

**Children and Young People
Overview and Scrutiny Committee**

18th August 2014

**Warwickshire Special Educational Needs and Disability (SEND)
Reform Plan**

Recommendation

That the Children and Young People Overview and Scrutiny Committee consider the report and forms a collective view and recommendations, if considered appropriate, to submit to Cabinet on 18th August 2014.

1.0 Summary

- 1.1 At its last meeting on 3rd June 2014, the Committee received an update on the proposed Local Offer Framework and Personal Budgets for Social Care and Short Breaks for children and young people with special education needs or disabilities, which were subject to a public consultation exercise during June 2014.
- 1.2 Members have agreed to hold an additional meeting on 18th August 2014 to consider and comment on progress to date regarding Special Educational Needs and Disability (SEND) Reform Plan, the arrangements which will operate from 1st September 2014 and the arrangements for consulting upon and implementing the Local Offer.
- 1.4 The Committee has agreed to consider the report in order to form a collective view in respect of the Reform Plan and Local Offer and submit recommendations, if considered appropriate, to Cabinet on the afternoon of 18th August 2014. The report to Cabinet is appended.

Cabinet

18 August 2014

Warwickshire Special Educational Needs and Disability (SEND) Reform Plan

Recommendations

- 1) Cabinet authorises the Strategic Director for People to publish a Local Offer for the purposes of consultation and to make arrangements for consultation in line with the proposals in the report subject to the Strategic Director of Resources being satisfied that any statutory requirements are met.
- 2) Cabinet approves the arrangements from 1st September pending the outcome of the consultation.
- 3) Cabinet approves the SEND action plan (Appendix 1).
- 4) Cabinet notes the proposed changes in relation to IDS Social care services to be incorporated in the consultation of the new Local Offer. These are in summary;

Short Breaks:

The Council is requested to remove the option of using criteria as a means of identifying families in order to provide a short break. All short breaks will be accessed via an assessment, rather than using proposed DLA based criteria

Overnight Respite:

The Council will allocate resources to provide respite based on the assessment of need for a child and family. Existing users will be reviewed regularly to ensure that services are delivered to meet needs.

The venue for Respite will be dependent on need, but Council policy for all children and young people is to seek a family based environment first unless assessment of need indicates otherwise.

Respite Transport:

The Council will continue to offer the opportunity to include respite transport as part of a Personal Budget. Where families indicate that they do not wish to

take up this offer existing respite transport arrangements will continue pending consultation and reviews.

New Services:

As part of the restructuring of the IDS Social Care staff team a new role of Disability Development Manager has been created with a brief to develop a range of options led by community and third sector providers. Views from the consultation will be fed in to the work programme for this member of staff and will be reviewed with the SEND Reference Group.

- 5) Cabinet notes the revisions made to the budget for IDS Social Care (Appendix 4).

1. Background

- 1.1 Section 2 of this paper to Cabinet details the overarching regulatory and legislation requirements of the new SEND reforms, the actions taken by the council to develop processes for the new requirements internally and externally with partner agencies children, young people and their parents and carers. A chronology of progress and events over the last year is presented in Appendix 3.
- 1.2 Section 2 also brings together the Local Offer for consultation being developed by the council and key partners including information on education, health and social care services.
- 1.3 Section 3 of the paper describes the consultation process to run from 1 September 2014 until 23 November 2014 and the plans to bring a paper to Cabinet on 27 January 2015.
- 1.4 Section 4 of the paper is the report on the IDS Social Care redesign following the June 2014 consultation.
- 1.5 Section 5 of the paper details the budget position.

2. Special Educational Needs and Disability (SEND) Reform requirements

- 2.1 Services for disabled children and young people within Warwickshire are being remodelled as a result of the responsibilities on Local Authorities contained within the Children and Families Act 2014. On 1st September 2014 the Local Authority comes under a duty to put in place new arrangements for Special Educational Needs and Disability (SEND) including a 'Local Offer' that meets the relevant integrated education, health and social care needs of a child or young person with special education needs or disability. An integrated

assessment process and single plan will be drawn up with parents and where appropriate children and young people (co-production).

2.2 The SEND reforms focus on the following themes:

- Working towards clearly defined outcomes
- Engagement and participation of parents and young people (co-production)
- Developing a Local Offer of support and Joint Commissioning
- Coordinated assessments and Education, Health and Care Plans
- Personalisation and personal budgets

Preparation for adulthood is a key element of the reforms that cuts across all of these themes.

2.3 **Working towards clearly defined outcomes**

Our aim is to improve the lives of children, young people, families and carers who are coping with Special education needs or a disability. We will do this by helping Families to be more independent and have more choice and control over their lives and that their needs are properly met. Previously assessments have been made on education, health or care needs without the focus of all of the child's needs considered with parents. We will bring together the three elements in a single plan, with parents at the heart of the decision making including how personal budgets will be allocated to meet those needs.

Our defined desired outcomes are

- all children and young people with special educational needs or disabilities should be able to reach their full potential in school. They should also be supported to make a successful transition into adulthood, whether into employment, further or higher education or training;
- improvements in the support system for children and young people with SEN and their families;
- introduction of a single assessment process for education, health and care and include parents of children and young people with SEN in the assessment process;
- replacement of SEN statements and learning difficulty assessments with an education, health and care plan for children and young people with SEN aged 0 to 25 years;
- introduction of the option of personal budgets for young people and parents of children and with SEN so they can choose which services are best for their family;
- local commissioners work together in the interest of children and young people with SEN and improve communication between institutions and services.

2.4 **Engagement and participation of parents and young people (Co-production)**

The major change within the Act is the concept of co-production at all levels.

“Co-production means delivering public services in an equal and reciprocal relationship between professionals, people using services, their families and their neighbours. Where activities are co-produced in this way, both services and neighbourhoods become far more effective agents of change”

The engagement of all agencies involved in the design, implementation, monitoring and review of those services impacting on the child or young person’s needs so that parents and carers and where it is appropriate, the children and young people are able to make informed decisions about their care and support.

This differs from consultation which is defined as; “the action or process of formally consulting or discussing”. Consultation may influence a decision, co-production brings ownership and joint responsibility.

- 2.5 To deliver this requirement for co-production the Council has established a SEND Project Board which includes representation from Children’s Social Care, Learning and Achievement, Early Help and Targeted Support, Adult Social Care, Strategic Commissioning, Resources Group, colleagues from Health, Special Schools and are now seeking representatives from parent groups. The Board’s Action Plan is presented in Appendix 1. The SEND Board reports to the Joint Commissioning Board chaired by the Strategic Director for the People Group who has the statutory responsibility for Children Services. The IDS Social Care Reference Group of parent organisations and partners established in January 2014 is now the Warwickshire SEND Reference Group and has committed to working in a co-productive way such as on our June consultation, and the writing of the report for Cabinet on the IDS Social Care (Appendix 3). Key features of this include the recent Social Care consultation, meeting with DfE advisors, contributing to the letter sent to all parents of children with statements and having an input on the prototype for and trialling of the single plan. The Action Plan setting out how we plan to deliver the SEND Reforms has been agreed with parents representatives and officials from the Department for Education.
- 2.6 The SEND Reference Group includes parental involvement from Family Voice Warwickshire, Ups of Downs and Warwickshire Disability, in addition there is representation from the voluntary sector who support across the various areas of special education needs and disability, and interested Elected Members

who sit on the Children's Overview and Scrutiny committee. This group is a fundamental part of the Council's strategy for co-production, a key expectation of the new SEND reforms.

Other initiatives include

- Regular meetings of the Reference Group as well as other opportunities in order to gauge parental and carer views in coming weeks.
- Family Voice Warwickshire work regarding parental involvement funded by the SEND Implementation Grant.
- The Wacky Forum, VOX (County Youth Forum) and elected Members of the Youth Parliament (MYP's) and will also include the Children in Care Council (CiCC).

Developing a Local Offer of support and Joint Commissioning

- 2.7 Before any new Local Offer can be implemented there must be consultation in accordance with the Regulations on the whole Local Offer. Whilst there has been co-production of the Social Care and Education strands the Health element of the Local Offer requires further work. Where we expect to be on 1st September is set out in Appendix 7: The Local Offer. In addition the Regulations set out a long list of statutory consultees who must be consulted on the Local Offer. The full list is set out in Appendix 8.

Under the SEN and Disability Regulations 2014 and the associated Code of Practice Local authorities **must** publish a Local Offer (**see Appendix 7**), setting out in one place information about provision they expect to be available across education, health and social care for children and young people in their area who have SEN or are disabled, including those who do not have Education, Health and Care (EHC) plans.

The content of the Local Offer is prescribed by Regulations. In setting out what they 'expect to be available', local authorities should include provision which they believe will actually be available. The oversight of the delivery of Warwickshire's Local Offer is via the SEND Project Board and Reference Group who report to the Warwickshire Joint Commissioning Board.

- 2.8 The Local Offer has two key purposes:

- To provide clear, comprehensive, accessible and up-to-date information about the available provision and how to access it, and
- To make provision more responsive to local needs and aspirations by directly involving disabled children and those with SEN and their parents, and disabled young people and those with SEN, and service providers in

its development and review. WCC Market Position Statements and commissioning intentions complete this assurance.

