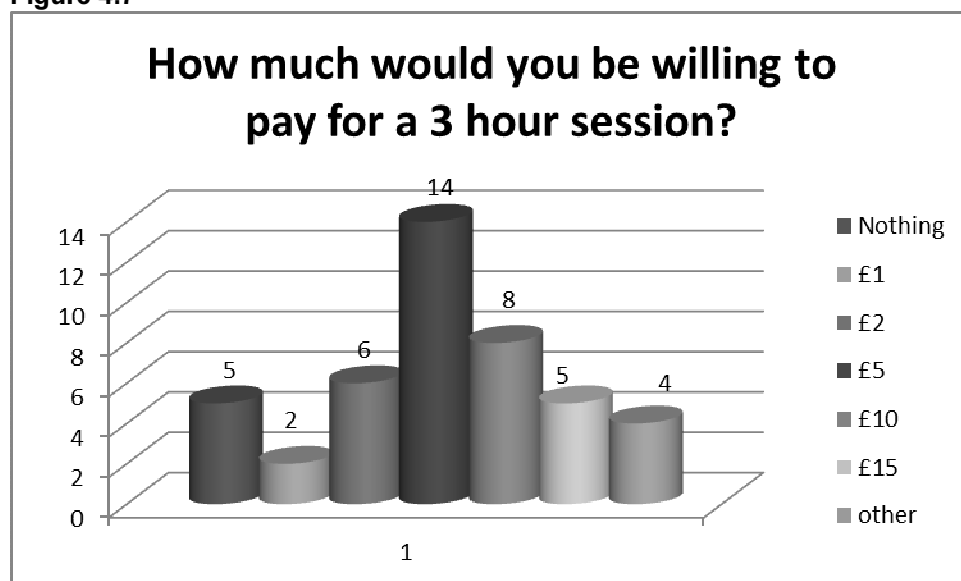
More activities for school holidays.

Need to have provision in the holidays.

J is almost 19 and lots of the clubs will stop then ... it would be helpful to have some other things for older young people.

Responses to potentially contributing to short breaks resulted in the majority of respondents (14 out of 36) being willing to contribute £5 towards the cost of a 3 hour activity, although some additional comments were received around the price being dependent on the type of activity. Figure 4.7 shows the responses.

Figure 4.7



The final question put to parents and carers was to make any other comments they wished to. There were a number of comments around the need for more information on both short breaks available and universal services. The Rotherham Send Local Offer website went live on the 1st September 2014 and is designed to provide information on health, education, social care and activities for children 0-25 years with special education needs and disabilities. The website can be accessed at <http://rotherhamsendlocaloffer.org/>

4.2.3 Enquiries Received

The Children's Disability Information Officer receives a number of telephone enquiries each year, to help inform future provision these are recorded by type. Between January and July 2015 219 enquiries have been received. These have been predominately in respect of Short Breaks, 46% as shown by Figure 4.8. Information at Figures 4.9 and 4.10 give the details behind the headline figures.

Figure 4.8

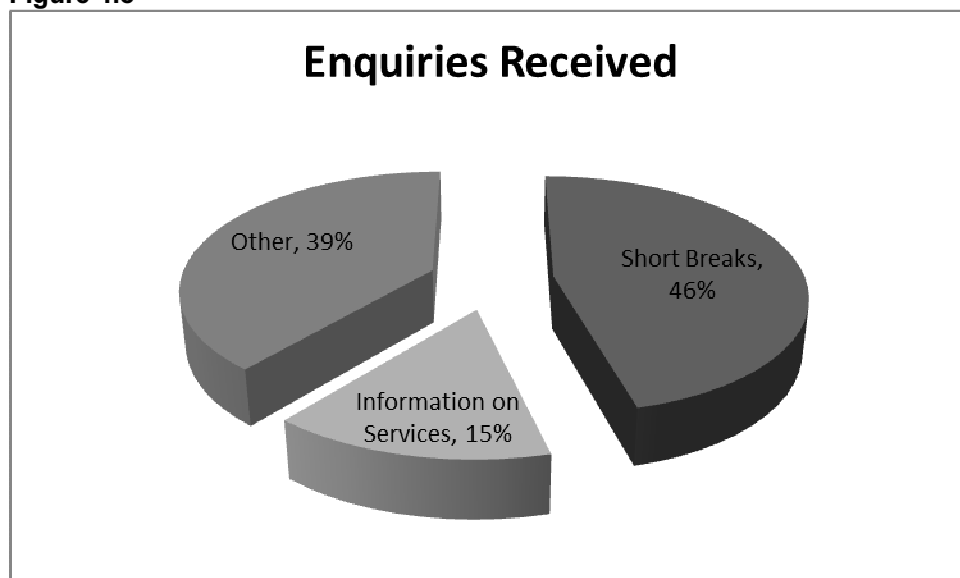


Figure 4.9

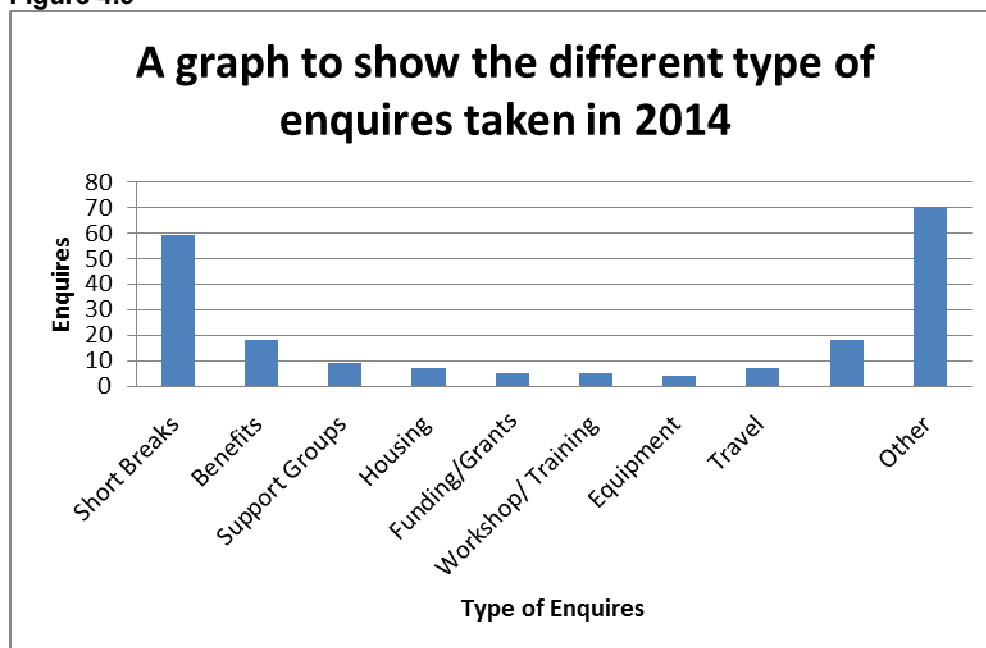


Figure 4.10

Category of Enquiry	Number of Enquires	Percentage of Enquires
Short Breaks	59	29
Benefits	18	9
Support Groups	9	4
Housing	7	3
Funding/Grants	5	2
Workshop/ Training	5	2
Equipment	4	2
Travel	7	3
Information on services	18	9
Other	70	35
Total	202	100

4.3 Service Providers

Service Providers were asked 3 questions to assess their views of the service; the questions and responses are below.

4.3.1 What is working well?

- The Yours Project as a whole works well and is still receiving regular referrals.
- The relationship between children, staff and parents/carers. Children appear to enjoy their time and look forward to coming to Liberty House. Feedback from parents and social workers is positive.

4.3.2 What are the areas for improvement?

- More funding is needed to allow for a second under 8 years session and to be able to offer a year-round service.
- Communication with health professionals especially around provision of training and agreeing packages of care.

4.3.3 What would you like to see in the future?

- More flexibility to allow for a more needs led service.
- Clarity on the capacity and function of Liberty House.
- Stronger links with Health and Social Care.

4.4 Benchmarking & Self Assessment

Since producing our last annual Statement in 2014 we have been reviewing Statements from other Councils to look at best practice and learn from how they produce their statements. We have also undertaken a critique of our 2014-15 Short Breaks Statement, looking at 25

questions to assess the document and the information it contains in order to check it is fit for purpose.

From this we will be making a number of changes to our 2015 Statement to include:

- An introduction by an Elected Member
- Highlighting key messages
- Information on transitions
- Information on how to complain

5. RECOMMENDATIONS

The following recommendations for service delivery are based on the examination of the generic borough statistics, data from service providers and key messages from stakeholders, parents and carers and disabled children and young people.

	RECOMMENDATIONS FROM CHILDREN & YOUNG PEOPLE'S CONSULTATION
1	Work with providers to implement changes to activities in response to feedback from children and young people
2	Use consultation data to inform future Commissioning decisions

	RECOMMENDATIONS FROM PARENTS AND CARERS CONSULTATION
3	Increase short breaks for under 8 year olds by a defined % to be set in consultation with providers
4	Increase sensory activities available within short break provision
5	Increase short breaks during school holidays

	RECOMMENDATIONS FROM BOROUGH STATISTICS AND SERVICE PROVIDER DATA
6	Increase provision for 5-8 year olds by a defined % to be set in consultation with providers

	RECOMMENDATIONS FROM SELF-ASSESSMENT PROCESS & BEST PRACTICE REVIEW
7	All providers to develop a longer term sustainability plan for their disability offer
8	Identify 'Disability Champions' within universal services to advocate on behalf of children and young people and extend the reach of their disability offer
9	All in-house partners to develop a 'Disability Offer'
10	Develop mechanisms which allow disability offers from universal partners to be assessed and feedback provided to inform and influence positive change
11	Evaluate children and young people's experiences in order that this can be used to challenge, lobby and promote inclusion
12	Develop options for the future of Short Breaks in line with the Children and Families Act 2014

This project is made possible by



Aiming High for Disabled Children

short breaks programme funding



AIMING HIGH FOR DISABLED CHILDREN

Short Breaks Statement 2015-16

EXTENDING AND IMPROVING SHORT BREAKS SERVICES



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As the Advisory Cabinet Member for Social Care and Health I am pleased to present Rotherham's Annual Short Breaks Statement 2015/16.

In Rotherham children with disabilities are children first. It is important that we enable, support and encourage services and individuals to work closely together to include and provide access for disabled children, young people and their families.

In order to support the inclusion of children with disabilities we have developed strong partnerships working alongside parents, carers, disabled children and disabled young people and a wide range of stakeholders to formulate our fifth annual Short Breaks Statement.

I am very proud of the work we have achieved so far and I look forward to developing our children's services to provide a Short Breaks Offer that allows children with disabilities the support they need to achieve the best outcomes.

Councillor David Roache

How did we prepare this statement?

This is Rotherham's fifth Short Breaks Statement created to give Rotherham families with disabled children clear information about the short breaks services available to them.

The Short Breaks Duty requires that every Council reviews their short breaks statement each year. We have done this by gathering the views of children, young people, parents, carers and professionals about Rotherham's short breaks services to help us to understand what currently works well and what needs to improve. We have also undertaken a self evaluation process and asked ourselves challenging questions about what we do and how we do it.

The feedback from the consultation and the outcomes of the self evaluation have resulted in a number of recommendations which can be found on pages 13. Over the next twelve months we will continue to work in partnership with children, young people, families and services to implement the recommendations and improve the short breaks we offer.

The Children and Families Act 2014 represents some of the biggest changes in 30 years to SEND provision. In Rotherham we continue to follow the principle of having the Full Service Offer for the provision of Short Breaks under Aiming High for Disabled Children.

Aiming High emphasises the importance of respite activities and respite care as essential tools to maintain and support families, ultimately enabling parents to care and children to stay at home.

Rotherham's SEND Local Offer can be found at rotherhamsendlocaloffer.org/

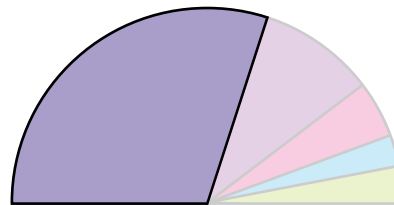
Mum has reported that the service has enabled her to spend more time with her other two children which has helped to improve family relationships in the home.



How many disabled children, young people and families live in Rotherham?

There are currently 813 children and young people registered on the voluntary Children's Disability Register. Parents and carers are encouraged to join the register in order to receive regular Aiming High updates and there has been a year-on-year increase in the number of children and young people on the register.

The number of pupils with a Special Education Needs (SEN) designation currently stands at 7,697.



Universal Services

Disabled children and families have access to a wide range of universal activities, recreational spaces, clubs, sports and leisure services across the Borough.

Universal Services are available for ALL and have a duty to make reasonable adjustments and not to treat a disabled person less favourably.

For example there are various providers which include*:

■ Childcare

- 46** Pre-school Playgroups
- 34** Day Nurseries
- 10** Children's Centres – with childcare
- 21** Out of School Clubs
- 13** Holiday Schemes
- 38** Breakfast Clubs

Further information is available at:

http://www.rotherham.gov.uk/downloads/file/463/early_education_for_two-year-olds_report_2013

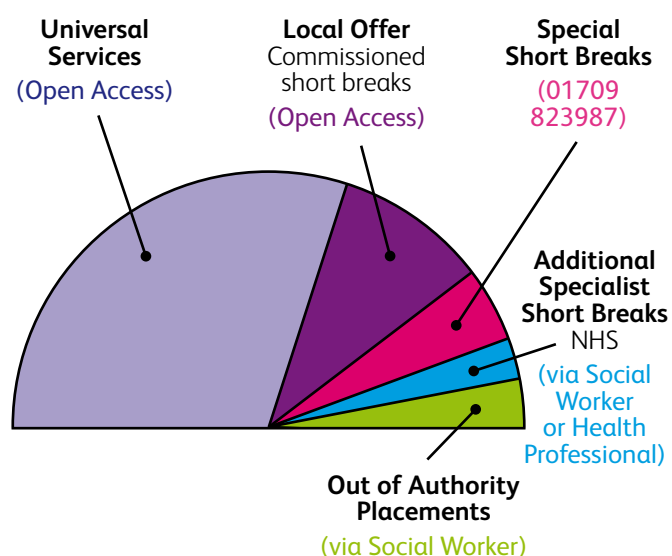
■ Integrated Youth Support Service

- 10** Youth Centres plus **3** delivered in partnership

Details are available at:

<http://www.youthi.org.uk/youthi/homepage/58/centres>

What's available in Rotherham for disabled children, young people and their families?



Rotherham offers a range of services for disabled children and families, these services are available across universal to specialist provision and include:

■ Leisure Centres

4 Leisure Centres

Additional work is also being undertaken to improve disability provision for young people aged 14+ through support for local sports clubs and organizations in order to develop teams, sessions and competition for young people.

■ Parks and Green Spaces

425 Accessible Green Spaces which includes:

- Woodland
- Urban Parks
- Country Side
- Smaller Green Spaces.

■ Schools

123 Schools across all sectors.

In addition, there are various community groups such as Brownies and Girl Guides, Cubs and Scouts, sporting groups and clubs across the borough. Universal services such as a theatre, bowling alleys and play centers/soft play areas are also available in Rotherham.

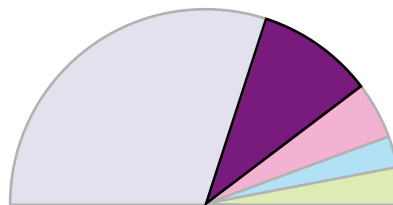
Universal services have a duty under the Disability Discrimination Act 1995 (2001), subsumed within the Equalities Act 2010, to make reasonable adjustments and not to treat a disabled person less favourably than any other individual.

The Council's Early Years Team provides support to all Ofsted registered childcare providers providing care for children with SEND. Support includes:

- Providing additional funding to enable providers to enhance staffing levels; from April 2014 to September 2015 146 children accessed the inclusion grant.
- Coordinate individualised planning for all staff working within the setting.
- Arrange early transition packages.

Early Years also provide an Inclusion Outreach Service to support staff within settings to implement strategies and interventions to support individual children.

*This list should not be assumed to be exhaustive.



Rotherham's Local Offer Commissioned Short Breaks Services

From April 2014 Rotherham has commissioned services from the public, voluntary and independent sectors to deliver short breaks. All disabled children and young people are entitled to a short break if they or their families would benefit from them but the level and type of service is determined by an assessment, for example Chat n Chill can be accessed by young people with a diagnosis of autism, whilst the Yours Project have a self assessment form for parents and carers to complete.

The local offer can be found at:
www.rotherhamsendlocaloffer.org/

Commissioned Services are open referral and any parent or carer of a disabled child or young person can contact the providers in this section directly to ask for a service.

To obtain further information regarding the Short Breaks Process and Eligibility Criteria please contact:

http://www.rotherhamsendlocaloffer.org/Resources/Councils/RotherhamOffers/short-breaks/Short_Breaks_Process_and_Eligibility_Criteria-2.pdf

or **01709 336432** or find us on Facebook



www.facebook.com/ahdc.shortbreaks

The commissioned services include:

Yours Project

Activities for children and young people aged 0 to 19 years, transport can be provided at a cost. The project is delivered by a range of providers to offer a variety of activities.

Contact: 01709 830154

Day of the week	Activity Provider	Venue	Time	Age Range	Frequency
Monday	Activate – After School Club	High Street Centre, Rawmarsh	5pm to 6.30pm 6.30pm to 8pm or 5pm to 8pm	8+ years	Term time only
	Open Minds Theatre Company – Creative Arts, Music, Dance and Drama	Unity Centre, St Ann's	4.30pm to 7.30pm	8+ years	Term time only
Tuesday	YMCA White Rose – Youth Club	St Barnabas Centre, Broom	5pm to 8pm	14 to 19 years	Term time only
	Ulley Activity Centre – Outdoor adventure and water sports	Ulley	4pm to 6pm	8+ years	April to October
Wednesday	YMCA White Rose – After School Club	St Barnabas Centre, Broom	3.30pm to 6.30pm	9 to 13 years	Term time only
	Rotherham United Community Sports Trust – Rolling Programme of Sports	Rotherham Leisure Complex, St Ann's Road	4pm to 6pm	8+ years	Term time only
Thursday	YMCA White Rose – After School Club	St Barnabas Centre, Broom	4pm to 6pm	Under 8 years	Term time only
	Swinton Lock Activity Centre – Canal based environmental activities, boating on the canal	Swinton Lock, Dunn Street, Swinton	4pm to 7pm	8+ years	May to November and January to March
Friday	Rotherham United Community Sports Trust – Fit 4 Football	Clifton Community School, Cranworth Road	4pm to 6pm	8+ years	Term time only
Saturday	YMCA White Rose – After School Club	St Barnabas Centre, Broom	11.30am to 2.30pm	All ages (rotation)	All year

Chat & Chill

Term-time youth clubs for young people aged 13 to 25 years. Tuesdays 6.30pm – 8.30pm at Chislett Youth & Community Centre. Thursdays 6.30pm – 8.30pm at Maltby Linx Youth Centre

Contact: Autism Communication Team 01709 336413

Whilst no longer directly commissioned, work continues in partnership to deliver the following activities.

