

# Agenda

## Multi-agency meeting

**Tuesday 28 July 2015**

**1.00pm – 2.00pm**

**Wye Valley Trust Headquarters – Hereford County Hospital**

**Chair:** Councillor Jonathan Lester (JL), Cabinet member young people and children's wellbeing

### **In attendance:**

Jo Davidson (JD), director for children's wellbeing, Herefordshire Council  
Jo Whitehead (JW), chief accountable officer, Herefordshire Clinical Commissioning Group  
Dr A Watts (AW), chairman Herefordshire Clinical Commissioning Group  
Philippa Granthier (PG), head of commissioning (children's wellbeing), Herefordshire Council  
Sharon Amery (SA), communications officer, Herefordshire Council  
Kerry Thompson (KT), communications, Herefordshire Clinical Commissioning Group  
Richard Caddy (RC), communications, Herefordshire Clinical Commissioning Group  
Vanessa Lewis (VL), service unit manager for integrated family health, Wye Valley NHS Trust  
John Burnett (JB), communications, Wye Valley NHS Trust  
Richard Beekin (RB), chief executive, Wye Valley NHS Trust  
Chris Baird (CB), assistant director children's wellbeing, Herefordshire Council  
Alison Talbot-Smith (ATS), consultant in public health, Herefordshire Clinical Commissioning Group

Herefordshire Clinical Commissioning Group = CCG  
Wye Valley NHS Trust = WVT

### **Notes and actions:**

<b>Action</b>	<b>Who</b>	<b>By</b>
Confirmation of our aims for children with disabilities and their carers: <ul style="list-style-type: none"><li>Affirmed aims of the council and CCG to ensure a wide and varied offer of short breaks and respite support is available for children, young people and their families. All three organisations will work together to achieve common objectives. All recognised that each agency could improve their approach to joint working and will do so.</li><li>Affirmed that the direction of travel is to have community, family based support as part of the overall short breaks offer. Ledbury Road will cease to provide the current service, but only when alternative services are in place. This will always be subject to the provider's ability to staff it and the premises</li></ul>		

meeting the required regulatory standards.		
<p>Parameters and constraints – e.g. funding:</p> <ul style="list-style-type: none"> <li>• Agreed that involving families in the development of services is critical, including the development of overnight foster care. Look to also involve families who have had experience of services from elsewhere.</li> <li>• Discussed the different funding streams and pressures, including available council funding, Better Care Fund of £477k for carers of all ages and CCG funding. CCG position of funding provision is that it's not their statutory responsibility, but is clear that funding will be taken out once alternatives are in place. JD clear that there will need to be some health support and input.</li> <li>• WVT highlighted willingness to continue with provision, but dependent upon available staffing and the premises meeting the required regulatory standards. Will need to be clear when funding for any residential short breaks that this is primarily to become a council responsibility. Need to have honest conversations about actual costs and noted by JD that council does not have an open ended resource pool.</li> </ul>		
<p>Decisions required by the short breaks project team:</p> <p>Understanding the impact of reduced numbers of children on the service with WVT and how WVT may need to realign staff numbers and opening hours given the falling numbers to ensure ongoing service delivery is maintained during this period of service change. <b>This requires explicit consideration by senior officers when they meet with WVT.</b></p> <p>This was agreed. WVT will be invited to extended project team meetings to progress this.</p> <p><b>The group recommend that chief officers agree a tripartite review in December 2015 to ensure ongoing planning of service change and the needs of vulnerable children are met.</b></p> <p>This was agreed.</p> <p><b>The group request that chief officers consider and agree the Equality Impact Assessment.</b></p> <p><b>The project group request that chief officers secure the necessary OT resource so that timely assessments can be carried out to support transition plans.</b></p> <p><b>The group recommend that all communications across the three organisations is shared before being released. Communications teams within WVT, CCG and the council to liaise to enable this to happen.</b></p> <p>This was agreed.</p>	ALL to respond	31 July 2015

<p>Project management and reporting:</p> <ul style="list-style-type: none"> <li>• Agreed to extend fortnightly project group meeting to include a second part focusing solely on individual care plans, with WCT, CCG and council officers.</li> <li>• Existing plans to move children to alternative arrangements will continue.</li> <li>• Children whose needs will be met through new services which are under development will remain with 1 Ledbury Road until they can be appropriately transitioned over.</li> <li>• It was acknowledged that there will still be some parents who preferred institutionalised care and that the family based respite service may not suit all children. A range of services needs to be available, including the options for families to organise their own care through direct payments.</li> </ul>	<p>CB/ATS/ PG</p>	<p>31 July 2015</p>
<p>Communications:</p> <ul style="list-style-type: none"> <li>• Confirmed that sign off for communications is by JW, RB, JL, JD (CB covering till 15 August) through the communications officers.</li> <li>• Enquiries and complaints will require sign off as above.</li> <li>• FAQs and web pages being developed and will need sign off as above. Will then be augmented as issues arise.</li> <li>• Aim to have at least monthly updates out to parents and stakeholders.</li> <li>• Staff need the same clear communications as parents and this needs to be regularly reinforced at team meetings, including any updates to FAQs.</li> </ul>	<p>PG/ comms leads/ sign off leads  PG/VL</p>	