- 2.9 The Local Offer should not simply be a directory of existing services. Its success depends as much upon full engagement with children, young people and their parents as on the information it contains. The process of developing the Local Offer will help local authorities and their health partners to improve provision.
- 2.10 The Local Offer must include provision in the local authority's area. It also includes provision outside the local area that the local authority expects is likely to be used by children and young people with special education needs and/or disabilities (SEND) for whom they are responsible. This could, for example, be provision in a further education college in a neighbouring area or support services for children and young people with particular types of SEN that are provided jointly by local authorities. It should include relevant regional and national specialist provision, such as provision for children and young people with low-incidence and more complex SEN.
- 2.11 Warwickshire's Local Offer will be available from 1st September for consultation and will be found at www.warwickshire.gov.uk/send. A second letter will go to all parents with children who have statements advertising the web portal in the week leading up to the 1st September. The portal will signpost parents, carers, children and young people to the appropriate information detailing the education, health and care assessment processes, and the services available from education, health and care providers. Content of the web portal will be reviewed and updated on a regular basis following agreement at the SEND Board.
- 2.12 Joint Commissioning is being co-ordinated via the existing arrangements of the Joint Commissioning Board chaired by the Strategic Director of People Group. The consultation process to be undertaken for the Local Offer will provide indicators for priorities for discussion at the Board and feed into the Health and Wellbeing Board and contribute towards the Joint Strategic Needs Assessment.

Coordinated assessments and Education, Health and Care (EHC) Plans

- 2.13 A key component of the SEND changes is the bringing together education, health and care assessments in to a single plan. Work on the new co-ordinated, co-produced assessment process has been trialled with a number of children and young people within Warwickshire and amended as a result of experience. A copy of the latest EHC assessment and plan guidance is attached as Appendix 5 but will be part of the consultation to start in September. The assessment and planning process has been shared with all schools, partners, and front door services so that all families seeking help

from September 1st will be able to access relevant information, and be directed to consider the most appropriate services.

Personalisation and personal budgets

- 2.14 Personalisation is a social care approach described by the Department of Health as meaning that “every person who receives support, whether provided by statutory services or funded by themselves, will have choice and control over the shape of that support in all care settings”. While it is often associated with direct payments and personal budgets, under which service users can choose the services that they receive, personalisation also entails that services are tailored to the needs of every individual, rather than delivered in a one-size-fits-all fashion. It also encompasses the provision of improved information and advice on care and support for families, investment in preventive services to reduce or delay people’s need for care and the promotion of independence and self-reliance among individuals and communities.
- 2.15 A Personal Budget is an amount of money identified by the local authority to deliver provision set out in an Education Health and Care (EHC) plan where the parent or young person is involved in securing that provision. Further details of Personal Budgets and supporting mechanisms are contained within Appendix 6.
- 2.16 Warwickshire County Council has run a successful Direct Payment scheme for disabled children for a number of years. The scheme puts service users in the driving seat and in control of their life by giving them a cash amount so that they can buy support that suits them best, like employing their own staff, choosing their own agency or a range of other options. The scheme is designed to help them manage funds for their support needs in a flexible way. Currently 84 families benefit from this scheme. Future plans will refine existing systems.
- 2.17 A pack of information will be made available as part of the consultation process with comments reported to the January 2015 Cabinet meeting.
- 2.18 In accordance with our normal practice Equality Impact Assessments will be updated to take account of the outcome of the consultation.

3. The Consultation Process

Arrangements

- 3.1 The Action Plan builds in a new consultation that will be co-produced and widely consulted on with parents, carers, partners, schools, colleges and young people. The SEND Reference Group will then work on the Cabinet

Paper following the twelve week consultation with the mind to bringing the recommendations to Cabinet at its January 2015 meeting. All future activity will meet both the legal requirements and principle of co-production with parent representatives and partners and this will be driven through the SEND Reference Group. The SEND Board will continue to ensure that we are reviewing and monitoring all issues regarding the new Act across Education, Health and Social Care. The Joint Commissioning Board that reports to both the Health & Wellbeing Board and Cabinet oversees the whole programme.

The consultation will start on 1st September and finish 23rd November save for an additional individual session with the Wacky Forum which will be completed by 30th November. The consultation will include consultation with all the statutory consultees in Appendix 8 and will be advertised through the normal media channels, letters to parents/carers of all statemented children and young people and through all Warwickshire schools.

3.2 It will seek views on:

- The accessibility, style and content of information made available
- The type and quality of education, health and care services required
- The assessment process and single plan format
- Personal budget process
- The appeals and mediation process
- How children, parents, carers want to be involved in co-production in the future
- The arrangements for comments on the Local Offer

3.3 The consultation will be hosted on the Ask Warwickshire website and the intention is to hold public meetings in 5 venues across Warwickshire, one in each of the Borough and District Council areas commencing in late September. Each venue will deliver 2 meetings, one during the day and one in the evening in order for parents/carers to be able to have a choice as to time. In addition time will be available for 'surgeries' to be held to address particular concerns. In total therefore there will be 10 meetings, each meeting is planned to be co-hosted by council officers, Health colleagues and potentially members of Family Voice Warwickshire. The VOX, MYP's and Wacky Forum will lead on the consultation with children and young people.

3.4 Responses to the consultation will be evaluated by the SEND Reference Group and they will co-produce the paper to be submitted to the 27th January 2015 Cabinet.

4. The redesign of IDS

4.1 This section of the report follows previous reports to Cabinet on 13th September 2013, 12th December 2013 and 13th March 2014 concerning the redesign of the Social Care component of the Integrated Disability Service for Children ("IDS"). Previously Cabinet had decided that;

1) *Members support the redesign of the Integrated Disability Service so that it is:*

a. modern and fit for purpose and compliant with legislation supporting independence and personalisation so that families are actively involved in the decisions made about how to best support their children; and

b. value for money and cost effective with a level of investment that is more in line with our statistical neighbours.

The detailed update and report of the recent consultation is contained within Appendix 3.

Service Redesign

4.2 The required staffing capacity has been designed on other pioneer Local Authorities calculations. Savings have also been achieved by delivering more efficient and effective ways; e.g. de-commissioning the internal Short Breaks service at approximately £24/hr for 1:1 individual work in favour of a framework agreement with a number of providers at an indicative price of £16/hr for 1:1 individual work. Twenty organisations have successfully completed bids and the new contracts are due to start on 30 September 2014. This widens the range of support available to children and their families.

4.3 Intrinsically linked to the issue of service redesign has been the issue of the Matrix of Need (a tool for professionals to ensure fair allocation of resources to meet need). Following two abortive attempts last year to redesign the Matrix of Need as directed by the Cabinet, staff, parents and other professionals agreed to revert to an earlier version (2011) of the Matrix whilst further work was completed.

4.5 A new framework document based on the revised (May 2014) Warwickshire Safeguarding Children Board (WSCB) Thresholds of Service was devised and consulted on throughout June. The framework is designed to provide information on the Social Care component of the Local Offer required by the new SEND legislation and indicates both eligibility for assessment and the types of service available. The June consultation has suggested a significant change by the deletion of the proposal to use criteria rather than assessment

for short breaks. The revised version is attached as Appendix 2. It is this version that we will be taking forward as part of the Local Offer consultation. It is supported by a budget (Appendix 4) which defines more clearly where monies are allocated.

- 4.6 The new framework has been designed to provide clarity regarding the care services currently available and the means by which these can be currently accessed. The key elements are;
- A tiered approach to assessment based on the WSCB Thresholds of Service;
 - Enhanced Information, Advice and Guidance provided from the Family Information Service by the addition of an expert resource;
 - An Early Help assessment provided by the new Family Support Team utilising the Common Assessment Framework (CAF);
 - An Early Help offer provided after either an Early Help assessment or Statutory assessment which included Short Breaks, Child Care, Parenting Support, Parenting Programmes and Volunteers;
 - A Statutory assessment provided by the Social Work Teams and Occupational Therapists providing access to both Early Help and Statutory Provision;
 - Access to Overnight Respite following Statutory assessment,
 - In future monetary value of services will be recorded in a Personal Budget and will where applicable, appropriate and subject to regulations be provided as a Direct Payment if requested.
- 4.7 The consultation report details are included in Appendix 3

5. Financial Implications

- 5.1 Cabinet have previously agreed a redesign of the IDS Social Care component so that the investment in the Service is commensurate with statistical neighbours. This was expressed in financial form in the medium term financial plans for 2011-14 as a £1.786m savings target. The One Organisation Plan for 2014-18 requires no further financial savings from IDS to balance the overall budget of the County Council.
- 5.2 The proposed budget for IDS for 2014-15 is given in Appendix 4 and is the financial expression of the plan to deploy and prioritise resources, subject to publishing a local offer for the purpose of consultation.
- 5.3 Given previous delays regarding the implementation of changes to IDS, it is likely that the budget for the Service will overspend in 2014-15, as proposed changes have not yet been implemented. Any shortfall in 2014-15 will be met from within the overall budget for the Business Unit for Early Intervention and

Targeted Support. Currently the forecast slippage is £0.528m, as some savings have already been implemented without a direct knock-on effect on front line delivery (for example, managerial and administrative overheads). There will be a full year effect of any changes in 2015-16, so the budget will be balanced and prioritised from then.