Active Rotherham

Inclusive sports opportunities for disabled people to start, stay and succeed in sport. A range of provision targeting different ages and abilities and designed to meet the needs of the individual is provided, working closely with local leisure services and community based sports clubs to provide a high level of sports coaching whether at recreational or competition level.

Contact: **01709 363355**

Email: sportsdevelopment@rotherham.gov.uk

Black Minority and Ethnic Youth Group

Youth club environment for young BME people aged 13 years upwards held at The Place Young People Centre.

Contact: 01709 720744

Children's Disability Family Support Service

provide workshops for parents/carers relating to a common theme such as promoting positive behaviour, positive parenting and exploring sleep strategies. These workshops are usually delivered through a six week programme.

Contact: 01709 555967

Habershon House

Summer holiday break for 2 or 3 nights for the whole family, aged 13 years upwards, at a residential property in Filey.

Contact: 01709 255266

Hilltop / Kelford Schools

Summer Holiday Clubs 10am to 3pm for children and young people aged 2 to 18 years.

Contact: 01709 813386 or 512088

Kimberworth Place Short Breaks Facility

has areas specifically equipped for children with disabilities including fully accessible toilet facilities. These facilities are used by the...

Rotherham Branch of the National Autistic Society who run family drop in sessions.

Contact: 07554 439427

rotherham@nas.org.uk

Rotherham Parent Carer's Forum

Sessions for parents, children and young people to attend on Monday evenings at Kimberworth Place Short Breaks Facility.

Contact: 01709 296262

www.rpcf.co.uk/public/rotherham336.html

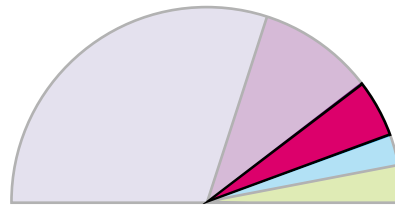


[rotherhamparentcarersforum](https://www.facebook.com/rotherhamparentcarersforum)

Elephants in Step Club

A youth club environment which usually consists of a 'theme night' such as Bond, Harry Potter and Doctor Who for young people aged 13 years upwards.

Contact: 01709 822189



Specialist Short Breaks Providers

Specialist Short Breaks are accessed following referral to and assessment by social care. If commissioned services are not meeting your needs you can request an assessment by contacting the Multi Agency Support Hub on **01709 336080**. The assessment will then be considered by a multi-agency Short Breaks panel.*

The panel are able to allocate short breaks from the following menu of services:

Orchard Children's Centre consists of 3 elements:

- **Liberty House** provides a warm, homely and safe environment for young people between the ages of 8 to 18 years who experience a severe physical or learning disability and/or sensory impairment.
- **Cherry Tree House** provides medium to long term residential care in a warm, homely and safe environment for up to five disabled children and young people between the ages of 8 to 17 years.
- **Children's Disability Family Support Service** provides target focused family support for disabled children, young people and their families relating to areas of assessed need.

Families Together Service offers disabled children, young people and their families short breaks in a home based environment with experienced carers.

**To request an assessment
for a Specialist Short
Break contact:
01709 336080**

Personal Budget is a sum of money to secure provision which the Council and/or NHS has set out in an Education Health and Care Plan (EHCP) and where the parents or young person have choice and control in securing that provision. Some or all of a personal budget can be made through a Direct Payment which a parent or young person uses to purchase the support or services they need.

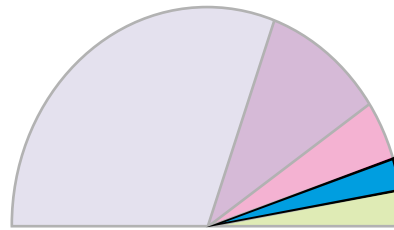
Direct Payments can be used for a range of things. One has been used to support the upkeep of an Autism Assistive Dog.



Direct Payments are cash payments made by Local Authorities to parents of disabled children and young people who have been assessed as needing social care services. The payments are an alternative to having services provided or arranged by the Council and are made so that parents can arrange and purchase the support their child has been assessed as needing.

*The Children's Disability Social Care Team's statement of purpose and the Short Breaks Panel Priority Scoring process can be provided upon request or by visiting our website:

www.rotherhamsendlocaloffer.org/s4s/WhereILive/Council?pageld=980
or **01709 336432**



Additional Specialist Short Breaks Providers

Complex Nursing Team provides short breaks for children and young people between the ages of 0 -19 years with complex health needs and who may require palliative care. Services are offered throughout the week, both day and night, and in a variety of settings including the child's own home.

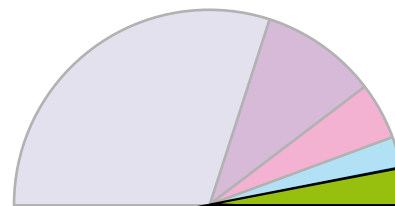
Continuing Healthcare packages are required when a child or young person's needs cannot be met by existing services or specialist services.

Contact:

YHCS.SouthYorksChildrensContinuingCare@nhs.net
Susan Stoker **01143054136** or **07773106975**

Bluebell Wood Children's Hospice provides care and support to families who have a child or young person who has a life limiting condition and is not expected to live into adulthood. They support the whole family, both at the hospice and in families' own homes.

Contact: **www.bluebellwood.org/contact-us.php**
or **01909 517 360**



Out of Authority Placements

There are currently **16** disabled children who are placed outside of Rotherham. **2** of the children are in long term residential provision with the remaining **14** children in foster care.

RMBC is considering a range of options that will support services to reduce this number in the future.

What outcomes do short breaks achieve for families and disabled children?

In order to better understand the outcomes achieved for children and their families, services have been submitting case studies as evidence. Below is a sample of some of the outcomes achieved.

“J has shown considerable development in terms of communication and interactions with staff and peers. J has made requests to use the bathroom and play with toys.”

“Children have been able to enjoy experiences which would not have been available such as the visit to Meadowhall and meeting new children and people.”

“Quality of life for the whole family has improved as a result of reduction of stress factors.”

“I talk more since coming here, I talk to everyone.”

How do we help to develop the skills of people working with disabled children, young people and their families?

All commissioned short breaks providers are subject to an annual quality assurance visit. The quality assurance visit observes short breaks service delivery, checks policies and procedures and discusses and shares good practice with professionals. Each service receives a report following the visit which identifies good practice and any areas for development. Young Inspectors were also involved in reviewing our quality assurance processes this year and have provided feedback which will inform the process for next year.

The AHDC provider/strategy group will continue to work in partnership with short breaks providers to identify, support and provide Continuous Professional Development opportunities to short breaks providers, for example highlighting Safeguarding Disabled Children training.



What support is available at transition from child to adult services?

Working practice is being reviewed during the coming year as SEND legislation and the Care Act 2014 (for adults) is implemented in Rotherham.

The development of Person Centred Reviews in Rotherham and the use of early assessment prior to Adult Services' involvement, has enabled us to begin to tailor packages of care which are most likely to be replicated in Adult Services. This is now embedded in all school processes.

By having this bespoke service workers have been able to identify where short breaks services can provide early intervention strategies to support with independence skills for young people and this has included money management, support with travelling and support with accessing college or local community social activities.

Services such as the ACT hold summer sessions for younger children who will be able to access Chat n Chill groups once they are 13 years and work with existing attendees to look at options for adulthood. ACT is also making links with adult services and exploring how to support young people to move on from Chat n Chill.

S enjoys his short break whilst his mother appreciates the opportunity to focus on her daughter's needs.



Is transport available to enable access to short breaks?

Getting to and from short breaks can be an issue for some children, young people and their families. We work in partnership with families to explore a range of approaches and options which could include:

- AHDC mini-buses, which are available for use at the Orchard Children's Centre
- The Yours Project works with families to identify individual transport needs, including working in partnership with Rotherham Community Transport
- We are currently in the process of reviewing our transport arrangements for children with SEND.
- We work with families to explore options for travel expenses via the DLA mobility component
- Alternative short breaks provision – closer to home

We continue to support families to find the most appropriate option which enables them to benefit from their short break.

How can you find out about what short breaks are on offer?

We use a range of methods to let children, young people and their families know about short breaks. Here are some of things you can do to get the information you need:

- Visit our webpage at:
www.rotherhamsendlocaloffer.org/s4s/WhereILive/Council?pagelid=980
- Visit us on Facebook:
 <https://www.facebook.com/ahdc.rotherhamshortbreaks>

- Telephone Families Information Services on **0800 0730230**
- Register on the Voluntary Children's Disability Register – registration form can be downloaded from the webpage above
- The Rotherham Send Local Offer website at **www.rotherhamsendlocaloffer.org/**

In addition to this we also give information face to face, leaflets, mail-outs, news letters, radio campaigns and local advertising.

How do we support disabled children, young people and their families to have a real choice about their short breaks?

As wide a range of activities as possible has been commissioned to provide real choice to children and young people around what they would like to do. These take place at a range of times and venues across the week to give as much choice as possible to families on where and when short breaks can be accessed.

Providers regularly consult with children, young people and their families about what short breaks they would like to see. Where practicable these are implemented. For example the Yours Project is currently looking at options for the Saturday Club to try to reach a wide range of children and young people.

During summer 2015, Council officers have held 7 sessions for parents and carers to find out what they would like to see from future short breaks. Further consultation has also been undertaken with parents and carers on the future direction for short breaks.

Previously L had been very distressed and had been reluctant to play with other children.

L played alongside children, helping to build dens and bring sensory toys into the soft play area.

How do we find out what children and young people think?

Children and young children are asked what they would like to do at the sessions they attend. We undertake visits each year to see all the activities on offer and talk to the children and young people about what they do and don't enjoy. At these visits this year we took 3 boxes to represent:

- What I like
- What I don't like
- What I want to try

Children and young people used a range of cards with pictures, drawings, writing and Makaton symbols to give their views. This approach was taken to enable all children to participate regardless of communication abilities.



How do we find out what parents and carers think?

Each year we send a questionnaire out to the parents/carers of every child on the Children's Disability Register asking for their views on the short breaks service and access to universal services.

During early summer 2015 we held 7 sessions for parents at a variety of times and locations across the Borough for parents and carers to tell us their views.

Individual providers also collate feedback from parents/carers at different times throughout the year and these are used to influence practice.

C enjoyed time with his carer whilst his principal carer was able to rely upon the consistency of a weekly overnight stay to allow her time to focus on her needs.

How do we find out what providers think?

We have a monthly meeting with all service providers, quarterly individual meetings with service providers and carry out annual quality assurance visits to all their activities.



This is what children and young people have told us and the actions we have taken so far:

Comment – Consider the possibilities to extend frequency of short breaks

Action Taken – Work has been undertaken to look at how this may be achieved with some amendments to practice, e.g. Saturday Club is now on a 6 week cycle in line with other YMCA clubs.

Comment - Promote the Rotherham SEND Local Offer website.

Action Taken – The Local Offer is included in this annual Statement, regular Exchange newsletters and via Facebook. Work will continue to promote the website.

How to complain

If you have a complaint or wish to make a suggestion or compliment you can contact us in a number of ways:

- Online: **www.rotherham.gov.uk/complaints**
- Email: **complaints@rotherham.gov.uk**
- By post: using a complaint form or by letter. No postage is required for posting forms or letters to us, use the freepost address below:

**The Complaints Manager
Rotherham Metropolitan Borough Council
(FREEPOST RTCT-XKLS-ZHAZ)
Riverside House
Main Street
Rotherham
S60 1AE**

- By telephone: **01709 382121**
- By text: **07860 021447**
- In person: at one of our Customer Service Centres or any Council reception.

What do you think about short breaks now and what improvements could we make in the future?

During 2015 we have again asked you what your thoughts are about short breaks in Rotherham. We received responses from children and young people, parents and carers and responses from short breaks providers. We also undertook a self evaluation.

RECOMMENDATIONS FROM CHILDREN & YOUNG PEOPLE'S CONSULTATION

1	Work with providers to implement changes to activities in response to feedback from children and young people.
2	Use consultation data to inform future Commissioning decisions.

RECOMMENDATIONS FROM PARENTS AND CARERS CONSULTATION

3	Increase short breaks for under 8 year olds by a defined % to be set in consultation with providers.
4	Increase sensory activities available within short break provision.
5	Increase short breaks during school holidays.

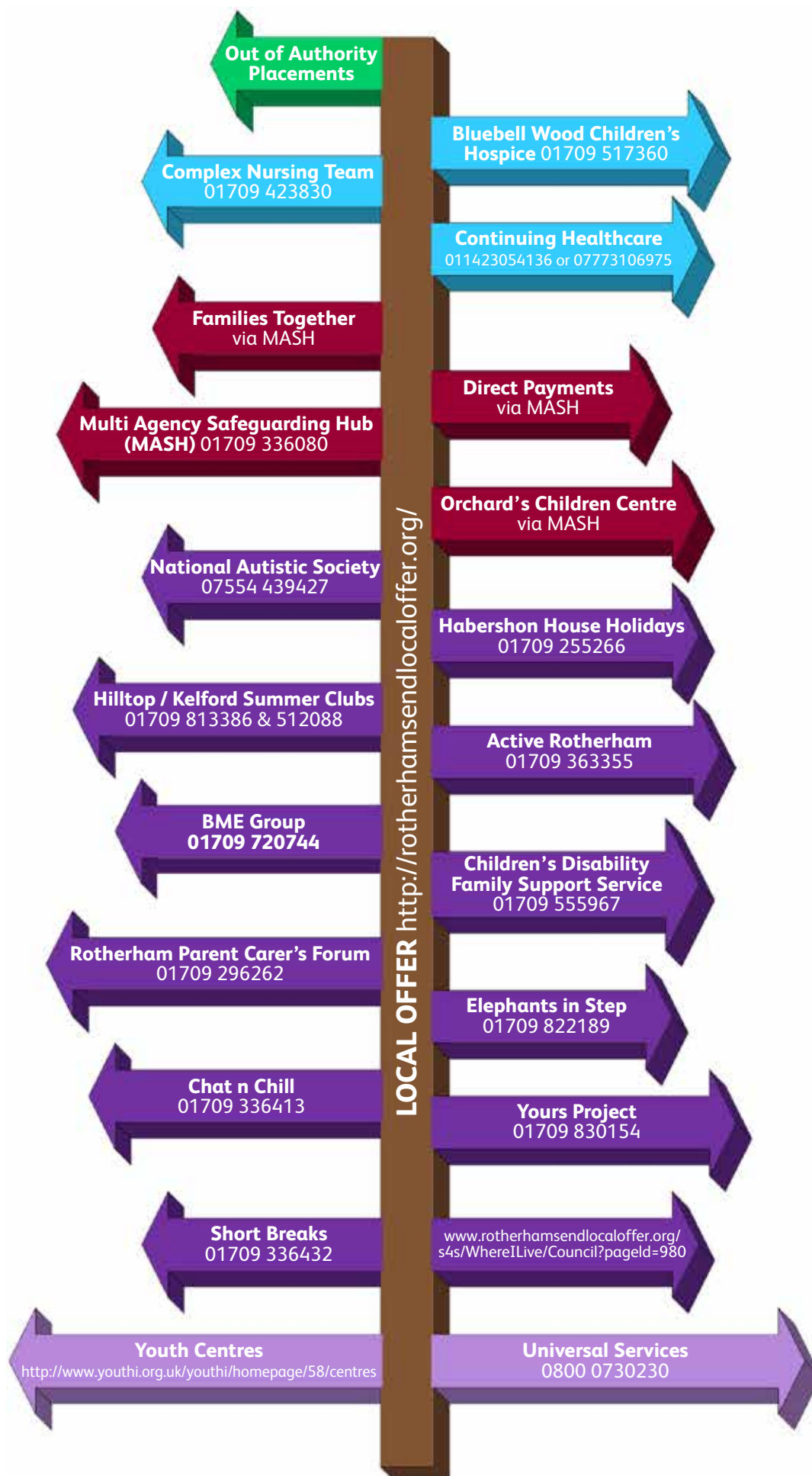
RECOMMENDATIONS FROM BOROUGH STATISTICS AND SERVICE PROVIDER DATA

6	Increase provision for 5-8 year olds by a defined % to be set in consultation with providers
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RECOMMENDATIONS FROM SELF-ASSESSMENT PROCESS & BEST PRACTICE REVIEW

7	All providers to develop a longer term sustainability plan for their disability offer.
8	Identify 'Disability Champions' within universal services to advocate on behalf of children and young people and extend the reach of their disability offer.
9	All in-house partners to develop a 'Disability Offer'.
10	Develop mechanisms which allow disability offers from universal partners to be assessed and feedback provided to inform and influence positive change.
11	Evaluate children and young people's experiences in order that this can be used to challenge, lobby and promote inclusion.
12	Develop options for the future of Short Breaks in line with the Children and Families Act 2014.

* A detailed response analysis can be found in the Aiming High for Disabled Children Needs Analysis 2013-14 which can be obtained by contacting www.rotherhamsendlocaloffer.org/s4s/whereilive/council?pageid=980 or 01709 336432



Early Support

for children, young people and families

What is Early Support?

Early Support is a way of working; where everyone works together as equal partners. This enables disabled children, young people and their parents and carers to make choices and have control of the things that affect their lives.

