

9 July 2021

Our Ref: RFI 38983

Dear

Freedom of Information Act 2000

I am writing to confirm that the South Eastern Health & Social Care Trust (the Trust) has now completed its search for information relating to copies of the SEHSCT reports for the DSF Composite Report submitted to the HSCB for the last five years which you requested on 12 May 2021.

Please accept my apologies for the delay in responding to your correspondence as the Information Governance Department is dealing with a large number of requests for information, including a backlog of requests as a result of the Covid-19 pandemic which had a major impact across services.

A response to each of the questions raised has been provided by the Directorate of Children's Services and is attached in Appendix A.

If you are unhappy as to how this request has been handled, you have the right to seek a review within the Trust in the first instance. You should write to the Information Governance Department, Lough House, Ards Community Hospital (informationgovernance@setrust.hscni.net) within two months of the date of this response and your complaint will be considered and a response provided, within 20 working days of receipt.

If, after receiving a response, you remain unhappy, you can refer your complaint to the Information Commissioner at The Information Commissioner's Office –Northern Ireland, 3rd Floor, 14 Cromac Place, Belfast, BT7 2JB. It is important to note that if you refer any matter to the Information Commissioner, you will need to show evidence of having gone through the Trust's internal review procedure to try to resolve the matter with the Trust in the first instance.

If you have any queries about this letter, please do not hesitate to contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

Cathryn Hedley
Acting Information Governance Manager

Q1. In a DSF Composite Report by the HSCB, 1.4.19 – 31.3.20, Page 3 states that:

"The individual reports submitted by each Trust are available, but they represent only the beginning of a process of dialogue with the Trusts that continues throughout the year."

These reports detail the requirements, processes and issues arising within Health and Social Care Trusts (Trusts) in relation to the discharge of Delegated Statutory Functions.

Please can you provide copies of the SEHSCT reports referred to above for the last five years?

A1. As per your email of 24 May 2021, the Trust have focused the response to your request on *"providing any references within the reports to short break services or respite throughout each report."*

The Service would highlight that they have provided all references to short breaks within the children's services sections of the Delegated Statutory Functions (DSF) reports for 2015-2020, which is contained within Document One attached. Some of the information is reported to the Health and Social Care Board (HSCB) at year end and action plans are then developed in partnership with the HSCB following the reports submission and after discussion of the issues raised.