

MINUTES

Meeting:	SEND Programme Board	
Purpose or Mandate:	To provide strategic oversight and direction for the implementation of the SEND reforms	
Date:	28 September 2023	
Place:	Teams Meeting	
Times:	10:00-13:00	
Members:	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) Sue Willgoss (SW)	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 Svcs AD Children's Transformation (SCC/ICBs) AD, ACS <i>Head Teacher Northgate School</i> SPCF Chair
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 Illott (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	
Invited Guests:	Sophie Cooke Project Officer, Harriet Wakling, Head of Intelligence Hub, Lauren Sheldrake (Lead Family Services, (Case Study))	

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

No	Item Description
1.	<p>Welcome & Introductions.</p> <p>Apologies Lisa Nobes, Rebecca Hulme, Izzy Connell, Mark Gower, Kathryn Searle, Fran Alexander, Gemma Ogilvie Burnaby, Hannah Holder, Julia Grainger, Nicola Rice, Michael Hattrell.</p>
2.	<p>Case Study – Due to the absence of the presenter there was no case study available to be reviewed.</p> <p>The case study review report was looked at by the SEND Programme Board to review previous case studies, discuss impact and changes and ways forward with a new case study rota to ensure all services provide case studies with identified learning and improvements.</p> <p>SPCF requested that a case study was tracked through new services to see if the journey would be different.</p> <p>Confirmed this had been looked at, however due to the complexity of changes and ages of CYP, this is not something officers can do at present. It would take significant capacity that is not available across the SEND Partnership.</p> <p>ACTION 252 - NSH requested to provide case study for January 2024, WA will email.</p>
3.	<p>SPCF- Update</p> <p>SPCF are delighted to announce another expert by experience and community engagement officer starting - Robert Ward.</p> <p>Claire Smith has also taken the position of vice chair as of September 2023.</p> <p>SPCF have had it brought to their attention that Education Health and Care Plans have been ceased and the process not followed correctly. SPCF have had conversations with families who have advised that this has happened, and one family is reported to have had to restart the whole process from an EHCNA. They have also been advised that a parent had needed to attend their child's school the whole time as no support had been put in place. They have also received feedback from a parent who has recently had their 3rd amended plan following an EHCNA, with each amendment removing sections that had not been agreed, this should not be happening. SPCF have raised this direct with the service..</p> <p>SPCF also aware that an EHCNA went through to AU portal.</p> <p>ACTION 253 – SW to share any further details with Sophie Cooke on the portal incident.</p> <p>SPCF continue to have concerns regarding Annual Reviews not being completed. SPCF have continuously raised that this was learning that the council needed to take following the death of a child. SPCF request that the local authority take action.</p>

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	<p>SPCF believe that the LA have not sufficiently challenged schools, especially academies who fail to put in place provision as set out in children's EHCP's. SPCF have discussed this with Clare Besley Early Help Manager, who is also clear that change needs to happen. SPCF have been requested to ask other parent carer networks how their Local Authority works with Academies and discuss where this is a strength to enable Suffolk to reflect on other areas of success.</p> <p>SPCF recently met with Jonathan Duff. SPCF were advised to take concerns to Suffolk County Council regarding any academies and for Suffolk to share these with Jonathan.</p> <p>Many parents /carers have to go to Tribunals and LGSCO and this affects the wellbeing of families; many parents are exhausted by fighting. Families are reporting that they are having to give up work as their child does not have a school place, this affects them financially. Also, the recent suicide awareness day and the report evidences the connection between bullying in SEND CYP and suicide. Suicide prevention is everyone's business; education, health & social care must support, and early support is needed.</p> <p>SPCF are aware of a young person who has been turned away from the Alternative Tuition Service as they do not have medical guidance. SCC guidance is not in line with the national guidance, families are having to wait to get medical evidence.</p> <p>ACTION 254 – Ros will follow up regarding the medical illness evidence</p> <p>SPCF are also aware of continued delays in travel training which opens up opportunities for families and especially young people post 16.</p> <p>The Kirkley SEND event had a good turnout.</p> <p>SPCF have provided feedback re NDD referral form, and shared feedback regarding the new case management messaging on the liquid logic portal, where families have not heard back through the portal.</p> <p>SPCF advise that parents are disappointed that Suffolk did not hold/or did not give the figures. SPCF have emailed RS re figures on Part-time timetables and fixed term exclusions.</p> <p>There is an open forum event in Ipswich tomorrow - SPCF have received many apologies and hope that many people will attend as they said they would.</p> <p>SPCF have also commented to Benjamin Britten school who are now advertising for an Inclusion Support TA to work with the Silent Working Manager. This has previously been shared with SCC.</p> <p>SPCF would like to raise: Norfolk – right care and right approach. There was reassurance from Norfolk police on this, and were unaware that education,</p>

