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## **Cambridgeshire Partners in Commissioning Group (SEND)**

**Date:** 16 April 2013 from 10am-12pm

**Venue:** Corn Exchange St Ives

**Present:** Caroline Goodall, parent (NAS Cambridge)  
Lenja Bell, pinpoint (Cambridge Network)  
Eve Webb, parent (St Ives Parent Support Group)  
Mary Whitehand, Family Information Service (Cambridgeshire Children and Young People's Services)  
Bianca Cotterill, parent (children with complex needs)  
Bob Wilson, Parent Partnership Service  
Richard Holland, Head of Disability (Social Care)  
Lorraine Williamson, parent (Transitions)  
Sue Platt, pinpoint/parent of children with additional needs.  
Jane Ryder-Richardson, Head of Access  
Christine Stocker-Gibson, pinpoint management team and carer  
Claire Bailey, service manager Fens LDP and county wide transitions manager

**Apologies:** Andy Burgess, Eva Alexandratou, Joan Adamson, Jane Tuck, Jo Denning.

### **Notes**

#### **1. Welcome and introductions**

Lenja welcomed everyone to the meeting and everyone introduced themselves. Parents gave the disability of their child/ren.

#### **2. Notes from last meeting and matters arising**

Notes from the last meeting on 27<sup>th</sup> November 2012 were agreed. All action points discharged except **Action Point 1** (27/11) which is carried forward. Bob advised that there are currently issues within the Cambridge Dyslexia Association and they may be trying to set up a new group.

In response to action points 4 and 5, Mary advised that a survey about the Local Offer has just gone live on the CCC website and so far there have been 25 responses;  
<https://www.surveymonkey.com/s/CambridgeshireLocalOffer>  
pinpoint are helping with the promotion of the survey. The survey asked for parents views about what information they need and how they would like to receive it. Richard said that information needs to

be kept up to date and Jane said that feedback from pinpoint needs to be used to keep the website up to date. **Action Point 1 -Lenja** agreed to send Mary the notes from the network meetings.

Mary will be writing to schools in the near future asking that they provide links on their websites to the FIS website. Claire asked that links are also provided to websites for adult services. Mary also shared the new information 'postcard' with the meeting, this received good feedback from all at the meeting. More copies are available from Mary. Bianca said that the card is 'brilliant' and would have made life easier if it had been available when her daughter was younger. Caroline felt that schools need to be proactive in distributing the cards.

### **3. Sponsorship of group (Adrian Loades)/ Terms of Reference**

Lenja asked if changes in commissioning structures within the CC mean that the terms of reference for the Partners in Commissioning group need to be revised. The change in structure includes the merging of children and adult services to create a new Children, Families and Adults Directorate. Richard said that the role of pinpoint in providing feedback from parents is important and it is the role of the group to remind professionals that parents should be listened to. Christine said that the meetings are important for information exchange.

Richard feels that Adrian Loades could be asked to help with the distribution of information to relevant parties as he is best placed to know who should receive which information. Claire said this would show that Adrian is supporting the group, the voices of parents are being heard and recommendations are being picked up.

Jane felt that the group should also be putting forward themes and recommendations for Adrian to take forward to commissioners. Lenja felt that Adrian's endorsement would encourage professionals to attend future Partners in Commissioning meetings. **Action Point 1 – Lenja** to contact Adrian Loades to discuss the role of sponsor. **Action Point 2 – Lenja** to update the terms of reference accordingly.

Claire shared information about the employment of people with disabilities within Cambridgeshire and said that initial meetings have been set up to look at this issue. And that the issues raised by pinpoint parents about employment are being listened to.

Lorraine shared that she feels her daughter feels empowered by personal budgets.

Lenja said that she is trying to involve GPs and that she has had very positive feedback about pinpoint from Caroline Lea-Cox (GP). Lenja will be arranging a meeting with Caroline. Caroline has said that pinpoint has been mentioned as a good practice example.

