**Partners in Commissioning**

**Meeting Note 13 September 2023**

**10:00 – 12:00**

 **Virtual**

**Partner Attendees:**

**Pinpoint:** Sarah Conboy (CEO); Janet Dullaghan (Chair of Trustees); Michelle Quail (Comms); Bianca Cotterill (Finance) **SENDIASS**: Angela Buxton (Head of SENDIASS).

**Apologies:** **Pinpoint** Lisa Belton (Deputy CEO), Linda Green (Participation); Michelle Quail (Comms), Bianca Cotterill (Finance) **CCC:** Jon Lewis (Director of Education); TBC (Senior Commissioning Manager SEND); Helen Andrews (Commissioning Manager, Children and Families); Sasha Long (Head of Service Disability Social Care); TBC (Business Support and Minute Taker) Jo Headley (Head of SEND); Harlee Gowler (Head of Statutory Assessment Team); **Health:** Kathryn Goose (Commissioning); Siobhan Weaver (Designated Clinical Officer); **Healthwatch:** Sue Allen (Healthwatch Rep)

1. Welcome, introductions and apologies Sarah
2. Previous Minutes and Outstanding Actions Sarah
3. *ZRN to share SEND Sufficiency Statement once published. DONE*
4. *SL to provide Pinpoint with details of jobs to advertise to parent carers. DONE*
5. *SL will facilitate an Early Years Meeting DONE*
6. *SC will organise a meeting around the neurodiversity booklet. DONE*
7. *SC will take the lead on community groups. DONE*
8. *KG will pass on ICS plan to SC. DELAYED & NOW RELEASED*

1. Current issues - health, education, social care All
	1. School Transport – Pinpoint has picked up the usual beginning-of-school-year issues and is working directly with Sue Eagle to help resolve communications. We are aware there have been the usual challenges around commissioned providers delivering services.
	2. Concern that the previous LA/health meetings pattern has not resumed since the split from Cambridgeshire and Peterborough – these have now been rescheduled or reconfigured. (Pinpoint continues to remind the LA/Health that the All-Age Autism Board has not resumed)
	3. Concern that Pinpoint does not have a current overview of service commissioning plans for Cambridgeshire and so cannot plan for how we will coproduce future work.

ACTION: Sarah to raise with Jon Lewis by sharing these meeting notes.

1. LA and ICS Changes and Implications for Commissioned Services Jon and Siobhan

Unable to proceed with agenda item due to non-attendance.

1. New people to include going forward All

Unable to proceed with agenda item due to non-attendance.

We discussed our concern that due to sickness, absence and other pressures, we have yet again received apologies from all of our health, social care and education colleagues despite long-term notice of the meeting date. We recognise that officers are under pressure but are concerned that could be misconstrued as a lack of commitment to coproduction in commissioning, where previously, the LA/Health’s commitment to the meeting had been restated. One attendee commented, ' *It’s a real shame as it’s the single most important meeting from a parent’s perspective’.*

This is the third meeting that has not been able to run due to officers attending.

ACTION: Sarah will write to Jon Lewis and Karlene Allen seeking assurance that there remains a commitment and that we can reasonably expect attendance at a reconvened meeting.

1. Close