Table: Profile of Savings to be Delivered

	<i>2014/15</i>	<i>2015/16</i>
Savings Target	£1.786m	£1.786m
Expected Delivery	£1.258m	£1.786m
Slippage	£0.528m	£0.000m

5.4 As the Service has been fundamentally redesigned it is not appropriate to compare previous structures with the proposed new Service Offer, but subject to consultation, the full year effect of savings are expected to come from the following areas:

Table: Provisional Savings, Subject to Consultation

Early Help Offer	£0.475m
Specialist / Statutory Offer	£0.095m
Support Service Level Agreements/Misc	£0.253m
Staffing	£0.963m
<i>Total</i>	<i>£1.786m</i>

5.5 In terms of implementation, any costs associated with staffing reductions (for example redundancies or retirements) will be met corporately from the Service Realignment Fund, as agreed when the One Organisation Plan was approved in February 2014.

5.6 Broader changes associated with new arrangements for Special Educational Needs and Disability contained in the Children and Families Act 2014 have been met from a one-off implementation grant from central government of £1.03m.

Background Papers

- Appendix 1 Warwickshire SEND Action Plan
- Appendix 2 Revised IDS Framework for assessment
- Appendix 3 Progress since 13th March 2014 Cabinet and Consultation
- Appendix 4 Revised IDS Budget 2014/15
- Appendix 5 EHC Assessment and Plan Guidance

Appendix 6 Personal Budgets

Appendix 7 The Local Offer

Appendix 8 Local Offer List of Statutory Consultees

	Name	Contact Information
Report Author	Adrian Wells	01926 742504
Head of Service	Hugh Disley	01926 742589
Strategic Director	Wendy Fabbro	01926 412992
Portfolio Holder	Mr Colin Hayfield Mr Bob Stevens	

WARWICKSHIRE SEND ACTION PLAN

Update 8th August 2014

- SEND Lead Officer Hugh Disley, Head of Service, Early Help & Targeted Support
- Social Care Lead Adrian Wells, Service Manager, Early Help & Targeted Support
- Education Nigel Minns, Head of Service, Learning & Achievement
Judith Humphry, Seconded to the LA, Headteacher, Welcombe Hills Special School
- Health Jo Dillon, South Warwickshire CCG
- Commissioning Kate Harker, Children's Commissioner, Strategic Commissioning
- DCS Wendy Fabbro, Strategic Director, People Group
- Portfolio Holder Bob Stevens (Children Services), Colin Hayfield (Education)
- Critical Friend Jeanette Essex, Solihull Pathfinder
- Department for Education Andre Imich

Principles in practice:

- Participating in decision making
- Supporting children, young people and parents to participate in decisions about their support
- Involving children, young people and parents in planning, commissioning and reviewing services
- Parent Carer Forums
- Identifying children and young people's needs
- Greater choice and control for parents and young people over their support
- Collaboration between education, health and social care services to provide support
- High quality provision to meet the needs of children and young people with SEN
- A focus on inclusive practice and removing barriers to learning
- Supporting successful preparation for adulthood

Children and Families Act

The Children & Families Act 2014 sets out a sweeping programme of reforms to the statutory framework for Special Educational Needs and Disability ('SEND'). The changes represent the most comprehensive reforms to the SEN system for over 30 years; many of these changes take effect from September 2014.

The key changes that the local authority is required to implement are as follows:

- i. The introduction of an integrated assessment process and single Education, Health and Care Plan for those aged 0-25 yrs with SEND, which replaces and extends the current statutory SEN Statementing and Learning Difficulty Assessment process for 0 – 19s.
- ii. Education, Social Care and Health Personal Budgets across the 0 to 25 age range
- iii. A Local Offer – easily accessible information about services and support available and how to access them from across the local authority, education, health, voluntary sectors etc.
- iv. The Act requires local authorities and partner commissioning bodies to jointly commission services for children and young people with SEN and disabilities, including those without Education Health and Care Plans where they think this would promote the well-being of children or young people in their area.

Local offer

17. From 1 September 2014 local authorities will be required to consult with families and providers of services and publish their local offer. Regulations and the SEND Code of Practice will outline who local authorities must consult in developing and reviewing their local offer.

18. We expect local offers to be developed and revised over time. Local authorities have been required for some time to publish information about support for children and young people with SEND, including what they expect schools to provide from their delegated budgets and provision for short breaks. These could provide a starting point for their local offer.

Contents of the local offer

19. Regulations and the SEND Code of Practice will provide a framework to guide local authorities on the content of the local offer. Local authorities will of course be able to go beyond this, depending on local needs and consultation with children, young people and parents.

20. The local offer must include information on services across education, health and social care and from birth to 25; how to access specialist support; how decisions are made including eligibility criteria for accessing services where appropriate; and how to complain or appeal.

SEND Reference Group

This Reference Group was formed in January 2014 and its original focus was on the Social Care Offer. Since May 2014 this has now also included the Education Offer and we are currently now working on the Health Offer. The make-up of the Group includes Family Voice Warwickshire, Parent Partnership, Warwickshire Disability, Ups and Downs, third sector and senior officers from Education, Health and Social Care. The focus of the Reference Group is on getting an agreed Local offer for social care, education and health and then a robust model of co-production that will assist with future design, monitoring and quality assurance.

Warwickshire is fully committed to co-production and recognise that there is much to learn in being effective and efficient in our way of working with children, young people, families, carers and partners.

SEND Action Plan to September 2014 and beyond

Local Offer

URN #	Action	Action By	By when	Current position
1	Development of the on line local offer web pages including refreshing existing content of FIS, IDS & Education & Health services	Elaine Coates	8 th August 2014	First design of navigation pages produced and circulated to the Reference group for review. (PC, tablet and mobile versions). Core information about the new duties and the local offer added to existing SEN webpage. Meeting arranged 23rd July to map contents and links for new webpages.
2	Invite all services related to children with SEND (including voluntary and community services) to join the Directory for Warwickshire Services or refresh their information especially capturing those that are directly involved with Health Services	Elaine Coates	22nd August 2014	The Directory contains a category 'Special Needs and Disabilities'. Currently 178 records are live within this category, providing services or support for one or more type of need (eg physical disability, learning disability, autism, etc)
3	Parental engagement through the Reference Group regarding look and feel of the SEND web pages and the related Warwickshire Directory page	Adrian Wells Elaine Coates	29th August 2014	SEND navigation page mock ups sent to Reference group for their consideration. Virtual dialogue throughout July and August and go live 22nd August for further comment by Reference Group. Live to all 29th August

4	Undertake the SEND Local Offer Readiness Self Audit	Hugh Disley Adrian Wells	Awaiting template from DfE	a) This will inform the Action Plan and determine the priorities for implementation.
5	Work with colleagues in adult services to map current transition pathways to inform parents and young people about their options for education, care and health services	Adrian Wells	15 th August 2014	Transition Board have developed a coherent pathway that will need adapting to be easily readable by parents and young people
6	Implement communication strategy of Local Offer including the launch of on line tool (web pages and Directory) and FIS	Elaine Coates/ Helen List	22nd August 2014	To have uploaded onto the co-produced web-site that will be then trialled for a week whilst live and publicised as live from 29th August
7	Local Account to include feedback from customers from their experience of using SEND services.	Jayne Barrow	March 2015	The feedback from customers will be incorporated into the Action Plan implementation from September 2014 and this in turn will inform the Local Account which is published in June 2015.
8	A Development Manager post is included in the Social Care restructure. The purpose of this post is to be a Champion for inclusion by ensuring local services are encouraged to be as inclusive as possible and that service users have a point of contact to address issues around inclusion.	Adrian Wells	31st July 2014 n.b awaiting job evaluation exercise to be complete 1 st September	a) Interviews are scheduled throughout July with the final structure for social care confirmed by 8 th August 2014 b) Proposals have been formulated to make best use of resources to design with parents / young people local opportunities for activities that meet their needs.

9	Co-production of the Local Offer with young people to be lead through the existing network of young people representative organisations including Wacky Forum, CiCC, VOX; County Youth Council and MYP's	Hugh Disley Cheryl Jones	October 2014	<p>a)The newly appointed network of apprentices will focus on how we can support children and young people representative groups engage in the Local Offer consultation and subsequent co-production of SEND.</p> <p>b) the plan ready by 1st September to engage in the implementation consultation throughout September and October.</p>
10	Finalise the Parent Participation Strategy	Family Voice Warks. / Amanda Burn / Rachel Flowers	October 2014	<p>a) Family Voice Warwickshire are coordinating parents groups working on this.</p> <p>b) We have key staff in adult services that can act as advisors to the group to support the strategy</p> <p>c) We will include the Parent Participation draft Strategy as part of the implementation consultation taking place in September and October that will then be part of the report for Cabinet in December.</p> <p>d) We have put forward a proposal that resources are</p>

	Finalise the Parent Participation Strategy (continued)			made available so Family Voice Warwickshire can coordinate a training programme for front-line staff on the participation strategy e) Appointing Lead Co-Production Officer for SEND initially for 12 months possibly for 2 years
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Personalisation

