

Minutes

Meeting:	SEND Programme Board	
Purpose or Mandate:	To provide strategic oversight and direction for the implementation of the SEND reforms	
Date:	24 January 2022	
Place:	Teams Meeting	
Times:	09:00-12:00	
Members:	Allan Cadzow (AC) (Joint Chair) Lisa Nobes (LN) (Joint Chair) Ros Somerville (RS) (Joint SRO) Lianne Nunn (LN) (Joint SRO) Graham Beamish (GB) Lawrence Chapman (LC) Walter McCulloch (WMc) Nicki Howlett (NH) Paul Hill (PH)/Sarah Gibbs (SG) Sharon Jarrett (SJ)/Nicki Cooper (NC) Adrian Orr (AO) Rebecca Hulme (RH)/Tracy McLean (TMc) Nic Smith-Howell (NSH) Garry Joyce (GJ) Sarah Nasmyth-Miller (SNM) Rowena Mackie (RM) Tom Maltby (TM) Lynne Stabler (LS) Toni Wasag (TW) Sue Willgoss (SW)	Director for CYP (SCC) Chief Nursing Officer, East and West CCGs AD, Inclusion (CHW, SCC) Associate Director of Nursing- CYP and MH SEND Programme Manager CEO SENDAT AD Children's Social Care and Youth Justice SENDIASS CFYP Suffolk NSFT Public Health AD, Education, Skills & Learning(CHW, SCC) Great Yarmouth & Waveney CCG AD of Integrated Community Paediatric Svcs AD Children's Transformation (SCC/CCGs) AD, ACS Head Teacher Northgate School Head Teacher Holbrook Academy Head Teacher St Mary's SPCF SPCF
Invited to Attend	Izzy Connell (IC), Headteacher SES – Priority Lead Mark Gower (MG), GY&W CCG DCO Kathryn Searle (KS) IES/WS CCG Clare Besley (CB), Integrated Service Manager - Priority Lead Fran Arnold (FA), Head of Children Social Care Field Work Julia Illott (JI)– Engagement Hub Lead Francesca Alexander – Head of SEND Hannah Holder – DCSO Jack Walker - DCO Wendy Allen – Programme Manager	

Invited Guests:	Alastair Thompson (AT) Impower Amy Long (AL) Impower Maria Hough Stacy Baker
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PART A – contains items that could be disclosed in full to the public and staff

Item No	Item Description
1.	Welcome & Introductions. Apologies: Tracy McLean, Rowena Mackie, Sharon Jarrett
2.	Minutes from November 2021 Meeting <ul style="list-style-type: none"> Sue Willgoss advised that an offer had been made by a member of the board to support with involving more mainstream schools in the North to have representation. This was recorded in the PB pledges to the YPN. Action Log - Updated Request to reduce action log PDF for Programme Board Papers – Include Outstanding Actions only. ACTION – WA to advise BB.
3.	<u>Case Study</u> Case study on Amy Discussion with Programme Board members key elements: <ul style="list-style-type: none"> The need for early intervention in school for young people. Missed opportunities to reduce escalation for young person mental health. Lack of joined up working. Acknowledged that we do have different services and pathways now. Is there future learning from America where they undertake annual wellbeing screening in schools. Suggested that we could map this young person's experience against new model of delivery to look at what differences it would make? ACTION – WA to organise session with colleagues to review case study against new model pathway.
4.	<u>SRO Report and KPIs pre read to Programme Board</u> – No questions raised.
5.	<u>Recap on Scrutiny and SEND Revisit</u> Following attendance to Scrutiny there have been 8 recommendations Recommendation <ol style="list-style-type: none"> Review of progress on the SEND Action Plan to committee on 15th June Recommended to the Leader of the Council and Cabinet that:

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	<ol style="list-style-type: none"> 1) financial resources should be identified to enable permanent (as opposed to temporary) posts to be offered to address the outstanding vacancies and staffing capacity needs in SEND services. 2) Cabinet should receive and scrutinise a monthly report on SCC complaints statistics (all services); 3) Cabinet should receive an update on the number of children and young people in the phase transfer cohorts who have had their EHCP issued by the statutory deadline dates; 15 Feb 2022 for statutory school age children and 31 March 2022 for post-16 learners, and the indicative number of children for whom an educational placement is still to be secured as at 1 April 2022. 3. Recommended that the Cabinet Member for Education, SEND and Skills consider widening the membership of the Accountability Board to ensure accountability rests more widely than with those responsible for decision making, taking into account the Committee's views around the need for greater independence e.g. SENDIASS representation or opposition councillors. 4. Recommended that the Corporate Director of Children and Young People and the Assistant Director (Inclusion): <ol style="list-style-type: none"> i. work with Impower to develop key measures of progress against the recommendations and that this is fed back to the Committee. ii. provide quarterly Information Bulletins on the monthly SEND performance reports that are received by the SEND Accountability Board. iii. consider the escalation routes available to parents for parental complaints about the lack of inclusivity within schools' settings and whether there are ways in which this could be improved. iv. explore ways to promote signposting to SENDIASS and other advice and support services. Ensuring the provision of clear and basic information is available for parents and carers, so that they can easily identify and access support, advice and help, suitable to their needs, in a timely manner and from any stage and entry point in the service, including telephone enquiries for those without access to or do not use the internet. v. carry out a survey on what inclusivity training is being delivered across Suffolk's schools/education settings, that is in addition to the training offered by Suffolk County Council and based on the survey's results, give consideration on whether the current SCC training programme could be enhanced to address any gaps. vi. consider developing an accreditation scheme to help encourage schools to take up the type of training that has been offered. vii. provide further information on what sufficiency planning is being developed for the next 5 years to ensure early interventions identify needs and these are met, and suitable placements are provided. viii. explore the opportunities of working more closely with the University of Suffolk around developing and training children's services staff for the future. 5. Recommended that the Assistant Director (Education, Skills and Learning) ensures that all county councillors are encouraged, supported and provided with information to seek to fill school governor roles on both local authority schools and academies. 6. Recommended to the Chairman of the Councillor Development Working Group that the Group should consider mechanisms for councillors to seek advice on

