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**Meeting Notes from  
Cambridgeshire Partners in Commissioning Group (SEND)  
29 March 2017  
The Maple Centre, Huntingdon**

**Present:**

Lenja Bell, Pinpoint (Chair)  
Carole Darlow, Pinpoint  
Sharif Al-Rousi, Cambridgeshire County Council  
Fay Dutton, Pinpoint Trustee & parent representative  
Liz Day – Parent representative  
Kari Payne – Pinpoint & parent representative  
Jackie King – Pinpoint & parent representative  
Bob Wilson – SENDIASS  
Eve Redgrave – Pinpoint & parent representative  
Lee Miller – CCG  
Anita Hewson – CCC  
Bianca Cotterill – Parent representative  
Sandie Smith – Healthwatch CEO Cambridge & Peterborough  
Janet Dullaghan - PCC  
Jemma Neal – Parent representative, Little Miracles  
Helen Phelan - CCC  
Sian Turner-Gilbert – Parent representative, Little Miracles

**Apologies:**

Richard Holland, Caroline Goodall, Richenda King, Jo Sollars, Becky Jones, Sherie Paris, Judith Davies, Emma Britton

**1. Welcome and Introductions**

Lenja welcomed everyone to the meeting and introductions were made.

**2. Minutes and actions from last meeting (29 November 2016)**

Minutes agreed. Follow up on actions:

*AP1 – Pinpoint to talk with special school heads regarding running parent-led activities on school premises out of school hours. (Lenja and Eve)*

Agreed to drop action. Tried to facilitate but this needs to be parent led. Pinpoint can support parents but not able to take the lead. Little Miracles have tried repeatedly to use school resources. They are attending a coffee morning at Witchford Village College to try to get the foot

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in the door. Pinpoint offered support as needed. Bob suggested contacting parent reps on governing bodies if having difficulty making contact and headway with SENCO.

*AP2 – Ensure that parents are involved in the CPFT transition work. (Lee Miller)*

Eve attended a meeting last Friday with a parent rep to discuss CAMHS services at 17+ year old. Some 17-18 year olds don't meet adult criteria and a drop in services should be avoided. The group is discussing what services will be available, the role of transition workers available to guide the young people / families to other services, and taking a more individual approach. Healthwatch is also working with young people around mental health and will keep the group informed about outcomes.

*AP3 – Look at information available to parents on transition, improve it and share it. (Pinpoint)*

This has been started. Lots of information on CCC website and Pinpoint is auditing content on its website. Moving On document is helpful. Good to have information on housing and benefits. Helpful to have a roadmap to include health, social care, education. Pinpoint asked for a strategic group to report back PFA issues to, like the former PFA Governance Group. Anita Hewson said there is a group and she will find out about it. **(AP1)**

*AP4 – Invite Helen Phelan to the join the group. (Lenja) Done*

*AP5 – Pick up EHCP issues with Helen Phelan (Lenja) Done. Fed into inspection*

*AP6 – Share SEN Support Peer Review report with group when available (Lenja)*

There is now a SEN Support Action Plan from the peer review which can be. Fay queried whether there was parental involvement in writing the plan. Helen said no, the lead was the School Improvement Board and the plan emphasises schools supporting other schools. Next step is to involve parents. **(AP2)**

*AP7 – Chase development of parent survey on tribunal experience (Bob)*

Email from Judith mid-March to do a survey followed by a focus group. Aim is to look how to provide a smoother process or avoid process altogether. LB to pick up. Parent reps needed. **(AP3)**

*AP8 – Develop survey regarding Dyslexia Guidance in Spring 2017 (Bob, Jackie, Fay)*

Kirsten Branaghan leading. Survey coming out May 2017. Going to send to Pinpoint. Jackie and Fay to make contact for parent input. **(AP4)**

*AP9 – Check on PFA road map and Governance Group with Siobhan Macbean, feedback parent issues to Meredith (Lenja and Jackie) See AP3 above. PFA issues also fed back via Ofsted Inspection.*

*AP10 – Confirm with Wendi regarding the Terms of Reference and update them. (Lenja) Done.*

Need to add who we are reporting to. Needs to be able to take issues to strategic boards. Health boards are the 0-19 Healthy Child Programme Board and Joint Commissioning Unit to which Lenja is now invited. Also Children's Change Programme Board. Need to update Terms of Reference **(AP5)**

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### 3. Update from inspection.