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	<p>health & care are on the development of that system – can SPCF be assured on the approach that is being taken in Suffolk?.</p> <p>Rebecca Hulme said Police will still attend for mental health support for YP.</p> <p>COM– SCC are involved in the Right Care, Right person and want to offer some reassurance and can update SPCF on this. Suffolk are thinking about YP with difficulties, and there is consultation from Suffolk police who seeking views from agencies. SPCF have been asked to look at qualities and impact statement from Norfolk, not heard anything from Suffolk.</p> <p>ACTION 255 - LJ to update and look into where Suffolk are and for involvement for SPCF</p> <p>SPCF are aware of the NDD Pathway in Cambridge and Peterborough; their approach uses an AI app on early identification of communication difficulties with those that may be autistic. It has been really successful, and families are in receipt of autism communication therapy, which has been rolled out across western Australia. These CYP are able to go to mainstream school, and able to communicate, the meeting was recorded so could be shared with colleagues.</p> <p>ACTION 256 – SW to share presentation with GJ and Jamie Mills</p> <p>CYP Mental Health – Tim Clarke is working on ‘worries approach’ where visits have been made to Norfolk schools using CBT approach to support children with worries and has been successful with an adapted version for NDD. This would be useful to raise awareness in Suffolk as well.</p> <p>ACTION 257 – Request this information is shared with GJ</p> <p>Good News – SPCF met with a family where the EHCP was really good. Since met the family again when the EHCP was finalised - the CYP should have started in September, and was offered an earlier start. Have heard from family that the CYP has gone from not wanting to go into school to thriving – with a good EHCP, the family said it has transformed their lives – SPCF will be sharing this with the LA officer concerned.</p>
4.	<p>SEND Integrated Strategy Evaluation including KPI's & Health Dashboard Health - Update to local offer website re NDD and updated tools.</p> <p>A project manager is in place for help, and multiagency working to bring people together.</p> <p>The impact will be quicker input for families, but families will not see significant changes for 6 months. The contract with voluntary service has been extended and will help reduce waiting times as much as possible and the resource pack will be launched as soon as possible (this update is specific for East & West Suffolk).</p> <p>SPCF raised at the NDD stakeholder meeting that over 18's are being refused and rejected by the ADHD team, as they will not accept whilst they are under</p>

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	<p>secondary care mental health. Spoke to senior people and this was being looked into. SPCF have heard from Waveney & Great Yarmouth teams' commissioning arrangements that they are only a primary care service and cannot assess 18+ who are under mental health services. SPCF believe this is discriminatory; once completed mental health involvement they can come back to ADHD. This is about commissioning arrangements – need to know anyone is entitled to have assessment.</p> <p>ACTION 258 – SG to talk to service that sits within ACS for NDD for 18+</p> <p>ACTION 259 – GJ to update RH for Waveney</p> <p>RS updated that the 20 week data is big stand out issue, a lot of work is being completed although progress is not as far forward as SCC would like. An external company have been commissioned to recruit and Suffolk continue to recruit EP's. There have been 7 new EP's start in September and - SCC have a new cohort of trainees and assistant EP's.</p> <p>The service is looking at trajectory work and there are some assumptions although the service is trying to be realistic of when Suffolk will be at the national level of 55% done. The EP assessment is key pinch point.</p> <p>Over the summer Suffolk have changed the way referrals are made for alternative provision, services in Inclusion have met and discussed this with AP's.</p> <p>Attendance is a concern for mainstream schools and looking at new ways that schools can work differently for those CYP to have improved attendance.</p> <p>The new Local Offer website has been shared with SPCF – who will be providing feedback. The website looks a lot better and is improved in look and functionality. There is further work on content needed.</p> <p>SPCF commented that they have looked at it and searched the word 'suspension' and it was not found, and that it does look better.</p> <p>SPCF – Asked regarding the exclusion's final figures 22/23: are they all of the exclusions or after the ones that have been rescinded.</p> <p>RS – Advised does not include those that had been turned around and overturned.</p>
5.	<p>Consultation – Approach and timeline Update from WA In July there was discussion about the next phase of the consultation for the new strategy.</p> <p>It was agreed that we would;</p> <ul style="list-style-type: none"> • start as soon as possible re: consultation. • undertake an evaluation of the current SEND Strategy 21-23

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	<ul style="list-style-type: none"> • the new strategy should be 5 year • a clear and consistent message is needed for the consultation <p>Actions since July Programme Board have included</p> <ul style="list-style-type: none"> • set up consultation points • undertaken an evaluation framework and feedback from each priority meeting has been completed • an animation has been created to support the consistent message • survey is in draft and will be launched soon <p>The feedback in the priority meetings has highlighted some areas for ongoing focus.</p> <p>Face to face meetings will happen as part of the consultation and the animation will be used to support online engagement and ensure a consistent message is shared.</p> <p>LC offered input to support networks to engage with CEON and the Suffolk Education Partnership.</p> <p>Next steps</p> <p>'I statements' have helped form the Childrens Outcomes Framework. Young people will be asked to feedback on the Lego bricks to create a feedback survey for the partnership to focus on the improvements in the 7 keys areas that are linked to the every child matters programme.</p> <p>As part of the evaluation and everytion the SEND programme Board and Terms of Reference will be revisited.</p> <p>Involvement of schools is key and the partnership want sign up from all schools so this is being explored.</p> <p>SEND Programme Board explored the draft survey and provided feedback</p> <p>NSH - indicated that the survey groupings do not necessarily help the participants better understand the meaning of the labels.</p> <p>ACTION 260 - NSH to send some information today to WA re his view of this</p> <p>RS asked if there was a possibility of extending the deadline to support feedback from this group, as feedback is very helpful and the point of it coming to the board.</p> <p>Consultation events diary</p>

