**A close-up of a logo

Description automatically generated A logo with blue arrows and brown text

Description automatically generated**

**Partners in Commissioning**

**Meeting Note 13th Feb 2024**

**10:00 – 12:00** **Virtual**

**Partner Attendees:**

**Pinpoint:** Sarah Conboy (CEO); Bianca Cotterill (Finance) Janet Dullaghan (Chair of Trustees), Lisa Belton (Deputy CEO), Linda Green (Participation); Michelle Quail (Comms Manager), Sara Basuc (Training and Engagement Officer), Amy Wilkes (Deputy Comms Officer)

**CCC:** Nicola Dawes (Commissioning Officer); Kirsten Branigan (Head of SEND Transformation); Teresa Grady (SEND Adviser); Emma Harkin (Head of SAT and Complex Cases) Kelly Law ( SEND Local Offer), Okailey Dua (Commissioning Manager, SEND), Andrew Jones ( Commissioning Manager, SEND), Helen Andrews (Commissioning Manager, Children and Families); Siobhan MacBean (Children’s Disability Team Children’s Social Care), Fiona Anderson (Acting Head of Children’s Social Care).

**Health:** Kathryn Goose (Commissioning)

**Apologies:**

Siobhan Weaver (Designated Clinical Officer); Sue Allen (Healthwatch), Angela Buxton (Head of SENDIASS), Emma Harkin (Head of SAT and Complex Cases), Lucy Munt (Head of Service, Children’s Commissioning); Kirsten Clarke (AD Carers Partnerships); Diana Glover –AD Adult Social Services, Lizzie Robertson (Commissioning Manager, Children with Disabilities)

1. **Welcome, introductions and apologies**

Sarah welcomed everyone. The Partners in Commissioning Meeting has a long history (it's been meeting for more since 2013 – Cambridgeshire was very forward-looking). The SEND legislative changes back in 2014 enshrined parent carers’ voices being heard in the commissioning and delivery of SEND services. This is a unique group and the only one that includes policy/delivery partners alongside service commissioners from education, health, and social care to ensure that services for children and young people are shaped by parent carer voices (which the Forum enables).

ACTION: SC will recirculate the Terms of Reference to all group members. <https://www.pinpoint-cambs.org.uk/wp-content/uploads/2017/08/Part-in-Comm-ToR-March-2017-1.pdf> DONE

The Partners In Commissioning group struggled to get full representation from each partner over the last two terms as staff have changed and Cambridgeshire split from Peterborough. Therefore, this meeting would be our first opportunity for a round-up of all the activities that are happening to support SEND. It should enable all attending to check what is already aligned, address gaps, spot opportunities for collaboration and engagement, and then collectively assist in coproduction, communication, and issue resolution.

Sarah reminded the group that we publish the meeting note on our website so parent carers can see what we do on their behalf. The version for publication usually doesn’t include individual actions. It does need all partners to sign it off, please.

ACTION: SC will provide the link to reports on our website: <https://www.pinpoint-cambs.org.uk/get-involved/join-local-networks/partners-in-commissioning/> DONE

1. **Previous Minutes and Outstanding Actions**

All actions were completed.

1. **Current issues - health, education, social care / LA**

**Health Roundup from Kathryn Goose**

**All-age Autism Strategy**

Work is in progress through a project group tasked with identifying available support and reviewing a diagnostic pathway. The group is big but may still have representation from all the necessary teams.

**Cambridgeshire Community Services Neuro Diversity Pathway**

Those present who have attended this meeting asked how it links to the All-Age Autism Work and the emerging Learning Disabilities work. We concluded we were not convinced there was the clarity that was needed. Given that Sara is leading on Pinpoint’s Neuro Diversity Booklet and Training, it was noted she should also be included in any ND work.

**Mental Health - YoUnited**

YoUnited has employed a parent carer peer worker to help families understand communications. KG will collate the themes and trends and share her feedback with this group. Linda asked that Katheryn note the support and positive coproduction activity that Amy and Nic have provided for parent carers with the Keep Your Head website development.

**Mental Health Support 16 – 25 years**

Following u form the Mental Health Strategy, Taproot is leading new work to gain young people’s feedback and to understand better what young people need. SB suggested that KG might want to work with the Community Connectors, who also have access to young people – Steph Webb and Ella Rolfe).