Action		Action By	By when	Current Position
11	A series of meetings are taking place with the Reference Group to co-produce a policy for personalisation development/ implementation and sign off at the People Group Leadership Team. This will include budgets in scope, eligibility and governance.	Adrian Wells	28th August 2014	An initial paper will be circulated with the Reference Group for comment / amendment by 28th August.
12	Ensure Family Information Service information/advice aligns with policy document	Elaine Coates	1st September 2014	Family Information Service will be part of the policy development group
13	Training in personal budgets, support planning and resource allocations system for staff across Education, Social Care & Health	Adrian Wells	a) 29th August 2014 b) 30 th October	a) A training plan is being developed coordinating the activity across education, health and social care so that we have multi-agency training in place. b) Initial Training aimed at front line staff then a further schedule of staff will be trained
14	Review existing Resource Allocation System (RAS) and consider pilot RAS processes with the Reference Group to establish the tool for implementation	Adrian Wells	31 st October 2014	Warwickshire have used a RAS for their individual budget pilot. This will be used in further

				development of the social care personalisation process.
15	Calibrate RAS tool by trialling across a large sample of social care cases	Adrian Wells	March 2015	Following autumn consultation review of RAS and re-design, if appropriate agree tool and trial January - March 2015.
16	New short break framework providers added to the Warwickshire Directory	Elaine Coates	22nd August 2014	a) Short break framework providers have been competitively tendered and contracts awarded to provide increased choice and control. b) There will be a constant updating of the Directory to ensure all providers are included and are appropriately updated.
17	Guidance document(s) produced and sent out to schools and parents outlining implications of personal budgets in education and how these will operate locally	Nigel Minns	1st September 2014	Example guidance developed by pilot LA's has been obtained and will be adapted to suit Warwickshire's position.
18	Establish different levels of social care provision available through a personal budget /direct payment	Adrian Wells	29 th August 2014	Options for the use of personal budget are identified in the public consultation on the redesign of social care services, which includes short breaks, overnight breaks, overnight breaks transport and additional support services.
19	Establish different levels of education provision available through a personal budget /direct payment Pilot to be run through from January – March 2015	Nick Williams	March 2015	The West Midlands SEND group are exploring initiatives to develop into potential pilots.

20	Establish different levels of health provision available through a personal budget /direct payment Pilot to be run through from January – March 2015	Jo Dillon	March 2015	A scoping report will be presented to the Joint Commissioning Board with an options appraisal
21	Integrate back office functions of Adult and Children's direct payment/personal budgets processes	Adrian Wells	January 2015	An appraisal has confirmed that the model currently in use in Adult Social Care will enable back office functions for SEND activity. An implementation plan is being developed.
22	First phase implementation of personal budgets policy	Adrian Wells / Family Voice Works	January 2015	Implementation will be aligned with the roll out of EHC plans.

Joint Commissioning

Action		Action By	By when	Current position
23	<p>Through the Childrens Joint Commissioning Board and underpinned by the JSNA, health, education and social care to determine the range of services to be available for children with SEND.</p> <p>Agree Children's Joint Commissioning Strategy to set strategic direction across education, health and social care to include governance, services currently commissioned for this client group, alignment with JSNA, aligned budgets, gaps in provision, joint reviews and re design. Process to achieve this set out below</p>	Kate Harker / Yee Chow	17th October 2014	<ul style="list-style-type: none"> a) JCB workshop identified key priorities for SEND. Priorities underpinned by comprehensive presentation of the latest JSNA and HWB strategy. b) Governance structure approved with clear route to the Health & Wellbeing Board c) Mapping exercise continues to be progressed d) Joint commissioning Workshop 9th July with health colleagues confirmed current services jointly commissioned, those available as part of the Local Offer, quick wins and more long terms opportunities for joint commissioning. e) SEND Project Group members confirmed and all stakeholders engaged, f) Positive joint work to

				<p>cement the health component of the Local Officer into the next consultation round. (Final consultation stage begins 1st Sept)</p> <p>g) Joint commissioning intentions to be updated end of September in line with CCGs.</p>
24	Share one page summaries of Commissioning Strategies for Health, Education and Social Care to illustrate the commissioning cycle	Kate Harker / Yee Chow / Nick Williams	25th July 2014	<p>a) Agree overall commissioning statement for Local Offer to consult on with parents and partners</p> <p>b) Education commissioning strategy statement</p> <p>c) Health commissioning strategy statement</p> <p>d) Social Care commissioning strategy statement</p>
25	Ensure that all commissioned services are well profiled to children, young people and their parents/families	Bill Campbell/Elaaine Coates	1 st iteration by 1 st September with subsequent additions during 14/15.	<p>a) Complete mapping exercise and work with communications to update SEND website with information about existing services across health, education and social care.</p>

				<ul style="list-style-type: none"> b) Finalise the improvements to the feedback mechanism for each service and incorporate into the website by 1st September 2014. c) All future contracts will now include requirement by providers to profile their services and to keep this up to date. d) All recently commissioned short breaks services will go live 30th September and will be profiled on the website.
26	Ensure that commissioned services are co-produced with children, young people and their parents/families.	Kate Harker / Yee Chow / Nick Williams	Ongoing	<ul style="list-style-type: none"> a) The All Age Autism Strategy provides the benchmark for best practice in co-production and will be used to set the tone of all future co-production for commissioned services across partners. b) Currently tender out for provider to partners health, social care and education to co-produce

				<p>review of CAMHS</p> <p>c) A newly designed resource for internal staff being finalised and published.as a training/learning tool for co-production. This will be supported by the Co-production team.</p> <p>d) Co-production plan completed and approved by the Board.</p> <p>e) Prepare plan for SEND Reference group on approach to future co-production for planning and commissioning</p> <p>f) Work through what necessary training would be needed so co-producers are able to participate fully</p> <p>g) Set out a timetable of the various planning and commissioning cycles</p>
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27	Establish joint, across education health and social care the Children's Joint Commissioning Intentions.	Kate Harker / Yee Chow	Sept/Oct2014	<ul style="list-style-type: none"> a) Review existing commissioning intentions (14/15) and progress made to date b) Commissioning intentions for 15/16 to be approved by JCB. c) Formal presentation and sign off will be at each respective governing body and HWB
28	Engage the market place to ensure personalisation readiness, including a review of existing contracts	Kate Harker / Becky Hale	Dec – March 2014/15	<ul style="list-style-type: none"> a) Identify areas within the commissioning intentions report that would benefits from a Market Position Statement and where business opportunities can be profiled to the market. b) Working with Market Facilitation Team replicate the model for adults to introduce provider forums for children services (across all partner agencies)

29	Market development regarding 16-25 FE placements in Warwickshire	Leon Kokkinos / Ed Roberts	September 2015	<ul style="list-style-type: none"> a) Market analysis is underway against need and capacity of Warwickshire placements b) Market position statement to be completed and profiled to the market.
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EHC Assessment & Planning

Action	Action By	By when	Current position	
30	0-25 assessment mapped and paperwork prepared	Nick Williams	25th July 2014	Draft EHC plan has been developed.
31	Referral process plan and supporting documentation shared with schools and settings	Nigel Minns	25th July 2014	Feedback on draft documentation received from Parents Partnership and schools. Documentation amended.
32	Assessment conversion plan signed off including 16-25	Nigel Minns	22 nd August 2014	Work undertaken to construct the process and ensure the necessary resource is available to complete the planned conversion process.
33	Consult directly with SEN 16-25 students and their parents regarding their education offer	Cheryl Jones	October 2014	Work with participation group to develop how we may consult with young people in colleges post 16

34	Work with education providers and parents to support readiness for change in the systems (mentoring, training, coaching)	Judith Humphrey	September – December 2014	Ongoing training and support for staff in educational settings to focus on child centred approach
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Systems and Planning

Action	Action By	By when	Current position	
35	Continuous engagement of cabinet members, portfolio holders and other councillors with regards to SEND reform requirements	Hugh Disley / Adrian Wells	18 th August 2014	Cabinet Paper update in August. Overview and Scrutiny report in September. Monthly updating of portfolio holders
36	SEND is a standing agenda item of Children's Joint Commissioning Board (JCB)	Chris Lewington / Wendy Fabbro	31st July 2014	SEND is represented on the JCB by the Children's Commissioner and SEND Lead Officer
37	Full membership of SEND project board established with education, health and social care officers Parents representatives being recruited to SEND Project Board	Hugh Disley	18th July 2014 30 th September	SEND Project board established May 2014, Health colleagues joined July 2014, weekly meetings commenced 25 th July 2014.
38	Update paper was presented to Health and Wellbeing Board	Hugh Disley	15th July	Health colleagues identified at 9th July Workshop
39	Inclusion of EHC plans in newly tendered client information system(s)	Nigel Minns Adrian Wells Nick Williams	29th August 2014	Specification for new systems compiled and EHC requirements captured. Tender process for social care system in progress. Contract due to be awarded 25th July.

