

# Minutes of Northumberland Parent Carer Professional Forum (PCPF)

Venue: Stannington Village Hall

Date: Thursday 5 October 2017 10.30-12.30

<b>PRESENT:</b>	Sam Barron, Alison Bravey (Minutes), Lynn Bryden, Helen Cowens, Julie Anne Curtis, Wayne Daley, Hayley Fawcett, Sarah Hanlon, Mary Hull (guest), Elizabeth Johnston (Chair), Libby Morrison (guest), Amanda Richardson, Doris Ross, Jacquie Simpson, Nicola Strachan
<b>APOLOGIES:</b>	Lesley Cole, Sue Fletcher, Jean Hedley, Kath Lennon, Dorothy Lewis, Russell Pickering, Heather Pringle, Eileen Robinson, Fiona Tarn, Gill Turner

ITEM	DESCRIPTION OF DISCUSSION	ACTION BY
1.	<b>Welcome and introductions</b>	
2.	<b>Minutes of Previous Meeting:</b> amendments noted.	
3.	<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• <b>Blue Badges</b> contact person James Richards (<a href="mailto:james.richards@northumberland.gov.uk">james.richards@northumberland.gov.uk</a>)</li> </ul>	
4.	<p><b>Councillor Wayne Daley - His Role</b></p> <p>Councillor Daley apologised that he could not stay for the whole meeting, but was involved in a Northumberland anti-terrorism exercise for the rest of the day. He will attend future Forum meetings. Gave a quick summary of his background:</p> <ul style="list-style-type: none"> <li>• Took over the Children's Services brief in May 2017.</li> <li>• Also works in education at Churchill Community College, Wallsend, on a project co-funded by Save the Children, working with disadvantaged children in North Tyneside: this includes children with behavioural issues and SEND who require additional support in education.</li> <li>• Is an advocate of the work that In It Together does - working together with a commitment to supporting children and young people, and wanting the best outcomes for them.</li> <li>• Has an open door policy - can pass on his email on if there is anything parents want to ask (<a href="mailto:wayne.daley@northumberland.gov.uk">wayne.daley@northumberland.gov.uk</a>).</li> </ul> <p>An overview of what the new council administration want to do and why:</p> <ul style="list-style-type: none"> <li>• overarching understanding that education in Northumberland is not acceptable and that standards are not good enough. Some academies are failing and the academy system has not worked as well as it should. Issues around achievements and aspirations for children/young people.</li> <li>• Linked to improvements in education for children with SEND. 131 children currently have to go out of county to be educated; at the cost of £5.6 million per annum.</li> <li>• Investment of £3.2 million in the Priory School, Hexham and The Dales School, Blyth (special schools) to increase their capacity.</li> <li>• A data gathering/scoping exercise is being undertaken to develop a strategy which will be consulted on. Building a business case looking at building SEND capacity in three areas/locations.</li> <li>• Want to move away from having to spend money in other local authorities - by developing specialist provision within Northumberland. Genuine commitment to provide support for children who otherwise would have to go out of county for this provision.</li> <li>• Capital builds projects being undertaken to identify sites and build business cases to provide centres of excellence across Northumberland. Parents need to have confidence in what is being offered within Northumberland, need transparency with them.</li> <li>• Don't want children to have to travel long distances to have their need met. Also looking at the Children's Home network - identifying sites.</li> <li>• Within mainstream schools there are 7700 children who receive support for</li> </ul>	

