

KENT SEND POST PATHFINDER LOCAL OFFER WORKSTREAM
1st December 14 10 – 12.00pm Windchimes Centre Meeting Room

MINUTES

Present: L B (Director of Access and Inclusion) S S-B (Director KPCF) M B (Group Equalities and Access Manager) E B (NHS) I J C (RSD Margate) J C (Additional Learning Support Manager - E K College) J E (Head of Kent SEN) J H (Chair - SEN Pathfinder Project Manager) Jen H (KCC Digital Services) E H (Head OT NHS) C T (NHS) E W (Children’s Servs Comm. Man.)

		Outcome/Action
Welcome and Introductions	J H	J.H. welcomed and thanked everyone for attending this meeting of the Post Pathfinder Local Offer steering group.
Local Offer Development- Current Status (Jen Hickey KCC Digital Services) Presentation	Jen H/ALL	<p>Jen H. presented an update of Kent ‘s Local Offer development, and the status of completion of Early Years (S.S.) and STLS (S.W.), and a data set summary and will be providing training for future maintenance of information in the L.O.</p> <p>Health Existing information submitted on behalf of Health for entry on the L. O. will be finalised and entered onto the site.</p> <p>Further Education Local Offer “champions” will be East Kent and K Colleges.</p> <p>Disabled Toilets Kent’s Local Offer will link to a national website soon of all facilities locations.</p> <p>Kent Sport The Kent Sports Unit site is now linked to the L. O.</p> <p>Birth to 25 Adult Transition and Early Help service information will be on L. O. soon.</p> <p>Jen H. confirmed the October L.O. hits exceeded 16,000.</p> <p>Local Offer Access Survey Five users had responded, of which four confirmed they would return to the site.</p> <p>Ten Comments were received recently re the L O, including:</p> <ul style="list-style-type: none"> • “We need information on Adult Transition and Social activities” • “What about those who don’t have access to PCs / Mobile Phone Apps?”

		<p>Consideration is now being given to where hard copy information can be advertised e.g. schools, GP's, MASH's?</p> <p>All agreed that a “You Said, We Did” of L.O. required actions needs to be published on the Local Offer.</p> <p>“The L.O. contains clear, written, communication” “Easy to read, plain English, simple to use”</p> <p>Banners identifying the L. O. site location on Kent.Gov. will be set up, together with details of the L. O. on Twitter Account.</p> <p>J.E. stated that a list of youth clubs would be required on the L.O. This will be actioned.</p> <p>The development work of the L. O. is now advanced, reflecting the good progress of KCC Digital Services.</p>
Health Strand	C T / Jen H	<p>Jen H. will liaise with C T & E B on confirmed Health information. The link between www.health.com and the L. O.site will be in place soon.</p>
Disabled Sports Activities and Facilities;	M B / Jen H	<p>M.B. and Jen H. have discussed the required linking of the Local Offer with the Kent Sports Development unit website.</p> <p>M.B. spoke to everyone about the Sports England funding streams for After School clubs for Disability sporting activities, and the opportunities this will present.</p>
Social Care Strand	E W / Jen H	<p>County wide locations of Social clubs etc. will be on the L. O. in the near future, and will continue to be updated.</p> <p>S.S.B. replied that we are now inputting recommendations on the L.O. and this is an opportunity to link with the Kent Parents Carers Forum. L.W. will meet with Jen H. to discuss updating and maintaining information about Short Break services.</p>
Education Strand	J E / Jen H	<p>Jen H. stated that KCC now has a schools database linked to the L.O. This ongoing updating and maintenance will be automated in due course on the site.</p> <p>L.W. said that the Register of Disabled children manual will become automated, and will link to the L.O. User testing will commence soon, with those users who have volunteered to test.</p>

Towards Adulthood & Independence Strand	C B / Jen H	Views to be sought on the development of this area of the L. O.
<u>Kent's Local Offer – Feedback, Stakeholder views</u>	ALL	Everyone expressed their optimism about the future of the L. O. and was pleased with the level of progress. It was noted that Early Years and S T services information needs to be included.
<u>Is our Local Offer meeting the diverse needs of users?</u>	ALL	<p>J.E. commented that she feels pleased that we are engaging with young people on the set up of the L.O.</p> <p>Information for those from Ethnic Communities groups, where English is not their first language, will be undertaken in line with the overall KCC corporate approach.</p> <p>There will be opportunities to promote the L.O.at various publicity events during 2015.</p>
<u>A.O.B.</u>	ALL	J.E. thanked everyone for their input, and wished to place on record her appreciation for the great work in reaching the position we are at on the status of Kent's Local Offer. Thank you again to Digital Services for their continual work.
<u>DATE of NEXT MEETING</u>		The Next Meeting of the Local Offer Workstream Gp is: Tuesday 21st April 2015 (10 till 12)