40	Pro-active programme of engagement with schools, FE colleges and other education providers	Judith Humphry Nigel Minns	18th July 2014	<ul style="list-style-type: none"> a) A number of events have taken place during the summer term. Area meetings have regularly been attended to ensure headteachers, governors and SENCO's are fully briefed. b) New briefing paper to schools and colleges by 5th September 2014.
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	Level 2 Additional needs	Level 3 Complex Needs	Level 4 Acute/Severe needs
Information, Advice and Guidance	Information, Advice and Guidance available at all Levels of Need		
Early Help Assessment	Single Agency Assessment/ Common Assessment Framework (CAF) v		Not applicable
Early Help Provision	Support Services (subject to Single Agency/CAF/Social Work Assessment)		
Specialist/Statutory Assessment	Not applicable		^ Social Work/Occupational Therapy Assessment v
Specialist/Statutory Provision			Social Work or Occupational Therapist Support
			WCC Overnight Standard and Specialist Short Breaks
			Specialist Equipment
			Safeguarding + Looked After Children

Services Available
Information, Advice and Guidance
Assessment for Early Help Services
Short Break provision, Child Care, Domiciliary Care, Parenting Programmes, Parenting Support, Volunteers
Assessment for Early Help or Statutory Services
Advice, Guidance, Specialist Support
Family Link and Residential based Overnight Short Break
E.g. Aids to daily living, Equipment, Seats, Sleep Systems
Child Protection Family or Specialist Residential Placements for Looked After Children

Warwickshire SEND Reference Group Report

Progress Report since 13th March 2014 Cabinet

Purpose of the group is to :

1. Support and co-produce the work of transformation of the system for disabled young people and those with SEN; which is intended to ensure that services consistently support the best outcomes for them by making certain children, young people and their parents have greater choice and control in decisions and that their needs are properly met.
2. Introduce best practice from around the country in the council's work with disabled children and young people and their families and to provide services more in line with neighbouring Local Authorities, and;
3. To consider proposals to make essential savings to the Integrated Disability Service Social Care budget which has been reduced by 31% to £3.85m as part of the local authority's saving programme. (In making the savings, frontline services have been protected as far as possible and the proposals which give families more control allow the council to make greater reductions from staffing costs).
4. Fairly and transparently represent all children with SEN or disabilities and families. In Warwickshire, the population can be described as 2700 disabled children known to IDS professionals as a result of having a Statement of Educational Needs approximately 480 received short breaks or Family Key Worker support, 320 received a social care provision including 97 who received overnight respite, a significant number of these families receive multiple services.
6. Consider how best to deliver a range of services provided by the Social Care element of the IDS service, including: (i) short breaks services; (ii) overnight respite services; (iii) the Family Key Worker role; (iv) social care services; (v) the young carers service.
7. For Officers and stakeholders to continue to work together to redesign the Integrated Disability Service in light of forthcoming SEND legislation contained within the Children and Families Act and within the financial resources of the Authority.

Update on Group since March

8. The Reference Group has continued its work with parents and partners and there have been continuous meetings held by Officers with Parents, carers and interested organisations to discuss the IDS Social Care Local Offer and latterly the whole of the SEND Agenda. We have also begun to work in a co-productive way. Reference Group meetings took place on 25 April, 6 June and 27 June. Meetings with the Special School Heads on 2 April and 19 May. Meetings with Family Voice Warwickshire representatives on 9 June and 3 July to look at how we co-produce and engage more fully with parents.
9. SEND Board. The internal Governance is assured via the SEND Board, chaired by the Head of Service, Early Help and Targeted Support (Lead role for the introduction of the new SEND requirements from 1 September 2014). The Board is responsible for the delivery of the Warwickshire County Council Local Offer comprised of Learning and Achievement (Education) and Social Care components. Health have also now joined the Board and we will also have parent representatives in place from September.
10. The budget reduction that was agreed by Council for the current savings plan amounts to £1.786m from the Social Care budget of IDS. Council has decided that there would be no further savings in the 2014-2018 One Organisation Plan. The plan for achieving the savings has concentrated on a) Staff reductions and b) Service redesign. The new model of delivery within the confines of the set budget for 2014-15 went through a further consultation exercise in June 2014.

Consultation – June 2014

- 1 Consultation has recently been undertaken on the Social Care element of the Local Offer. This consultation can be seen as a continuation of those held last year on the budget reductions for IDS Social Care. The consultation has resulted in a revised framework for assessment and delivery of social care services; Local Offer Framework for Social Care for Children and Young People (Appendix 2). Which we propose is included within the Local Offer for consultation during the autumn of 2014.

In response to the outcomes of that consultation the summary of changes that **parents have proposed** are;

- 2 Short Breaks

The Council removes the option of using criteria as a means of identifying families in order to provide a short break. All short breaks should be accessed via an assessment.

3 Overnight Respite

Parents believe that the Council should allocate resources to provide respite based on the assessment of need for a child and family and they believe that up to 24 nights would be the starting point depending on assessment based on the new framework of need.

(N.B. Pending the outcome of the consultation on the new Local Offer WCC will continue to operate our current arrangements. Existing users will stay on the current provision and will be reviewed regularly to ensure that services are delivered to meet needs.)

The venue for Respite should be dependent on need, but Council policy for all children and young people is to seek a family based environment first, in this case Family Link. Where indicated by assessment a Residential based respite service may be offered.

4. Respite Transport

The Council should continue to offer the opportunity to take respite transport as part of a Personal Budget. Where families indicate that they do not wish to take up this offer existing respite transport arrangements will continue pending consultation and review.

Other comments

As part of the restructuring of the IDS Social Care staff team a new role of Disability Development Manager has been created with a brief to develop low cost/no cost services. Views from the consultation will be fed in to the work programme for this member of staff and will be reviewed with the SEND Reference Group.

Implementation

Recent Counsel's opinion has suggested that no final decision can be reached on the IDS Social Care offer until the whole SEND Local Offer inclusive of Education, Health and Care components has been consulted upon. Final agreement will therefore be sought at Cabinet on 27 January 2015. There will be no changes in provision introduced until after the final agreement is signed off.

5. The consultation was advertised to parents and interested parties via the following channels;

<u>Date</u>	<u>Channel</u>
4 June	News release to all Warwickshire media and elected members
4 June	Intranet article http://news.warwickshire.gov.uk/blog/2014/06/04/consultation-on-eligibility-for-childrens-disability-services-2/
4 June	Post WCC newssite and @wcc_news Twitter http://news.warwickshire.gov.uk/blog/2014/06/04/consultation-on-eligibility-for-childrens-disability-services-2/
5 June	Email to all schools via head and admin welearn email addresses
6 June	Post on Schools Post news blog http://warwickshireschoolspost.co.uk/2014/06/consultation-on-eligibility-for-childrens-disability-services/
6 June	Posted on @wcc_schools Twitter account

The meeting schedule and timetable were devised to try and ensure coverage across the County, within each District and Borough Council and at each Special School.

Timetable

<u>Date</u>	<u>Venue</u>	<u>Time</u>	<u>No. of Attendees</u>
9 June	CHESS Centre 460 Cedar Rd, Nuneaton CV10 9DN	7.00pm – 9.00pm	1
10 June	Council Chamber, Shire Hall, Warwick CV34 4RL	7.00pm – 9.00pm	4
11 June	Stratford Arts House,	7.00pm – 9.00pm	0

	14 Rother Street, Stratford-upon-Avon CV37 6LU		
12 June	Council Chamber Rugby Borough Council Town Hall, Evreux Way, Rugby CV21 2RR.	7.00pm – 9.00pm	6
16 June	Ridgeway School Deansway Warwick CV34 5DF	10.00am – 11.30am	11
17 June	Exhall Grange School and Science College Easter Way Ash Green Coventry CV7 9HP	10.00am – 11.30am	11

18 June	Mancetter Memorial Hall Old Farm Road Mancetter Atherstone CV9 1QN	7.00pm – 9.00pm	3
20 June	Oak Wood Primary and Secondary Schools Morris Drive Nuneaton CV11 4QH	10.00am – 11.30am	21
23 June	Woodlands School Packington Lane Coleshill	10.00am – 11.30am	6

	Birmingham B46 3JE		
24 June	Round Oak School and Support Service Brittain Lane Warwick CV34 6DX	10.00am – 11.30am	17
25 June	Welcombe Hills School Blue Cap Road Stratford upon Avon CV37 6TQ	10.00am – 11.30am	23
26 June	River House School Stratford Road Henley in Arden B95 6AD	10.00am – 11.30am	4
27 June	IDS Reference Group Saltisford Warwick	10.00am – 12.30pm	
30 June	Brooke School Overslade Lane Rugby CV22 6DY	10.00am – 11.30am	36

6. A total of 143 parents and carers were seen at the various meetings which ranged in attendance numbers from 0 (Stratford in the evening) to 36 (Brooke School during the day). The notes from the meetings are available on request.
7. The process for each meeting was broadly similar; an explanation of why the meeting was occurring was given first followed by the presentation including questions that the Council were posing in terms of service delivery and development. Attendees were encouraged to ask questions and notes were taken. At the vast majority of the meetings a representative from Family Voice Warwickshire (FVW) was in attendance to provide an alternative view to parents compared to the Council position, this was well received by attendees and engendered wide ranging debates. Throughout it was acknowledged that whilst the council and FVW did hold differing views both were committed to

keeping dialogue open. Copies of the presentation and the notes were sent back to attendees where email addresses were given.