	<p>their additional needs.</p> <ul style="list-style-type: none"> <li>• Andy Johnson, Interim Director of Children’s Services, has spoken in very positive terms about In It Together. Want to strengthen the commitment the Local Authority has to the group. Value the contribution of parents voices being heard about improvements that have been or made gaps in systems and the opportunity to share best practice and work with other Local Authorities.</li> </ul> <p><b>Discussion:</b></p> <p>It was queried what was happening with the Lindisfarne site in Alnwick and Nunnykirk School moving there, into what is a Local Authority building. This is a sensitive issue which cannot be discussed publicly, at present. Nunnykirk is an independent special school, with a separate funding stream, but the Local Authority does not want the school to have to close because of funding difficulties.</p> <p>An issue raised by parent representatives was about provision for high functioning autistic children in the west and north of the county, with some children having to travel significant distances to access appropriate specialist provision.</p> <p>A mapping exercise is currently being undertaken to look at capital investment to build capacity in schools. Looking at how parents can feed into this process and be involved in future planning, possibly through a forum.</p> <p>Process: identify sites; identify finances; informal discussions between officers and elected members; share ideas; engagement - want to have a dialogue with stakeholders. It was noted by a parent representative that the subject of identifying possible sites was raised 18 months ago by Alan Carrick, but nothing has moved forward since then. They also noted that communication between families and the Local Authority needed to be improved.</p> <p>Councillor Daley responded that the new council administration have different priorities to the previous administration. The Local Authority want business case involvement with young people and their parent carers. It was noted that it is best to get stakeholders involved from the beginning rather than just when the decisions were on the table. Looking at how to get young people involved in consultations - the REC (Respect Equals Change) group facilitated by Ben Sanderson was mentioned.</p> <p>Sam Barron mentioned that the SEND consultation events with parents/carers had been rearranged for November 2017. Data would be shared with stakeholders. The data from the previous consultations in July will be kept and used, but the aim this time is for wider consultation with a greater number of parents/carers. Looking to develop a communication strategy to support better communication with all stakeholders.</p>	<p>SB/IIT reps</p>
<p>5.</p>	<p><b>Commissioning: Northumberland’s position re NE12 - Lynn Bryden</b></p> <p>An update was provided about how the Local Authority purchases places when the decision is made to educate a child or young person out of county in a residential special school or day placement. The current process for approaching private providers is through NE12 (which stands for North East 12 Local Authorities). It is a standardised process providing consistency around provision and cost. The central focus has always been on best provision and outcomes for children/young people.</p> <p>Operational difficulties have led the Local Authority to query whether NE12 is the right process for Northumberland. Northumberland will not be participating in the NE12 process after February 2018 however this should not impact on children or parents as it is only the contractual process that is changing. Will return to using traditional spot</p>	

	<p>purchase mechanism for purchasing places, which involves a more individualised dialogue with private providers.</p> <p>The NE12 Framework is to be extended to cover children's homes and overnight short break respite however Northumberland's decision not to participate in NE12 this means that these types of placements will also be spot purchased to meet individual need. The Local Authority is going out to tender to replace the process for how it buys support for disabled children at home and in the community. A previous attempt to do this in conjunction with adult services didn't work properly as responses from providers didn't always differentiate between provision for adults and for children. Tender being publicised today (5 October) for interested providers. Don't want to disrupt existing services so the tender is only for new packages of care. To register, providers must meet the minimum requirements of the tender criteria and the terms and conditions of the contract. Any organisation who can do this may choose to apply. There is an evaluation process to check whether providers can do what is required of them. This tendering process does not include Play Schemes which is subject to a separate and existing contract. The process for this will be revisited next summer 2018. Families can also use Direct Payments to pay for support into the home from providers where they have been identified as having an eligible need.</p> <p><b>Discussion:</b> It was queried whether the offer of play schemes is linked to need in local areas. It was noted that play schemes provided by Ability to Play tend to be focused in south east/central Northumberland and they didn't attend Alnwick or Hexham SEND Roadshows. Smile Through Sport is setting up activities in Alnwick. The tender process is designed to generate new interest with providers and identify needs/gaps.</p> <p>It was noted by a parent representative that The Forget Me Not Project at Alnwick Garden pulled out as a registered Local Authority provider because the criteria for the local authority providing funding were too restrictive. The Local Authority commented that decisions to support children and families were made following individual needs assessments.</p> <p>If an EHA (Early Help Assessment) or Social Worker identifies that the child/young person meets the threshold/eligibility criteria to qualify for that service, it is the responsibility of the Local Authority to provide it. The Local Authority would agree expected outcomes with the provider. The Lead Professional for an EHA can make a referral to the Hub if it is felt that there is a need for short break provision. They would need to provide evidence of why it is required. Parents/carers can pay for child or young person to access certain schemes.</p>	
6.	<p><b>“Nowhere to Go” Accessible Toilets - Libby Morrison and Mary Hull</b></p> <p>The project began a couple of years ago through a dissertation with a focus on research that people identified they wanted, looking at issues around social justice. Libby's background includes more than 20 years working in care and support for people with learning disabilities, and personal experience through family circumstances. Mary used to work for Carers Northumberland.</p> <p>Focus groups: older and younger carers. Looking at situations where people with disabilities don't get out for different reasons, including transport, stigma and lack of accessible toilets, and the impact this had on their lives. Developed an App to identify where toilets are - using smartphones. Went out to visit toilets. Found that information available was outdated and there were lots of discrepancies about opening times, e.g. different opening times at different times of the year, etc.</p> <p>Newcastle University and Carers Northumberland have put in a funding bid to take the project further; working with services users who can share information. Aim is for something practical to happen as an outcome for the project - want to hone it down to</p>	