Nothing can be made public until report comes out. Parent input included:

- Survey 547 responses
- Webinar 72 parents
- 12 meetings with parent reps or staff
- 15 parent reps at parent engagement meeting
- 27 parents emailed inspector directly
- 5 parents email negative feedback to Pinpoint
- 10 parents emailed positive feedback to Pinpoint

Hopefully the final report will represent the feedback given by parents. Ofsted will publish their report in May. There won't be a rating, just recommendations. The LA will start to action issues before May.

The local area completed a self-evaluation prior to the inspection and felt it was pretty accurate based on the feedback given by inspectors, which was reassuring. LA were upfront and transparent and there were good examples of joint working.

Key areas discussed:

- EHCP data - acknowledge timescales were poor. Quality has been poor, now improving.
- SEN support at KS2 for children who don't make the progress we would expect. Targeted work to be done.
- The Local offer is being restructured and reviewed: pathways, visuals, leaflets, what to expect.
- Parent survey 50% said services work together poorly; little or no multiagency, particularly health input into meetings.
- Co-production good at strategic level but not at individual level.
- Online seminar – 75% of parents felt their needs were not being met.
- Parental involvement is the key to co-production.
- Need a child centered approach and harness parent's support/knowledge.
- Health – feedback was positive. Liked idea of LA and health joined up in an integrated way to support families.

### 4. Lifelong SEND pathway.

Lenja updated the group on the Lifelong SEND pathway and SEND strategy work. This is being co-produced with eight parents and service providers as part of a focus group.

The first workshop looked at flashpoints in a family's journey to identify when families may need more support. It also looked at parent feedback collected since SEND reforms started.

The second workshop looked at 10 strategic priorities which became one outcome/goal and six priorities with overarching principles and ways of working. These need final agreement at next focus group meeting. Lenja to send out document. (AP6)

Lee said that the principles are useful for commissioning. Need to look at how to measure success and look at what does good look like.

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Sandie said that we also need to involve young people and adults. Online can be a good way to engage with young people.

Fay suggested that we add an early intervention principle that links with the Early Help pathway and iThrive

## 5. Individual Updates

Bob – The POET (Personal Outcomes Evaluation Tool) for children, young people, carers, and parents is hopefully being rolled out to pupils on SEN support. Cambridgeshire signed up 3 years ago for the EHCP version. It gives comparisons with other authorities and benchmarks year on year.

Eve and Little Miracles - Challenging behaviour workshops were run for parent groups with SEN Specialist Services. Feedback was that parents felt listened to. Three workshop were run across the county. There will be training on positive behavior support via a Cambridgeshire Steps Programme. A workforce will be trained and run courses for professionals and parents.

Janet - The 0-19 Heathy Child Programme is about developing a good universal offer with clear pathways for help, and looking to commission in joined up way. Would like to know what would have made a difference from parent's perspective and need input from parent representatives at three workshops. Also engaging with Healthwatch and schools. Outcomes at end of May 2017

Sandie – The System-wide Transformation Programme (STP) for health services looks at sustainability across agencies. HW is working on the engagement aspect and role descriptions for public participation. Sandie has access to a guide to co-production vs. engagement. Sandie to share the guide with Pinpoint. **(AP7)**

### Topics for future meetings:

- Ofsted / CQC Inspection results
- SEN Support
- Children's Change Programme update
- System Transformation Programme (possibly)

**Dates of next meeting:** 28 June, 10am – 12pm, venue tbc in Huntingdon / St Ives area.

### Summary of Action Points

**AP1** – Anita Hewson to find out about PfA group for parent representatives to attend. (Anita Hewson)

**AP2** – Circulate SEN Support Action Plan (Lenja)

**AP3** – Follow up on tribunal work (Lenja)

**AP4** – Get parent involvement in dyslexia guidance survey. (Fay and Bob)

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**AP5** – Update Terms of Reference with strategic boards to report to. (Lenja)

**AP6** – Circulate Lifelong SEND strategic priorities. (Lenja)

**AP7** – Share co-production guide with Pinpoint. (Sandie)