**Children with Epilepsy – new project**

Epilepsy services work to look at links to mental health and well-being support/services. The research is linked with Addenbrookes Hospital.

**NHSE Operation Guidance 2024 Update (which has not arrived)**

There has been no new guidance, so there are no new changes. The note that the Keyworker programme will end next year.

**In-patient Care (CYP Mental Health / Learning Disability/Eating Disorders)**

Currently, different pathways are likely to be aligned /merged to provide a more connected offer. The work on what comes next starts, and we should expect coproduction shortly. KB asked if she could be involved as her doctorate covers this area, and KG agreed. JD could contribute, given her work as part of the All-Age Autism Strategy, and this was welcomed. Kathryn and Sara/Linda will link up on signposting and information for parent carers. Fiona asked whether social care was linked to where children meet disability social care thresholds but have high-level needs and require 4:- / 6:1 levels of support. Kathryn reported that the Children and Maternity Collaborative are working on improving outcomes for this cohort of children/ young people. Linda reminded the group that no diagnosis is required for parent carers to access support through Pinpoint.

It was noted that those who experienced traumas are currently offered 4-6 sessions, but this was barely sufficient to form relationships/trust for many children and young people, specifically for those who may also be neurodiverse. There is work that will be done to look again at this service as part of the inpatient review.

**Young Carers ‘someone to talk to’ new service tender**

Helen is working on a retender of the young carers service we commonly call the ‘Someone to Talk to Service’. Sarah asked if this service could also signpost information for the family, given that young carers may need to help their adults towards services. Centre 33 provide the Young Carers Service and reports that most schools in Cambridgeshire are signed up to support the programme and to identify a school-based Young People’s Champion.

**All-Age Carers Strategy**

There is a comms group now in place, with Nicola attending

**Commissioning Round Up from Helen Andrews**

**Pinpoint’s Forum Top-Up Funding Contract**

Work is beginning to have a new contract ready for spring 2025.

**SEND Mediation Contract**

Retendering is taking place. SENDIASS and Pinpoint will be kept appraised of progress.

**Occupational Therapy and Speech and Language Therapy**

Retendering with the Integrated Care Board is in process. There will be coproduction taking place.

**New Commissioning Workplan**

Following the separation of Cambridgeshire and Peterborough LAs and significant staff changes, the commissioning Team have a new Head of service, Lucy Munt, and is producing a new Commissioning Service Plan– this should be available to share in April. This will be welcome as it will enable planned coproduction, parent carer engagement and participation in the future.

**Post–16 Framework for Alternative Education and Training**

Ten providers have successfully been awarded through the tendering process for this new framework. They are currently undergoing due diligence checks, including the completion of Safeguarding, Autism and Preparation for Adulthood self-assessment toolkits.

**Out of School Tuition – Okailey Dua**

A working Group has been created to review processes for tuition referrals and ensure consistency in monitoring across all tuition packages.

**Social Care Update Fiona Anderson**

**Technology Enables Care**

There has been a coproduction with Pinpoint to look at how technology-enabled care might work for children and young people.

**Housing and Adaptation, including Disabled Facilities Grants (DFG)**

SMcB reported the growing concern over the number of families needing home adaptations, the system's difficulties in providing these – funding (DFG), and the practicalities of installing them. Contact a Family has launched a national campaign lobbying the government to increase DFG total amounts, which are currently limited to £20k.

**School-age service for Autism – who commissions?**

Fiona asked if we have a contract for a school-age service for Autism. We do.

**Parenting Courses Sarah Conboy**

At short notice, Sarah has recently been asked to provide a report to KG on courses and issues for parent carers – this report has also been published on Pinpoint’s website. <https://pinpoint-cambs.org.uk/get-involved/network_meetings_reports/>

**Integrated Offer Pathways Teresa Grady**

Teresa updated colleagues that the offer will shortly have named leads for each Local Offer page.

**Coproduction with Pinpoint -Termly Offer Linda Green**

Linda alerted all group members that Pinpoint offered termly participation and engagement sessions for parent carers on health, mental health, social care and education. Members of this group are welcome to join any sessions and bring forward items they would like either early feedback on or more in-depth coproduction. Participants of this group are encouraged to propose agenda items for early feedback or co-production during the sessions.