Early Support is based on 10 principles:



To find out more please click on the link below:

www.councilfordisabledchildren.org.uk/earllysupport

In Rotherham we have delivered Early Support Key Working training to over 500 individuals who work to support disabled children, young people and their families, this includes parents and carers. We are planning to deliver further training in 2016 to find out more please contact Jackie Parkin on 01709 336432 or visit Rotherham's Local Offer on the link below for the most up to date training information: www.rotherhamsendlocaloffer.org/

Families Information Service (FIS) holds details of all children and young people who are currently being supported by Early Support Key Working. To find out more about "Key Working" or how to register a child or young person please contact: FREE PHONE 0800 0730230.

If you or someone you know needs help to understand or read this document, please contact us:

☎ 0800 0730 230

💻 andrew.lound@rotherham.gov.uk

Minicom: 01709 823536

Ak vy alebo niekto koho poznáte potrebuje pomoc pri pochopení alebo čítaní tohto dokumentu, prosím kontaktujte nás na vyššie uvedenom čísle alebo nám pošlite e-mail.

نہ گھر تو یان کہ سیک کہ تو دیناسی پیویستی بہیارمہتی ہہ بیت بو نہودی لہم بہ لگہنامہ یہ تیہگات یان بیخوینیتہود، تکیاہ پھیودندیمان پیوہ بکہ لہسہر نہو ژمارہیہی سہرودہدا یان بہو نیمہیلہ۔

إذا كنت انت أو اي شخص تعرفه بحاجة إلى مساعدة لفهم أوقراءة هذه الوثيقة، الرجاء الاتصال على الرقم اعلاه، أو مراسلتنا عبر البريد الإلكتروني

اگر آپ یا آپ کے جاننے والے کسی شخص کو اس دستاویز کو سمجھنے یا پڑھنے کیلئے مدد کی ضرورت ہے تو برائے مہربانی مندرجہ بالا نمبر پر ہم سے رابطہ کریں یا ہمیں ای میل کریں۔

اگر جناب عالی یا شخص دیگر کی کہ شما اورا می شناسید برای خواندن یا فهمیدن این مدارک نیاز به کمک دارد لطفاً با ما بوسیله شماره بالا یا ایمیل تماس حاصل فرمایید۔

Disability Short Breaks commissioning options

Option 1 – Re-commission on a block contract basis – status quo

Undertake a tendering exercise in November and December 2015 for commissioned Short Breaks provision for a two year period from 1 April 2016 to 31 March 2018. This would be on the same basis as at present, with the tender comprising of lots for weekday, weekend and summer activities and commissioning on a block contract basis.

Advantages

- The current commissioning arrangements for Short Breaks provision has resulted in a range of activities that are of high quality and show a high level of satisfaction from young people and parents/carers.
- There is a high level of uptake of commissioned Short Breaks

Disadvantages

- The current commissioning arrangements are not responsive to personalisation or personal budgets.
- There are capacity issues and pressures in relation to commissioned activities i.e. there is limited provision for children aged 5-11 years and limited provision over the summer period.
- There are staff recruitment and retention issues for providers, which is particularly acute when we near contract end date.
- The block commissioning arrangement discourages the market place developing.

Option 2 – An approved provider framework with full personal budgets

Through a robust Resource Allocation System (RAS), Children & Young People will be awarded a personal budget based on need to purchase Short Breaks of their choosing from a range of providers who are on an approved provider framework. The framework will be quality checked to ensure that providers meet necessary service standards.

Advantages

- This arrangement would lend itself to full personalisation and would be in line with government expectations under the Children & Families Act and Care Act.
- This arrangement will facilitate choice and control by families.
- This arrangement will help in developing the Short Breaks market.
- There will be an upskilling of universal providers

- Through individual approaches, there will be a wider range of Short Break options i.e. As well as the current group activities, 1:1 and other activities will be developed.

Disadvantages

- A potential loss of the current quality provision
- Current provision is not sustainable without a block contract, as it's not structured to operate on an individual payment basis
- The market is not developed and there will, in all likelihood, be limited Short Break activities for families to purchase
- If families choose 1:1 provision, then there is currently a lack of Personal Assistants (PA's) in Rotherham
- A robust RAS would have to be developed between now and early in 2016
- It may cause financial pressure on the Short Breaks budget, as it's unclear as to what the RAS scores would be and therefore there may be more higher level packages than anticipated. The process would also be challengeable
- There would be no Short Breaks service offer for families that did not wish to take a personal budget
- The system would create disparities between commissioned and in-house provision.

Option 3 – Re-commission Short Break provision and undertake a personal budget pilot project

Undertake a competitive tendering exercise in November and December 2015, with a view to having providers in place from 1 April 2016 with flexible contracts that allow providers to income generate.

In addition, there would be a personal budget pilot with a representative sample of between 20 and 40 families, with a RAS in place that would determine the level of personal budget. These families would be able to either purchase from the commissioned Short Breaks provision or from a provider of their choosing. The pilot would be fully evaluated in the third quarter of 2016/17.

Advantages

- This arrangement would allow a gradual move to personalisation and would be in line with government expectations under the Children & Families Act and Care Act.
- This arrangement will facilitate initial choice and control by families.
- This arrangement will help in developing the Short Breaks market.

- Through individual approaches, there will be a wider range of Short Break options i.e. As well as the current group activities, 1:1 and other activities will be developed.
- This arrangement will minimise the risks of destabilising the market through having a small pilot and not offering personal budgets to all families in receipt of Short Breaks.

Disadvantages

- The market is not developed and there will, in all likelihood, be limited Short Break activities for families to purchase other than the commissioned activity.
- If families choose 1:1 provision, then there is currently a lack of Personal Assistants (PA's) in Rotherham
- A robust RAS would have to be developed between now and early in 2016
- It may cause financial pressure on the Short Breaks budget, as it's unclear as to what the RAS scores would be and therefore there may be more higher level packages than anticipated. The process would also be challengeable.
- Families may choose not to purchase activities other than the commissioned provision, which would create a financial pressure.

Public Report
Council/or Other Formal Meeting

Summary Sheet

Commissioners Decision Making Meeting Report

Title: St. Edmund's Children's Home

Is this a Key Decision and has it been included on the Forward Plan?

Yes, it is a key decision

Strategic Director Approving Submission of the Report

Ian Thomas - Strategic Director of Children's and Young People's Services

Report Author(s)

Jane Parfremment – Assistant Director, Safeguarding

Ward(s) Affected

All

Summary

1. Rotherham Council is reviewing the care offered across the whole of its residential care service for young people in order to ensure all those looked after by the authority receive the best possible care.
2. The local authority currently has four operational children's homes. St. Edmund's is one of two operating homes which provide long-term care for male and female young people with emotional and behavioural difficulties. The maximum number of placements is six, and there are currently two young people living there. St. Edmund's is currently rated by Ofsted as 'inadequate' following an inspection in October 2015.
3. Robust action has been taken by management in order to improve this service following the Ofsted Inspection in October 2015. Despite this following on from the intervention and a period of intense scrutiny, within which we considered whether the service was able to sustain delivery of high quality care, there has been compelling evidence that the service cannot satisfactorily meet the needs of the young people the council needs it to provide for. This evidence was presented in a report to Commissioner's decision making meeting on 7th December 2015.
4. In consideration of the above, on 7th December 2015 The Commissioner (Social Care) agreed a proposal that the Council should consult on a proposal to undertake a planned closure of St. Edmund's Children's Home by no later than the 31st January 2016.

5. This report provides the outcome of the consultation and recommends that closure of St Edmund's Children's Home by 31st January 2016 is approved.

Recommendations

That the responsible Commissioner:

1. Notes the specific management actions that have been taken to improve St. Edmund's Children's Home as identified in the report of the 7th December 2015.
2. Notes that despite management action and some evidence of improvement to secure the immediate safeguarding needs of the young people who live there, St. Edmund's Children's Home has only provided limited assurance in relation to longer term sustainable improvement.
3. Notes that although St. Edmund's Children's Home has the physical capacity for up to six placements the council is unable to move more young people into the home because of its inability to meet the needs of young people with more complex issues. This issue has meant that we have had to move young people out of the borough.
4. Notes the consultation feedback received as detailed in Appendix 1 and summarised in the body of the report and agrees that this is provided as additional evidence to inform the overarching commissioning review of children's residential homes and leaving care provision that was launched in November 2015 and is due to conclude at the end January 2016.
5. Notes the Equality Impact Assessment as detailed in Appendix two.
6. Approves the closure of St. Edmund's Children's Home by 31st January 2016

List of Appendices Included

Appendix 1- Consultation Feedback
Appendix 2- Equality Impact Assessment
Appendix 3 – Comparative unit costs

Background Papers

- Children's and Young People's Service Improvement Plan, 2015
- RMBC Looked After Children and Care Leavers Placement Sufficiency Strategy 2015-2018.
- Commissioner Decision Making Report- 7th December 2015

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Council Approval Required

Commissioner decision

Exempt from the Press and Public

No

Title: St. Edmund's Children's Home

1. Recommendations

That the responsible Commissioner:

- 1.1 Notes the specific management actions that have been taken to improve St. Edmund's Children's Home as identified in the report of the 7th December 2015.
- 1.2 Notes that despite management action and some evidence of improvement to secure the immediate safeguarding needs of the young people who live there St. Edmund's Children's Home has only provided limited assurance in relation to longer term sustainable improvement.
- 1.3 Notes that although St. Edmund's Children's Home has the physical capacity for up to six placements the council is unable to move more young people into the home because of its inability to meet the needs of young people with more complex issues. This issue has meant that we have had to move young people out of the borough.
- 1.4 Notes the consultation feedback received as detailed in Appendix one and summarised in the body of the report and agrees that this is provided as additional evidence to inform the overarching commissioning review of children's residential homes and leaving care provision that was launched in November 2015 and is due to conclude at the end January 2016.
- 1.5 Notes the Equality Impact Assessment as detailed in Appendix two.
- 1.6 Approves the closure of St. Edmunds Children's Home by 31st January 2016

2. Background

- 2.1 Rotherham Commissioners have laid out a clear vision and determination to help the council secure a safe environment for young people and ensure good, sustainable services and regulation to restore healthy democratic leadership and accountability.
- 2.2 The vision is for Rotherham Children's and Young People's Services to be rated as outstanding by 2018, based on a robust service improvement approach. A key action is to ensure that there are enough local placements of good quality that are able to meet the needs of our looked after children.
- 2.3 The Rotherham Metropolitan Borough Council Looked After Children and Care Leavers Placement Sufficiency Strategy 2015-2018 identified that too many Rotherham looked after children live in residential care, most of whom are placed out of the Borough, and that to address this issue we need to have more children in family based placements and to ensure that our residential homes are equipped to respond to children with more complex needs.

3. Key Issues

- 3.1 Prior to October 2015 the council had five children's homes however one of these homes, Woodview, ceased delivery as a result of concerns regarding the level of care it provided to the young people who lived there. St. Edmund's is now one of four homes currently operated by Rotherham Metropolitan Borough Council; two of which provide long-term care for male and female young people with emotional and behavioural difficulties.
- 3.2 The maximum number of placements in St. Edmund's is six, however there are currently only two young people living there; both over the age of 16. Since July 2015 the home has frequently been under occupied and has consistently struggled to meet the combined needs of the children who have lived there. In August 2015 this resulted in a young person moving out, reducing occupancy to three. In October 2015 another young person left the home, because the home was unable to meet their emotional needs.
- 3.3 Ofsted inspections award four ratings at a Full Inspection: Outstanding, Good, Requires Improvement, and Inadequate. Following an Ofsted full Inspection on 12th October 2015, St. Edmunds was graded inadequate.
- 3.4 Robust action has been taken by management in order to improve this service following the Ofsted Inspection in October 2015. Evidence was presented in a report to Commissioner's decision making meeting on 7th December 2015 that despite intervention and a period of intense scrutiny, there was compelling evidence that the service cannot satisfactorily meet the needs of the young people the council needs it to provide for. The evidence clearly shows that the home is:
 - Unable to understand and abide by the regulations
 - Unable to follow management instruction without direct oversight
 - Unable to recognise and respond to signs of emotional distress and vulnerability in the young people who live at the home
 - Unable to prioritise the needs of the young people over their preferred methods of working
 - Not demonstrating sufficient basic knowledge of adolescent development and issues, despite training
 - Unable to produce the required quality of recording without direct management oversight, necessitating frequent rewrites, cross-checking and remedial action
- 3.5 All of the above is despite the additional support given and with the home operating at a third of capacity and much below the level of complexity of

need within the statement of purpose. The nature of a residential home is such that you have to rely on all staff to identify, respond, communicate and record issues as they arise. The needs of young people in residential care fluctuate, and a crisis for that young person can occur at any time of day or night. It is not possible for the manager to be within the home 24 hours a day, seven days a week to oversee every staffing action. The staff team has to be resilient and skilled enough to have strength in depth. This is not currently the case at St. Edmund's, although there are some good and caring staff members.

- 3.6 Further issues of concern were identified during a visit by the Strategic Director of Children's and Young People's Services on the 18th November 2015. The issues were immediately fed back and responded to by the Assistant Director of Safeguarding, who undertook a deep-dive review and accelerated the ongoing assessment of improvement as described in paragraph 3.8. As a consequence on the 23rd November 2015 the Assistant Director provided a recommendation to the Interim Strategic Director that consultation should commence on closure of the home.
- 3.7 On 7th December 2015 the Commissioner for Children's Social Care approved a recommendation that consultation be commenced on a proposal to undertake a planned closure of St. Edmund's Children's Home by no later than 31st January 2016.
- 3.8 Consultation has been undertaken in line with the process outlined in the body of this report. Feedback received during the consultation period is detailed in section five and Appendix one.
- 3.9 A range of consultation opportunities were offered to relevant stakeholders to provide, and have their views considered, on the proposed closure of St Edmund's Children's Home. In total two young people and nine, of 16 staff, directly contributed feedback through the methods provided.
- 3.10 The young people who are resident in the home are disappointed that they would lose what they perceive to be a stable and supportive staff group should the home close, and expressed a preference that it stay open and they remain at the home until independence. Despite this, both have actively participated in planning for alternative care should the decision be made to close the home and are optimistic about the potential alternative plans for them.
- 3.11 Staff are disappointed that their efforts to improve the home would be in vain should it be closed and feel that improvements have been made to the standards. However, almost all staff indicated a view that the delivery model for provision needs to be changed with most suggesting a move to provision of smaller homes of two or three beds. There is consistent acceptance that the home was too big to meet the needs of complex young people.

- 3.12 The alternative to closure proposed by some staff is a transition from the current premises to new smaller homes, with either a transfer of all existing staff or natural reduction of the staff team through voluntary severance. None made representations that the home should continue in its current form long term.
- 3.13 As outlined in the background report to The Commissioner of 7th December 2015, despite action taken to ensure the immediate safeguarding needs of the children are met, the home is currently not providing a good enough standard of care and the continued low occupancy of this home does not provide value to the council. None of those consulted directly expressed the view that the home should close but the consultation did not provide any compelling evidence that the home should continue to function in its current form in the short to medium term, and consequently it is recommended that planned closure is progressed.

4. Options Considered and Recommended

4.1 To close the home with immediate effect

Immediate risks to the young people who live there have been addressed, so this is not necessary and it is a legal requirement to undertake consultation and planning for the young people. This option is not recommended.

4.2 To continue to run the home with improvement action

As outlined in the report despite action taken to ensure the immediate safeguarding needs of the children are met the home is currently not providing a good enough standard of care nor is there evidence that the home should continue to function in its current form in the short to medium term. The continued low occupancy of this home does not provide value to the council as identified in Appendix three. This option is not recommended

4.3 To proceed with planned closure of St. Edmund's Children's Home

The report, in particular at paragraphs 3.3 to 3.6 has set out the evidenced issues in relation to the home and the subsequent management response to those identified issues. The report also outlines the consultation process undertaken and the outcome of that consultation. As indicated the consultation has highlighted factors that the council needs to take into account when deciding whether or not to proceed to closure of the home. It is noteworthy that staff who contributed to the consultation expressed a view that the model of delivery for residential care generally should change.

Despite the additional support provided to the home in terms of a significant investment of expertise and capacity, it is suggested that it remains the case that the issues with the home are deep seated and it is not able to improve to the required standard quickly. None of the feedback from the consultation exercise provides any compelling evidence to alter the proposal that closure of the home should occur. The consultation exercise has confirmed that the preference of the two current residents is to remain at the home and it is acknowledged that the closure of the home may lead to some short term disruption for the residents. However, in making a decision in this matter, the interests and welfare of the two residents and other potential future residents is

paramount to the Council, and it is suggested that any short term disruption to the current residents would be far outweighed by the longer term benefits to the residents if they were moved to different placements which can provide a better quality of care. Therefore, taking into account all the relevant information set out in this report, the option to proceed with the planned closure of the home is recommended.

Notwithstanding the decision in this specific matter, it is also recommended that the consultation feedback should be provided as additional evidence to inform the overarching commissioning review of children's residential homes and leaving care provision that was launched in November 2015 and is due to conclude at the end January 2016.

5. Consultation

5.1 As a matter of public law and Council policy, any proposal to close a facility will require a reasonable period of engagement and consultation with those affected by such a proposal. The latest government guidance on consultation principles confirms that the governing principle is proportionality of the type and scale of consultation to the potential impacts of the proposal or decision being taken, and thought needs to be given to achieving real engagement rather than merely following a bureaucratic process. The statutory guidance indicates that the period of consultation will usually last for between 2 and 12 weeks. The amount of time required for a consultation exercise should be decided on a case by case basis, and depends on the nature of the proposal, for example the diversity of interested parties or the complexity of the issue, the capacity of groups being consulted to respond or external events. With this in mind officers consulted with the following stakeholders and interested persons:

- Children and young people who are resident at the home (assisted by an independent advocate, if required)
- Parents, carers and connected persons of the above;
- Independent Reviewing Officers
- The staff employed within the home and their trade unions

As a result of the Equality Impact Assessment (Appendix three), consultation letters were also delivered to close geographical neighbours to the home.

The purpose of the consultation was to garner the views and preferences of the consulted on the proposal and its implementation, and to understand whether there are were any possible unintended adverse consequences of the proposal.

5.2 In all the circumstances, and taking into account the holiday period, a period of 4 weeks consultation was agreed as proportionate and reasonable in this matter. The timetable of consultation undertaken is outlined below:-

- On 1st December 2015 the two young people resident in the home were advised of the intention to seek Commissioner's approval on 7th December 2015 to begin formal consultation on its closure
- On 1st December 2015 staff employed in the home and their trade unions were informed of the intention to seek Commissioner's approval on 7th December 2015 to begin formal consultation
- On 1st December 2015 parents, close family members, IROs and advocates for the two young people resident in the home were informed of the intention to seek Commissioner's approval on 7th December 2015 to begin formal consultation
- Consultation opened on the 7th December 2015 and closed at midday on the 4th January 2016.
- A range of methods were used for consultation. A consultation feedback report is attached as Appendix one.

