

### Minutes

<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>	27 July 2021	
<b>Place:</b>	<b>Teams Meeting</b>	
<b>Times:</b>	10.00-13.00	
<b>Members:</b>	<b>Allan Cadzow (AC) (Joint Chair)</b> <b>Lisa Nobes (LN) (Joint Chair)</b> <b>Ros Somerville (RS) (Joint SRO) (9/08/21)</b> <b>Lianne Nunn (LN) (Joint SRO)</b> <b>Graham Beamish (GB)</b> Lawrence Chapman (LC) <b>Walter McCulloch (WMc)</b> <b>Nicki Howlett (NH)</b> <b>Paul Hill (PH)/Sarah Gibbs (SG)</b> <b>Sharon Jarrett (SJ)/Nicki Cooper (NC)</b> <b>Adrian Orr (AO)</b> <b>Rebecca Hulme (RH)/Tracy McLean (TMc)</b> <b>Nic Smith-Howell (NSH)</b> <b>Garry Joyce (GJ)</b> <b>Sarah Nasmyth-Miller (SNM) / Hannah Holder (HH)</b> Rowena Mackie (RM) Tom Maltby (TM) Lynne Stabler (LS)	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 Srvs AD Children's Transformation (SCC/CCGs) AD, ACS  Head Teacher Northgate School Head Teacher Holbrook Academy Head Teacher St Mary's
<b>Invited to Attend</b>	Tracy Winwood (TW), SEND Manager (Family Services) – Priority Lead <b>Mark Gower (MG)</b> , GY&W CCG DCO <b>Kathryn Searle (KS)</b> IES/WS CCG DCO Clare Besley (CB), Integrated Service Manager - Priority Lead Fran Arnold (FA), Head of Children Social Care Field Work Julia Ilott (JI)– Engagement Hub Lead <b>Wendy Allen</b> – Project Manager	
<b>Invited Guests:</b>	<b>Brian Gale (BG)</b> SEND & Disability Professional Advisor DfE	

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

Item No	Item Description
1.	<p><b>Welcome &amp; Introductions.</b></p> <p><b>Apologies:</b> Tracy Winwood; Lisa Nobes; Tracy McClean; Clare Besley, Lynne Stabler,</p>
2.	<p><b>Minutes from May 2021 Meeting – agreed</b></p> <p><b>Action Log-</b> updated</p>
3.	<p><b>Case Study Child's View</b></p> <p>Board members shared concerns regarding the young person and how they had been let down by services (continually).</p> <p><b>ACTION (201)</b> – WA to provide NSH with YP's details to ensure that YP is being supported by Health.</p> <p><b>ACTION (202)</b> – NSH to lead a review linking in with SNM, ensuring discussion with Education leads, link in with DCO's and SENDIASS</p>
4.	<p><b>SEND Inspection Framework</b></p> <p>Presentation provided by BG.</p> <p>Suffolk may be in line for an early inspection under the new framework.</p> <p>Focus is on:</p> <ul style="list-style-type: none"><li>• Leadership</li><li>• Practice</li><li>• Experience of service users</li></ul> <p>Sharp focus on actual experience of children and young people, emphasise will be on feedback – Ofsted are currently looking at what evidence is required to deliver against the framework.</p>
5.	<p><b>SRO Report and SEND Performance KPIs</b></p> <p>Presented by Allan Cadzow &amp; Lianne Nunn.</p> <p><b>Specialist Education Placement</b> has been a challenging area, with a substantial increase in requests. As at today 40 children have no place and 159 have a place that they do not want, is not appropriate or are still EHE. A unit is being put into Maidstone Road to support the YP that are identified as the 'Bridge Cohort'. Joy Stodart &amp; Gemma Morgan are working on this.</p> <p><b>SEND Strategy</b> will be presented to CYP Scrutiny in September and Cabinet in October.</p> <p><b>Co-production</b> plan is currently being devised for update.</p>

