

## Local Offer Workstream

20<sup>TH</sup> November 2015

**Present:** Kathy Forsdyke, David Thornton, Rachel Akers , Anne Wakeling , Ashley Poulton,

**Apologies** were received from: Diane Chandler, Rob Fuller , Sandra Mole , Heidi Redmond and Kathy Pendle.

### **1. Matters arising from the last meeting held in July 2015**

- Quality management Board Advice (Proposal attached )  
The attachment needs to be re-sent to workstream panel to review as not all received it. Kathy would like to publish this on the Local Offer, so if there are any reservations or amendments, please get in touch.
- Peer Audit Action  
Kathy agrees to resent the peer audit for the workstream. It was noted that there is no information about transferring from children's services to adult services in the health service as well as the social care. Rachel agreed to ask for a simple and clear statement from NHFT and get is agreed from NGH aiming for something generic that will ensure that parents and young people are able to understand that their services will have to change at key points.  
Key stage transfers in education need to be easier to find as well and Kathy will ensure that they are more visible on the Local Offer

Kathy is in the process of developing a method to make it easier to identify primary, secondary and out of county schools with the IT team. It was noted that when children cross the county borders for education and need health care support in school that this has an impact on health care colleagues and in particular the cost for providing the care.

- Two Local Offer films  
[Northamptonshire's Local Offer](#)

[Summer SENDSation](#)

These are both available on the Local Offer Youtube channel. Ashley reported that the Shooting Stars are once again filming for the employment film currently being commissioned. This will also be available on the Local Offer when it is complete

- Short Breaks Statement  
David reported that NCFG had not yet seen the Short Breaks Statement to make any comment on it. Shooting Stars produced comments and images for the new document . Anne reported that the Short Breaks Statement is now only on the Local Offer and not on the NCC website and she will contact Orlette to advise her. Kathy will ask Orlette if NCFG have been consulted

- Disabled Children Team meeting

Kathy had provided information to the Disabled Children's Team at their recent team meeting

Kathy had also met with Health Visitors and explained about the Local Offer to them. Rachel asked for more marketing materials about Local Offer and these will be sent on to her.

- Any comments about the Social Work Academy meeting?

Kathy now has been asked to return to talk to the Social Work Academy for the next cohort.

## 2. Leaflets

Agreed to add who it is targeted to: eg young people and their families,

The workstream was asked to comment on the proposed leaflet about leaving school and preparing for adulthood. It was agreed to change the wording from alternative provision to Day Time Opportunities and then make these leaflets available.

It was agreed that it would be good to consider providing the information in another format with more pictorial or cartoon images. It doesn't need to be Easy Read as this will get too long. Local Offer team will prepare and present for consideration. It was agreed that it is important

Rachel had seen the Nottingham's cartoon about the EHC and thought it was a really good example of communication skills. Kathy will find it and share with workstream group and then consider if we can commission something similar.

## 3. Feedback received since the last meeting (Report attached.)

The feedback that was received was mostly from the Local Offer going out to talk to people in Wellingborough, Weston Favell and the Grosvenor Shopping Centres during the October half term holiday. Contact was made with some families who hadn't yet heard of the Local Offer. However Kathy reported that careful consideration needs to be made if repeating the exercise as it takes a lot of staff time.

One comment was that the name is not clear and that we should have a local one. This is something that EPIC recommends as well. It was agreed to include an article in the next SNIX magazine and perhaps run a competition

## 4. Viewpoint

The Viewpoint questionnaire is now available for young people to complete. Kathy will ask Nikki Taylor to ask student to complete the viewpoint when she is working with them. It would be helpful if this could be shared in our education settings and ask young people to complete the survey as they use the Local Offer.

Shooting Stars will be asked to complete the Viewpoint survey too

Ashley reported that there are now 25 members on the group following the campaign to recruit new members. Tom has suggested to Kathy that the next SNIX magazine should have an article about the new members.

5. As Heidi was not able to attend we need to ask her at the next meeting if we can we ask mainstream schools if their SEN students would like to have a representation group to feedback about all things relating to SEN and disability

6. **Overview to Social Care in Northamptonshire for the Local Offer**

Anne Mcgail is completing an overview to Social care. Kathy will ask her if we can have a copy. It was felt that it would be of benefit if someone neutral could provide an overview, and a copy put on the Local Offer. It was suggested that we ask for a business analyst to provide us with a step by step guide detailing how users can access social care. We need a clear and understandable version for the Local Offer, parents and young people.

7. **Future Governance of the Local Offer**

Kathy explained that she felt that the Workstream group should now develop into a governance structure to be able to report publically on the Local Offer and to ensure good value for money for tax payers,

It was agreed that we need to develop a leadership/governance committee developed from the workstream and it needs to be small enough to be manageable, and keep the multi agency feel, with a protected focus of the Local Offer ,to be critical and to offer a quality assurance . It was agreed to keep face to face discussion as everyone finds it useful.

The workstream agreed that representation is needed from Shooting Stars, parents who can be represented by NCFG, Health Service , Education, IASS, Social Care (DCT) and Early Help for DC , the Local Offer Manager Early years representative, and it was suggested that someone from the 3<sup>rd</sup> sector,like Mencap may be useful. NAYC may also be able to support the Local Offer.

It was agreed to continue to meet but will now be a governance meeting continuing with the same representatives. We need to decide new terms of reference and how decisions will be made. Kathy will make some proposals.

8. **Advice from EPIC to make the Local Offer engaging for young people**

Kathy will attach the advice again with the minutes . It will be good to get young people in schools to use viewpoint to feedback on the Local Offer. Ashley will discuss with Shooting Stars. It would be good to do something different. It was agreed to keep the profile fresh with a new name and strap line and Kathy will write an article for the next SNIX publication and invite young people to give us ideas

9. **Hands On Session**

This will have to be discussed at the next meeting.

**10. Recommended reading for professionals**

It was agreed that it would be useful to have a recommended reading section on the Local Offer and it was hoped that users/readers would be able to leave comments about the books and articles to help others. Kathy will set up on the Local Offer.

**11. Ofsted/CQC Consultation** document available: inspecting all areas, health, social care and education establishments to see how the legislation is being implemented .

Members were already aware of the planned inspection programme and that the Local Offer will be part of it.

**12. Any Other Business**

Kathy reported that Rebecca Wheeler is leaving the team on 4<sup>th</sup> December

Rachel said that there are more details about the Childrens therapy services details to go on the Local Offer and that these will be forwarded to the team.:

Ashley reported that he is hoping to offer some more training in Easy read. The Local Offer no longer has anyone trained to produce documents so this would be really useful.

**13. Date of Next Meeting**

Kathy to confirm