5.3 Findings

i) ***Children and young people who are resident at the home***

In order to give a full opportunity for the young people to contribute to the consultation on, 1st December 2015 they were informed during one-to-one sessions with their allocated social workers of the intention to seek Commissioner's approval on the 7th December 2015 to begin formal consultation on closure of St. Edmund's Children's Home. In addition both young people have met with the Assistant Director of Safeguarding twice during the consultation period to express their views and at their request, both young people were provided with written information and offered the opportunity to provide their views on the consultation in writing by 4th January 2016.

The young people have allocated advocates from the Rights2Rights service, and the advocates have worked with them to provide an opportunity to feed their views into the consultation and take up matters on their behalf.

Responses were gained from the two current residents, and a previous resident was offered the opportunity to contribute but declined to comment. Their feedback is contained in full in Appendix one and summarised below:-

- Both young people communicated that the period of consultation was too long and created additional anxiety and confusion for them.
- Both young people expressed that they feel staff at St. Edmund's care for them and have provided them with stability.
- They are concerned about what will happen to the staff
- Both young people would prefer to remain at St Edmunds but believed that the home was likely to close due to the Ofsted findings and that the home had not had enough young people in it for some time.
- Both young people expressed the view that some looked after children are better suited to residential care.
- Both young people had views about their potential future placement options and this has been taken into account.
- Both young people see some advantages in their proposed new placements should St Edmund's be closed.

ii) ***Parents, carers and connected persons of the above;***

Parents were consulted through meetings with the allocated social workers for the current residents, statutory review processes and a telephone consultation session with the Interim Head of Service for Looked After Children.

Parents for both current residents were concerned that closure would mean another move for their child and one parent questioned the future impact of reducing placement availability in the area.

One parent reported finding the consultation and prospect of closure stressful and they cited the impact on the wider family and the child.

Parents of both current residents felt that St Edmund's had provided a good service for their children and appreciated the support of the staff. They questioned the need for closure.

iii) ***Independent Reviewing Officers***

Both current residents have the same Independent Reviewing Officer. The IRO has been fully involved in the planning and options appraisals for the young people. He has expressed his satisfaction with his involvement and the planning but has indicated that he has no further view regarding the proposal to close St. Edmund's.

iv) ***The staff employed within the home and their trade unions***

In order to give a full opportunity for staff to contribute to the consultation a variety of methods of consultation have been utilised. On 1st December 2015, staff employed to work in the home and their trade unions were informed of the intention to seek Commissioner's approval on 7th December to begin formal consultation on a proposal to close the home. Staff have been provided with written information and offered the opportunity to provide their views on the consultation in writing by 4th January 2016. In addition, the staff team were offered individual consultation meetings in the week commencing 14th December 2015 and the opportunity to attend a group consultation session with the Assistant Director of Safeguarding on 21st December 2015.

In total 9 (of 16) staff contributed their views with some using more than one method five staff provided their views in writing, eight staff attended individual consultation sessions and two staff attended the group consultation session with the Assistant Director. Their feedback is contained in full in Appendix one and summarised below:-

- Some staff acknowledged that up to the Ofsted inspection in October 2015 they had not been able to meet the combined needs of the young people placed as well as they themselves would want.
- The staff expressed the view that the improvement activity that has occurred at the home has resulted in improved record keeping and standards, with some staff expressing the view that they had made sufficient improvements to move towards a 'good' Ofsted rating.
- Staff felt that having two residents in recent months has allowed them to provide more focused and individualised care.

- The above has resulted in some staff expressing a view that the size and structure of St. Edmund's is not conducive to providing the level of care they aspire to i.e. it is hard to get a good match and mix of young people when all beds are occupied and hard to individualise the responses to those young people.
- Some staff recognised that the current arrangement was not sustainable given the under occupancy and the cost of running a home of this size.
- Staff have expressed a view that family care does not suit every child or young person and that future planning should consider provision based on 2 or 3 bed residential children's homes in the area so those children and young people whose needs are better met in a residential home can stay in Rotherham.
- A number of staff members indicated that a transition to an alternative delivery model over time should occur rather than a closure which would allow retention of staff and the current residents to move together.
- All staff wanted to be able to support the two residents to make the transition from St Edmund's should the decision be made to close the home.
- Most staff wanted the opportunity to be considered for alternative employment within then council should the decision be made to close the home.

v) ***Close geographical neighbours to the home***

Letters were hand delivered to the closest neighbours to the property to ascertain any concerns they may have should the home cease operation as a children's home. No responses were received.

6. Timetable and Accountability for Implementing this Decision

- 6.1 On 7th December 2015 the Commissioner for Children's Social Care approved a proposal that the Council should consult on a proposal to undertake a planned closure of St. Edmund's Children's Home by no later than the 31st January 2016.
- 6.2 Consultation opened on the 7th December 2015 and closed at midday on the 4th January 2016.
- 6.3 On 12th January 2016 the Commissioner for Children's Social Care will consider the proposal to proceed with closure of St. Edmund's Children's Home.
- 6.4 Subject to Commissioner's decision Ofsted will be notified in writing of the decision to cease operation in line with Regulation 49 of the Children's Homes (England) Regulations 2015
- 6.4 Subject to Commissioner's decision St. Edmund's Children's Home will close by no later than 31st January 2016.

7. Financial and Procurement Implications

- 7.1 The current Net Revenue Budget for the home is £529,737. This includes a premises budget of £13,500.

The current forecast outturn position for the financial year (at November 2015) is a total overspend of £126,000, attributable to additional agency staffing and additional management support.

- 7.2 The projected average unit cost for the home over the current financial year is £2,300 per week. However, the current unit cost based on present low occupancy of St. Edmund's Children's Home is £5,532 per week. This does not represent good value for money and due to the current concerns about the standard of provision at St. Edmund's Children's Home it is not possible to admit more residents, consequently the unit costs will continue at this level if the home remains open.
- 7.3 The two young people who left St. Edmund's in the summer of 2015 were placed in independent residential children's homes with an average weekly unit cost of £2,824 per week.
- 7.4 Contingency planning activity for the existing residents of St. Edmund's Children's Home has identified that the needs of one young person could be met in alternative internal residential provision and the other in foster care. Consequently the total cost per week for alternative placements for these two young people would be approximately £3,017 per week this would equate to a cost avoidance of £418,444 for a full year if the home was closed.
- 7.5 Attached at Appendix three is a summary of comparative unit costs by provision type

8. Legal Implications

- 8.1 In addition to the legal requirements for robust consultation as set out in section five, the council has to ensure it complies with its duties under the Equality Act 2010. Under section 1 of that act the council must, when making decisions of a strategic nature about how to exercise its functions, have due regard to the desirability of exercising them in a way that is designed to reduce the inequalities of outcome which result from socio-economic disadvantage. In addition under S149 of the Equality Act the council must comply with the public sector equality duty which requires it to have due regard to the need to:

- (a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- (b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

In dealing with this duty, the Council must have due regard in particular, to the need to:

- (i) Remove or minimise disadvantages suffered by persons who share a relevant characteristic that are connected to that characteristic
- (ii) Take steps to meet the needs of people who share a relevant protected characteristic that are different to the needs of persons who do not share it
- (iii) Encourage persons who share a relevant characteristic to participate in public life or any other activities where their participation is disproportionately low

Protected characteristics include disability, age, race, sex, religion or belief, gender reassignment, marriage and civil partnership, pregnancy/maternity and sexual orientation.

8.2 The Commissioner's attention is drawn to the equality duties. An equality impact assessment is attached as Appendix two to assist the Commissioner's final decision making process.

8.3 Children's Homes are registered with Ofsted and therefore their activities are regulated. Regulation 49 of the Children's Homes (England) Regulations 2015 requires the responsible individual and/or the registered person, i.e. the children's home registered manager, to give notice in writing to Her Majesty's Chief Inspector of Ofsted as soon as it is practicable to do so if a registered provider proposes to cease to carry on or manage the Home.

9. Human Resources Implications

9.1 There are 16 members of staff (11.72 FTE) at the home who may be affected by the proposal, and the council's usual policies and consultation processes will apply i.e. seeking to avoid redundancy through redeployment where possible.

9.2 On 1st December 2015 staff employed to work in the home and their trade unions were informed of the intention to seek Commissioner's approval on 7th December to begin formal consultation.

9.3 Staff have been provided with written information and offered the opportunity to provide their views on the consultation in writing by 4th January 2016.

9.4 Staff have had the opportunity to submit their views via their union representatives.

9.5 Staff have been offered individual consultation meetings week commencing 14th December 2015.

9.6 Staff were offered the opportunity to attend a group consultation session with the Assistance Director, Safeguarding on 21st December 2015.

10. Implications for Children and Young People and Vulnerable Adults

- 10.1 There are currently two young people aged 16+ who are residents at St. Edmund's Children's Home. They have been consulted on their views and options for future placements as part of this proposal.
- 10.2 On 1st December 2015 young people resident in the home were given notice of the intention to seek Commissioner's approval on the 7th December 2015 to begin formal consultation through one-to-one sessions with their allocated social workers.
- 10.3 Both young people have met twice with the Assistant Director of Safeguarding during the consultation period to express their views.
- 10.4 At their request both young people were provided with written information and offered the opportunity to provide their views on the consultation in writing by 4th January 2016.
- 10.5 The young people have allocated advocates from the Rights2Rights service, and the advocates have offered them to provide an opportunity to feed their views into the consultation and take up matters on their behalf.
- 10.6 The Independent Reviewing Officer (IRO), for each young person has been involved in the planning. The IRO has a statutory duty to ensure that the young person's needs are taken into account.

11. Equalities and Human Rights Implications

- 11.1 The council must comply with its duties under the Equality Act 2010, as set out in section 8 above. In addition, the council has a duty to fully consider the human rights implications for residents, staff and future looked after children. A completed Equality Impact Assessment is contained as Appendix two.
- 11.2 Key issues identified are contained within the action plan of Appendix two those identified as relevant for the consultation period have been completed, those which remain will inform a closure plan should the recommendation to progress to planned closure be agreed.

12. Implications for Partners and Other Directorates

- 12.1 Property services have been made aware of the proposal and that the property will need to be secured and may be surplus to requirements should this proposal proceed

13. Risks and Mitigation

- 13.1 The areas for concern are fully outlined in section 3 above. Continuation of the current provision presents the following risks:
- It has been evidenced that St. Edmund's Children's Home is not able to provide appropriate care to the more complex young people who need residential care. This is evidenced by the fact that the home has not been

able to meet the needs of young people who fall within the home's remit and clear statement of purpose. Despite a robust management response the home has not been able to make the improvements within a reasonable time frame.

- The majority of the children in residential care are over 12 years of age and have complex needs necessitating highly skilled care. There are currently approximately 40 children with complex needs placed in residential homes outside of the borough, and the Council's sufficiency strategy aims to reduce this number. This home will not meet the projected needs of children requiring residential care.
- Officers of the council are required to maximise resources and ensure that we get best value for money. The continued low occupancy and under-utilisation of the home means that it does not provide value for money.

The proposed consultation mitigates against these risks

14. Accountable Officer(s)

Ian Thomas - Strategic Director

Approvals Obtained from:

Joanne Robertson - Finance and Corporate Services

Catherine A Parkinson - Interim Assistant Director of Legal & Democratic Services:

Head of Procurement (if appropriate):-

Name and Job Title

This report is published on the Council's website or can be found at:-

<http://moderngov.rotherham.gov.uk/ieDocHome.aspx?Categories=>

Appendix 1

Consultation regarding the proposed closure St Edmunds's Children's Residential home

The consultation took place over a period commencing 7 December 2015 and ending 04 January 2016. As a matter of public law and council policy any proposal will require consultation with those affected.

With this in mind Ofsted have involved all stakeholders and interested persons:

- Children and young people who are resident at the home (assisted by an independent advocate, if required)
- Parents, carers and connected persons of the above;
- Independent Reviewing Officers
- The staff employed within the home and their trade unions
- Close geographical neighbours to the home

The purpose of the consultation was to gain the views and preferences of the consulted on the proposal and its implementation and to understand whether there are were any possible unintended consequences of the proposal.

In all the circumstances, and taking into account the holiday period, a period of 4 weeks consultation was agreed as proportionate and reasonable in this matter.

The timetable of consultation is included in the main body of the report.

Details of Consultation**1 Children**

The two young people and one former resident were consulted. The former resident declined, but the views of the other two young people are detailed in the report. There were two meetings with Jane Parfremment, Assistant Director of Safe Guarding, a meeting with their advocate, statutory review, meeting with key worker/social worker and also by letter.

2 Parents, carers and connected persons of the above

The 2 parents were consulted by meetings with social worker, statutory review and telephone conversation with Michelle Whiting, Head of Looked after Children. The views are detailed in the report.

3 IRO

The two current residents share the same IRO who was consulted by letter, views and report. The email response from the IRO stated he felt at this time he was not in a position to give a valid feedback that would assist.

4 Staff & Unions

Meetings on 1 December & 21 December 2015. The first meeting was informal and at the second meeting there were two staff in attendance. Each member of staff was offered an individual consultation meeting with HR and Union (17 December), views are contained within the report.

5 Close geographical neighbours to the home

50 letters were sent to neighbours. No responses received at the time of this report.

Structure of the report

To aid the understanding the report has been sectioned into two parts section 1a summary of consultation comments. To ensure full transparency Section 1b contains the actual comment from respondent anonymously by type.

Consultation Findings

Consultation findings are provided in Section 5 of the Commissioners Decision Making Report.



St Ed's
Consultation_Feedba

Appendix 1b
Detailed Comments
Consulation - St Edmunds
Staff Comments

Who	Date of receipt	Key Issue/Bullet points
S1 & S2 (Email)	13/12/15	1 Understand and agree future plans 2 Felt like we were and are getting back good 3 Brian Durham said he had identified at least 3 young people who are out of authority that could match the young people we have at the moment. 4 We are a great team, with a vast amount of learning and feel were need to be a part of the future plans 5 If the way forward is to have 2 or 3 bedroom homes can we not set up these in existing 3 bed council houses. 6 We are sure if Ofsted inspected St Ed's now they would find vast improvements 7 The young people are already feeling insecure and this is their home. They have come from insecure upbringings and it is very unsettling. It feels like they are being evicted from their home where they are settled and doing very well.
S1 & S2 (Meeting with JP and JMcF)	21/12/15	1 Felt improvements made after inspection. Provision of smaller homes as part of the ongoing review of the Leaving Care provision would need to be considered. Believe young people may move back to Rotherham dependent on the support provided. 2 3 Concerned they would be tarred with the same brush as Woodview; when they have received good feedback from the young people, families and Agency worker 4 Concerned about young people who had had several foster placements and residential support. It is difficult sometimes to find the right foster placement with the relevant experience 5 Concerned about the 2 young people. Impact of move and getting the right placements and support for them. 6 Reiterating they felt both would be best suited to smaller home. Keen to ensure smooth transition 7 Believe smaller homes could assist when young peoples foster care placements breakdown or when they are apprehensive about going back to foster care
S3(Email)	04/01/16	1 Understand the need for change and welcome wholeheartedly 2 Feel our knowledge, skills and experience have helped our young people reach their potential. 3 Young people feel safe and supported, not all young people want to be placed in foster care or indeed are suited to it.

Consulation - St Edmunds

Staff Comments

Who	Date of receipt	Key Issue/Bullet points
		4 Feel smaller residential properties are a good idea. Reduced cost implication of running smaller homes.
S3 (Email)	04/01/16	5 Look at shift patterns and flexibility of staff if we move forward with smaller properties. Saddened by the proposal to close St Edmunds, I have had wonderful years supporting lots of young people, many flourishing into beautiful adults. The feedback we receive is positive and always about how homely St Edmunds is. 6 With the ever changing service, maybe an Outreach team could support those young people who are more challenging and need some time out of foster placements; in turn this could alleviate breakdown in foster placements 7 I have nothing but empathy for the two young people currently at St Edmunds and will support them fully in their transitions to new placements in what is going to be a difficult month 8
S4 (Email)	04/01/16	1 Saddened at potential closure. 2016 sees the start of my 28th year in Children's residential services in Rotherham Understand the need for change having commenced with the service when we had 10 large establishments for Children and over the years seeing reviews, restructures, homes closed and beds reduced. 2 Understand the focus on placing young people in family setting(Foster care),my main concern is that not all young people are suited/and or wants to live in a foster placement. What is the future for these young people? 3 If the future is smaller homes then major retraining of residential staff should be undertaken. Staff informed the way forward is therapeutic/social pedagogy . I would like to see this come into practise. 4 We have good staff and some may not feel they are able to change/adapt. I would suggest that we look at options for them and allow those who wish to leave to do so. We need staff who are willing to go the extra mile and do whatever it takes for young people. 5 We need to ensure that the young people are well matched to ensure their needs are met without undue disruption 6 Staff at St Edmunds have responded to the demands place on them, showing a commitment to change following the disappointing inspection 12 weeks ago. 7 The staff continue to fully support the young people throughout this stressful time. 8

Consulation - St Edmunds

Staff Comments

Who	Date of receipt	Key Issue/Bullet points
S5 (Email)	04/01/16	1 Believe smaller homes are viable and would allow for more individualised care beneficial to the young people. 1 Natural families are smaller and this would reflect the demographic of the population as a whole
		2 A smaller home for the young people with current carers. Less disruption to the young people and meaningful and positive relationships maintained 3 Natural reduction in carers if required via voluntary severance or other posts if there is an opportunity 4 Young people are managing to cope with the unsettling situation because carers are continuing to provide consistent care, supporting the young people through the decision making process 5 Carers are working hard and are being supported by Shaun, Tyrell and Maxwell
Meeting 17/12/15 With Luke Ricketts (HR) & Mick Stowe (Unison)		
S6	17/12/15	1 Keen to ensure that there was a smooth transition for the young people between St Edmunds and their new provision and offered to help to support this transition.
S3	17/12/15	1 Keen to ensure that there was a smooth transition for the young people between St Edmunds and their new provision and offered to help to support this transition. understood and supported the principle of moving to smaller homes and wondered whether there would be any possibility of work in a smaller unit of this type.
S7	17/12/15	1 Keen to ensure that there was a smooth transition for the young people between St Edmunds and their new provision and offered to help to support this transition. understood and supported the principle of moving to smaller homes and wondered whether there would be any possibility of work in a smaller unit of this type.
S5	17/12/15	1 She was interested in the opportunities that might be available and was keen to remain in employment.
S1	17/12/15	1 Keen to ensure smooth transition for the young people between St Edmundd and their new provosion and offered help to support this transition. She was interested in the opportunities that might be available and was keen to remain in employment.
S8	17/12/15	1 She was interested in the opportunities that might be available and was keen to remain in employment. Not interested in doing the qualification
S9	17/12/15	1 She was interested in the opportunities that might be available and was keen to remain in employment.