8. **Outcomes from the Consultation:** Many parents/carers complained that there had been insufficient notice, although the process for advertising the consultation was the same as utilised last year as IDS Social Care has details of only a minority of children and young people who could be considered disabled. However even though information was shared with all Warwickshire Schools with a request to send out to parents this was not achieved as well as hoped. When this was brought to our attention further contacts were made with Schools including emails to Special Educational Needs Co-ordinators (SENCO's) in all schools, this resulted in greater attendances towards the end of the process.
9. Responses to the presentation and questions have been uniformly similar at each venue and to responses received via the web. This suggests that the lack of numbers against expectation might not have had as great an impact as first feared in terms of the consistency of response, conversely increased numbers may very well have contributed very little extra in terms of new comments or issues.
10. Specific: A total of 5 questions were posed, responses from the consultation are as follows (response numbers refer to the database of web responses which are arranged by question number);

Question 1: The Council has chosen to use DLA Care Component at High Level as the qualifying criteria for Short Breaks 'Standard' Offer. This is the most straightforward measure and is focused on care needs. Is there anything else we should consider?

Exemplar answers:

Response 3

Not everyone who needs high level care DLA will get it and even a small amount is useless compared to how hard it is to look after a child's in need of high level care. It might be straightforward in your thinking but it is unusable and not practice. High rate DLA is based on if your child sleep through the night, it does not address with children with high needs through the day, these children need continued support and care respite services.

26 other answers support this answer

The council should not be using DLA care high level as the criteria. It will not reach the most needy.

56 other answers support this answer

No This does not take into account the wider family and stresses put on them.

39 other answers support this answer

Yes single parent families who's children don't get high rate.

25 other answers support this answer that other info needs to be taken into account.

Recommendation: That Council remove the option of using criteria as a means of identifying families in order to provide a short break. All short breaks will now be accessed via an assessment.

Question 2: What individual circumstances should be taken into account in providing more than the typical Overnight Short Break offer of 24 nights?

Exemplar answers

Family support, children's needs, ability to cope, carers, siblings and young carers needs. A full assessment is needed.

55 other answers support this answer

Family circumstances. Ability of family to function due to reduction in overnight respite. Sleep deprivation on family

10 other answers support this answer

Cope with their mental and physical health.

12 other answers support this answer

Carers with mental illness or physical illness.

20 other answers support this answer

The typical overnight short breaks has always been 40 nights as far as we are concerned and our son has been accessing this for a number of years. In fact the consultation process in 2013 proposed to reduce overnights from 40 to 35 nights and that was rejected as it would place too many families into crisis. This was your own findings so why are you now taking 24 as typical??? There has certainly been no consultation with parents or providers about proposing 24 nights as policy going forward. This would clearly place families into crisis by reducing the overnights they already receive and have been assessed as needing and are constantly assessed on a six monthly basis. Children benefit from regular stays of substantial length, and it creates stability for children and

provided parent and carers with a minimum help to enable them to keep coping and caring. One family in crisis will cost more than £90,000 per annum upwards, potentially you will have many families in crisis with these proposals and a much larger bill than is currently met with the existing arrangements. Already new families coming into the system receive less overnights and then build up as necessary but only offering a maximum of 24 nights would be woefully inadequate and nowhere near enough to fully support families from crisis. You have to consider the full impact caring for a child with disabilities has day in day out on a family, lack of sleep, lack of 'normal' life, personal care of the child, effect on siblings and imagine that with only 3/4 nights break a month, 40 out of 365 a year. How do you think families can cope with less? Truth is they won't and you will place families in serious crisis with much larger costs and health problems for multiple people.

2 other answers support this answer

Recommendation: That Council believes that 24 nights should be the **starting point** for new users depending on assessment. Existing users will stay on the current provision and will be reviewed regularly to ensure that services are delivered to meet needs.

The venue for Respite will be dependent on need, Council policy for children and young people unable to live within their family is to seek a family based environment first, in this case Family Link. Where indicated by assessment a Residential based respite service may be offered.

Question 3: The councils Local Offer includes changing the arrangements for transport to Respite Care. What would be the impact on parents and carers of paying them to transport children to and from respite placements?

The 84 responses to this question were universally negative, typical comments including;

It reduces the respite time, also as the parent of an autistic child if they aren't transported direct from school it allows them a choice to stay at home if they are transported from home and they could refuse to leave the house... It's very confusing to change the system for a special needs child.'

83 other responses were in a similar vein.

Recommendation: That Council will continue to offer the opportunity to take respite transport as part of a Personal Budget. Where families indicate that they do not wish to take up this offer existing respite transport arrangements will continue pending consultations and reviews

Question 4: Are there any activities or facilities you would like the public sector or voluntary sector to commission on your behalf?

Continuation of the current provision

- *Continuation of schemes like the Take a Break scheme*
 - *All the ones that have been working to date*
 - *Keep the respite as it is; do not fix what isn't broken!!!!*
 - *ILEAP to be offered countywide*
 - *Greater provision from ILEAP, Timeout and Take a Break*
- More holiday playschemes and weekend clubs / activities*

- *More recognisable and accessible playschemes throughout all school holidays*
- *Summer clubs run by special schools and funded by local authorities as these would provide safe and appropriate surroundings for the children with fully qualified staff*
- *Playschemes as holidays are the most difficult*
- *Summer / school holiday activities*
- *For care schemes or playschemes to be more readily available*
- *More play opportunities daytime breaks for children to go to in the school holidays that are specialised*
- *Support to access facilities locked away in schools and collages.... The PR playscheme was mentioned twice. The SOCAGE playscheme was mentioned once.*

Sitting service of overnight short break in the home

- *A baby sitting service of trained people*
- *Short Breaks sitting service has been especially useful to me*
- *Yes overnight short break care in the home. I would love to get away with my husband overnight, but don't feel I need 24 nights*
- *Helpers to join families on short breaks taken as a family*
- *Babysitting services specified many times**

Facilities / activities in the community to experience normal social interaction

- *Youth clubs for disabled children and other facilities where they can experience normal social interaction*
- *Support to attend mainstream activities (not all disabled people want to spend their entire lives with other disabled people)*
- *I would like to know that there are mainstream activities which my son and other children can access with support*
- *More group activities would be most welcome as it would give the children a chance to socialise*

- *Community based activities in school holidays and weekends allows children with disabilities to access opportunities that mainstream children have and also promotes equality*

Recommendation: As part of the restructuring of the IDS Social Care staff team a new role of Disability Development Manager has been created with a brief to develop low cost/no cost services. Views from the consultation will be fed in to the work programme for this member of staff and will be reviewed with the SEND Reference Group.

Question 5: Are there any other comments you would like to make?

36 replies directly mentioned the cuts in funding. All these replies said the changes proposed would not create the savings intended and/or leave families in deteriorating situations.

24 replies mentioned problems with the consultation. These included poor organisation, poor advertising of the consultation, documents and presentations causing confusion, and the lack of reference to previous consultations.

11 parents shared personal stories.

One answer focussed on multiple suggestions to make improvements to communications with parents and provide better universal services.

- *Parent are often confused over supporting structured laid out on paper ... the chance to have open-day style introductions could help target the right families and give independent honest feedback on how well or how to improve a service, or maybe show it is not fit for the intended use but better use can be made to [provide] another style activity ... look at using multiple venue/locations as we need to be looking at to ensure the same level of service and support is given to all in the county easy access public building that lie empty or at low use/[quiet] times and weekends and evenings or early afternoon!!! Including libraries...sports halls, school gyms and kitchens; leisure, parks/pools... include programmes around social gathering and when needed at the same time small 1:1 to help integration of this group of vulnerable children with the skills needed to improve/benefit social skills for later social interaction...cinemas and theatres could make more effort (and probably would if county council supported organisation) to access their services at reduced cost...galleries and museums can be asked to support social events around themes...open spaces and parks next to children's clinics can help support social activities ... or just being able to use sports fields...lots we want to do and use so surely collectively we are a group in society that should be*

able to access public council run buildings and or services...with a bit of understanding and appropriate supporting services being used...these would be great inexpensive activity centres for children and families to come together.'

Recommendation: That Council notes the comments regarding the consultation. Where further views of parents, children and young people are required the Council will work closely with parent representatives and the SEND Reference Group to ensure the consultation is properly constituted and feedback appropriately given.

IDS Budget 2014/15

	Budget 2014/15 (£)
Services	
<u>Early Help Offer</u>	
• Childcare	7,000
• Direct Payments	200,000
• Homecare	43,500
• S.17	6,000
• Short Breaks	532,942
Sub Total	789,442
<u>Specialist/Statutory Offer</u>	
• Adoption Allowances	12,728
• Continuing Care	30,153
• ICES Equipment ¹	125,000
• LAC Foster Care ²	403,144
• LAC Residential Care ³	262,275
• Overnight Residential Short Break	607,201
Sub Total	1,440,501
<u>Support Service Level Agreements</u>	
Family Link	37,000
OT – CCG	125,000
WACKY Forum	23,000
Young Carers	50,443
Sub Total	235,443
<u>Miscellaneous</u>	
NHS Community Nursing	0
Rowan	0
Guideposts	0
Counselling	0
Misc	0
Sub Total	0
Staffing	
IDS Management & Admin (staffing and overheads)	348,948
Social Work Staffing & Occupational Therapists (staffing and overheads)	699,870
Family Key Workers ⁴ Family Support Work Staff ⁵ Short Break Staff ⁶ (staffing and overheads)	335,045
Sub Total	1,383,862
Grand Total	3,848,748

¹ Integrated Community Equipment Store

² Looked After Children – children and young people in the care of the Local Authority

³ See above

⁴ Family Key Workers, Short Breaks Workers and Social Care Workers (formerly in the Social Work Teams) will come together to form a new Family Support Worker Team

⁵ See above

⁶ See above

Education, Health and Care Assessment and Plans

The assessment process will continue to evolve over the next few months. Go to [\(insert web address\)](#) for the latest update and additional information.

