

Local Offer Governance Meeting

Monday 11 November 2019

Present: David Johnson, Zoe Robinson, Nikki Taylor, Rachel Akers, Kathy Forsdyke, Jane Smith,

Apologies: Liz Sagi, Jo Bradley, Lorraine Flute

1. Matters arising from the last minutes

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| a) Personal Assistant Register : | It was reported that there is now a Personal Assistant Job Site available on the county council website, where adverts for personal assistants can be published. All adverts are to be made with the support of the social worker organising the personal budget. It was noted that any continuing health care arrangements are not managed using this. Kathy will create an article for the next SNIX magazine. | KF |
| b) Youth clubs | Julia will create a Local Offer Factsheet of youth activities for the 16+ age range | KF |
| c) Local Offer annual report | This is to be presented to the next DCYPDG meeting on 18th November | |
| d) Short breaks statement | Jo Bradley had sent a report to say that this had been presented to Cathi Hadley (the new Director for Children's Services). | |
| e) Autism strategy website | The All Age Autism website is going to be based within the Northamptonshire Health and Care Directory, which will, eventually, be available to the public and all health care staff and will be used by the Social Services teams.
All of the services that are relevant for children will continue to be found on the Local Offer and there will be links to each data base. | |
| f) Local Offer Quick Guide to the Mental Capacity Act | This has been written, agreed and made public | |
- 2. Election of New Chair** David Johnson volunteered to continue as the Chair of the Group and this was unanimously agreed by those at the meeting.
- 3. Local Offer story board** All agreed the proposed Local Offer story board. There was some discussion if they were going to be continued across the area. Rachel confirmed that the health teams find them a useful reflection tool.
- 4. Feedback** Kathy had shared a link to the feedback published on the Local Offer. The NPFPG parent rep at the CHSWG meeting had sent in some feedback that had been particularly useful. Kathy had subsequently updated 'keywords' and the technical issue had been corrected.
- 5. Local Offer/education Updates** EHC satisfaction survey launched for new plans issued from 1st September 2019. This had been developed with the help of NPFPG and it was hoped that parents would complete.

RSA online forms – most requests for statutory assessments were now received using the Online Forms, including the requests from parents.

Discussions took place around SEND Support in school, and the value of 'Statement of Assessments' for parents.

The weekly SNAP panel are now able to allocate appropriate funding without the need to be referred to the HNF panel for approval.

It was felt that the conversations that are had with parents around assessments, EHC plans and school are very important to expectations.

**6. Feedback
You said, we
did**

The You Said, We Did link was shared with the agenda from the Local Offer website.

Jane explained that SSS have discussed the issue of non-attendees and the impact this has. They will continue to try to improve the attendance and don't want to charge families. The group recommended that SSS consider making direct contact with the families who have booked a place.

**7. Report from
Health**

Rachel attends the EHC Panel.

The local health service has set up a single point of access for all things relating to the EHC plans and processes for professionals to use– e.g. generic e-mail for queries from L.A. This is helping communication.

Work is in progress with the community paediatricians to help manage the statutory duties, and the requests for medical advice etc. They are looking at how they can streamline the reports. A telephone triage for children not known to paediatricians has been put in place. It is intended that there will be a sensible and timely involvement.

Work is in progress to consider how health services can bring to the LA's attention, those children, in particular preschool children known to health care who are likely to need a statutory assessment (as per the Code of Practice). They are investigating setting up formal process

The CCG are looking at the uptake for Learning Disability 'annual health checks' from age 14 onwards. They need to ascertain how learning disabilities are identified by GP services and whether they are recorded on the GP Learning Disability register. It is proposed that while young people (with a learning disability) are still at school it should be included in their EHC annual review.

The therapy teams are looking at quality assurance processes. E.g. what they should be putting in a report using a checklist to help.

**8. Report from
Social Care**

18 – 25 Disabilities team report from Liz Sagi.

The referral panel is now live and the first panel met in early November with a good representation. Liz Sagi had identified that there is a need for mental capacity awareness training for children's services staff.

NPFG had been to talk to 18 – 25 team last week.

Disabled Childrens Team: the EHA staff from SSS have not yet moved over to the DCT

9. Report for Specialist Support Services	SSS – parent workshops. The SSS team had asked for a reminder to be made that ‘booking is essential’ if parents say there is no need to book on these workshops, Jane is leaving the service at the beginning of December – Sam Lavender will attend Governance Group in future.	
10. Report from IASS	IASS Nikki reported that IASS have been out a lot – working with schools to raise awareness – parent coffee shops, staff meetings etc. They have attended health professional’s road shows and spoke to the paediatrician’s at NGH for more than hour. ‘Making Mainstream Work’ sessions were not taken up widely by parents. But there was merit in the concept and some good conversations, especially with John Farden (EP team) about keeping safe in school. Final edits for filming that took place in summer – short clips for social media, then longer clips and will be available shortly. There are plans to do some more in new year.	
11. Report from voluntary agencies	NPFG are planning a Summer Sensation for next year, and are looking at dates and venues. It will be on a smaller scale to the last co-produced event. A decision will be made on 21 st November. NAYC. Zoe described the Friday event at Guildhall. Schools were invited to bring up to 8 students to a student led and planned Youth Conference for views, ideas. Wellbeing and safer spaces. Youth Hub/facility.	
12. Any Other Business	Unitary Authority - Governance group wanted to discuss the proposals to separate the local offer into two entities. Agreed that David, as Chair, will send a letter to DCYPDG asking to discuss. It was felt that the Local Offer is broader than education and is meant to be across agencies e.g. health and care Rachel commented that the CCG’s are now working as one instead of Nene and Corby CCG as it is more efficient.	DJ
13. Date of Next Meeting	The next meeting will be held in the spring term.	KF