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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Under the Equality Act 2010 Protected characteristics are age, disability, gender, gender identity, race, religion or belief, sexuality, civil partnerships and marriage, pregnancy and maternity. Page 6 of guidance. Other areas to note see guidance appendix 1

Name of policy, service or function. If a policy, list any associated policies:	Closure of St Edmunds Residential Service for Looked After Children
Name of service and Directorate	Children & Young People Service
Lead manager	Linda Harper
Date of Equality Analysis (EA)	December 2015
Names of those involved in the EA (Should include at least two other people)	Jane Parfremment, Michelle Whiting, Sue Wilson, Bev Pepperdine, Sally Ann Baird-Fisher, Annette Marshall, Brent Lumley, Luke Ricketts, Brian Durham

Aim/Scope (who the Policy /Service affects and intended outcomes if known) See page 7 of guidance step 1

The aim of this analysis is to consider the impact of the closure of St Edmunds Children's Home.

St Edmunds Children's home has been open as a residential service for looked after children in Rotherham for over 30 years and was a purpose built building with 2 properties being merged into one to accommodate young looked after children in Rotherham

The annual budget for St Edmunds is £530,000
The budget forecast for 2015-2016 is £575,000

St Edmunds provides long-term care for young people with emotional and behavioural difficulties. The maximum number of placements is six. There are currently two young people presently living there, both these young people are over the age of 16.

Ofsted review of the service in October 2015 graded the service inadequate.

The service aims to provide a safe, nurturing, caring and homely environment for up to six young people aged between 10 to 18 years, and of either gender.

The key objective of the service is to work with the young people and their families, with the support of partner agencies, with an overall aim of providing the stability and support they need to prepare them for transition to the responsibilities of adulthood.

There are 16 members of staff (11.72 FTE) at St Edmunds home who may be affected by the proposal, and the council's policy and consultation process will apply i.e. seeking to avoid redundancy through redeployment where possible

Privacy

All young people who are placed in St Edmunds have their own room; and a key to their home room, to respect their privacy.

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Staff, do not enter a young person's bedroom without consent unless there are serious health and safety concerns. A policy statement is in place regarding this principle and contracts agreed with the young people.

Dignity

Staff, are made aware of each child's racial, cultural, religious and dietary needs. Information is available about the various cultural, religious, dietary and ethnic provisions in the local area.

There are currently two young people placed at St Edmunds

St Edmunds Statement of Purpose was last revised and updated November 2015 (Appendix A)

What equality information is available? Include any engagement undertaken and identify any information gaps you are aware of. What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? See page 7 of guidance step 2

Equality and cultural information is captured as part of the assessment of all children who have been placed at St Edmunds.

The recipients of this service are looked after children, living in residential care.

The service reports that this service is running at 33% capacity.

The service reports that the neither of the 2 current residents are from an ethnic minority group.

St Edmunds is committed to promoting and upholding the rights of the young people at the home. These commitments are underpinned by the United Nations Rights of The Child and through the five outcomes from Care Matters Agenda

- Health – Young people have the right to good health and living a healthy lifestyle.
- Safe – Young people have the right to be protected from harm and neglect.
- Enjoy and achieve: young people have the right to education and leisure
- Making a positive contribution: young people have the right to participate in positive activities to develop personal and social skills, promote well-being and reduce behaviour that puts them at risk
- Economic well-being: young people have the right to a stand of living that meets their physical, mental, spiritual, moral and social needs

Engagement & Consultation

As a matter of public law and council policy, any proposal to close a facility will require a reasonable period of engagement and consultation with those affected by such a proposal. The latest government guidance on consultation principles confirms that the governing principle is proportional of the type and scale of consultation to the potential impacts of the proposal or decision being taken, and though needs to be given to achieving real engagement rather than merely following a bureaucratic process. The guidance indicates that the period of consultation will usually last between 2 and 12 weeks. The amount of time required for a consultation exercise should be decided on a

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case by case basis, and depends on the nature of the proposal, for example the diversity of interested parties or the complexity of the issue, the capacity of groups being consulted to respond or external events. With this in mind officers consulted with the following stakeholders and interested persons.

- Children and young people who are resident at the home (assisted by an independent advocate, if required)
- Parents, carers and connected persons of the above
- Independent Reviewing Officers
- Staff employed within the home and their trade unions
- Close geographical neighbours to the home

The purpose of the consultation was to gather the views and preferences of the consulted on the proposal and its implementation, and to understand where there are any possible unintended consequences of the proposal. In all the circumstances, and taking into account the Christmas holiday period, a period of 4 weeks consultation was agreed as proportionate and reasonable in this matter. The engagement/consultation undertaken is outline below

Engagement/consultation undertaken with customers. (date and group(s) consulted and key findings) See page 7 of guidance step 3

- Prior to consultation commencing in October 2015 a complaint was received from one resident living at St Edmunds. The basis of the complaint was they were not happy with the outcome of the Ofsted inspection and disagreed with Ofsted comments. Commissioning Manager visited the young person and covered the points of the complaint and explained what next steps could be taken. The young person took the option of closing the complaint
- 1st December 2015, two young people resident at the home were advised of the intention to seek Commissioner's approval on 7th December 2015 to begin formal consultation on the closure of St Edmunds
- 1st December 2015, parents, close family members, Independent Reviewing Officers and advocates for the two young people resident in the home were informed of the intention to seek Commissioner's approval on 7th December 2015 to begin formal consultation
- Consultation commenced on 7th December 2015 and closed on 4th January 2016
- 1st December 2015 personal letters were sent to 2 young people placed at St Edmunds to inform them that a period of consultation is commencing regarding the closure of this residential home and opportunity given to provide written feedback with the support of independent advocate if required by 4th January 2016
- 3rd & 17th December 2015, 2 Visits from Director of Safeguarding CYPS to talk personally with

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	residents • Two young people allocated with an advocate from Rights to Rights service who can assist the young people to express their views. One young person said she felt she did not need the support of an advocate to help her during this consultation period, she was happy with the allocated worker, but was aware that the advocacy service was there if it was needed. • Two young people allocated an Independent Reviewing Officer (IRO) who will carry out a review and make plans with them, where issues and concerns can be raised. Each young person has been involved in the planning for the future. The IRO has a statutory duty to ensure that the young person's needs are taken into account. • Clear timeline of events communicated with the young people, so they know when consultation commences, closes and when a decision will be made • For the consultation young people have been given five questions to give their responses to, which covers the closure, asking for their objections, asking where they would like to live, what support they will require – one young person provided responses to these questions and one young person declined to provide a response
Engagement undertaken with staff about the implications on service users (date and group(s) consulted and key findings) See page 7 of guidance step 3	• 1st December 2015 staff employed in the home and their trade unions were informed of the intention to seek Commissioner's approval on 7th December 2015 to begin formal consultation • December 2015 - Letters sent to all staff to inform them of the consultation around the closure of St Edmunds and offered the opportunity to provide their views on the consultation in writing by 4th January 2016 • December 2015 – Staff have had the opportunity to submit their views via their union representatives • Week commencing 14th December 2015 – staff offered individual consultation meetings • 21st December 2015 staff were offered the opportunity to attend a group consultation session with the Assistant Director, Safeguarding • 16th December - Letters sent to neighbours of

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	the property, explain the potential of the closure of St Edmunds • Between the period 1st December 2015 to 4th January no complaints or comments have been made to CYPS Complaints Team from either staff or residents regarding the consultation or closure of St Edmunds • Representatives from RMBC Human Resources supporting staff • Briefing to Corporate Parenting Panel - Appendix B
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The Analysis

How do you think the Service meets the needs of different communities and groups?

This service is in place to meet the needs of children who have become looked after. The age range for this service is ages 10 to 18 years. Young people at St Edmunds are provided with the opportunity for regular sporting, cultural or recreational activity. Where young people are already active members or attenders of an activity, staff at the home will do everything within reason to maintain this.

St Edmunds is located in Thurcroft in the Southeast of Rotherham. The village of Thurcroft where the home is located has a strong community vibe.

Analysis of the actual or likely effect of the Service:

See page 8 of guidance step 4 and 5

The two young people currently placed at St Edmunds will need to be found alternative placement. They have been kept informed through personal letters, visits from the Director and allocated workers, to assist identify alternative placements. Their views have been included in future plans.

Does your Policy/Service present any problems or barriers to communities or Group? *Identify by protected characteristics*

Does the Service/Policy provide any improvements/remove barriers?

Identify by protected characteristics

Barrier

Service Users – If this service provision is closed, then the needs of the 2 current residents will have to be reviewed and alternative placements found that will meet their needs

Service Users

- Will need to be involved in their review
- Their wish and feelings will need to be captured
- Their voice will need to be listened to and acted upon

Parents/Carers/Extended Family

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- Will need to be consulted with and the impact of any move in location taken into consideration. The council, being the Corporate Parent has a responsibility to encourage and support young people to maintain contact with their parents and siblings in a manner consistent with their care plan.

What affect will the Policy/Service have on community relations? Identify by protected characteristics

We don't envisage that there will be any impact on community relations or impact on community cohesion.

The local community will want to know what are the future plans for the building, therefore there needs to be clear communication with the local community on the plans to close the building, timescales and what will happen to the building

The building will need to be made safe and kept in good state of repair to ensure that the building is not used for unsatisfactory purposes, which could lead to community complaints.

Please list any **actions and targets** by Protected Characteristic that need to be taken as a consequence of this assessment and ensure that they are added into your service plan.

Website Key Findings Summary: To meet legislative requirements a summary of the Equality Analysis needs to be completed and published.

Equality Analysis Action Plan - See page 9 of guidance step 6 and 7

Time Period 7th December 2015 to 4th January 2016

Manager: Linda Harper Service Area: Children & Young People Service – Looked After Children Tel:.....

Title of Equality Analysis:

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic.

List all the Actions and Equality Targets identified

Action/Target	State Protected Characteristics (A,D,RE,RoB,G,GI O, SO, PM,CPM, C or All)*	Target date (MM/YY)
Prior to closure of this provision, consultation will need to be carried out with children and young people who are resident at the home (they will be supported by an independent advocate)	All	4 th January 2016
Assessment/Review of young people currently resident at St Edmunds regarding alternative placements. Service Manager & workers to monitor and carry out regular reviews after provision closes and alternative placement made	All	31 st January 2016
Consult with parents, carers, family members and connected persons of any of the young people who are residents	All	4 th January 2016
Consult with Rights to Rights Advocacy Service	All	4 th January 2016
Consult with staff employed within the home and their trade unions in relation to the potential impact of the proposal on staff groups	All	4 th January 2016
Communicate with local community on closure of building – what are the plans for next steps	All	4 th January 2016

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

Name Of Director who approved Plan	Nicole Chavaudra	Date	6/1/16

Website Summary – Please complete for publishing on our website and append to any reports to Elected Members, SLT or Directorate Management Teams

Completed equality analysis	Key findings	Future actions
Directorate: Children & Young People Service Proposal name: Closure of St Edmunds Function: Looked After Children Service Name of lead officer completing the assessment: Bev Pepperdine Date of assessment: 4th January 2016	Decision to close St Edmunds Based on findings from Ofsted Graded by Ofsted 12 October 2015 – Inadequate. Poor safeguarding practice Out of date risk assessments Lack of information relating to missing from home protocol practice Young people's health not monitored Kitchen area dirty Consultation Outcomes The consultation feedback has identified a number of issues that the council will take into account in planning for closure and future service delivery. However it does not provide any compelling evidence that the closure should not proceed. The key themes in relation to the consultation feedback are as follows: Young People 1 written response was received from a young person, this was provided with	Monitor and review young persons' future placements Support staff with future employment choices Building to be made safe and kept in good state of repair Communication to community/public on proposal for building

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

Completed equality analysis	Key findings	Future actions
	support from their advocate Both young people attended the one-to-one sessions offered from Assistant Director - Both young people communicated that the period of consultation was too long and created additional anxiety for them, especially as it was over Christmas & New Year period - Both young people expressed that they feel staff at St Edmunds care for them and have provided them with stability - Both young people had views about their potential future placement options and this has been taken into account - View from one young person shared with the Head of Service for Looked After Residential, who met with the young person and offered reassurance - One young person expressed in the feedback that she would not want to be placed anywhere other than in Rotherham or one other location and would prefer a residential placement - One young person expressed that it	

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

Completed equality analysis	Key findings	Future actions
	was not good timing, consultation before Christmas and no decision until after Christmas Staff There have been 5 written responses from staff and 2 staff members attended the group consultation session on 21st December. 8 staff members attended individual sessions to express their views • Some staff acknowledged that up to the Ofsted inspection in October 2015 they had not been able to meet the combined needs of the young people placed as well as they themselves would have wanted • Some staff expressed the view that the improvement activity that has occurred at the home has resulted in improved record keeping and standards • Staff felt that having 2 residents in recent months has allowed them to provide more focussed and individualised care. This has resulted in some staff expressing a view that the size and structure of St. Edmunds is not conducive to providing the level of care they	

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

Completed equality analysis	Key findings	Future actions
	aspire to i.e. it is hard to get a good match and mix of young people when all beds are occupied and hard to individualise the responses to those young people • Some staff recognised that the current arrangement was not sustainable given the under occupancy and the cost of running a home of this size • Both staff and current residents have expressed a view that family care does not suit every child or young person and that future planning should consider provision based on 2 or 3 bed residential children's homes in the area so those children and young people whose needs are better met in a residential home can stay in Rotherham	

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

Appendices

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CHILDREN AND YOUNG PEOPLE'S SERVICES
CHILDREN'S RESIDENTIAL SERVICE

APPENDIX A

St Edmunds Children's Home
Statement of Purpose

meeting individual needs and improving outcomes for young people

whatever it takes...

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1. INTRODUCTION

The Service Provided

St Edmunds Children's Home provides residential care for young people who are unable to continue living with parents/carers or extended family; when there has been a foster placement or adoptive breakdown; and when residential care is deemed a positive option.

The home accommodates a maximum of six young people who are experiencing emotional and behavioural difficulties resulting from trauma and attachment disorder[s]. Young people may be of either gender and aged 12-17 years on admission.

Statutory and Regulatory Requirements

This Statement of Purpose is written in accordance with the following statutory and regulatory requirements:

- The Children's Homes Regulations and Quality Standards 2015
- Inspection of Children's Homes: Ofsted Framework for Inspection 1.4.2015
- Children and Families Act 2014
- Children Who Run Away or Go Missing from Care 2014
- Staying Put 2013
- Making Not Breaking: Building Relationships 2015
- Working Together to Safeguard Children 2013
- Charter for Care Leavers and The Care Leavers Data Pack 2013
- The Children's Home Regulations 2001 [Amended 2011 and 2013]
- The Care Standards Act 2000
- The National Minimum Standards 2011
- The Children Act 1989 [Amended 2011]
- Improving the Educational Achievement of Children in Care 2010
- Care Leavers Regulations 2010
- Planning Transition to Adulthood for Care Leavers 2010
- Securing Sufficient Accommodation for Looked After Children 2010
- Safeguarding Children and Young People from Sexual Exploitation 2009
- Promoting the Health and Well-Being of Looked After Children 2009
- The Children and Young Person Act 2008
- The Children Leaving Care Act 2000
- The United Nations Convention on the Rights of The Child 1989

Aims and Objectives

St Edmunds aims to provide a safe, nurturing, caring and homely environment which is a secure base where young people feel that they belong, underpinned by the following best practice objectives:

- To provide good parenting which is aspirational and ambitious for the young people we look after.
- To practice multi-agency collaborative working which places the young person at the centre and is focused on providing individualised care to meet the assessed needs of young people; tracking their journey/progress in improving outcomes.
- To provide a high quality of care based on the principles of Therapeutic Parenting and inherent anti-discriminatory practice.
- To provide the care, stability and support that young people need to establish good self-esteem, self-confidence, self-respect, self-management and resilience; enabling them to achieve their goals and dreams, and reach their full potential.
- To prioritise/promote the education and emotional health and well-being of young people.
- To work in partnership with young people and their families.
- To prepare young people for transition, independence and successful adulthood.
- To value difference and diversity and promote a philosophy of high quality care based on rights, respect and valuing young people through commitment to listening/hearing; and ensuring that their authentic voice is heard and truly influences practice.
- To ensure that young people have the opportunity to experience ordinary everyday life in a positive way eg. sleep-overs, help with homework, celebrating successes, a restaurant meal or takeaway, movie nights at the cinema or at home, friends for tea etc.

Values and Principles

St Edmunds will promote best practice based on the following six Core Values → Privacy, Dignity, Independence, Choice, Rights, and Fulfillment:

1. Privacy

- Young people will have their own room and key. This will ensure that they have access to their own space and alone time; and have a safe place for their personal possessions, valuables and medication. Each room will have a lockable facility to store personal belongings.
- Staff will not enter a young person's bedroom without their consent unless there are serious health and safety concerns including risk of harm

to self or others; which requires staff to have immediate access. A policy statement is in place regarding this principle and contracts are agreed with individual young people.

- Information about all young people will remain confidential, unless 'need to know' information sharing is deemed necessary to ensure that young people are safeguarded and protected. Information about one child will not therefore be disclosed to another.
- Young people will have access to a telephone to make private/personal calls.

2. Dignity

- The home will promote an everyday culture of dignity, respect and positive relationships.
- Staff will be aware of each young person's racial, cultural, religious, linguistic and dietary needs. The home has information about the various cultural, religious, dietary and other black and ethnic minority services in the local area.
- The techniques for managing children's behaviour are based principally on reinforcement and reward, avoiding punitive measures and reducing the need for physical intervention in response to negative behaviour[s]. The principles of restorative justice/practice will help young people to empathise with the experience of others, learn from their mistakes and poor choices/decision making and modify their behavior[s] accordingly.

