

By: Joanna Wainwright, Director of Commissioning Division, CFHE

To: Mr Chris Wells, Cabinet Member for Children, Families and Educational Standards, CFHE

Subject: Proposal to re-commission a single multi-agency Portage service which is locally-based across the Kent Children's Trust area.

Date: May 2007

**Summary:** This paper outlines the final proposal for a jointly funded service delivered in the context of Local Children's Services Partnerships.

## **1 Background**

1. (1) Portage is a home visiting educational service for very young children (from birth), who have complex needs and are developmentally delayed in at least two areas of development. The provision is aimed at helping parents of pre school children with complex disabilities to play an active and central role in supporting their child's development. The regular, individual, emotional and practical support provided through Portage can help families during the early stages of their adjustment to the news of their child's disabilities, as well as helping them to access other provision for their child and for themselves within the community, and in some cases to return to work.

(2) In Kent there are currently four Portage home visiting services. All four provisions have a variety of joint funding and multi agency input for their management. West Kent (NW & Pembury) are managed by Health, and Mid and East Kent are managed by Education.

(3) A previous review ensured that standards are constant but the differences in funding streams has an impact on service delivery e.g. some services rely on fund raising and volunteers and one service operates term time only.

(4) CFE SMT endorsed the initial proposal and recommendation.

(5) In October 2007, Mr Chris Wells - Cabinet Member for Children, Families, and Educational Standards, CFE, agreed the decommissioning of the 4 separate Portage services and the setting up of a multi-agency steering group to develop a proposal for commissioning a county wide Portage service.

(6) A multi-agency steering group met and drew up a proposed option on which Member decision was taken to allow consultation to take place. The proposal has been presented to service users, staff, and funding partners through informal consultation. The feedback from this has informed formal consultation which concluded on 30th April.

(7) A bid for additional funding to EKPCT was successful and year on year funding of £116,000 has now been confirmed.

## **2 Rational for re-commissioning of Portage services**

2. (1) Every Child Matters reinforces the requirement of an integrated approach to meeting the needs of vulnerable groups of children, including disabled children, where there is a partnership across services, so professionals work together to share information and co-ordinate service delivery. The aim is for families to have access to targeted and specialist services that respond to individual need in addition to universal provision.

(2) Kent's commitment to the implementation of Early Support will require Portage to re-align processes and working practice. With the advancement of medical expertise, the survival rate of babies with complex needs is rising. The Early Support process provides a multi-agency route for very early intervention from Portage and other agencies, involving parents as key partners in the process, leading to improved outcomes for children and families. Portage offers a unique model in that the parent/carer is an essential part of the delivery.

(3) When Portage is provided at the earliest opportunity, supported transition to other services is more successful. Therapists and Portage Home Visitors deliver joint visits and assessments to inform parents, carers, and professionals through Common Assessment Framework (CAF) and Team Around the Child (TAC) reviews.

(4) The development of Children's Centres, Resource Centres, and Multi-Agency Assessment Centres could provide co-location for Portage Home Visitors with paediatric health services, disability teams and therapists. Families of children with complex needs would receive joined up support at one location within their locality.

(5) A multi-agency steering group, including senior colleagues from CFE [Education and Children's Social Services], Health, and two parents who have received Portage support, recommended that re-commissioning is based on the following principles:

- Portage is essentially a home visiting service and this must remain its core function.
- It should be locally based to ensure consistent and equitable provision.
- The referral route should be through Early Support.
- Any changes in structure must make the best use of available resources
- The high quality service delivery which is so valued by families and professionals must be maintained.
- There must be a continuation of the high quality professional training, support, and supervision for Portage Home Visitors
- The commissioning framework for Portage must include the Service Specification based on National Portage Association (NPA) guidelines.

### 3 Consultation processes and outcomes

3. (1) Informal Consultation commenced on the 13th March 2008 and closed on the 28th March 2008. The outcomes of the consultation were disseminated through the formal consultation period (2nd April to 30th April 2008).

(2) During the informal and formal consultation members of all Portage services, and other stakeholders were enabled to participate through:

- Informal and Formal Consultation Meetings
- Discussions with the Head of Service, STS and STS Manager, Early Years Staff meetings
- Completion of an on-line questionnaire responding to consultation questions

(3) Parents were given the opportunity to participate by:

- Completing a parent questionnaire.
- Attending Parent Consultation Sessions held across the County.

(4) Proposals were presented to Children, Families, Health and Education Senior Management Team on the 22nd April 2008 and will be presented for Cabinet Member Decision in May 2008.

(5) The analysis of responses to the consultation provided guidance to develop the proposals for formal consultation on one County Wide Service organised across the 2 Primary Care Trust (PCT) areas, with Portage Home Visitors in 6 multi-agency locations based at Children's Centres or Multi-Agency Assessment Centres (see Appendix 1). All consultation responses have been analysed and as a result changes have been made, reflecting the suggestions, concerns and ambitions of parents and staff, in order to achieve the highest level of service delivery and outcomes. The proposed reporting structure is shown in Appendix 2.