Pre-Statutory Assessment

Educational settings will provide the child with SEN support in the form of a four-part cycle (assess, plan, do, review) as detailed in Chapter 6 of the 2014 SEND Code of Practice.

Specialists should always be involved when the child makes little or no progress or where they continue to work at levels substantially below those expected of pupils of a similar age (SEND CoP 6.59).

educational settings should involve parents in early discussions about the child; be fully aware of the planned support and intervention; and parents should always be involved in any decision involving specialists (SEND CoP 6.39, 6.51 and 6.59).

Where, despite the educational settings having taken relevant and purposeful action to identify, assess and meet the SEN of the child or young person, the child or young person has not made expected progress, the educational settings or parents should consider requesting and Education, Health and Care needs assessment (SEND CoP 6.63).

Stage 1 (week 0-6)
Is an Education, Health and Care (EHC) assessment needed?

- **The education providers, parents or professionals working with the child/young person or the young person themselves (over 16 years), make a request for an EHC assessment to SENDAR (Special educational Needs and Disability assessment and Review service)**
- A **Plan Co-ordinator** will review the request to decide if it meets criteria for an EHC assessment.
- The Plan Co-ordinator will contact parents to explain the process and offer to arrange for a parent supporter (eg. Parent Partnership, Independent Support)

What happens in Stage 1 for parents?

- Parents will have already had discussions with their child's education provider and the professionals working with their child to prepare for making the request for an EHC assessment. Parents may have made the request themselves.
- If an assessment is not appropriate parents will be offered a meeting with the Plan Co-ordinator (from SENDAR) to consider other options for support.
- If an assessment is agreed, SENDAR will contact the family to:
 - explain the process
 - offer a parent supporter
 - agree what information can be shared
 - arrange a date and venue for the EHC meeting (usually the child's school or a local community venue within the child's community) for week 17
- Parents have a right of appeal if the decision is made not to assess but must first consider formal mediation.

What happens in Stage 1 for professionals?

- Professionals and education providers must ensure that they have discussed with the parents any emerging issues, the child/young person's needs and resources or strategies in place for helping the child or young person.
- The completed Family Conversation document along with supporting relevant information sent to the EHC team.
- This ensures that all relevant information is available in the assessment and helps make sure that parents, children and young people only have to 'tell it once'.
- The child or young person's education provider will be told whether an EHC assessment will be carried out. The Clinical Commissioning Group for the child or young person's GP will also be informed as well as Social Care.

Stage 2 (weeks 5-11)
Information gathering

- The Plan Co-ordinator will contact relevant agency to make arrangements for any assessments that need to take place in order for everyone to understand the needs of the child or young person.
- The Plan Co-ordinator will inform relevant agencies of the date set for the EHC meeting.
- The relevant agency carries out required assessments and holds assessment meetings with the parents and child/young person. If full assessments are not necessary, further information may need to be gathered.
- The Plan Co-ordinator will bring together all the information to decide if it meets the criteria for an Education, Health and Care plan.

What happens in Stage 2 for parents?

- Parents will meet other professionals to co-produce the assessment information.

What happens in Stage 2 for professionals?

- Professionals must undertake relevant assessments and provide:
 - Information required to identify the needs of the child/young person and
 - Identify resources which are supporting the child/young person already.
 - Identify the outcomes the school, college or professionals are working towards with the child/young person and views about their future will be needed.
- Wherever possible assessment within and across agencies should be co-ordinated to avoid too much disruption for the family the child's parents or young person having to provide the same information multiple times.

Stage 3 (weeks 12-16)
Analyse and agree

- The Plan Co-ordinator reviews all the information and decides whether an EHC Plan is needed. The Plan Co-ordinator informs the family of the decision.
- If the decision is not to draw up an EHC Plan the Plan Co-ordinator writes a Provision Summary which is sent to the family. The Plan Co-ordinator can meet with the family to discuss the Provision Summary and the support available.
- Parents have a right of appeal if the decision is to not issue an EHC Plan, after considering formal mediation.
- If an EHC Plan is agreed the Plan Co-ordinator writes the **draft** plan which is sent to the family for consideration. The draft is also sent to all professionals who have been involved in the assessment and who will be expected to attend the EHC meeting.
- Plan Co-ordinators will facilitate the EHC meeting with parents, schools and other professionals to discuss the draft document.

What happens in Stage 3 for parents?

- **If an EHC Plan is not** needed, the work undertaken to assess the child or young person's needs and the **outcomes** identified are used to support the child/young person through a Provision Summary of support.
- A meeting with the Plan Co-ordinator can be arranged. Parents and young people have a right of appeal to tribunal against this decision after considering formal mediation.
- If the decision is that an EHC Plan **is required** the Plan Co-ordinator draws up a draft plan which is sent to parents and involved professionals. This will include the school preference form should parents wish to consider an alternative setting and also further information with regards to personal budgets. Parents will

What happens in Stage 3 for professionals?

- If an EHC Plan is not needed, professionals may be asked to attend a meeting to discuss how everyone involved will work together to achieve the outcomes identified for the child/young person.
- If an EHC Plan is needed professionals will be expected to attend the EHC meeting to discuss and finalise the draft Plan.

then have 15 calendar days to request current/alternative setting if they are able to indicate a preference at this point.

- If parents have concerns about the type of educational provision and wish to explore this further, they should discuss this with the Plan Co-ordinator, parent supporter or Parent Partnership. Any change in educational setting will require a consultation period of 15 days which will be conducted by SENDAR.

Stage 4 (weeks 14-20)
Finalise Plan

EHC Meeting

- The Plan Co-ordinator will facilitate this person centred meeting where the draft EHC Plan is amended, if necessary, and completed. Provision required to meet the agreed outcomes in the EHC Plan will be written into the document, as well as the arrangements for the monitoring and evaluation of the provision.
- There will be further discussions regarding personal budgets: a personal budget is an amount of money identified by the local authority to deliver provision set out in the EHC Plan where the parent or young person is involved in securing that provision.
- All professionals invited to the meeting should make every effort to attend; there must be at least one representative of each agency which has recommended provision identified in the Plan. It is expected the following people will attend:
 - Parents,
 - Child/young person, if appropriate
 - Lead health professional (if specialist provision identified)
 - Educational Psychologist
 - Social Worker (if specialist provision specified)
 - Other agencies involved in the Plan

After the meeting

- If it is agreed that an alternative educational (more specialist) setting is appropriate and is supported by professionals, consultation with regards to this may take longer and the Plan will therefore need to be finalised at a later date. Communication between parents and SENDAR will continue through this part of the process.
- If a personal budget has been agreed the Plan Co-ordinator will work with all agencies to complete the resource allocation system and provide an indicative budget.

What happens in Stage 4 for parents?

- The meeting discusses the draft plan and agrees any changes.

What happens in Stage 4 for professionals?

- Professionals attend the EHC meeting to:
 - Complete the EHC Plan
 - Identify provision to meet agreed outcomes

**Stage 5 (weeks 18-20)
Monitor and Review**

- Final EHC Plan issued to parents, education establishments and Clinical Commissioning Group.
- The Plan Co-ordinator will stipulate when the plan must be reviewed.
- The education provider meets with parents and the child/young person to agree short term targets to fulfil the outcomes and provision agreed in the plan.
- Parents have a right of appeal if they disagree with needs or provision or education placement identified in the final Plan.

What happens in Stage 5 for parents?

- Parents will receive a copy of the final EHC Plan.
- At this stage, if the parent/carer or young person remains concerned they may:
 - Formally raise their concerns through agency complaints processes;
 - Seek mediation and/or
 - Take up their right to appeal to SEND tribunal

What happens in Stage 5 for professionals?

- The final EHC Plan will be sent to the governing body, proprietor or principal of the education provision named in the plan.
- A copy of the plan will also be sent to the Clinical Commissioning Group for the GP of the child/young person.
- A copy of the plan sent to all professionals who provided written reports and advice.
- The education provision the child/young person is attending should meet the parent/carers to agree short term targets to meet the outcomes and requirements of the plan.

Personal Budgets

1. Local authorities must provide information on Personal Budgets as part of the Local Offer. This should include a policy on Personal Budgets that sets out a description of the services across education, health and social care that currently lend themselves to the use of Personal Budgets, how that funding will be made available, and clear and simple statements of eligibility criteria and the decision-making processes. This is available in the Local Offer.
2. Personal Budgets are optional for the child's parent or the young person but local authorities are under a duty to prepare a budget when requested. Local authorities must provide information about organisations that may be able to provide advice and assistance to help parents and young people to make informed decisions about Personal Budgets.
3. The child's parent or the young person has a right to request a Personal Budget, when the local authority has completed an EHC needs assessment and confirmed that it will prepare an EHC plan. They may also request a Personal Budget during a statutory review of an existing EHC plan.
4. Personal Budgets should reflect the holistic nature of an EHC plan and can include funding for special educational, health and social care provision. They should be focused to secure the provision agreed in the EHC plan and should be designed to secure the outcomes specified in the EHC plan.