3. Independence

- A holistic approach to developing life skills and preparing for independence will form an integral part of the care and support provided; with clear individual Care Plans or Pathway Plans that help young people to achieve individually defined outcomes through multi-agency collaboration.
- The home provides a living environment and operational culture which encourages the development of self-confidence linked to growing independence which allows young people appropriate opportunities to take some 'real life' calculated risks.
- Each young person is able to access and record in their own personal file.

4. Choice

- Staff will always hear the voice of the young person and truly value their wishes and feelings.
- Young people are supported and encouraged to contribute to decision making which affects their lives, including their Care Plan or Pathway Plan.
- Young people are given choices whenever possible and actively encouraged to share their views and influence the day-to-day routines and practices within the home through a variety of means including: attending young

people's meetings which are held monthly; expressing food preferences and contributing to menu's and shopping lists; participating in the development of daily and weekly activity programmes.

5. Rights

- St Edmunds is committed to promoting and upholding the rights of the young people accommodated, underpinned by the *United Nations Convention on the Rights of The Child* and forming the cornerstone of the home's philosophy.
- Rotherham has an active Children's Rights Service for looked after children named 'Right 2 Rights' which operates independently of the local authority. This team has regular contact with the young people at the home and provides support and information regarding rights, advocacy and making complaints.
- A Young Person's Brochure designed with the assistance of young people and the Right2Rights team provides details on the rights of young people, including guidance on how to influence decisions about their life/future, privacy and confidentiality, and access to a telephone and personal mail.

6. Fulfillment

- The care planning and review process is used to track the changing needs, progress and improving outcomes of young people; maximising their life chances and supporting young people to be the best they can be.
- St Edmunds actively promotes positive and lasting relationships in the spirit of *Making Not Breaking: Building Relationships 2013* [including appropriate family contact as agreed in the Care Plan for each young person].
- Young people are given the opportunity to actively influence and engage in the planning and the delivery of services provided for them.
- Young people are regularly consulted and given the opportunity to participate in or spectate at sporting, cultural and recreational activities; and to pursue their interests and hobbies, either in groups or individually. The home has a designated Activity Co-ordinator with responsibility for gathering information about local and national amenities, events and places of interest; who also assumes responsibility for arranging holidays, activities and trips.
- Where young people are already active members or attenders of an activity, staff at the home will do everything within reason to support and maintain this.
- Staff at the home will give careful and serious consideration to safeguarding and protection in relation to young people's access to the internet, social networking, computer games, movies and music. The

management of related risks will form part of individual Care Plans or Pathway Plans.

Accommodation and Local Amenities

St Edmunds is located in Thurcroft, a village on the outskirts of Rotherham. There are many local shops nearby and shopping/entertainment outlets in Rotherham, Doncaster and Sheffield are accessible.

The home is a large detached property which comprises of a family kitchen, a comfortable living room, a conservatory, a laundry room, an office, two bathrooms, a shower room and eight bedrooms. Each young person has their own bedroom and staff members who are sleeping in use the remaining two bedrooms. There is an additional kitchen for young people engaged in independence training to use.

The property has a front and rear garden providing space for outdoor activities such as badminton, picnics and barbecues. Young people are encouraged to look after the garden and grow fruit and vegetables.

The house is furnished and decorated to a high standard to create a homely environment comparative to any conventional family home where young people are respected and valued; loved, nurtured and cared for; and supported by good parents to reach their full potential and achieve self-actualisation and self-fulfillment **whatever it takes...**

2. CARING FOR CHILDREN

Range of Needs

St Edmunds is a registered residential children's home registered with Ofsted to provide long-term care and support to meet the assessed needs of children and young with emotional and behavioural difficulties resulting from trauma and attachment issues.

Referral and Matching

The Children's and Young People's Service holds a fortnightly Multi-Agency Support Panel [MASP] which deals with all placement requests. The Panel is chaired by a senior manager and has a multi-disciplinary management membership including representatives from Adult Services, Health, CAMHS, Youth Offending, Commissioning, Local Authority Placement Services and Elected Members.

All placement requests should be approved at MASP prior to Social Workers making a Referral; or at the next Panel when urgent referrals are agreed by relevant Senior/Service Manager[s].

The referring Social Worker will liaise with the Registered Home Manager and provide accurate and up to date information within two days of matching. This should include assessment of need, risk assessments, key reports, the Care or Pathway Plan and the Chronology for the young person.

The Registered Home Manager will review the information provided, discuss the young person with the Social Worker and consider whether the home is able to meet the needs and improve the outcomes of the young person who has been referred. This consideration will be in conjunction with assessing whether placing the young person referred will affect the young people who already live at the home; and ensuring that this would not jeopardise their progress or increase their vulnerability.

The Registered Home Manager will decide whether the referred young person is a match or not within three working days of receiving full information as detailed above; and inform the Social Worker and/or relevant senior manager[s] of this decision and its rationale. Whilst subsequent professional queries, discussion and challenge may be appropriate, the final decision with regard to matching sits with The Registered Home Manager.

Where the young person who has been referred is matched to the home, admission will usually be planned over a period of seven to ten days and usually include the young person visiting the home and staying overnight in advance of moving in. The home does not take emergency admissions. A definite seven day planned admission plan with at least one visit prior to moving in may be agreed by The Registered Home Manager where this meets the specific transition needs of the young person.

Admission

Young people will receive a caring, warm and nurturing welcome to their new home and staff will be aware of how scary the experience is likely to be; and be sensitive and compassionate to this.

A Placement Planning Meeting will be held within the first seventy-two hours post placement; in order to consolidate the Care Plan or Pathway Plan for the young person and ensure multi-agency collaboration in achieving this. The first Statutory Review must take place within four weeks of admission.

A Young Person's Guide will be provided to all young people on admission and the contents explained to them based on age and understanding. This will include information about the home and what is provided, and outline daily routines and expectations. It will also explain how to make a complaint and give contact

details for the young person's Independent Reviewing Officer, their Social Worker, Right 2 Rights [looked after children's rights and advocacy service], Ofsted and the Children's Rights Director.

Care Planning/Review...Meeting Needs and Improving Outcomes

Meeting assessed needs, tracking progress and improving the outcomes of young people will inform individual Care Plans or Pathway Plans. These will be subject to Statutory Reviews which young people will be supported to attend and/or contribute to. Plans will be 'live documents' that provide accurate and up to date information that informs professional practice.

Staff at the home will complete a formal written report of young people's progress each month and this will be shared with the Social Worker or Personal Advisor for the young person.

Young People's Rights

St Edmunds is committed to promoting and upholding the rights of the young people at the home. Practice is underpinned by the principles and values outlined in the *United Nations Convention of The Rights of The Child* and through supporting young people to thrive through achieving the *Every Child Matters* five outcomes → Be Healthy, Stay Safe, Enjoy and Achieve, Make a Positive Contribution and Achieve Economic Wellbeing:

1. Be Healthy

Young people have the right to good quality health assessment and health care, including sexual health and emotional health/well-being. Staff at the home will actively promote, encourage and support young people to achieve a healthy lifestyle by:

- Registering young people with GP, dentist and other individually relevant services such as the opticians.
- Ensuring that Health Assessments are completed in a timely manner and that good health records are maintained.
- Promoting healthy lifestyles, for example providing a healthy and balanced diet, and encouraging/facilitating healthy activities such as cycling, swimming etc.
- Enjoying good physical and mental health and living a healthy lifestyle.
- Discouraging smoking, alcohol and/or substance misuse and collaborating with relevant support services to work directly with young people to reduce such unhealthy activities and associated risks.

2. Stay Safe

Young people have the right to be safe and protected from harm and neglect and the managers and staff will ensure this through:

- Good Risk Assessment and referral/matching processes for all young people considered for admission.
- Robust implementation of the Missing from Care Protocol.
- A zero tolerance approach to child sexual exploitation; with a clear approach to prevention, raising awareness and understanding, effective risk management and supporting affected young people [including emotional support].
- A management and staff team fully trained in keeping young people safe from harm.
- Therapeutic Parenting and a positive approach to behaviour management that focuses on positive reward and reinforcement and uses de-escalation to avoid crisis.
- Supporting young people to develop skills to self-assess risk and to make safer choices and decisions.

3. Enjoy and Achieve

Young people have the right to positive experiences that will enrich and improve their life chances. At St Edmunds young people will:

- Be supported to get the most out of life and developing skills for adulthood.
- Have access to education/learning, training and employment; and opportunities to participate in positive activities they enjoy will support personal growth.
- Be provided with a lap top for each young person to assist with education and learning.
- Be provided with opportunities for each young person to participate in leisure activities and pursue their hobbies and interests.

4. Making a Positive Contribution

Young people have the right to make a positive contribution in life and will be empowered to do so through being supported in:

- Expressing their views wishes and feelings, and influencing decisions about their own lives.
- Attending or being represented at their Statutory Reviews and being actively involved in completing their own Care or Pathway Plan; individual

Risk Assessments and Behaviour Management Plans; and their Health and Personal Education Plans.

- Participating in meetings with other young people where they can contribute to the running of the home, planning activities etc.
- Participating in representative groups such as the Looked After Children Council or the Youth Council.
- Achieving self-confidence, self-dependence and becoming successful adults who have positive contributions to make to their community and to society as valued citizens.

5. Economic Wellbeing

Young people have the right not to being prevented from achieving their full potential through economic disadvantage and will be assisted in developing skills required to:

- Engage in further education, employment or training; and developing enterprising behaviour and the ability to aspire and plan for the future.
- Manage financial and money matters including bank accounts and savings.
- Managing personal budgeting and household finance.
- Be employable through development of relevant skills such as completing application forms and CV's, interview techniques, confident and competent personal presentation, effective communication, good self-management and good time management.
- Be independent through access to transport.

Safeguarding and Protection [including child sexual exploitation, missing from care and bullying]

The staff team at St Edmunds manage safeguarding and protection within the framework of Working Together to Safeguard Children 2013, complemented by Rotherham Safeguarding Children Board Procedures 2014.

Specific procedures for children's homes are contained within the Residential Service Children's Homes Policy and Procedure Manual. This is available electronically and a hard copy is available in the home.

All staff will receive the following mandatory safeguarding training on:

- Safe Care
- Child Sexual Exploitation
- Child Exploitation and Online Protection [CEOP]
- Missing from Care
- Anti-Bullying
- Managing Racial Abuse or Harassment

Anti-Bullying

Practice is informed by a robust Anti-Bullying policy which has been developed in collaboration with young people and partner agencies; with best practice based on *Safe from Bullying in Children's Homes 2009*.

Key areas of the policy include the following:

- Definitions of Bullying
- Prevention
- Risk Assessment and Behaviour Management
- Recording and Reporting

Missing from Care

Rotherham has clear procedures and practice guidance which all staff follow in regard to young people who are absent without authorisation, who have absconded or who are deemed missing. These procedures are based on national DfE guidance; and on regional and local Missing from Home or Care Protocols as detailed below:

- The Runaway's Action Partnership [RAP] is a regional group including Rotherham, Barnsley, Doncaster and Sheffield local authorities working collaboratively. Local Protocols outline procedure and practice guidance on managing young people who are absent without authorisation, who have absconded or who are deemed to be missing [definitions can be found within the policy document].
- The Protocol sets out the requirement to assess each missing young person's level of risk and procedures for liaising with the police, planning Strategy Meetings and when to escalate the status of the missing young person which may include involving other key agencies and contacting the media.
- Collaboration with safe@last who undertake independent return interviews with young people following missing episodes and provides ongoing direct one to one support.

Surveillance

- An alarm system on the front door with sounders placed in the staff sleeping in rooms in order to monitor the opening of the door at night.

Child Sexual Exploitation

Where young people are at risk of or are experiencing sexual exploitation; the home will work collaboratively with the following agencies/individuals in order to effectively safeguard/protect and support those young people affected:

- Rotherham Local Safeguarding Children's Board
- The Local Authority Designated Officer
- The Child Sexual Exploitation Team [multi-disciplinary]
- The Looked After Children Therapeutic Service

- The Child & Adolescent Mental Health Service
- The Police [including the Missing Person's Officer]
- Education [including The Virtual Head and Looked After Children Designated Teachers] and Health services [including the Looked After Children Designated Nurse, General Practitioners and hospitals].
- Right2Rights [Rights and Advocacy Service for Looked After Children]
- safe@last

Voice and Influence

Central to the ability to deliver high quality care is regular and effective consultation with young people.

Residents meetings are held at least monthly and discussion is recorded. This provides young people with an opportunity to discuss in a group setting any issues affecting them. Young people are encouraged to attend staff meetings and given the opportunity to feedback from their meeting and share their views, issues and concerns and get a response.

Each young person has a Lead Keyworker supported by two additional Key Workers who are jointly responsible for planning their day to day care; assessing risk and offering one to one support. This team approach ensures that young people have consistent care, support and representation. Key Worker time is an opportunity for young people to comment on all aspects of their care from day to day plans and Risk Assessments to general operations or boundaries within the home such as tea time, how to decorate a room, what soft furnishings to buy, food to be purchased and bedtimes.

Complaints

Rotherham Metropolitan Borough Council operate a Complaints Service which is responsible for co-ordinating and monitoring the complaints process for Children and Young People's Services. This includes recording, monitoring and reporting performance related to responding to comments and complaints. The manager and staff at St Edmunds have access to on-line training regarding the complaints procedure as well as support and advice via the dedicated manager.

The Complaint Procedure is shared with young people as part of the admission process. Literature is given at the time of the explanation and copies are available. Staff at home respect the right for young people to complain and seek independent advocacy.

Young people and their parents/carers can also make representation to Ofsted at the following address:

Ofsted

Piccadilly Gate
 Store Street
 Manchester
 M1 2WD
 Telephone 0300 123 4666

Preparation for Independence

Growing independence is an integral part of the early developmental stages of childhood; defined by physical, emotional, and cognitive milestones which provide the foundation for interacting in/with the world. In later childhood and in adolescence when young people are experiencing further developmental changes, critical transitions and entering adulthood; staff will provide individually appropriate levels of support and guidance that young people need to become successful, independently functioning adults.

Individualised planning and daily life experiences whilst living at the home will provide young people with a strong platform for this challenging journey; thus empowering them with the life skills they need. These include good self-esteem and the ability to manage emotions; self-reliance and resilience, developing positive and lasting relationships, problem solving and knowing how to get help; making safe and positive choices/decisions; self-belief and being aspirational and ambitious in their goals and dreams.

Supporting Cultural, Religious, Linguistic and Identity Needs

The home recognises the importance of meeting the cultural, religious, linguistic, and identity needs of young people; and will support/reinforce these needs through the care provided.

Emphasis is placed on all carers having undertaken Equality & Diversity training and having a willingness to research/learn about other cultures to gain a greater awareness and understanding which will inform practice.

The home promotes the young person's right to practice and follow their chosen religion or form of worship. Carers will actively encourage the exploration of religious and cultural issues. Members of the team who themselves may be practising a particular form of worship will not unduly impose their own beliefs on young people.

Promoting Contact with Family and Friends

Young people who are looked after will undoubtedly have experienced trauma and attachment disorder[s] which will directly affect their emotional health and

well-being and their ability to form trusting relationships, particularly with adults. The young person must be at the centre of promoting and supporting positive appropriate contact consistent with their Care Plan; which helps them to understand their place in the family and strengthens their sense of identity, self-worth and belonging.

Contact between young people and parents or siblings will be encouraged and facilitated unless this is not in their best interest. Staff will always seek advice from the young person's allocated social worker and their Team Manager. Decisions relating to contact should be set out in the young person's Care Plan, Placement Plan or Pathway Plan.

On occasion staff may be asked to be involved in facilitating Supervised Contact. If this is required the Social Worker must agree arrangements with the Registered Home Manager.

3. CHILDREN'S BEHAVIOUR

Promoting Positive Behaviour

A Positive Behaviour Management Policy guides the practice of all staff working at St Edmunds

Staff will work in partnership with young people to develop a culture of valuing others and promoting respect and tolerance. Positive behaviour will be acknowledged, praised and celebrated; and staff will ensure that this is recorded and reported.

St Edmunds places a great deal of importance on building quality relationships and understanding between staff members and young people. Staff will encourage young people to devise ways of dealing with conflict and emotional anger in positive/constructive ways and to talk through such feelings with staff members and relevant others.

Young people are encouraged to participate in developing a nurturing environment in which they feel safe and secure.

Physical Intervention

The overall philosophy in the home is to ensure that physical intervention is only be used as a last resort to prevent harm to young people or others or to prevent serious criminal damage. The method of positive intervention used is Team Teach, where there is an emphasis on 95% diffusion/de-escalation techniques in

dealing with challenging behaviour. Training is provided to our staff team to ensure this.

Where reasonably practical, a written report will be completed within 24 hours of any incident involving physical intervention by staff involved. The report will be reviewed by The Registered Home Manager and shared with the Social Worker.

Incidents will also be recorded in the Incident Log and the record of restraints. All Schedule 5 defined Significant Incidents must be reported to Ofsted.

Staff will be supported by a manager following any physical intervention to debrief at the earliest opportunity.

Records are available for monitoring and inspection by senior managers, the Regulation 44 Visitor and Ofsted.

Incentives and Sanctions

Guidance on the use of sanctions is part of the Induction training for all staff. The Registered Home Manager undertakes weekly monitoring of sanction records to review practice decisions and their appropriateness/effectiveness. The sanctions will be approved or challenged by the manager and this decision will be shared with the staff member who implemented the sanction and with the rest of the team via the Team Meeting and/or Supervision.

4. EDUCATION

Prioritising/Promoting the Educational Attainment of Young People

St Edmunds work within the Local Authority's policy regarding the education of looked after children. In-house guidance based on this policy provides practice principles. The home has high expectations and is aspirational with respect to the educational attainment and learning needs, and the employment and training requirements of young people, including those with special educational needs.

All looked after children must have a Personal Education Plan which outlines their educational/learning needs, aspirations and progress; from training courses to mainstream school; from sixth form to university; from career development to continuous life learning.

Personal Education Plans must be subject to regular review and update; and be a 'live document' that has a positive impact on the young person's educational journey.