### 4 Resource Implications

#### (1) Funding Streams

EKPCT	116,000
WKPCT	33,543
MTW Acute Trust	71,313
CFHE (CSS)	105,866
CFHE (STS)	291,200
Sure Start General Grant	70,189
<b>Total</b>	<b>688,111</b>

#### (2) Costing for proposed new structure.

2 x Portage Lead	85,462
2 x 0.68 FTE (25 hours) admin	30,438
20.5 x PHV	522,211

Travel, Training and Resources	50,000
<b>Total</b>	<b>688,111</b>

Notes: a) 20.5 PHV – 1 PHV in each location will be paid at a higher grade in recognition of additional responsibilities.

b) PHVs will be allocated to locations on the basis of an analysis of referrals and trends.

## **5 Staffing**

Staff currently employed by Education will be slotted into the same or equivalent posts. There may be changes of base for some staff. There will be individual consultations.

Staff currently employed by Maidstone and Tunbridge Wells NHS Trust or West Kent Primary Care Trust will be consulted in relation to Transfer of Undertakings, Protection of Employment (TUPE) transfer to KCC. Staff will be transferred into the same or equivalent posts. There may be changes of base for some staff. There will be a full formal consultation process in relation to the TUPE transfer involving staff and HR officers from Maidstone and Tunbridge Wells NHS Trust, West Kent PCT and CFHE. This will include individual consultations as appropriate.

## **6 Implementation**

It is proposed to implement the new structure from September 2008 on successful completion of TUPE arrangements.

## **7 Recommendation**

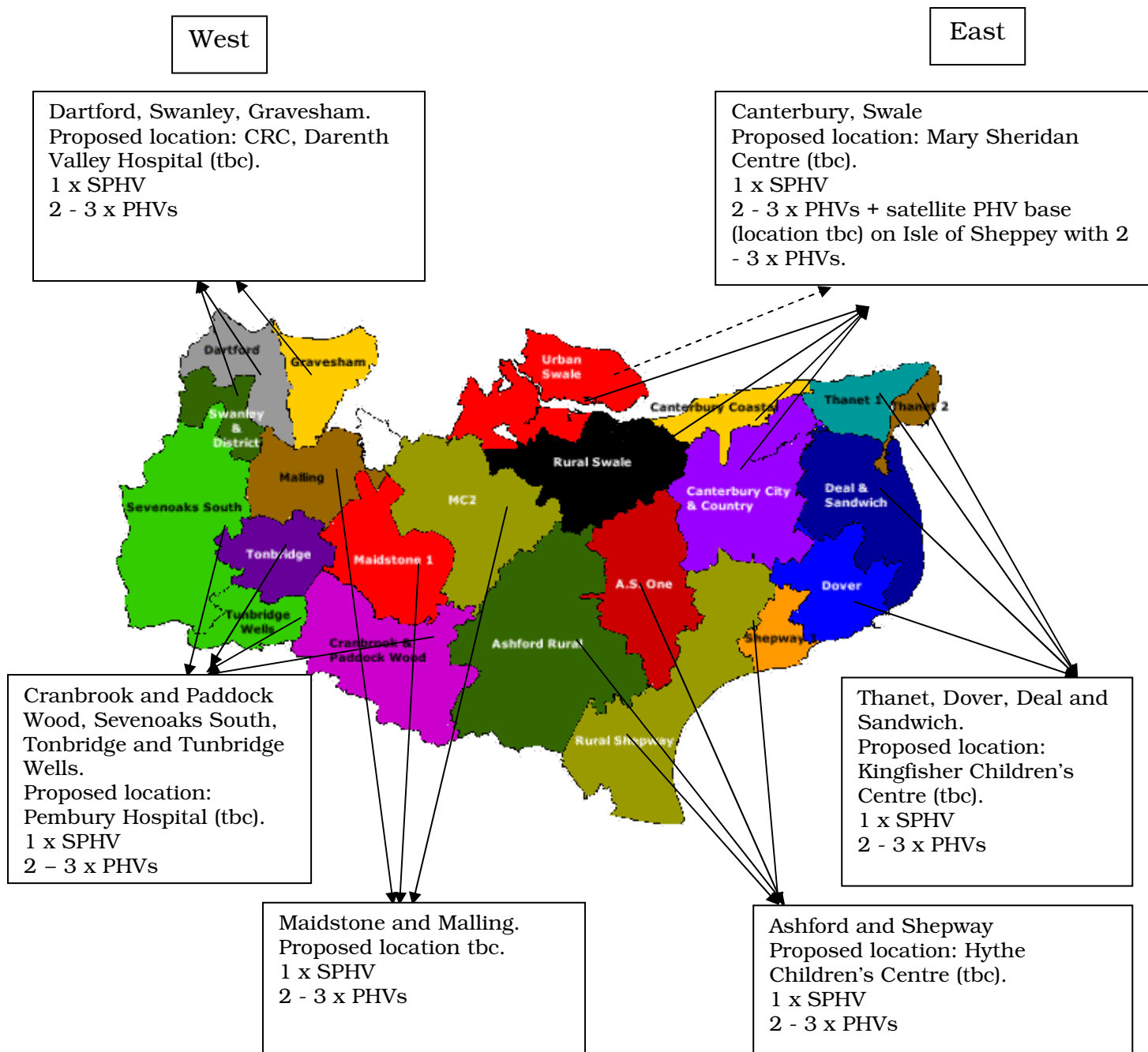
The Cabinet Member is requested TO AGREE to the proposals for service delivery and implementation.

