

Kingston SEND Parent Consortium

King Charles Centre, Surbiton

Date: Wednesday 18th September 11:30am – 1pm and 7pm – 8:30pm

Please note that these notes are a joint record of both meetings.

Present:

Morning

Agnieszka Czerwinska, parent, Alison Stewart, Designated Clinical Officer, Ashley Whittaker, SEND Programme Director, Catherine Ratcliffe, Contact, Garfield Maryon, parent, Jane McCready, parent, Karen Lowry, AfCinfo/SEND Local Offer Website Manager, Pauline Maddison, Director of Children's Services.

Evening

Alison Stewart, Designated Clinical Officer, Annabel Fitzpatrick/Saunders, parent, Ashley Whittaker, SEND Project Director, Beverley Pass, parent, Catherine Ratcliffe, Contact, James Waugh, parent (via Google hangouts), Kacper Rusinski, parent (via Google hangouts), Karen Lowry, AfCinfo/SEND Local Offer Website Manager. Louise Kearney, parent, Tatty Bowman, parent, Nick Spratt, parent.

Heading	Main points
Introductions and welcome	<p>Ashley Whittaker (AW) welcomed parents and Alison Stewart (AS), Designated Clinical Officer to her role and first meeting of the Parent Consortium.</p> <p>AS outlined her role, her back ground and experience.</p> <p>AS confirmed that the DCO role is joint across Kingston and Richmond, that she would be working closely with Achieving for Children and CCG and would be a key contact point for health provision including for parents with health concerns regarding their children.</p> <p>Parents commented that not knowing who provides or commissions which services, especially regarding health, can be confusing. It was acknowledged that this was complicated nationally and not just a local issue.</p> <p>AW mentioned a "Venn diagram" that had been discussed at a recent SEND Partnership Board that</p>

might demonstrate crossover between service commissioners. AW to bring to next meeting. A review of the Local Offer website, including the health section, was planned for autumn with action to implement changes in 2020. AS would be involved and it was noted that commissioning information would be useful to include on service details.

AS had supplied information about the DCO role and Karen Lowry (KL) had an action to add to the website.

Agree Notes from last meeting

AW read through notes of last meeting. Parents suggested that a practical demonstration of the Knowledge Hub would be helpful. KL to arrange for next meetings. KL gave a summary of representation of need covered by the group. There was fair representation matching the original categories of need identified when the consortium started. However parents were best placed to say which category their child's needs reflected or needed to be reflected and to suggest which categories were not being represented. It was important to include underrepresented groups for example, ethnicity and experience. It was suggested that it would be good to reach out to more parents once the future structure of the PCF was clearer.

Parent Carer Forum – Next Steps

A survey was sent after the July meetings to all those registered with the Consortium and no disagreement was registered by parents with the decision reached at the meetings that the Consortium supported becoming the official Parent Carer Forum.

Catherine Ratcliffe (CR) had supplied samples of documents that could be customised and used as a starter pack locally. These had been emailed and uploaded to the Knowledge Hub. There was comment that the number of documents had been significant and one parent raised concern about personal financial risk of being involved with the Parent Carer Forum in an official capacity and / or a charity trustee. CR explained how PCFs around the country managed this situation for example by aligning with an existing voluntary sector organisation and the various governance structures adopted and agreed to

share details of [Hillingdon PCF](#) who had offered support.

There was discussion about the importance of constructive challenge being the backbone of any relationship between the PCF, LA, AfC and other partners and how it was better to hear the voice of parents (and young people) in partnership rather than other channels, such as an inspection.

CR also outlined the support and resources that would be available to the PCF. These included:

- [Peer support from other areas](#)
- [A local National Network of Parent Carer Forum Representative \(NNPCF\) – Miranda Parrot](#)
- [Resources on the NNPCF website](#)
- [Resources on the Contact website](#)
- [Webinars](#) including one about the [Grant and Application monitoring process](#)

A local organisation was still interested in becoming an [umbrella organisation](#) (page 14 of the handbook) for the Parent Carer Forum. Parents suggested some other organisations that might also be approached as they had a pan disability offer.

Next steps would be for parents to volunteer to form a Steering Group. CR said that as an indicator a Steering Group might meet for a couple of hours 10 months of the year and be involved in other meetings and commitments as the forum developed. The following parents agreed to take this next step and met separately to discuss plans and next steps:

Agnieszka Czerwinska
Jane McCready
Beverley Pass
Annabel Saunders
Louise Kearney

and following the meeting, Christine Flowers.

KL agreed to coordinate email sharing between parents.

Update on Co Production Parents asked if the outcome of the Therapies Review would be published and commented that the review had not been widely publicised. AW explained how parent involvement had been sought and how this needed to be done within the constraints of the budget preparation cycles and be presented at various boards, panels including the Kingston Health and Wellbeing Board.

The [KIDS Richmond and Kingston SEND Information, Advice and Support Service \(SENDIASS\)](#) were seeking parent representation on their Steering Group. No parents put their name forward.

Next meeting: To be arranged.