The primary aim is to ensure that young people are receiving good quality full-time education; and where this is not possible, have access to a minimum of 25 hours per week with a plan in place to increase this back to full-time education/learning.

Young people at the home have access to educational resources and are provided with a lap top to support learning. The team will manage appropriate access to the internet based on Child Exploitation Online Protection training, including supervised access where this is required to keep young people safe.

Staff will attend Parent's Evenings, support young people to complete their homework and revise for exams. A good parenting approach to meeting educational needs will underpin all practice and staff will do **whatever it takes...**

Educational Provision

Wherever possible, the manager and staff at the home will ensure that the educational needs of the young person are fully considered prior to their admission.

The home will work hard to ensure that young people experience minimum disruption to their education. It is recognised that it may be necessary to enable young people to continue attending their current school, for example, young people may be at the critical Key Stage [particularly Key Stage 4, Year 11] in their education and/or their school may be an important 'anchor' provides stability.

As the home provides long term care, where appropriate/feasible, young people will be enrolled in a local school. However, the quality and the ability of the school to meet the young person's overall educational needs will take precedence over locality.

For some this will be mainstream school provision but others will attend a specialist education provision.

Young People Excluded from Education

On occasion a young person accommodated at the home may be excluded from an education provision. In this event staff will work collaboratively with the Social Worker or Personal Advisor, the relevant education provision and the authority's Virtual Head-teacher; to manage a positive and expedient return to education.

During the period of exclusion staff will maintain close contact with the education provision to ensure that appropriate/relevant education continues during the period of exclusion.

5. HEALTH

Access to Primary Health Care

Young people will be registered with a local General Practitioner, dentist, optician and any other health services required within two weeks of being placed. If the young person has immediate health issues, the NHS Help-Line or Walk In service will be utilised in the interim.

Young people will be supported to attend appointments, including youth clinics or their own GP regarding contraceptive and sexual health issues.

Medication and Administration

The administration of medicines is carried out in accordance with the department's Medication Policy. Medications are held in a lockable medical cabinet and detailed records are held.

Self-medication will require individual and comprehensive assessment of competency and risk; and will be regularly reviewed/recorded.

Substance Misuse

Smoking, alcohol and/or substance misuse will be strongly discouraged and staff will collaborate with relevant support services to work directly with young people to reduce such unhealthy activities and the associated risks.

The home has educational and informative materials which young people can access.

Therapeutic Input

St Edmunds is supported by Rotherham's Looked After and Adopted Children's Therapeutic Support Team. This is a multi-disciplinary team specialising in therapeutic intervention with children and young people; to support their emotional health and well-being.

The home is supported by a dedicated member of the team who works with carers in respect of therapeutic input into Care Plans and Risk Assessments for individual young people. Regular joint working meetings provide the opportunity for reflective review of practice, impact on outcomes and review of individual plans.

The team also delivers regular training including Trauma and Attachment, Therapeutic Parenting, Child Sexual Exploitation and PACE - Playful, Accepting

Curious, Empathic [Dan Hughes]; and are available for advice and guidance when necessary.

Young people with serious and complex mental health needs will be referred by the team to the Child and Adolescent Mental Health Service [CAMHS] for assessment.

Access to Additional Health Services/Support

The home is also supported by a range of other health care professionals including:

- A Dedicated Nurse for Looked After Children
- Clinical Psychologist for Looked After Children
- Child and Adolescent Mental Health Service [CAMHS]
- Advisers from Drug and Alcohol Services

6. STAFFING MATTERS

Safe Recruitment

All staff are recruited in line with the Warner recommendations, ensuring that the Disclosure and Barring Service [DBS] enhanced checks are completed prior to commencement in post.

All staff are required to repeat this process every three years. Registered Home Managers must have sight of Certificates and retain Certificate Numbers.

Staffing Structure

The Registered Home Manager is responsible for the day to day running of the home. In the absence of the Registered Home Manager, the Deputy Manager will assume management responsibility.

The staff team is structured as follows:

- Registered Home Manager [37 hours]
- Deputy Managers x1 [37 hours]
- Senior Residential Care Workers x 3 [37 hours]
- Senior Residential Care Workers x 3 [24 hours]
- Senior Residential Care Workers x 2 [16 hours]
- Residential Care Worker x 4 [24 hours]
- Domestic Assistant [20 hours]

Staff Induction

All new staff will complete an Induction Programme within six weeks of commencement of employment. Following the six month probationary period, those staff who have not completed the Level 3 Children and Young People's Workforce Diploma, will be registered to do so. Completion will be required to maintain employment.

The Induction Programme for new staff members includes an initial period of working alongside an experienced member of the staff team as well as training on essential health and safety issues including Fire Safety, Child protection, care planning and administration/record keeping.

Staffing Rota

The staff Rota must be fair and equitable, and ensure that the minimum number of staff required are on duty at all times. The following staffing arrangements relate to cover for both the home and the semi-independent accommodation:

- One Senior Residential Care Worker, One Residential Care Worker and either the Registered Home Manager or Deputy during office hours.
- One Senior Residential Care Worker and Two Residential Care Workers in the evening.
- One Senior Residential Care Worker and Two Residential Care Workers at weekends.
- One Senior Residential Care Worker and One Residential Care Workers sleeping in.

These staffing levels may be reduced within the home when there are less than six young people placed..

The Registered Home Manager will ensure that a sufficient number of staff are on duty.

There is an identified lead person on duty at all times of the day and night. This person is responsible for the leadership and management of the shift [morning, evening and night].

When required to meet individual need the manager may make amendments to the Rota to incorporate 'waking night' staff or additional staff at critical times in line with the young person's Care Plan.

Additional management support is provided by a senior manager who is on call 'out of hours'.

Supervision and Personal Development Reviews

All staff working at St Edmunds receive formal, planned Supervision from their line manager or other appropriate member of the senior team for a minimum of 1-1 ½ hours each month.

Each member of staff has a Supervision Agreement with their Supervisor and both parties have responsibility to ensure that Supervision is constructive and relevant.

Supervision generally embraces four broad areas → Support, Development, Representation and Quality Assurance:

1. Support

The opportunity for the member of staff to air concerns and anxieties and be provided with guidance, reassurance, encouragement and advice, to empower them to do their work effectively.

2. Development

The opportunity for training and learning needs to be identified and allow strategies for meeting these needs to be agreed. Training may take place in Supervision, within the workplace or be provided externally depending on the need identified.

3. Representation

The opportunity for the member of staff to contribute to the agenda for Supervision and share ideas regarding improving the service provided.

4. Quality Assurance

The opportunity for the member of staff and manager to discuss and record quality of all elements of practice and workload, and where adherence to and knowledge policy and statutory guidance is discussed and assessed.

The Purpose of Supervision

- To monitor safe and effective practice in accordance with the policies and procedures of Rotherham Metropolitan Borough Council, the *Children Act 1989* and the *Care Standards Act 2000*.
- A core aspect of Supervision is the exploration of the team member's relationship with the young people; and the Key Worker role in order to ensure day-to-day tasks are being completed appropriately and efficiently and care planning meets individually identified needs.
- To assure service users and their parents/carers that the Department is accountable for local core practice.

Supervision of Agency Staff

The home occasionally uses staff from a recruitment agency who also receive Supervision on a monthly basis.

Qualifications and Experience

St Edmunds is committed to ensuring that all staff are appropriately qualified in accordance with the *National Minimum Standards*.

The details relating to the relevant qualifications and experience of the Registered Individual, The Registered Home Manager and the staff team can be found at Appendix A.

Training and Development

St Edmunds promotes a learning environment of continuous improvement to ensure that the team is confident/competent and appropriately trained to meet the needs of young people.

Mandatory training for all staff includes the following:

- Child Protection/Safeguarding [annual refresher]
- Child Sexual Exploitation
- Team Teach Positive Behaviour Management
- First Aid
- Food Hygiene
- Safe Handling of Medicines

All members of staff attend training events and courses with a minimum of three full days training per annum. Staff are encouraged to access relevant post-qualifying and management training.

7. IMPROVEMENT PLANNING**Quality Management and Continuous Improvement**

The Registered Home Manager will work with the staff team to engender a culture of quality management and continuous improvement; with particular focus on the quality of care provided, meeting individually assessed needs and improving outcomes for young people.

Changing workforce development needs should also be addressed, ensuring a confident and competent staff team who are able to meet the range of needs of all young people placed.

Annual Improvement Plan

The Registered Home Manager will complete/review an annual Improvement and Development Plan for the home.

This will be informed by feedback from young people and their parents/carers; staff in the home and other professionals; monthly internal quality assurance monitoring undertaken by the Operations Manager; the Local Authorities Children and Young People's Plan; and by Ofsted Inspection and Regulation 33 Visits.

8. REVIEW OF THE STATEMENT OF PURPOSE

This Statement of Purpose will be reviewed at least once annually, in accordance with *Standard 13.3 of the Children's Homes National Minimum Standards*.

9. APPENDIX

Appendix A

Qualifications and Experience

The Responsible Individual

Jane Parfremment started her career as a Social Worker and has more than 20 years experience of working in local government; predominantly with children, young people and family services. She became the Assistant Director of Safeguarding, Children and Families in Rotherham in 2014.

The Registered Home Manager

Shaun Scales has a wealth of social care experience. He has worked with young people with behavioural and emotional difficulties in Rotherham's children's homes since 1988. He became a Registered Home Manager in 2004. Shaun has the following qualifications: Diploma in Social Work, HE Diploma and Diploma in Management (ILM).

Staff Team

POST	NAME	QUALIFICATIONS
Registered Manager	Shaun Scales	Diploma in Social Work, HE Diploma and Diploma in Management (ILM).
Deputy Manager	Glyn Brown	NVQ Level 4 Health and Social Care (children), NVQ Level 4 Management
Senior Residential Care	Mrs. Heather Smith	CSS and Certificate in

Worker		Education, NVQ4 and ILM4 in Management
Senior Residential Care Worker	Mrs. Diane Wellings	NVQ Level 3 Child Care
Senior Residential Care Worker	Mrs. Angela Nichols	Level 3 Diploma Children and Young Peoples Workforce
Senior Residential Care Worker	Ms. Suzanne Scott	NVQ3 Child Care
Senior Residential Care Worker	Mrs. Deborah Fisher	NVQ Level 3 in Child Care CMI Level 3
Senior Residential Care Worker	Mr. Quentin Holroyd-Doveton	Level 3 Diploma Children and Young Peoples Workforce
Senior Residential Care Worker	Mrs. Bev Blumenstock	NVQ Level 3 in Child Care
Residential Care Worker	Mrs. Coreen Anderson	NVQ L2 Health and Social Care. Undertaking Level 3 Diploma Children and Young Peoples Workforce
Residential Care Worker	Mrs. Cherie Gee	NVQ Health and Social Care. Level 3 Diploma Children and Young Peoples Workforce
Residential Care Worker	Mr. Otis Hinds	BSc Social Work, BSc Psychology. Undertaking Level 3 Diploma Children and Young Peoples Workforce
Residential Care Worker	Mr. Matthew Nichols	Level 3 Diploma Children and Young Peoples Workforce
Residential Care Worker	Ms Carole Bailey	Undertaking Level 3 Diploma Children and Young Peoples Workforce

CONTACT DETAILS

The Registered Provider

Rotherham Metropolitan Borough Council
Children and Young People's Services
Riverside House

Main Street
Rotherham
S60 1AE

Telephone: 01709 382121

The Registered Individual

Jane Parfremment
Director -Safeguarding, Children and Families
Riverside House
Main Street
Rotherham
S60 1AE

Telephone: 01709 823897

The Registered Home Manager

Shaun Scales
St. Edmunds Children's Home
Ofsted Unique Reference Number: SC033587

Telephone: 01709 543734

Note: In the absence of the Registered Home Manager, the role and responsibilities are assumed by Glyn Brown [Deputy Manager]

Right2Rights Service for Looked After Children

Riverside House
Main Street
Rotherham
S60 1AE

Telephone: 01709 823780

Ofsted

Piccadilly Gate
Store Street
Manchester
M1 2WD

Telephone 0300 123 4666

Briefing note: Rotherham children's residential care review – proposed consultation regarding the planned closure of St Edmund's Children's Home

1 December 2015

1. Rotherham Council is reviewing the care offered across the whole of its residential care service for young people, to ensure all those looked after by the authority receive the best possible care.
2. The Council's Looked After Children and Care Leavers Placement Sufficiency Strategy 2015-2018 identified that too many Rotherham looked after children live in residential care and that more children need to be in a family-based placement.
3. The authority currently has four children's homes (St Edmund's and Silverwood residential care homes; the Cherry Tree children's home for young people with severe disabilities, and Liberty House, which provides short breaks for children with disabilities who live with their families). Following the closure of Woodview in October 2015 St Edmund's is one of two remaining that provide long-term care young people with emotional and behavioural difficulties. The maximum number of placements is six and there are two young people presently living there. St Edmund's is currently Ofsted graded 'inadequate' following an inspection in October 2015.
5. Robust management action has been taken to improve this service since the Ofsted inspection in October 2015. However, further to the intervention and despite improvements to secure the immediate safeguarding needs of the young people who live there, overall it is not delivering the quality of care that the Council expects.
6. A report to Commissioner Newsam's decision-making meeting next week will therefore propose that the Council consults on a proposal to undertake a planned closure of St Edmunds Children's Home by no later than 31 January 2016.
7. The report recommends that officers start a period of consultation during December 2015 and early January 2016.
8. Following Commissioner Newsam's decision-making meeting on 7 December, it is proposed that a further report detailing the outcome of the consultation be submitted for Commissioner's decision in January 2016.

Background

9. St Edmund's can accommodate a maximum of six young people. There are currently two young people living there, both are over the age of 16.
10. The pattern of Ofsted inspections awards four ratings at a full inspection (Outstanding, Good, Requires Improvement, and Inadequate). For an interim inspection, the home is measured by different grades of effectiveness (Improved Effectiveness, Sustained

Effectiveness, and Declined Effectiveness). St Edmund's had reached 'Good' in July 2014 at a full inspection, but performance began to falter and by the interim inspection of September 2014 had reduced to Declined Effectiveness. Following an Ofsted full inspection on 12 October 2015, the rating fell to the lowest rating of Inadequate. The areas of concern that led to this judgement were:

- Safeguarding practice was poor, and procedures not followed
- Analysis, evaluation and actions to address risks to young people were insufficient
- Risk assessments were outdated, and contained conflicting information
- There was a lack of information relating to 'missing from home' protocol and practice
- The kitchen areas were dirty
- Young people's health was not monitored.

11. An immediate action plan was put in place, and agreed by Ofsted on 14 October 2015.

12. Given the appointment of the interim Head of Service for residential homes who started in post shortly after the St Edmund's inspection, there was capacity to put place an intense period of management intervention from mid-October 2015 onwards. This led to the following action:

- Improvements to the way potential risks to young people are identified including updating the care plans and risk assessments of all young people
- Strengthening of management arrangements in the home
- Better monitoring of the young people's health, and improved support
- Review of the domestic cleaning schedule to address issues of cleanliness outlined in the report
- Ensuring appropriate procedures are in place to tackle bullying and ensure internet safety

13. In spite of all improvement work and management action St Edmund's has only provided limited assurance in relation to longer-term and sustainable improvement. Although there is physical capacity at St Edmund's, the Council is unable to move more children into the home because of its inability to meet the needs of young people who have more complex issues. This means the Council would have to move children out of the borough.

14. It is recommended that consultation is progressed in relation to the planned closure because the home has demonstrated an inability to consistently:

- Improve as needed
- Meet leadership and management standards at the required level
- Follow management instructions
- Record in line with regulatory standards
- Apply judgement and respond to the changing needs of the young people
- Be sufficiently attuned to the emotional needs of the children
- Meet the complex needs of children requiring residential care

15. The options which have been considered, and recommended proposal, are outlined below:

- To close the home with immediate effect. This would be distressing to the young people who currently live there, and would not facilitate the required consultation. This is not recommended.
- To continue to run the home with improvement action. As outlined the home is currently not providing a good enough standard of care and does not provide good value. This is not recommended.
- To begin a period of consultation on the proposal for a planned closure of St Edmunds children's home – this is the recommended option.

16. Legally, any proposal to close a facility requires consultation with those affected. Under the recommendation, officers will undertake consultation with the following stakeholders:

- Children and young people who are resident at the home (assisted by an independent advocate)
- Parents, carers and connected persons of the above
- Independent Reviewing Officers
- The staff employed within the home and their trade unions in relation to the potential impact of the proposal on staff groups.

17. The young people have been allocated advocates from the Rights2Rights service and the advocates will work with them to feed their views into the consultation and take up matters on their behalf.

18. Subject to Commissioner's agreement, a period of consultation will take place during December 2015 and January 2016. A further report confirming the outcome of the consultation will be submitted for Commissioner's decision by 6 January 2016. Subject to this, the planned closure would take effect on 31 January 2016.

19. The reasons for the consultation are to understand the views and preferences of the consultees on the proposal and its implementation, and to understand whether there any possible unintended consequences of the proposal.

20. For further information please contact Linda Harper, Interim Strategic Director - Children and Young Peoples Services, on 01709 334003 or linda.harper@rotherham.gov.uk

Appendix 3

Comparative Unit Costs

The table below compares unit costs for placement types against St. Edmund's average unit cost.

Placement/Setting	Current Average Weekly Cost of <u>One</u> Placement £	Weekly Cost Avoidance Compared to St. Edmund's Average unit cost £	Annual Cost Avoidance Compared to St. Edmund's Average unit cost £
St. Edmund's (if fully occupied)	2,300		-
(based on current occupancy)	5,532		
In-house fostering(age group 16-18)	600	1,700	28,900
Independent Fostering	882	1,418	73,736
Alternative in house residential (if fully occupied)	2,135	165	8, 580
Leaving Care	555	1,745	90,740
Independent Residential	2,824	524 (additional cost)	27,248 (additional cost)

For the current financial year to the end of November the average occupancy of St. Edmund's is 4.58 (76.33%) giving an average unit rate per week of £2,457.

For 2014/15 financial year the average occupancy was 5.31(88.2%) with an average unit rate per week of £1,833.

The current unit cost based on present low occupancy of St. Edmund's Children's Home is £5,532 per week.

Equality Analysis Action Plan - Post Decision St. Edmunds

Time Period 12th January 2016 to 11th January 2017

Manager: Linda Harper Service Area: Children & Young People Service – Looked After Children Tel:.....