#### **4. Discussion topics**

##### **June SEND Meetings, update on actions:**

Lenja went through the summary section of the presentation given to the SEND Partnership Board in February 2013, copies of slides were handed out. Lenja confirmed that she will be attending the Area SENCo meetings at secondary level on 3<sup>rd</sup> and 10<sup>th</sup> June to give a version of the presentation to them. Parents were very interested in attending with Lenja. **Action Point 3 – Lenja** to invite parents to attend the Area SENCo meetings. Jane advised that schools will be expected to put together a local offer and parent messages from pinpoint should feed into this. Richard shared that work force development programmes are in place for parenting programmes i.e. PPP and Stepping Stones. Jane advised that there will be a statutory requirement to fulfill the local offer and that there must be consistent integrated services across the county. Jane also said that the SEND Partnership Board was grateful for all of the feedback from pinpoint.

##### **Autumn 2012 Short Break Duty Statement:**

Mary said that the work on the Short Breaks leaflet and duty statement are in the final stage for proof reading. Lenja said that parents had said they need something shorter and clearer in addition to the Short Breaks Duty statement. **Action Point 4 - Lenja** agreed to e-mail drafts of the Short Breaks leaflets to parents.

##### **March 2013 Emotional Support for Parents:**

Lenja handed out a copy of the summary document from the March parent network meetings and went through the key points raised by parents regarding emotional support. Bianca shared her personal thoughts about emotional support for parents and felt that this is something that needs to be tailored as all parents needs are different. Lenja said that we need to share more of the good news stories from parents about the services they receive.

Richard shared that some staff are not well equipped to deal with the emotional needs of parents and clients. Jane agreed that staff would need more support and supervision if they are providing emotional support.

## **5. Feedback from participants**

Mary - talked about the new directorate under Adrian Loades that will bring children and adult services together to try and make information accessible to all age groups. Jane informed the group that there is an internal consultation underway looking at all services for the disabled for 0-60yrs.

Christine - advised that she has funding to train community listeners around the St Neots area. Lenja agreed that pinpoint would help advertise this.

Claire – 14-25 strategy is being updated to become more flexible and taking the views of parents and disabled young people into account.

Jane – there will be updated information for parents and carers using the themes of the pinpoint feedback, this will come out via Parent Partnership Service.

Bob- the questions on the Local Officer online consultation have been updated. Also until the Children and Families Bill is finalised schools must continue to follow the current SEN code of practice.

Sue – gave an update about the pinpoint good practice guide. This can be found on the pinpoint website under the 'get involved' tab.

Richard – advised that the short breaks budget is being reduced by £350k for 2014/5 and he is planning in advance for these cuts.

Lenja – gave an update about the pinpoint response to the Parent Participation tender and the application to DfE for funding.

## **6. Dates and venue for future meetings**

Next meeting: 16<sup>th</sup> July – venue t.b.c but most likely to be St Ives.

Future meetings dates: Tuesday 5th November, 10am – 12pm, venue t.b.c.

## **7. Action Points for next meeting**

The following actions were agreed during the meeting:

**AP1 - Lenja** to send notes from March network meeting to Mary Whitehand.

**AP2 – Lenja** to contact Adrian Loades to discuss the role of sponsor.

**AP3 – Lenja** following discussion with Adrian Loades, to update the terms of reference accordingly.

**AP 4 – Lenja** to invite parents to attend the Area SENCo meetings.

**AP 5 -Lenja** agreed to e-mail drafts of the Short Breaks leaflets to parents.

**AP6 - All** – After the meeting Caroline asked that her contact details be updated to [caroline@goodall.org.uk](mailto:caroline@goodall.org.uk)

**Action point carried forward from 27 Nov 2012**

**AP1.- Lenja** Invite a representative from Cambridge Dyslexia Association to the next meeting.

Sue Platt

24<sup>th</sup> April 2013