

Funding stream: Short breaks/Respite Care

Name of grant: Carer`s Short Breaks

Grant Award: £320,000 for each financial year for the period 1 October 2023 to 30 September 2027 subject to annual budget approval.

Section 1 – Service Overview

To contribute via a grant toward the costs of providing a Carers short breaks service.

The Social Care Institute for Excellence (SCIE) sets out that Carers breaks are:

“...something that Carers want to use for themselves. It should be planned, meaningful and positive. The arrangements need to work for both the Carers and the person they care for to be beneficial and improve Carer wellbeing.”

We are seeking innovative proposals for delivering a short breaks service for Carers of adults with a range of health and social care needs.

The service will provide unpaid, informal Carers with flexibility that promotes choice and support designed to individually meet Carers’ needs.

The service should offer a range of options which could include a break provided at a day centre, home-based support, group activities including peer-to-peer support, access to day trips, leisure activities etc.

- The service will target Carers (over the age of 18) who care for adults (over the age of 18) both of whom live in the borough of Ealing.
- The design of the service should be informed by Carers to meet both their emotional and practical needs.
- The service should offer a range of good quality short break options with flexibility to meet different needs including access to emergency respite where possible.

The aim of the service is to improve the quality of life for Carers by providing timely breaks that ensure Carers have time for their own lives; to help sustain the caring relationship and prevent Carer stress, crisis and breakdown. The service will reduce social isolation and loneliness, promote healthy and active lifestyles, maximise independence and wellbeing for both the Carer and the person they care for.

The service will provide planned short-term breaks with the intention that Carers resume care at the end of the break period.

The business model can include a charge for certain types of services. This can include services that can be purchased by or on behalf of individuals using their Personal Budget, Direct Payment, or their own resources.

Section 2 – Service Outcomes

Applicants will need to demonstrate how the provision of the services will assist in meeting the following outcomes:

- Carers in greatest need receive timely support that is quality assured.
- Carers are provided with accurate information about support services available.

- Carers and the person they care for are supported to access community facilities, participate in activities, establish social networks and peer support.
- Services are inclusive and accessible and meet the needs of all communities including groups that face barriers to accessing services whilst ensuring services respect the cultural and religious needs of the Carer and person cared for.
- Carers report that information about the support available is clear and easy to access.
- Carers report improvements to their health and wellbeing and ability to maintain their caring responsibilities.
- Carers report improvements to their quality of life and improved social contact
- Carers report satisfaction with the service and the support available.

Section 3 – Service Delivery/Activities Sought

This funding will specifically support the following activities:

- Assessment and triage of Carer and cared-for to help identify those in greatest need and the level of care needs to be supported.
- A tiered approach to services to help ensure the person with care needs can be well cared for and provide assurance to Carers that an appropriate service is offered.
- A person-centred service designed around the needs of individual Carers and those they care for.
- A flexible service that meets the practical and emotional needs of Carers including availability on weekdays, evenings, and weekends where appropriate.
- A reliable, safe, and quality assured short breaks service for Carers.
- A service that offers a positive experience for Carers and vulnerable adults with a choice of activities to help maintain physical and mental wellbeing and alleviate social isolation and loneliness.
- Access to services that can be purchased by or on behalf of individuals using their Personal Budget, Direct Payment, or their own resources.
- Access to a range of options that can be provided in the home, be centre-based, group activities or activities in the community such as day trips, leisure activities etc.
- A signposting service to other Carer support services in Ealing.
- The service will operate in a flexible manner so that referrals can be received from a range of sources, including self-referral from carers.
- The service will work with a range of partners including the Carers support service, local authority, health services, voluntary community, and faith sector services to provide co-ordinated, holistic support for Carers.
- The service will provide or facilitate short-term emergency support in the event of an emergency where possible.
- The service will support Carers to develop emergency and contingency plans using a strengths-based and co-production approach.

Section 4 – Specific Criteria/Requirements

Applicants will demonstrate how they will facilitate delivery of a Borough-wide short break service to Carers of individuals with a range of health and social care needs.

Applications will be assessed/monitored on the following:

- Services are provided to Carers of adults with health and social care needs who are Ealing residents.
- Service design has been informed by co-design and regularly monitored with Carers.
- The organisation carries out an assessment to determine suitability and eligibility for the service.
- The organisation carries out a risk assessment and prepares a short break plan with the individual and their Carer.
- The organisation has clear timescales for responding to requests for short breaks that are clearly communicated.
- Clear plans for promoting and communicating the service that meets the language, literacy and digital access needs of Ealing residents.
- The service delivery model works in line with the organisation's equal opportunities policy and every effort is made to ensure that those accessing the service reflects the demography of the Ealing community.
- The organisation recruits, trains, manages, and supervises staff and volunteers who have appropriate experience and training.
- Staff and volunteers work within a published Code of Conduct, which will ensure that they do not abuse their role.
- The organisation will keep records on how it makes sure that all staff and volunteers work within the Code.
- The organisation has:
 - Enhanced DBS checks on staff and volunteers where appropriate.
 - Job descriptions and contracts of employment for each member of staff.
 - Arranges supervision for all employees and volunteers.
 - A system for monitoring and evaluating the work of its employees and volunteers
 - Evidence of how the Carer and person cared for have provided feedback and how this evaluation has contributed to the development of the service
 - Number and type of short breaks provided, by age, gender, disability and ethnicity of both Carer and cared-for.
 - Systems in place to evidence individual and service outcomes (including those described in section 2)

Section 5 – Monitoring and provision of information

The grant recipient will provide updates and monitoring reports to Adult Social Care via quarterly monitoring returns and 6 monthly reports including an expenditure report, or more frequently if required.

Continuation of the grant will be dependent upon meeting the outcomes, complying with monitoring requirements and delivering the service activities set out above.

Section 6 – Additional information

Applicants should set out the following information:

- Plans for identifying Carers in greatest need including how they will be assessed and triaged.
- Plans for outreach and targeted activities to reach Carers who do not normally access support.
- Plans for how the service will be promoted to ensure access for all communities across the borough.
- Plans for maximising the number of Carers that can benefit from a break and be supported to access other services.
- Plans for co-production with Carers in developing and evaluating the service as well as plans for how this will be evidenced.
- Plans for working in partnership with statutory bodies and other voluntary sector organisations to promote the service, evaluate and shape the service.

In addition, applicants, will submit with their application:

- A partnership agreement where the application is made by a consortium.
- A service development plan based on these criteria covering the period of the grant.
- Details of quality assurance measures.
- A statement outlining the standards that users and stakeholders can expect.
- Written policies and procedures about the operation of the service including financial management; equalities; and information sharing and confidentiality guidelines.
- Copy of the complaint's procedure.
- Details on promoting volunteering and developing new volunteering opportunities to assist in service provision.
- Details on how the service will meet the needs of equality groups and how information will be communicated effectively and consider the needs of people accessing the service including: their disability, language, cultural and literacy needs.
- Details of how they will obtain customer feedback and consult users on improving break services.
- Details of the business model where they charge for service that can be purchased by or on behalf of individuals using their Personal Budgets or their own resources.