

### Minutes

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| <b>Meeting:</b>            | SEND Programme Board   |  |
| <b>Purpose or Mandate:</b> | To provide strategic oversight and direction for the implementation of the SEND reforms  |  |
| <b>Date:</b>               | 25 November 2021   |  |
| <b>Place:</b>              | <b>Elizabeth Frink and Teams Meeting</b>   |  |
| <b>Times:</b>              | 10.00-13.00  |  |
| <b>Members:</b>            | Allan Cadzow (AC) (Joint Chair)<br>Lisa Nobes (LN) (Joint Chair)<br>Ros Somerville (RS) (Joint SRO)<br>Lianne Nunn (LN) (Joint SRO)<br>Graham Beamish (GB)<br>Lawrence Chapman (LC)<br>Walter McCulloch (WMc)<br>Nicki Howlett (NH)<br>Anne Marie Webster (AMW)<br>Adrian Orr (AO)<br>Rebecca Hulme (RH)/Tracy McLean (TMc)<br>Nic Smith-Howell (NSH)<br>Garry Joyce (GJ)<br>Hannah Holder (HH)<br>Rowena Mackie (RM)<br>Tom Maltby (TM)<br>Lynne Stabler (LS) | Director for CYP (SCC)<br>Chief Nursing Officer, East and West CCGs<br>AD, Inclusion (CHW, SCC)<br>Associate Director of Nursing- CYP and MH<br>SEND Programme Manager<br>CEO SENDAT<br>AD Children's Social Care and Youth Justice<br>SENDIASS<br>On behalf of CFYP Suffolk NSFT<br>AD, Education, Skills & Learning(CHW, SCC)<br>Great Yarmouth & Waveney CCG<br>AD of Integrated Community Paediatric Srvs<br>AD Children's Transformation (SCC/CCGs)<br>On behalf of AD, ACS<br>Head Teacher Northgate School<br>Head Teacher Holbrook Academy<br>Head Teacher St Mary's |
| <b>Invited to Attend</b>   | Izzy Connell (IC), Headteacher SES – Priority Lead<br>Mark Gower (MG), GY&W CCG DCO<br>Kathryn Searle (KS) IES/WS CCG DCO<br>Clare Besley (CB), Integrated Service Manager - Priority Lead<br>Fran Arnold (FA), Head of Children Social Care Field Work<br>Julia Ilott (JI)– Engagement Hub Lead<br>Wendy Allen – Project Manager  |  |
| <b>Invited Guests:</b>     | Young Persons Network<br>Jess Walker<br>Alastair Thompson (AT) Impower<br>Amy Long (AL) Impower<br>SPCF – Toni Wasag, Nia Cooper, Sue Willgoss, Brain Devine, Samantha Manser  |  |

**PART A – contains items that could be disclosed in full to the public and staff**

| Item No | Item Description   |
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| 1.      | <p>Welcome &amp; Introductions.</p> <p>Apologies: Adrian Orr (AR did join the meeting later), Kathryn Searle</p>   |
| 2.      | <p>Minutes from September 2021 Meeting</p> <p>Minutes Accepted</p> <p>Action Log- to update action log.</p> <p>Updated</p>   |
| 3.      | <p>Post cards from the future</p> <p>RS shared that parents/carers have completed the activity of what they would like SEND services to look like in 5 years-time.</p> <p>Requested Programme Board attendees complete Jam board with their suggestions.</p> <p><a href="https://jamboard.google.com/d/1SjtrHOZ4b7BJGQxEjY-X8fKRTuhy8ffzFQp7LamlQjQ/edit?usp=sharing">https://jamboard.google.com/d/1SjtrHOZ4b7BJGQxEjY-X8fKRTuhy8ffzFQp7LamlQjQ/edit?usp=sharing</a></p> <p>This will be available for the next week.</p> <p>Inclusion has also undertaken this activity with similar wishes to parent/carers – more focus on Early Intervention.</p> <p>Post cards from the future from parent/carers were shared with the Board. Feedback was that this is a powerful tool to capture this information. There is nothing new, we must now change to stop parent/carers feeling that they must 'fight, battle or push' for children and young people to have access to services and support. We should work with them guiding and supporting.</p> <p>See Post Cards from the future attachment.</p>  |
| 4.      | <p>SRO Report and SEND Performance KPIs</p> <p>LNunn - Highlight increase demand on children's mental health services, from universal through to specialist – services are working very hard on increased need. Still seeing young people presenting in crisis, looking at what can be done at community level to reduce the crisis referral.</p> <p>SENDIASS requested updated regarding NDD pathway following their meeting with Barnardos. What are their outcomes? What do we require them to achieve?</p> <p>GJ – updated that the outcomes are being pulled together what we would <u>expect</u> from those organisations that we have commissioned. Barnardo will also manage the coordination function of NDD. This is being mobilised and will be operational end of December beginning of January 2022. Communications will be coming out with detail of what will be happening once we have the coordination in place. Already working with some families, that have been identified with need. SENDIASS AND SPCF will be included in this work.</p> <p>SPCF have received positive feedback regarding the work that Barnardo has been doing.</p> |

