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Does the council use an electronic booking system for respite stays/short break initiatives?

No

If there is no system in place, then how is this being managed?

Short Breaks/Respite are not directly provided by the Council.

Who is the person responsible for booking respite stays/short breaks?

Where the person has asked for the Council to make short break arrangements, this would be arranged by the care manager (Social Worker or another allocated professional). If a person has a Direct Payment or Individual Service Fund in place, the person or an organisation they are linked with would make these arrangements.