

Minutes

Meeting:	SEND Programme Board	
Purpose or Mandate:	To provide strategic oversight and direction for the implementation of the SEND reforms	
Date:	25 May 2023	
Place:	Hybrid Meeting – Rose Mead Gold F207 & Teams Meeting	
Times:	10:00-13:00	
Members:	Allan Cadzow (AC) (Joint Chair) Lisa Nobes (LN) (Joint Chair) Ros Somerville (RS) (Joint SRO) Lianne Joyce (LJ) (Joint SRO) Wendy Allen (WA) Lawrence Chapman (LC) Codrutza Oros-Marsh Nicki Howlett (NH) Paul Hill (PH)/Sarah Gibbs (SG) Nicki Cooper (NC) Adrian Orr (AO) - Julia Grainger rep Rebecca Hulme (RH) Nic Smith-Howell (NSH) Garry Joyce (GJ) Sarah Nasmyth-Miller (SNM) Rowena Mackie (RM) Tom Maltby (TM) Sue Willgoss	Director for CYP (SCC) Chief Nursing Officer, East and West ICBs AD, Inclusion (CHW, SCC) Associate Director of Nursing- CYP and MH SEND Programme Manager CEO SENDAT AD Children's Social Care SENDIASS CFYP Suffolk NSFT Public Health AD, Education, Skills & Learning (CHW, SCC) Great Yarmouth & Waveney ICB AD of Integrated Community Paediatric Srvs AD Children's Transformation (SCC/ICBs) AD, ACS Head Teacher Northgate School Head Teacher Holbrook Academy SPCF
Invited to Attend	Izzy Connell (IC), Headteacher SES – Priority Lead Mark Gower (MG), GY&W ICB DCO Kathryn Searle (KS) IES/WS ICB Clare Besley (CB), Integrated Service Manager - Priority Lead Fran Arnold (FA), Head of Children Social Care Field Work Julia Ilott (JI)– Engagement Hub Lead Francesca Alexander (FA)– Head of SEND Hannah Holder (HH) – DCSO Jack Walker (JW) – DCO Michael Hattrell (MH) NSFT – In place of Nicki Cooper Sophie Wormley – SEND Project Officer (Note taker)	
Invited Guests:	Sophie Cooke Project Officer, Cindie Dunkling, Suffolk Safeguarding Partnership	

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

Item No	Item Description	Attachment *To be provided at meeting
1.	<p>Welcome & Introductions.</p> <p>Apologies: Lianne Joyce, Garry Joyce, Wendy Allen, Lawrence Chapman</p>	
2.	<p>Case study – Presentation by Cindie Dunkling</p> <p>A case study was presented around safeguarding CYP with complex health and additional needs. This sparked extensive discussions on the recommendations specific to SEND based on the lessons learned.</p> <p>It was explored how a system wide approach should embed an understanding of what a Young Person's (YP) daily life is really like. Discussed the need to empower young people's voices in these situations.</p> <p>A suggestion for a key worker to be appointed was explored to ensure the CYP are supported through the systems. Further clarity provided on the roll out of the key worker scheme in Suffolk.</p> <p>Recommendations to be shared with preparing for adulthood to ensure we are engaging adult services in SEND.</p> <p>Conversations on the ways to improve support given to families of CYP with disabilities. Collectively thought about ways to improve system wide working.</p> <p>Discussed reflections and next steps. Attention was brought to how the County Independent Panel makes best use of intelligence and resources available. This ensures the adoption of a holistic approach to discussing cases as there is the additional attendance from health and social care colleagues.</p> <p>ACTION 246 – Subgroup will meet to discuss next steps to ensure a system-wide approach can be adopted to learn from this case study. Link up with safeguarding partnership, RS, FA, HH, JW, COM, NSH, KS.</p>	Item 2 – YP K briefing slide
3.	<p>SPCF Update</p> <p>SPCF has officially transitioned to a Charitable Incorporated Organisation and the new constitution has been published.</p> <p>Accentuated the positive feedback from the virtual workshop with Define Fine around factors affecting school attendance.</p> <p>SPCF leaflets can now be found within libraries across Suffolk.</p> <p>SPCF have recently become members of the National Suicide Prevention Alliance, furthering better support for parent carers with their child's mental health.</p> <p>Promoted the Open Forum event taking place in Bury St Edmunds on 20th June. More information can be found on the SPCF website.</p>	Item 3 – SEND Programme Board May 23 Update
4.	Liquid Logic Phase 2	*Presentation

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	<p>The new portal successfully went live on 1st April. There is ongoing support for Family Services to support the transition.</p> <p>The programme team is working closely with stakeholders to make improvements to the system in response to feedback.</p> <p>Next steps is now to continue to engage with schools to launch the new portal that will assist the Annual Review (AR) process to give an improved oversight of AR for parent/carers and schools. AR training is to be introduced alongside the launch of the portal.</p> <p>ACTION 247 – SC – to set up a working group to be set up to discuss parental involvement and concerns within the AR process on Liquidlogic with SPCF representation.</p>	
5.	<p>SEND Strategy Integrated Plan and new draft SEND Reporting tile and SEND Health Dashboard</p> <p>Opportunity for Board to raise questions.</p> <p>The NHS England targets for LD health checks have successfully been met.</p> <p>Conversations on ways to ensure the 18-week consultant led compliance isn't singled out as a statistic since it does not accurately represent what the entire service is providing.</p>	<p>Item 5a - Integrated SEND Strategy</p> <p>Item 5b - SEND KPI</p> <p>Item 5c – Health Dashboard</p>
6.	<p>Young Person Network</p> <p>A group of YP from Suffolk Rural College were welcomed in attendance and delivered a wonderful presentation giving their views and ideas on improving the Young Persons Network.</p> <p>In addition to playing a song which inspires them, the presentation featured a video they produced listing their skills and qualities to reflect their desire for opportunities to gain employment experience.</p> <p>It was expressed that there are over 40 locations within Suffolk where these YP feel welcome.</p> <p>There was an opportunity for a questions and answers session.</p> <p>ACTION 248 – YP produced a list of questions which they would like answers to. SB to distribute and gather responses.</p>	Verbal in person
7.	<p>Summary Self Evaluation Framework (SEF)</p> <p>The huge contribution from colleagues to the SEF was praised. An extraordinary effort given the size of Annex A for SEND.</p> <p>A consolidated version of the SEF has been shared with colleagues.</p> <p>Efforts to use accessible language is being encouraged, with input from SPCF to improve the wording.</p>	Item 7 - Summary SEF

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	Conversations on highlighting the Moving Into Adulthood work that has been done in the SEF, particularly the Transitions Guide and Employers Handbook. Discussions to ensure enough emphasis is given on the impact of the work carried out.	
8.	Minutes from March Action log	Item 8a – Minutes Item 8b – Action Log
9.	Forward Plan Next Programme Board will have a focus on CETR and the NDD.	Item 9 - Forward Plan
10.	Any Other Business	
	Next Meeting is scheduled for 20 July 2023, 10am – 13:00pm	