	<p>doing a few things that have practical application. A workshop took place on September 8 (the minutes of the meeting will be circulated with the PCPF minutes).</p> <p>Keen to talk to as many people as possible and build up a strong body of evidence about the difficulties people face and what would make a difference to their lives. A survey will be sent out through different organisations - want it to be simple, to the point and accessible with key questions. Also want qualitative information; e.g. personal stories about how lack of accessible toilets has affected people's lives. Want to work with schools to make a film. Use social media to share the agenda far and wide.</p> <p><b>Discussion:</b> The lack of toilets in Northumberland with changing facilities for disabled people was mentioned. People having to be changed on the floor. Issue of male carers using the changing facilities in women's toilets. Personal stories can have more impact than reading a report - looking for people who are willing to become involved. Issue of noisy hand driers for people with autism. Need improved signage for people with different needs; e.g. dementia, learning disabilities, visual impairment.</p> <p>Need to work with the council planning department and tourist information services to build a business case. Look at specific needs across the county; e.g. in more rural areas. How to get information to carers/service users who are 'hard to reach'. Also need to encourage businesses to provide good toilets. Community toilets schemes - not good take-up in Northumberland. Closures of public toilets causes difficulties - this can sometimes be because of vandalism. At some railway stations the use of turnstiles can cause another barrier.</p>	
7.	<p><b>MAG (Multi Agency Autism Group) Feedback</b> Sam Barron is looking at the Terms of Reference for the group. The NICE (National Institute of Clinical Excellence) guidelines set out what need to have in place. Discussed at the SEND Strategic Improvement Board and looking to relaunch a Task and Finish group (which will be on-going). It was noted that Cygnet training to provide post diagnostic support for parents/carers was currently on hold. The Early Bird training is not offered in Northumberland.</p>	
8.	<p><b>In It Together - Locality meeting round up</b> Issues raised included: <b>Use of mobility cars</b> for transporting young people to social care adult services. Parents have the right to work/study. Need more information about where mobility cars can be used.</p> <p><b>Gastronomy feeds/blended diets:</b> sometimes settings are not clear what they are expected to do - special schools have access to nurses, but not all schools do. Role of Community Nursing Team/Special School nurses to be clarified. Need consistency around procedures. Sam Barron will be meeting with NHS Trust about this - to produce guidance for schools.</p>	
9.	<p><b>SEND Update - Sam Barron</b> Is now the Northumberland DCO (Designated Clinical Officer) representing the CCG (Clinical Commissioning Group)- bridge between providers and parents/carers and children/young people with regard to the requirements of the SEND Reforms. Is also the Head of SEND Strategy. Joint post created to help join up education, health and social care.</p> <p>Local offer website: front page has changed - it now contains the Northumberland</p>	

	<p>SEND Strategy and Inclusion Northumberland documents, and the SEND Self-Evaluation Report. Feedback from families indicated that they did not find the Local Offer website accessible and could not easily find the information they were looking for. Dave Cookson, the Commissioner for Secondary Education, is now overseeing the website. He met with representatives from In It Together to look at what families like about the website, what needs changing and what information they would like to be on it. Web designers will then put the information on.</p> <p>Joint Commissioning Framework Strategy draft document. 5 key priorities:</p> <ol style="list-style-type: none"> <li>1. Therapies - SALT (speech and language therapy and OT (occupational therapy). OT includes sensory integration needs.</li> <li>2. Mental Health</li> <li>3. Post 16 transition</li> <li>4. Mediation/disagreement resolution</li> <li>5. Complex care - commissioning and allocation of resources</li> </ol> <p>The Self Evaluation Framework looked at formal meetings which take place in the county with regard to SEND. The SEND Strategic Board which met 6 times a year has been revised and is now called the SEND Strategic Improvement Board. Its previous focus was more operational. Membership includes the Acting Director of Children's Services, the Head of the Clinical Commissioning Group and the Head of Social Care. The role is to provide strategic overview and hold services to account.</p> <p>SEND Consultations: October meetings cancelled because there were other things that the Local Authority wanted to consult on, including the SEND Strategy and Key Objectives. The timings for the consultations has been changed and will now be from 1pm - 7pm so parents can drop in during or after school hours. Looking at future development of specialist provision in Northumberland. Those unable to get to the events will be able to provide feedback through the Local Authority website, by email or through a survey.</p> <p>The consultations have been publicised in a range of different ways, including through schools (e.g. school bulletins; services for parents/carers/children/young people; through partners in Health and Social Care; local papers; private, voluntary and independent settings; GP surgeries; libraries; leisure centres; children's centres.</p> <p>It was queried whether parents of children who are educated out of county will receive a letter this time. There will be a mail shot to all of these families. Schools and other settings have been asked to inform parents of children on SEN Support about the events. Cancellation letters have been sent to families who were contacted about the October consultation to let them know the change of date. The consultation period will end on 8 December.</p> <p>Speech and Language Therapy services: looking at this provision and whether it is organised in the best way.</p> <p>Development of mainstream SEND 'local offer' - to be co-produced with schools and families to develop consistency across all Northumberland schools about what is expected at all levels of the graduated approach. Voice of parents/carers and children and young people from the beginning - not tacked on at the end of the process. Birmingham mainstream local offer is a good example.</p>	
10.	<p><b>Information Sharing/AOB</b></p> <p><b>SEND Roadshows - Elizabeth Johnston:</b> feedback very positive. The number of letters of invitation sent out was greatly reduced from last time, but the proportion of</p>	