Glynis Eley  
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Background Documents:

Paper to Cabinet Member – January 2008  
Portage Formal Consultation Pack – 3rd April 2008.

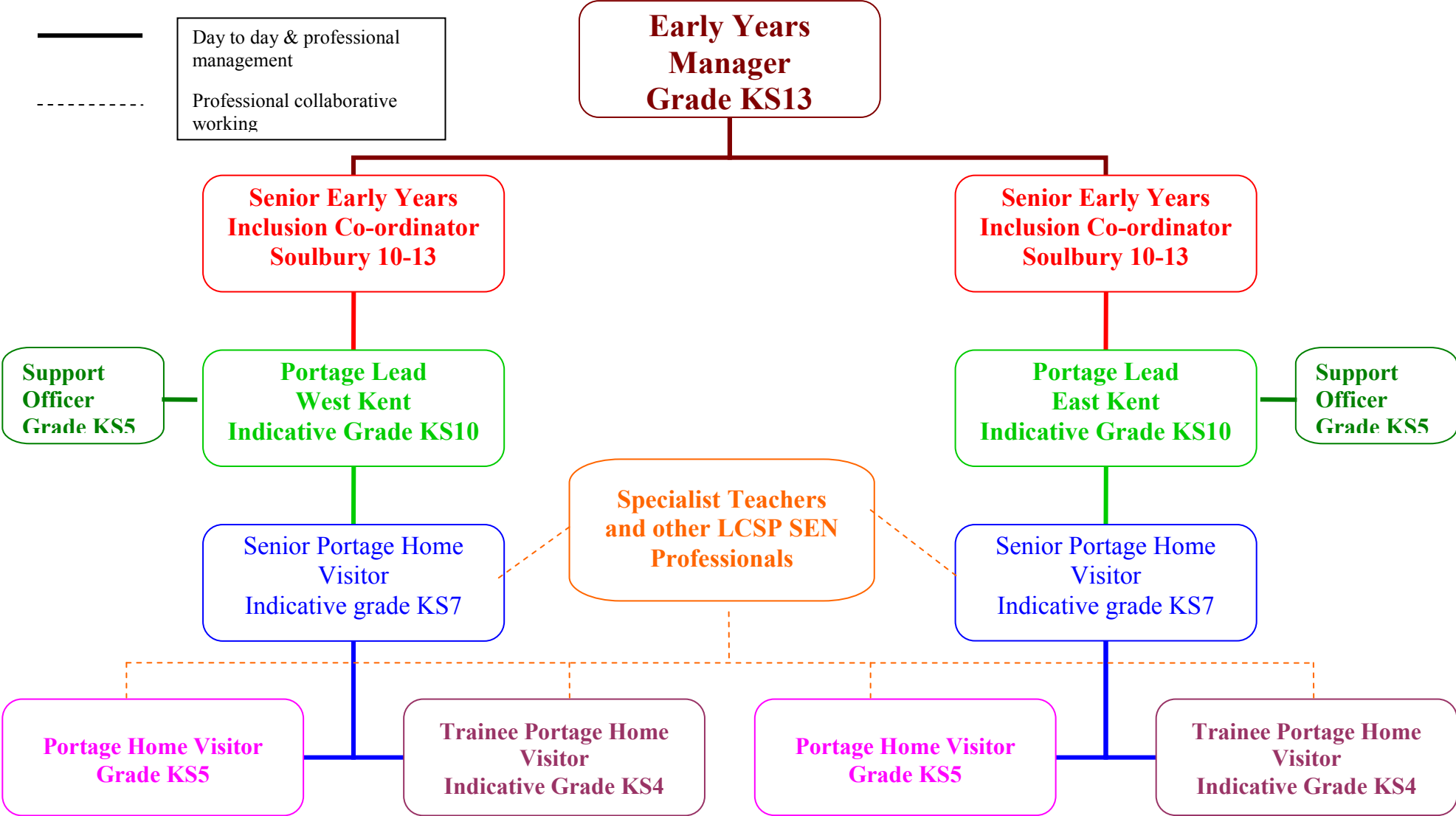
1. Location map showing proposed bases



Key: PL Portage Lead  
 SPHV Senior Portage Home Visitor  
 PHV Portage Home Visitor (PHVs will be allocated to locations on the basis of an analysis of referrals and trends).

**Note:** Portage Support Officer 0.68 (25 hours) in West and 0.68 (25 hours) in East Kent based with Portage Lead

# 1 Portage Service Reporting Structure



Note: This reporting structure enables the delivery of Portage in the context of LCSP partnerships and Early Support protocols.