Personal Budget Mechanisms

5. Young people and parents of children who have EHC plans have the right to request a Personal Budget, which may contain elements of education, social care and health funding. Partners must set out in their joint commissioning arrangements their arrangements for agreeing Personal Budgets. They should develop and agree a formal approach to making fair and equitable allocations of funding and should set out a local policy for Personal Budgets that includes:
 - a description of the services across education, health and social care that currently lend themselves to the use of Personal Budgets
 - the mechanisms of control for funding available to parents and young people including:
 - direct payments – where individuals receive the cash to contract, purchase and manage services themselves
 - an arrangement – whereby the local authority, school or college holds the funds and commissions the support specified in the EHC plan (these are sometimes called notional budgets)

- third party arrangements – where funds (direct payments) are paid to and managed by an individual or organisation on behalf of the child's parent or the young person
 - a combination of the above
 - clear and simple statements of eligibility criteria and the decision-making processes that underpin them
6. To do this, partners should:
- identify and agree the funding streams and services for inclusion and develop the necessary infrastructure to support their inclusion
 - identify the links to be made locally between the SEN offer and Personal Health Budgets for children and adults
 - identify and establish the information, advice and support necessary at an area and individual level to help families consider options for, and to take up and manage, Personal Budgets
 - develop a pathway for Personal Budgets within the process of EHC needs assessment and EHC plan development and the workforce and cultural changes necessary for a person-centred approach
 - identify how the new joint commissioning strategies will support greater choice and control year-on-year, as the market is developed and funding streams are freed from existing contractual arrangements
 - as an integral part of this, partners should ensure children, young people and families are involved in the decision-making processes at both an individual and a strategic level
7. Warwickshire County Council has run a successful Direct Payment scheme for Adults for a number of years. The scheme puts service users in the driving seat and in control of their life by giving them a cash amount so that they can buy support that suits them best, like employing their own staff, choosing their own agency or a range of other options. The scheme is designed to help them manage funds for their support needs in a flexible way. Direct Payments are available to people who are:
- Eligible to receive some community care services from the Council;
 - An older or disabled person aged 16 and over. This includes disabled adults and disabled young people aged 16 or 17;
 - A person with parental responsibility for a disabled child as defined by the Children Act 1989.
8. Direct Payments will become part of the new Personal Budgets offer which will be in place from September 2014 as part of the SEND reforms contained within the Children and Families Act 2014.

Under the Local Offer, Direct Payments will be able to be used for any support a family chooses to meet the identified needs and deliver expected outcomes for their child. Previously the choice of support was limited.

The table below shows how the Local Authority (Education and Social Care) offer of services could be accessed as Direct Payments as part of a personal budget and where applicable the amount attributable to such a payment. Further work is being undertaken to map Health colleagues provision to this framework.

<u>Offer</u>	<u>Available by</u>	<u>Available as a Direct Payment</u>	<u>Amount</u>
<u>Education</u>			
<u>Delegated notional SEN funding</u>	Identified by schools – needs led	No	£6000
<u>Additional funding from High Needs Block</u>	Moderation / High Needs Panel as part of the statutory assessment process	For discussion	Individualised
<u>SLA</u> Eg Speech and Language Therapy (SaLT)/ Occupational Therapy (OT)	Assessment	No	£x
<u>Additional funding above and beyond SLA</u> Eg. Exceptional SaLT in secondary school / OT sensory	Assessment process	For discussion	Individualised
<u>Social Care</u>			
<u>Short Breaks</u>	Assessment	Yes	As per assessment and cost to the LA
<u>Additional Support Services</u>	Assessment (Single Agency/CAF or Social Work)	Yes if applicable or can be taken as a managed budget to meet agreed needs	As per assessment and cost to the LA
<u>Overnight Short Breaks</u>	<u>Available only via Social Work Assessment</u>		
	Standard Overnight – Family Link	Yes or can be taken as a managed budget to meet agreed needs	Each night = 1/7 of weekly Boarding Out + Fee for Family Link inclusive of WCC on-costs (note this does not equate to an hourly rate) £100
	Specialist Overnight – Residential	Further discussions with providers required to enable this to be offered as a Personal Budget.	

The Local Offer

What must be included in the Local Offer?

Local authorities must include information about all the areas specified in the Special Educational Needs and Disability Regulations 2014. They may wish to include wider information, taking account of their discussions with children with SEN or disabilities and their parents and young people with SEN or disabilities.

The Local Offer must include information about:

Requirement	Warwickshire Position (as of 1 st September)
Special educational, health and social care provision for children and young people with SEN or disabilities – this should include online and blended learning	Completed and available on web portal and in written format for consultation
Details of how parents and young people can request an assessment for an EHC plan	Completed and available on web portal and in written format for consultation
Arrangements for identifying and assessing children and young people's SEN – this should include arrangements for EHC needs assessments	Completed and available on web portal and in written format for consultation
Other educational provision, for example sports or arts provision, paired reading schemes	To be completed
Post-16 education and training provision	Completed and available on web portal and in written format for consultation
Apprenticeships, traineeships and supported internships	To be completed
Information about provision to assist in preparing children and young people for adulthood	Completed and available on web portal and in written format for consultation
Arrangements for travel to and from schools, post-16 institutions and early years providers	Completed and available on web portal and in written format for consultation
Support to help children and young people move between phases of education (for example from early years to school, from primary to secondary)	Completed and available on web portal and in written format for consultation

Sources of information, advice and support in the local authority's area relating to SEN and disabilities including information and advice provided under Section 32 of the Children and Families Act 2014, forums for parents and carers and support groups	Completed and available on web portal and in written format for consultation
Childcare, including suitable provision for disabled children and those with SEN	Completed and available on web portal and in written format for consultation
Leisure activities	To be completed in partnership with District and Borough Councils
Support available to young people in higher education, particularly the Disabled Students Allowance (DSA) and the process and timescales for making an application for DSA	Completed and available on web portal and in written format for consultation
Arrangements for resolving disagreements and for mediation, and details about making complaints	Completed and available on web portal and in written format for consultation
Parents' and young people's rights to appeal a decision of the local authority to the First-tier Tribunal (SEN and disability) in respect of SEN and provision	Completed and available on web portal and in written format for consultation
Local Authority's accessibility strategy (under paragraph 1 Schedule 10 to the Equality Act 2010)	To be completed with an updated Equality Impact Assessment as a result of consultation
Institutions approved under Section 41 of the Children and Families Act 2014	To be completed

Education, Health and Care provision	Available from Family Information Service and on the web
Educational and Training provision	Available from Family Information Service and on the web
Schools	Available from Family Information Service and on the web
Early Years	Available from Family Information Service and on the web
Other Education Provision	To be completed
Health	Available from the web
Social Care	Available from Family Information Service and on the web
Training and Apprenticeships	To be completed (led by Warwickshire Employment Support Team)
Transport	Available from Family Information Service and on the web
Support available to children and young people to help them prepare for adulthood	Available from Family Information Service and on the web

Information about how to seek an EHC needs assessment	Available from Family Information Service, SEND Assessment, Review and Team and on the web
Information, advice and support	Available from Family Information Service and on the web
Publishing the Local Offer	Available on web from 1 st September

Local Offer - List of Statutory Consultees

- (a) children and young people with special educational needs and the parents of children with special educational needs;
- (b) children and young people with a disability, and the parents of children with a disability;
- (c) the governing bodies of maintained schools and maintained nursery schools;
- (d) the proprietors of Academies;
- (e) the governing bodies, proprietors or principals of post-16 institutions;
- (f) the governing bodies of non-maintained special schools;
- (g) the management committees of pupil referral units;
- (h) the advisory boards of children's centres;
- (i) the providers of relevant early years education;
- (j) the youth offending teams that the authority thinks have functions in relation to children or young people for whom it is responsible;
- (k) any other person that makes special educational provision for a child or young person for whom it is responsible and those who provide advice in relation to making that provision;
- (l) persons who make provision to assist children and young people in preparation for adulthood and independent living;
- (m) it's officers who—
 - (i) exercise the authority's functions relating to education or training;
 - (ii) exercise the authority's social services functions for children or young people with special educational needs or a disability;
 - (iii) so far as they are not officers within paragraph (i) or (ii), exercise the authority's functions relating to provision to assist children and young people in preparation for adulthood and independent living; and
- (n) such other persons as it thinks appropriate.
- (o) the National Health Service Commissioning Board;
- (p) any clinical commissioning group—
 - (i) whose area coincides with, or falls wholly or partly within, the local authority's area, or
 - (ii) which exercises functions in relation to children or young people for whom the authority is responsible;
- (r) NHS trust or NHS foundation trust which provides services in the authority's area, or which exercises functions in relation to children or young people for whom the authority is responsible;
- (s) any local Health Board which exercises functions in relation to children or young people for whom the authority is responsible;

(t) any health and wellbeing board established under section 194 of the Health and Social Care Act 2012(b) which exercises functions in relation to children or young people for whom the authority is responsible.

(u) Any bodies specified in (b) to (k) and (m) that are not in the local authority's area, but which the local authority thinks are or are likely to either—

(a) be attended by children or young people for whom it is responsible; or

(b) have functions in relation to children or young people for whom it is responsible.