	<p>people attending was higher. It was felt that if the events are repeated they should be held during the daytime from 10am - 3pm. Having them after 5pm didn't help with numbers and some stallholders were not able to stay until the end.</p> <p><b>CYPS - Julie Anne Curtis:</b> Recruiting staff (6 posts) to try and get waiting lists down and an improvement in waiting times for the neurological team. Introduction of events where groups of parents following individual consultations will have the opportunity to meet with other parents in a similar situation. Noted that some parents are quite vulnerable and this may not be appropriate for them. Occupational Therapy interventions to be offered post-diagnosis - where appropriate.</p>	
<p><b>10.</b></p>	<p><b>Dates of future meetings:</b> Monday 11 December 2017</p> <p><b>Venue:</b> Stannington Village Hall - all meetings 10.30 – 12.30</p> <p><b>Apologies for next meeting:</b> Sam Barron</p>	

## DISTRIBUTION LIST FOR MINUTES

Debbie Bakkali	Team Manager, Children's Services, Family Support Team
Sam Barron	Head of SEND Strategy, Designated Clinical Officer CCG
Paula Batsford	Designated Medical Officer
Alison Bravey	Parent Partnership Officer, SEND Information, Advice and Support Service
Kate Brundle	Head of Commissioning (Mental Health)
Lynne Bryden	Senior Manager, Commissioning
Karen Carnaffin	Team Leader, Families Information Service
Lesley Cole	Autism Northumberland
Mary Connor	Senior Manager, Early Intervention and Prevention
Helen Cowens	Parent Representative, North Northumberland
Julie Anne Curtis	Team Manager, Neurodevelopmental pathway, Northumberland CYPS
Mark Cusack	Passenger Transport Operations Manager
Wayne Daly	Deputy Leader of Northumberland County Council and Board Member for Children's Services
Jean Hedley	Blyth Valley Children's Centre Locality Manager
Sarah Hanlon	Parent Representative, West Northumberland
Andrew Johnson	Director of Education and Skills
Mary Johnson	Co-ordinator of Dasl'e
Elizabeth Johnston	Parent Representative, North Northumberland; Chair of In It Together
Sarah Lee	Participation Adviser, Contact a Family
Patrick Love	Acting Team Manager, Children's Services, Family Support Team
Daljit Lally	Deputy Chief Executive, Northumberland County Council
Dorothy Lewis	Children's Centre Coordinator - Seaton Valley Children's Centre, T
Julia Lyford	Splinter Group representative
Janet Millington	Clinical Lead, Speech and Language Therapy, MAG Autism
Rachel Mitcheson	Head of Commissioning (Children)
Marian Moon	Line Manager, Disabled Children Team, Northumberland Healthcare, NHS
Michele O'Brien	Carer's Lead, Involvement & Service Development, Northumbria Healthcare NHS Foundation Trust
Katie Paul	Team Manager, Complex Mental Health Pathway, Northumberland CYPS
Russell Pickering	SEND Manager
Heather Pringle	Healthwatch
Amanda Richardson	Parent Representative, Central/South East Northumberland
Eileen Robinson	Parent Representative, West Northumberland
Doris Ross	Team Manager, Disabled Children Team
Ben Sanderson	Youth Participation Worker, Northumberland Youth Service
Jacquie Simpson	Parent Representative, North Northumberland
Fiona Tarn	SEND Support Service Manager for ASD, Behaviour
Gill Turner	Consultant Paediatrician, West Northumberland
Sue Welsh	Head of Therapies, Northumbria Healthcare, NHS