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|         | <p>AC - updated that there is a worrying level of sickness across services. Additional challenges recruiting to posts that have been simple to fill previously has been quite challenging. All efforts are being made to recruit.</p> <p>RW - advised that schools are struggling to fill non-teaching roles.</p> <p>RS - Updated that KPI's are under review and this work is being progressed.</p> <p>AC – KPIs need to be more crosscutting and easier to read – spell out what the data means. Work with the Intelligence Hub as they are good at developing dashboards and presenting data in a user friendly way.</p>  |
| 5.      | <p><b>Introduction of Parent Carer Forum</b></p> <p>Presentation by new forum (see attachment)</p> <p>SPCF currently have over 350 members on Facebook, it was shared that there have been some difficulties in ensuring that everyone understands what the forum is and what the forum cannot/should not do.</p> <p>Training is being planned for the new forum to train alongside LA Officers in co-production.</p> <p>LNobes – Advised that they will arrange an intro meeting for SPCF to meet Dr Ed Garrett.</p> <p>GJ/LN &amp; NSH will arrange an intro meeting.</p> <p>SENDIASS will arrange an intro meeting.</p> <p>AC – new SPCF must take care of themselves and work within their remit and as the LA we must ensure we are clear what this is as well.</p> <p>SPCF – Shared they have included a wellbeing clause in their policies.</p> <p>SW shared also shared the below report.</p> <p><a href="https://www.ncmd.info/2021/10/14/child-suicide-report/">https://www.ncmd.info/2021/10/14/child-suicide-report/</a></p> <p>16% of Suicide are young people with NDD</p> <p>One of the key recommendations is to train front line staff, suggestion for them to access Gatekeeper training.</p> <p>¼ of suicides had been bullied at school.</p> <p>Over 1/3 had received no mental health support.</p> <p>62% had experienced a recent loss.</p> <p><b>ACTION</b> – LNunn suggested that a future board meeting can review the report and the recommendations and look at what we do? What we need to do? What training? And ensure compliance. Ask Loretta Greenacre to join for this.</p> <p>LNobes added that commission of bereavement support is being looked at in Waveney. <b>ACTION</b> LNunn and LNobes to link together.</p> <p>SW – Advised that Dr Fingerbury has offered training to schools, and only 1 school in Waveney has taken up this offer.</p> <p><b>ACTION</b> – NSH offered to link in as some issues discussed should be considered within the Autism and LD strategy being developed. This can also be reviewed within NDD clinical pathways with colleagues across Paeds and Mental Health to the NDD pathway.</p> |