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	<p>education and children's services issues. The Highways single point of access was referenced as an example of good practice in this regard for highways matters.</p> <p>7. Agreed to invite Dame Christine Lenehan, a member of the national SEND Review Steering Group, to Suffolk to discuss the government's SEND review and future green paper with councillors, providing an opportunity for the committee / Suffolk to feed into the SEND Review and green paper proposals.</p> <p>8. Requested that the full membership and Terms of Reference of the Suffolk SEND Programme Board be circulated to the committee.</p> <p>Progress update will be shared at next Programme Board.</p> <p>ACTION – AC & LN to discuss the link to Health Accountability</p>
6.	<p><u>IMPOWER Integrated Plan update</u></p> <p>IMPOWER provided a recap of the SEND Review and 9 recommendations, with 104 actions and the additional support that IMPOWER are providing.</p> <ul style="list-style-type: none"> • Case study sessions were well attended and identified that in 61% of cases something could have been differently that may have improved the outcomes or journey for the CYP. • Initial report on capacity analysis has been shared and is being reviewed – It does show that Family Services is currently under capacity. • V SEND, there are a few updates to make it Suffolk specific and will be rolled out with 3 education settings to trial. • Review of the SENCO advice line is being looked at, an advert for a secondment had been circulated with one potential applicant. • SEND Processes are being mapped out as a starting base to assist in the reviewing and improvements of statutory processes • Confirmed updates on the Integrated Plan are being communicated via an open letter from RS, Partnership Meeting and via Board members. Suggestion that 'open sessions' are held across Social Care & Health too. • A simplified Integrated Plan is being worked on to use as a standard format. <p>ACTION – Communication to be widen into Suffolk Headlines, Allan's weekly message and to consider open sessions for Health & Social Care to access.</p>
7.	<p><u>Quality Assurance Report</u></p> <p>The QA programme reviews a selection of new plans and advice against the criteria from Enhance Quality Assurance Framework. The first full year cycle has been completed and a report shared with programme board.</p> <p>Improvements have been made to the section of plans that are reviewed through the QA process although samples are still quite low.</p>

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	<p>Health and Social Care are represented on the QA Programme Board, and there are discussions to extend this attendance to SENCO's, PC reps and other colleagues.</p> <p>Concerns were raised that Enhance model of 'scoring' means that all sections need to be scored which negatively impacts health score for quality advice, as advice is not always needed.</p> <p>P/C raised that social care should not only be involved in plans if they are Child In Need, can the advice form be changed?</p> <p>SENDIASS offered to help with Quality Plan Training.</p>
8.	<p><u>PEX Deep Dive Action Plan Report</u></p> <p>Maria Hough presented PEX report key updates:</p> <ul style="list-style-type: none"> • West area PEX has reduced and have a high number of schools have joined the Inclusion Quality Mark. • North area has a high number of PEX. It is noted there is a lack of provision in the North and escalation of behaviour reported by schools. • South area sees similar number of exclusions to previous quarters, and has a good take up of schools for the Inclusion Quality Mark. • Whole School Inclusion (WSI) team are involved in supporting schools with complex issues and helping to ensure that schools talk to the LA at earliest opportunity to reduce exclusions. • Next steps will be for a designated team to look at suspensions. This team will include WSI & Standards & Excellence. • Increase collaboration with Education Welfare Officers and Social Care to monitor young people that have been permanently excluded. • Schools that have achieved the Inclusion Quality Mark will support other schools to sign up. • 1st School has been awarded the Inclusion Quality Mark and a further school is waiting for their results.
9.	<p><u>Communication Plan</u></p> <p>Communication plan was shared with Programme Board.</p> <p>Programme Board communication suggestions</p> <ul style="list-style-type: none"> • Include a section in Communication Plan aimed at Young People • Prepare Draft for Allan's message to be cascaded • Share 'Open letter' in Headlines and SENCO News <p>ACTION – Include YP section in Communication Plan - WA</p> <p>ACTION – Draft SEND Update for AC's weekly message - WA</p> <p>ACTION – Share Open letter in Headlines & SENCO News - WA</p>

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10.	<p><u>Forward Plan</u></p> <p>Updated forward plan and shared with Programme Board</p>
11.	<p>Any Other Business</p> <p>SW – Are Suffolk aware of all CYP with an EHCP and those on SEND Support that are not in education.RS confirmed that the education team are monitoring this.</p>
	<p>Next Meeting is scheduled for Thursday 31 March, 10am – 1pm via MS Teams</p>