	<p><b>Mental Health in Suffolk CYP</b> is currently ranked 3<sup>rd</sup> highest for need of young people. 1<sup>st</sup> is Norfolk. We need to look at how we build resilience in communities.</p> <p><b>Neuro-development</b> issue with coordination function, which will cause a delay of 2-3 weeks to soft launch. Revised dates are soft launch end of Aug-21/beg Sept 21 – Full launch November/December 21.</p> <p><b>ACTION (203) KPI 1, AC &amp; NH to discuss parent/carer survey – LN Suggested to include the Healthwatch survey as well.</b></p> <p><b>KPI 2</b> – Data due to be released Jan/Feb 2023</p> <p><b>KPI 4</b> – Need to focus on the quality now the timescales have improved.</p> <p><b>KPI 7</b> – NH TO SEND WORDING</p> <p><b>ACTION (204) – AC requested that the KPI'S are reviewed and shown in a more interesting format, this will link in with KS &amp; SB work and be informed by the SEND Independent Review, GB/WA to link in.</b></p>
6.	<p><b>SEND Review of aspects of SEND Service</b></p> <p>Sue Cook &amp; Allan Cadzow will be receiving draft report – final report will be published on Local Offer website.</p> <p>Process was to consult with wide range of stakeholders that met with reviewers and other stakeholders that provided feedback via a dedicated mailbox.</p> <p>Feedback is likely to cover processes, culture, and communications.</p> <p>There needs to be a separate subgroup for the SEP process.</p>
7.	<p><b>Specialist Education Panel Process – update on current position and process for next year</b></p> <p>Specialist Education placements was a very strong theme from the review.</p> <p>The newly designed process needs to be co-produced and involve schools.</p>
8.	<p><b>PEX Deep Dive Update</b></p> <p>Maria Hough presented paper on PEX Action plan; progress is ongoing.</p> <p>Trailblazer schools have been identified and are currently undertaking self-assessment evaluation, this will assist us in learning the pitfalls and to strengthen the process for a wider launch.</p> <p>A theme that has emerged will be the support for headteachers when making exclusions. Some headteachers suffer indirect trauma as a result and need additional support. SENCO line will be widened to enable Headteachers to receive support.</p>

9.	<p><b>Outcomes Framework - Pause on this work</b></p> <p>Paused due to independent review and DCO recruitment. Update will be provided at next Programme Board</p>
10.	<p><b>SEND Health Performance Dashboard</b></p> <p>Work is underway to understand what we can and can't report, started to set up a data flow on EHCP advice returns and looking at more detail in ADHD. Paul &amp; Sarah looking at journey for CYP for neuropathway cases</p> <p>Outcome measure reports</p> <p>Next step – KS &amp; NSH to meet and look at paediatrics KPI's.</p> <p>Independent review feedback will be interesting and can be used to input on changes.</p> <p>Next board include Health Performance Dashboard</p>
11.	<p><b>Comparative Performance Data / Consolidating and making better use of data for forward planning</b></p> <p>Shared link</p> <p>Review has hi-lighted that our data is held in different places in different ways.</p> <p>Suggest developing alongside outcomes framework – a more consolidated performance review and makes comparative of other LA's data.</p> <p>Use to project forward and help us ask questions about the future.</p> <p>Any work is streamed through KPI work with KS &amp; SB.</p>
12.	<p><b>Communication messages</b></p> <p>WA presented.</p> <p>Agreed a termly meeting with parent/carers as an open forum, where parents/carers can ask open questions, and responses and answers are provided, honestly, raising no false expectation.</p> <p><b>ACTION (205) – To explore at next meeting added on to forward plan</b></p>
13.	<p><b>Forward Plan</b></p> <p>Reviewed forward plan, add in</p> <ul style="list-style-type: none"> <li>• PEX Update,</li> <li>• SEND Review,</li> <li>• Co-Production</li> <li>• Decrease time allowance on agenda for SRO &amp; KPI's</li> </ul>

	<ul style="list-style-type: none"> <li>• Update on Case Studies – So what? What has changed?</li> </ul>
14.	<b>Any Other Business</b>
	<b>Next Meeting is scheduled for Tuesday 28 September 10am – 1pm via MS Teams</b>