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| 6.      | <p><b>SEND Young Persons Network</b></p> <p>Online pre-recorded video</p> <p>Please see PDF attachment.</p> <p><a href="https://youtu.be/OkYFc-y7K9g">https://youtu.be/OkYFc-y7K9g</a></p> <p>Presentation from Young People on what work has been happening in the YPN:</p> <ul style="list-style-type: none"> <li>• Exploring QR codes that can be scanned to tell YP about a place</li> <li>• Sharing places, they enjoy attending, Recreate, Ipswich Waterfront, Christchurch Park, Abortorium, The Mansion, Bingo, Empire Cinema, McDonalds, Avenue East.</li> <li>• Work at Doucecroft is noticeably different as Essex YP have a Moving into Adulthood worker, Suffolk pupils do not.</li> <li>• Transport is an issue, overcrowded, not well-lit bus signs,</li> </ul> <p>SPCF shared that the loss of Connexion and transition workers have been felt as they used to support YP. (This was due to austerity cuts.)</p> <p>Board members pledged how they will help:</p> <p><b>Graham Beamish (CYP)</b></p> <p>Getting around independently was an important theme. I will make better links with the Transport Programmes - around 500 young people have had rave training in the past 5 years from Essex Travel Training, mostly Year 11 and 12. There is potential for Year 9 foundation training. There is an opportunity to join up EHCPs and travel more.</p> <p><b>Allan Cadzow</b></p> <p>Speak to transport re bus points brought up. Talk to HR re Tips for Employers. Attend at least 1 of the meetings with YP Network</p> <p><b>Nicki Howlett</b></p> <p>Work with you around what SENDIASS can do to support YP with prep for adulthood or other key concerns they have.</p> <p><b>Toni Wasag</b></p> <p>If there is anything that Suffolk Parent Carer forum can do to help, please contact me <a href="mailto:chair@suffolkpcf.co.uk">chair@suffolkpcf.co.uk</a></p> <p><b>Nunn Lianne (Suffolk NHS)</b></p> <p>happy to be a mentor or buddy- could we develop this?</p> <p><b>Sue Willgoss</b></p> <p>use the annual review process? such as sending the qr code or a link to the family for the young person to respond to, or add to the young person's views form?</p> <p>JW updated that they would like to work with more schools, AO suggested that as over 75% are academies it would be more beneficial to contact CEOs of academy chains. AO offered support if there is no engagement.</p> <p>Full board expressed gratitude to the Young People and Jess &amp; Claire for the presentation.</p> |

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| 7.      | <p><b>IMPOWER Integrated Plan</b></p> <p>RS - Introduced the hi level plan that was published which sets out the 9 recommendations from the SEND Review. There are a further 104 actions to address that are included in the Lincolnshire SEND review. The plans have been integrated as we already have actions plans for the SEND Strategy. The integrated plan is focused on 9 recommendations and 104 actions. We have coproduced with our parent/carers, and we asked them to think about have we missed anything? Is the language used appropriate? This has been shared with our partnership group and shared with Inclusion staff and now being shared here today.</p> <p>Please can you spend some time getting to know what the integrated plan is, review the language and feedback via the jam board.</p> <p><a href="https://jamboard.google.com/d/1SjtrHOZ4b7BJGQxEjY-X8fKRTuhy8ffzFQp7LamlQjQ/edit?usp=sharing">https://jamboard.google.com/d/1SjtrHOZ4b7BJGQxEjY-X8fKRTuhy8ffzFQp7LamlQjQ/edit?usp=sharing</a></p> <p>AC – Understanding what Graduated Response is? This was discussed at DMG. Further understanding and clarity is needed.</p> <p>What is SEND Support? Other LAs have created a document that states what schools should offer before additional support is requested/provided.</p> <p>Discussed how schools provide SEND support, how are they supported to do this when needed.</p> <p>SPCF shared that schools do not always provide SEND support if it is not stipulated in an EHCP.</p> <p>RM shared that schools have to continually apply and evidence for HN Funding and why doesn't the funding follow the child? Also changes in services, how do we know when they change. Also, Family Services have not attended a F2F visit in a school since March 2019 – schools do not understand why the lack of visits, they are an essential visitor.</p> <p>RS – For some it is more efficient to attend virtually, however if it should be F2F this needs to be considered.</p> <p>AL – On the 6<sup>th</sup> December we are undertaking case reviews, there is a workshop session to look at a sample of CYP and what could have been different that may have resulted in early intervention – would be good to have multi agency presentation.</p> <p>AL will email to request attendees, send out overview and template. Health, Social Care, and others that may be interested. SENCOs can join the sessions as well.</p> <p>NSH – This would be good to link in as there will be elements we share, with some aims and objectives on family services and the system to improve. Understanding health sufficient – think explicit on how health respond. Partnership working helps.</p> <p><b>ACTION</b> - NSH/LN &amp; GJ to discuss with Impower</p> |
| 8.      | <p><b>Review of Board Terms of Reference</b></p> <p>Updated and agreed following Board comments</p>  |
| 9.      | <p>Forward Plan</p> <p>Update and agreed following boards comments.</p>  |

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| 10.     | Any Other Business<br>None   |
|         | Next Meeting is scheduled for Thursday 27 January 10am – 1pm in via MS Teams |

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