**Inspections Fiona Anderson**

Fiona alerted the group to the anticipated CQC inspection and requested Pinpoints inclusion.

**Education Updates: Kirsten Branigan**

**Staff changes**

Emma Harkin has joined Cambridgeshire as the new Head of Complex Cases in the Statutory Assessment Team (SAT). There is significant staff absence in SAT and there is recruitment underway to ensure staff capacity to deal with the volume of casework.

**National Shortage of Education Psychologists and impact on Cambridgeshire**

The national shortage is affecting Cambridgeshire, and there is a recruitment drive underway, with locums in place until such time that permanent staff can be recruited.

**SEND Transformation**

This is underway and a newsletter update was shared with the group. It will go out this week to all schools, parents and via social care. The newsletter includes links to surveys and more detailed updates; Sarah requested that an additional last slide be added to tell readers about Pinpoint.

**Next Update of the Ordinarily Available Provision (OAP) Toolkit**

Sections on ADHD and sensory needs are the next to be updated. The OAP Toolkit already includes the latest FAQs - these were provided by Pinpoint and casework and complaints officers and should help answer the most commonly asked questions so parent carers can self-serve from the website. Kelly is working on how the site's accessibility can be improved and will continue to engage with Pinpoint in the coproduction of this. Sarah reported that Pinpoint has achieved Level 1 Accessibility for their website. Siobhan noted that the County Council’s website accessibility is also being reviewed. The group discussed options for translating the website into other languages. Kelly shared the link to the SEND Information Hub (Local Offer) website: [SEND Information Hub (Local Offer) (cambridgeshire.gov.uk)](https://send.cambridgeshire.gov.uk/kb5/cambridgeshire/directory/home.page)

**SEND Support Pilot**

This is a pilot to support children with an EHCP but who have needs, which means they will need additional transition support to have a plan of action to take them smoothly from Year 6 to Year 7. This may address the immediate fear that without an EHCP, transitions will not work. Sarah asked that the pilot consider whether this support addresses the risk of children who struggle with transition becoming part of the group who struggle to attend schools / can’t attend school. Kirsten is already addressing this, which is reassuring as this cohort of young people is a real concern for all.

**Descriptors of Need**

These are being drafted and will eventually be used alongside the funding bands. These do not prevent tailored financial support packages but begin to set broad expectations of need and support and should increase equity for children and young people. They do not prevent more tailored support offers.

**Special School Banding (funding) is progress**

All special schools have been involved in the coproduction of the banding.

**Time-limited Inclusion Group Funding**

This is part of the Safety Value work and is using High Need s Funding Block money to support those without an EHCP with short-term intensive intervention to ascertain whether this early intensive funded intervention addresses need effectively without needing a long-term EHCP. Heads/school leaders who agree to funding requests for this funding are on the panel. Kirsten reflected that funding panels are increasingly challenging each other about reasonable (often higher) expectations of OAP, and this should benefit children and young people as there is more alignment amongst the system. Where funding is for a year 6 child, it would transfer into Year 7 – i.e. it would follow through the transition phase. This pilot concludes in July, when it will be reviewed. Sarah asked if it might be possible for the funding to be used to support children who are part of the cohort and are unable to attend school because of their emotional/ mental health needs.

**Training Offer to Schools**

There is now a comprehensive training offer to schools. KB will update this group on training access and take up.

**AOB**

**Pilgrim PRU Report Okailey**

Okailey alerted the group to a report on the Pilgrim PRU (hospital school)

**Government’s Disability Action Plan Siobhan McBean**

Siobhan alerted the group to the newly published Government Disability Action Plans and shared the link: [Disability Action Plan - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/disability-action-plan)

Sarah thanked everyone for a positive and constructive meeting. This meeting has been a good opportunity to get an overview of what is happening, which is vital since the group has been unable to do this for the last couple of meetings. Now we have achieved this; the next meeting should enable us to identify specific issues around services that would benefit from a more in-depth disunion amongst this group, with the aim being to find ways forward to develop, improve or enhance services. All group members are warmly invited to contribute to the agenda-setting and take advantage of this being the only space that brings commissioners, policymakers and service managers together with the Forum to focus on service user feedback and service improvement.

The meeting closed.