Title of Equality Analysis: Post Decision Monitoring regarding Closure of St Edmunds Children's Residential Home.

A decision was made at Commissioner Newsam's delegated powers meeting on Tuesday 12th January 2016, that St. Edmunds residential children's home will close by 31st January 2016.

Action/Target	State Protected Characteristics (A,D,RE,RoB,G,GI O, SO, PM,CPM, C or All)*	Target date (MM/YY)
Young people who are residents need to be informed of the final decision about the future of St Edmunds residential home.	Age, Gender, Disability, Race, Ethnicity, Religion	13 th January 2016
Alternatives placements need to be found for the two residents	Age, Gender, Disability, Race, Ethnicity, Religion	31 st January 2016
Two residents need to be given information on how to make comments/complaints with regards to this decision	Age, Gender, Disability, Race, Ethnicity, Religion	13 th January 2016
Monitoring arrangements need to be put in place to manage any comments/complaints regarding this decision and impact of it	Age, Gender, Disability, Race, Ethnicity, Religion, Other Groups	31 st December 2016
Staff need to be informed of the final decision about the future of St Edmunds and given appropriate HR information and the processes on 90	Age, Gender, Disability, Race,	13 th January 2016

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day consultation.		Ethnicity	
Human resources and unions need to be informed of the final decision about the future of St. Edmunds Human Resource expert needs to be identified as the contact person for staff comments		Other Groups	13 th January 2016
Line managers need to ensure that PDR's are up-to-date and schedule one-to-one meetings with staff		Age, Gender, Disability, Race, Ethnicity, Religion	13 th January 2016
Ofsted need to be informed of the decision to close St. Edmunds children's home, Rotherham		Other Groups	15 th January 2016
Parents, carers, family members and connected persons of any of the young people who are residents need to be informed of the decision about the future of St. Edmunds		Other Groups	15 th January 2016
Local community need to be informed about the closure of St. Edmunds		Other Groups	31 st January 2016
Impact of the closure with regards to placements of two residents, staffing implications and financial impact needs to be monitored over 12 month period		Age, Gender, Disability, Race, Ethnicity, Religion, Other Groups	11 th January 2017
Name Of Director who approved Plan		Date	

Website Summary – Please complete for publishing on our website and append to any reports to Elected Members, SLT or Directorate Management Teams

Completed equality analysis	Key findings	Future actions
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Completed equality analysis	Key findings	Future actions
Directorate: Children & Young People Service Proposal name: Closure of St Edmunds Function: Looked After Children Service Name of lead officer completing the assessment: Bev Pepperdine Date of update action plan 15th January 2016	Decision made 12th January 2016 to close St Edmunds residential children's home One young person who is resident at St Edmunds has expressed that they do not wish to be moved from their current home to a new placement on their birthday, which is 23rd January 2016 Both young people have expressed their views where they would like their new placement to be 16 staff (11.72 FTE) will be affected by this decision Lessons learned need to be considered with regards to the feedback received regarding the consultation period – the two residents affected felt the consultation period was too long and spread over a Christmas holiday and New Year period was bad timing for them	Residents Monitor and review young persons' future placements • Carry out review of placements for two residents of St. Edmunds • Identify suitable future placement – ensuring that the wishes and feelings of both residents are taken into consideration. • Support to be provided to both residents of St. Edmunds with transition into new placements, ensuring they have access to a Social Worker and an advocate from Rights to Rights Service. • Up-date relevant plans for two residents, taken into consideration risks, re potential changes to education, training and future employment, contact with relatives, carers, family members and other connected people and also financial implications. • Ensure that two residents are given information on how they can make a

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Completed equality analysis	Key findings	Future actions
		comment or complaint about this forced change in placement or any other comments this wish to make (Comments/Complaints procedures) • Monitor comments/complaints that arise after this decision Staff Support staff with future employment choices • Ensure that staff know who the nominated expert in HR is • Ensure that staff are given regular up-dates/briefings • Ensure that staff have re-deployment information • Monitor financial implications on staffing • Monitor any complaints arising after this decision Building & Community Building to be made safe and kept in good state of repair • Liaise with EDS/Housing to make sure the property is secured and actions put in place to make sure it is kept safe after closure on 31st

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Completed equality analysis	Key findings	Future actions
		January. • Monitor any complaints received from neighbours/community about this decision Communications • Send out communication to neighbours/community who were involved with the consultation about the decision to close St. Edmund • Send appropriate communication to Ofsted about the decision to close • Share information with RMBC Communication Team about decision to close and give a contact named person for any enquiries Lessons Learned • Review feedback received during consultation, in particular the feedback from two residents – both young people felt the consultation period was too long and they would have rather had a decision about the home in a week, than having to wait 4 weeks and in particular the 4 weeks being over Christmas • Review Reg 44 report and service plans/reviews audits and consider recommendations

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Under the Equality Act 2010 Protected characteristics are age, disability, gender, gender identity, race, religion or belief, sexuality, civil partnerships and marriage, pregnancy and maternity. Page 6 of guidance. Other areas to note see guidance appendix 1	
Name of policy, service or function. If a policy, list any associated policies:	Closure of St Edmunds Residential Service for Looked After Children
Name of service and Directorate	Children & Young People Service
Lead manager	Linda Harper
Date of Equality Analysis (EA)	December 2015
Names of those involved in the EA (Should include at least two other people)	Jane Parfremment, Michelle Whiting, Sue Wilson, Bev Pepperdine, Sally Ann Baird-Fisher, Annette Marshall, Brent Lumley, Luke Ricketts, Brian Durham
Aim/Scope (who the Policy /Service affects and intended outcomes if known) See page 7 of guidance step 1 The aim of this analysis is to consider the impact of the closure of St Edmunds Children's Home. St Edmunds Children's home has been open as a residential service for looked after children in Rotherham for over 30 years and was a purpose built building with 2 properties being merged into one to accommodate young looked after children in Rotherham The annual budget for St Edmunds is £530,000 The budget forecast for 2015-2016 is £575,000 St Edmunds provides long-term care for young people with emotional and behavioural difficulties. The maximum number of placements is six. There are currently two young people presently living there, both these young people are over the age of 16. Ofsted review of the service in October 2015 graded the service inadequate. The service aims to provide a safe, nurturing, caring and homely environment for up to six young people aged between 10 to 18 years, and of either gender. The key objective of the service is to work with the young people and their families, with the support of partner agencies, with an overall aim of providing the stability and support they need to prepare them for transition to the responsibilities of adulthood. There are 16 members of staff (11.72 FTE) at St Edmunds home who may be affected by the proposal, and the council's policy and consultation process will apply i.e. seeking to avoid redundancy through redeployment where possible Privacy All young people who are placed in St Edmunds have their own room; and a key to their home room, to respect their privacy.	

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Staff, do not enter a young person's bedroom without consent unless there are serious health and safety concerns. A policy statement is in place regarding this principle and contracts agreed with the young people.

Dignity

Staff, are made aware of each child's racial, cultural, religious and dietary needs. Information is available about the various cultural, religious, dietary and ethnic provisions in the local area.

There are currently two young people placed at St Edmunds

St Edmunds Statement of Purpose was last revised and updated November 2015 (Appendix A)

What equality information is available? Include any engagement undertaken and identify any information gaps you are aware of. What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? See page 7 of guidance step 2

Equality and cultural information is captured as part of the assessment of all children who have been placed at St Edmunds.

The recipients of this service are looked after children, living in residential care.

The service reports that this service is running at 33% capacity.

The service reports that the neither of the 2 current residents are from an ethnic minority group.

St Edmunds is committed to promoting and upholding the rights of the young people at the home. These commitments are underpinned by the United Nations Rights of The Child and through the five outcomes from Care Matters Agenda

- Health – Young people have the right to good health and living a healthy lifestyle.
- Safe – Young people have the right to be protected from harm and neglect.
- Enjoy and achieve: young people have the right to education and leisure
- Making a positive contribution: young people have the right to participate in positive activities to develop personal and social skills, promote well-being and reduce behaviour that puts them at risk
- Economic well-being: young people have the right to a stand of living that meets their physical, mental, spiritual, moral and social needs

Engagement & Consultation

As a matter of public law and council policy, any proposal to close a facility will require a reasonable period of engagement and consultation with those affected by such a proposal. The latest government guidance on consultation principles confirms that the governing principle is proportional of the type and scale of consultation to the potential impacts of the proposal or decision being taken, and though needs to be given to achieving real engagement rather than merely following a bureaucratic process. The guidance indicates that the period of consultation will usually last between 2 and 12 weeks. The amount of time required for a consultation exercise should be decided on a

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case by case basis, and depends on the nature of the proposal, for example the diversity of interested parties or the complexity of the issue, the capacity of groups being consulted to respond or external events. With this in mind officers consulted with the following stakeholders and interested persons.

- Children and young people who are resident at the home (assisted by an independent advocate, if required)
- Parents, carers and connected persons of the above
- Independent Reviewing Officers
- Staff employed within the home and their trade unions
- Close geographical neighbours to the home

The purpose of the consultation was to gather the views and preferences of the consulted on the proposal and its implementation, and to understand where there are any possible unintended consequences of the proposal. In all the circumstances, and taking into account the Christmas holiday period, a period of 4 weeks consultation was agreed as proportionate and reasonable in this matter. The engagement/consultation undertaken is outline below

Engagement/consultation undertaken with customers. (date and group(s) consulted and key findings) See page 7 of guidance step 3

- Prior to consultation commencing in October 2015 a complaint was received from one resident living at St Edmunds. The basis of the complaint was they were not happy with the outcome of the Ofsted inspection and disagreed with Ofsted comments. Commissioning Manager visited the young person and covered the points of the complaint and explained what next steps could be taken. The young person took the option of closing the complaint
- 1st December 2015, two young people resident at the home were advised of the intention to seek Commissioner's approval on 7th December 2015 to begin formal consultation on the closure of St Edmunds
- 1st December 2015, parents, close family members, Independent Reviewing Officers and advocates for the two young people resident in the home were informed of the intention to seek Commissioner's approval on 7th December 2015 to begin formal consultation
- Consultation commenced on 7th December 2015 and closed on 4th January 2016
- 1st December 2015 personal letters were sent to 2 young people placed at St Edmunds to inform them that a period of consultation is commencing regarding the closure of this residential home and opportunity given to provide written feedback with the support of independent advocate if required by 4th January 2016
- 3rd & 17th December 2015, 2 Visits from Director of Safeguarding CYPS to talk personally with

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	residents • Two young people allocated with an advocate from Rights to Rights service who can assist the young people to express their views. One young person said she felt she did not need the support of an advocate to help her during this consultation period, she was happy with the allocated worker, but was aware that the advocacy service was there if it was needed. • Two young people allocated an Independent Reviewing Officer (IRO) who will carry out a review and make plans with them, where issues and concerns can be raised. Each young person has been involved in the planning for the future. The IRO has a statutory duty to ensure that the young person's needs are taken into account. • Clear timeline of events communicated with the young people, so they know when consultation commences, closes and when a decision will be made • For the consultation young people have been given five questions to give their responses to, which covers the closure, asking for their objections, asking where they would like to live, what support they will require – one young person provided responses to these questions and one young person declined to provide a response
Engagement undertaken with staff about the implications on service users (date and group(s) consulted and key findings) See page 7 of guidance step 3	• 1st December 2015 staff employed in the home and their trade unions were informed of the intention to seek Commissioner's approval on 7th December 2015 to begin formal consultation • December 2015 - Letters sent to all staff to inform them of the consultation around the closure of St Edmunds and offered the opportunity to provide their views on the consultation in writing by 4th January 2016 • December 2015 – Staff have had the opportunity to submit their views via their union representatives • Week commencing 14th December 2015 – staff offered individual consultation meetings • 21st December 2015 staff were offered the opportunity to attend a group consultation session with the Assistant Director, Safeguarding • 16th December - Letters sent to neighbours of

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	the property, explain the potential of the closure of St Edmunds • Between the period 1st December 2015 to 4th January no complaints or comments have been made to CYPS Complaints Team from either staff or residents regarding the consultation or closure of St Edmunds • Representatives from RMBC Human Resources supporting staff • Briefing to Corporate Parenting Panel - Appendix B
The Analysis	
How do you think the Service meets the needs of different communities and groups? This service is in place to meet the needs of children who have become looked after. The age range for this service is ages 10 to 18 years. Young people at St Edmunds are provided with the opportunity for regular sporting, cultural or recreational activity. Where young people are already active members or attenders of an activity, staff at the home will do everything within reason to maintain this. St Edmunds is located in Thurcroft in the Southeast of Rotherham. The village of Thurcroft where the home is located has a strong community vibe.	
Analysis of the actual or likely effect of the Service: <i>See page 8 of guidance step 4 and 5</i> The two young people currently placed at St Edmunds will need to be found alternative placement. They have been kept informed through personal letters, visits from the Director and allocated workers, to assist identify alternative placements. Their views have been included in future plans. Does your Policy/Service present any problems or barriers to communities or Group? <i>Identify by protected characteristics</i> Does the Service/Policy provide any improvements/remove barriers? <i>Identify by protected characteristics</i> Barrier Service Users – If this service provision is closed, then the needs of the 2 current residents will have to be reviewed and alternative placements found that will meet their needs Service Users • Will need to be involved in their review • Their wish and feelings will need to be captured • Their voice will need to be listened to and acted upon Parents/Carers/Extended Family	

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- Will need to be consulted with and the impact of any move in location taken into consideration. The council, being the Corporate Parent has a responsibility to encourage and support young people to maintain contact with their parents and siblings in a manner consistent with their care plan.

What affect will the Policy/Service have on community relations? Identify by protected characteristics

We don't envisage that there will be any impact on community relations or impact on community cohesion.

The local community will want to know what are the future plans for the building, therefore there needs to be clear communication with the local community on the plans to close the building, timescales and what will happen to the building

The building will need to be made safe and kept in good state of repair to ensure that the building is not used for unsatisfactory purposes, which could lead to community complaints.

Please list any **actions and targets** by Protected Characteristic that need to be taken as a consequence of this assessment and ensure that they are added into your service plan.

Website Key Findings Summary: To meet legislative requirements a summary of the Equality Analysis needs to be completed and published.

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Equality Analysis Action Plan - See page 9 of guidance step 6 and 7

Time Period 7th December 2015 to 4th January 2016

Manager: Linda Harper Service Area: Children & Young People Service – Looked After Children Tel:.....

Title of Equality Analysis:

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic.

List all the Actions and Equality Targets identified

Action/Target	State Protected Characteristics (A,D,RE,RoB,G,GI O, SO, PM,CPM, C or All)*	Target date (MM/YY)
Prior to closure of this provision, consultation will need to be carried out with children and young people who are resident at the home (they will be supported by an independent advocate)	All	4 th January 2016
Assessment/Review of young people currently resident at St Edmunds regarding alternative placements. Service Manager & workers to monitor and carry out regular reviews after provision closes and alternative placement made	All	31 st January 2016
Consult with parents, carers, family members and connected persons of any of the young people who are residents	Other Groups	4 th January 2016
Consult with Rights to Rights Advocacy Service	All	4 th January 2016
Consult with staff employed within the home and their trade unions in relation to the potential impact of the proposal on staff groups	All	4 th January 2016
Communicate with local community on closure of building – what are the plans for next steps	Other Groups	4 th January 2016

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Name Of Director who approved Plan		Date	
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Website Summary – Please complete for publishing on our website and append to any reports to Elected Members, SLT or Directorate Management Teams

Completed equality analysis	Key findings	Future actions
Directorate: Children & Young People Service Proposal name: Closure of St Edmunds Function: Looked After Children Service Name of lead officer completing the assessment: Bev Pepperdine Date of assessment: 4th January 2016	Decision to close St Edmunds Based on findings from Ofsted Graded by Ofsted 12 October 2015 – Inadequate. Poor safeguarding practice Out of date risk assessments Lack of information relating to missing from home protocol practice Young people's health not monitored Kitchen area dirty Consultation Outcomes The consultation feedback has identified a number of issues that the council will take into account in planning for closure and future service delivery. However it does not provide any compelling evidence that the closure should not proceed. The key themes in relation to the consultation feedback are as follows: Young People 1 written response was received from a young person, this was provided with support from their advocate	Monitor and review young persons' future placements Support staff with future employment choices Building to be made safe and kept in good state of repair Communication to community/public on proposal for building

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Completed equality analysis	Key findings	Future actions
	Both young people attended the one-to-one sessions offered from Assistant Director - Both young people communicated that the period of consultation was too long and created additional anxiety for them, especially as it was over Christmas & New Year period - Both young people expressed that they feel staff at St Edmunds care for them and have provided them with stability - Both young people had views about their potential future placement options and this has been taken into account - View from one young person shared with the Head of Service for Looked After Residential, who met with the young person and offered reassurance - One young person expressed in the feedback that she would not want to be placed anywhere other than in Rotherham or one other location and would prefer a residential placement - One young person expressed that it was not good timing, consultation	

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Completed equality analysis	Key findings	Future actions
	before Christmas and no decision until after Christmas Staff There have been 5 written responses from staff and 2 staff members attended the group consultation session on 21st December. 8 staff members attended individual sessions to express their views • Some staff acknowledged that up to the Ofsted inspection in October 2015 they had not been able to meet the combined needs of the young people placed as well as they themselves would have wanted • Some staff expressed the view that the improvement activity that has occurred at the home has resulted in improved record keeping and standards • Staff felt that having 2 residents in recent months has allowed them to provide more focussed and individualised care. This has resulted in some staff expressing a view that the size and structure of St. Edmunds is not conducive to providing the level of care they aspire to i.e. it is hard to get a good	

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Completed equality analysis	Key findings	Future actions
	match and mix of young people when all beds are occupied and hard to individualise the responses to those young people • Some staff recognised that the current arrangement was not sustainable given the under occupancy and the cost of running a home of this size • Both staff and current residents have expressed a view that family care does not suit every child or young person and that future planning should consider provision based on 2 or 3 bed residential children's homes in the area so those children and young people whose needs are better met in a residential home can stay in Rotherham	

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Appendices

Appendix A	St Edmunds Avenue Children's Home Statement of Purpose	 St Edmunds Revised Statement of Purpose
Appendix B	Briefing for Corporate Parent Meeting December	 Consultation St Edmunds Corporate F

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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