

KENT SEND POST PATHFINDER LOCAL OFFER WORKSTREAM
21st April 15 10 – 12.00pm Windchimes Centre Meeting Room

MINUTES

Present: L B (Director of Access and Inclusion), S S-B (Director KPCF), I J C (RSD Margate), J C (Additional Learning Support Manager - E K College), MC (Interim Associate Partner (Children & Maternity Services), J E (Head of Kent SEN), J H (Chair - SEN Pathfinder Project Manager), Jen H (KCC Digital Services), D K (SEN Business Support Officer), CM (Student Assessment & Support Facilitator), KM (Co-Ordinator – IASK), E W (Children’s Servs Comm. Man.) CW (Manager SNAAP)

		Outcome/Action
Welcome and Introductions	J H	J.H. welcomed everyone and completed Introductions.
Disabled Sports Activities	Jen H	In the absence of M.B., Jen H stated that a link is in place between Kent’s Local Offer, and the Sports Development Unit website, but there is no link to the Sports Dev Unit data. Jen H to contact M.B. to find a solution.
Health Strand	MC / Jen H	J.H. stated that useful, detailed Health information was input on the Local Offer site, by Jen H, in readiness for a DfE visit, and this information was well received. Jen H spoke about the need to ensure live links from the Local Offer to NHS service providers. On behalf of Health, M.C. stated that more information needs to be added to the Local Offer, and a user friendly guide confirming sign off of EHC plans could be added. CCG’s Governing Bodies have approved the required Governance process, and this information will be input onto the Local Offer in the near future. Jen H and C.T. will meet soon to confirm content/detail of Health information on the Local Offer site. Consideration needs to be given to confirming who we approach in Health to express dissatisfaction of services provided, and the criteria for accessing services, to be entered on the L.O. site. L.B. asked about the protocols for referral to Education Psychology, and M.C. agreed that we needed a robust process for Ed Psych and Community Paediatricians services, and a clear distinction pathway. J.E. requested that M.C. talks to A.H. about roles and future responsibilities of the Ed Psychology service.
Social Care Strand	E W	E.W. commented that most information currently on the L.O. site relates to Short Breaks, and will now meet with Jen H. to look at the format and content on the site. Children’s Social Care information is currently missing from the L.O., E.W. will ask

		V.W. to contact Jen H. in respect of this required detail, and will arrange a meeting with Jen H to update content of the L.O.
Education Strand	J E / Jen H	Jen H. presented the Schools area of the site, and explained that Open Objects are completing work on this section. Considerable detail is now on the Local Offer, and D.K. /L. R. are due to be trained. Details of Special Schools and schools with Special Needs units are linked to the L.O. in a user friendly approach. C.M. commented that she couldn't find Further Education provision on the L.O. Jen H. replied that she has information that needs to be input. Open Objects are also working on Kent Youth Service sites, and 0 to 25 services, and will link this to the L.O.
Towards Adulthood & Independence Strand	C B / Jen H / J H	In C.B.'s absence, J.H. stated that she is happy with the existing content status on the L.O. and an Adult Transition workshop to be held in July will provide further up to date information. J.E. added that attendees are welcome for a forthcoming Preparing for Adulthood event on the 18 th May, J.H. to forward booking information.
<u>Kent's Local Offer – Feedback, Stakeholder views</u>	ALL	E.W. stated that it is now about confirming and expanding required information following the good work completed. S.S.-B. commented that it is reassuring that required links to the L.O. are being fixed rapidly. S.S.-B. on behalf of Parents, said that there have been significant improvements on the site, and it is far easier and quicker to locate required information: Good News! J.E. also endorsed the improvement of KELSI. In response to C.M.'s request for EHC plans information, and young people receiving Higher Education, Jen H stated that something can be added about a different route for Funding Support, as single care plans don't apply.
<u>Is our Local Offer meeting the diverse needs of users?</u>	ALL	On behalf of parents, S.S.-B. said that she would like clear guidance on the L.O. site of services receipt criteria, so as not to build up false hopes! Overall, the Local Offer is meeting basic requirements, and will need to be advanced, but it is making very good progress, and increasing numbers of positive comments from parents are being received, and recorded. S.S.-B. also stated that it will be useful to look at the feedback from a forthcoming Parents Survey she has commissioned to consider the way forward on Kent's Local Offer Terminology and Name. S.S.-B. and C.W. agreed to look at examples of good play areas / open expanses and those present suggested good

		<p>venues. Following E.W.'s request, for a facility to access Local Offer information in Ethnic Minority languages, Jen H. agreed to raise this identified need with Digital Services colleagues.</p>
<p><u>Kent's Local Offer Development and Current Status: Presentation, Feedback and Questions</u></p>		<p>Jen H was pleased to conclude her L. O. presentation by confirming that a national review of some 407 Local Authority websites resulted in only 37 sites receiving 4 stars, one of these being Kent!! M.C. asked about the L.O. having information about Early Help services, Jen H, replied that this is included in Kent.Gov.uk, but needs to have a link with the L.O. in place, pending the restructure of this service. The "You Said, We Did" style feedback will be entered on the L.O. site. J.H. presented copies of page views (summary and specific) for 2014/15, for the Local Offer, and the most up to date Information Packs available from Mott MacDonald.</p>
<p><u>A.O.B.</u></p>	<p>ALL</p>	<p>J.H. took the opportunity to thank all colleagues for their commitment and input into the Local Offer (and the SEND Pathfinder) and wished everyone well for the future. Everyone has played their part in achieving great progress, and J.H's role as SEND Pathfinder Project manager concludes at the end of this month.</p>
<p><u>DATE of NEXT MEETING</u></p>		<p>To Be Confirmed via D.K.</p>