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	<p>SPFC event will not have a rep unfortunately, and the survey is not ready, the CYP has been cancelled, the team will look at a future CYP committees to attend.</p> <p>The board were invited to let WA know any other events that the consultation survey can be shared at.</p> <p>LJ suggested that Health might need more representation and WA said that health teams were looking for other options for engagement.</p>
6.	<p>Ofsted & CQC Inspection prep update</p> <p>GB update on Ofsted & CQC.</p> <p>Suffolk do know 15 authorities have had reports published; 5 general good 6 inconsistent 4 widespread systemic failing. Key priority actions – access to health service, risk assessment and support whilst waiting, EHCP, gaps in provision, governance and early identification. Recognise a number of our strengths but share the challenges for improvement is as seen elsewhere.</p> <p>The material that shows our position has been collated, and the inspection should not be distracting from day to day. Suffolk are ready for when the inspection is announced, with a draft presentation to show a balanced view of where Suffolk have made progress and still acknowledge there is a way to go. There has been a lot of positive feedback and the people changing the culture, which needs to be clear in the inspection.</p> <p>GB thanked everyone for their time - if there is more good evidence or challenges that need to be highlighted GB requested that this is shared.</p> <p>ACTION 261 – SPCF have access to the SEF and asked to look at draft presentation and consider if they would like a slide included.</p> <p>An open letter from RS & LJ has been added to give balance to the SEF.</p>
7.	<p>LL EHCP Implementation</p> <p>The LL programme is focusing effort on new portal for Annual Reviews (professional portal), and working with education setting to use it. Disappointingly, following internal testing there were issues with the portal functionality that have come from subsequent upgrades (allocating tasks for and attaching documents). The programme are not willing to go live until these issues are resolved; this should be resolved in the full upgrade and this will need to be fully tested as it will impact other service users. Due to this, the portal will not be ready until February 2024, and due to the added pressure of timescales of phased transfer, the delay has been agreed to April</p>

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	<p>2024. The additional time will be used to look at more early adopters and how IT wraparound support can be provided. Programme members have recently met with Oxfordshire who are further along and using functionality it is interesting to hear how the Designated Clinical Officers are working in that area.</p> <p>Suffolk are in the process of getting DCO's and their teams access to LL, progressing conversation to access and in the interim looking to allocate SCC laptops, whilst progressing to have Information Governance in place, and have dates to train DCO's and their assistants.</p> <p>The Intelligence Hub are looking to build a Power BI dashboard– to show aggregated data and understand what cases they need to review/what sections of EHC plans are ready to be signed off by health.</p> <p>There was a push in summer months helping to improve Family Services quality of improving data; the focus was on primary need and placement of information. The service worked really hard and continue to ensure this is maintained.</p> <p>SC is moving into the new Inclusion change team, which has created the opportunity to look at the project operationally to see if it is best placed with the change team or somewhere else.</p> <p>No new risks have been identified for the board to be aware of.</p>
8.	<p>School Nursing</p> <p>Alex Watts attended and shared presentation.</p> <p>Please see presentation in papers for further information.</p> <p>Alex Watts (community health space at SCC) - main role was managing key worker function and is now responsible for SEND school nursing and behaviour and disability school nursing team. Alex is new to SEND school nursing and has only been in post a few weeks.</p> <p>Suffolk brought specialist SEND nurses into the space and added to the existing school nurse offer.</p> <p>Healthy child practitioner work is still happening and looks at how there is parity in the offer and not leaving anyone behind. Lowestoft can be left out, and so want to ensure they are covered so no huge or significant vacancies elsewhere.</p> <p>Work has begun into general school nursing offer. Current wait time is 12 weeks wait time, the average is 10 weeks. There has been an influx of referrals whilst CYP are waiting to be seen. Initial patient letter is personal to them, and looks at their circumstances and gives guidance to that, including sign posting to SCC webpage. The Suffolk Local Offer is the SEND offer from Suffolk to give additional information for families. Videos have been produced for the service that have been coproduced with YP.</p> <p>Every referral is rag rated red, amber or green. The service does not have a way of specifically monitoring to differentiate between those that are SEND or universal referrals, and this is being looked at for the future. Rag rating is</p>

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	<p>done at entry point, with weekly discussions with school nursing managers to have a consensus to agree on triage and how they proceed.</p> <p>Criteria for universal school offer; if there is a new or emerging health needs and no other professional involved. Looking at for SEND offer, and taking referrals if there is a reoccurrence of a previous condition.</p> <p>CYP being able to talk about health needs and talk about health support is being highlighted as it should be an offer for everyone. By virtue of having SEND, it should be more targeted.</p> <p>ACTION 262 - Alex to share slides and attend Suffolk Education Partnership and Special school heads meeting</p>
9.	<p>Agree minutes and action log</p> <p>ACTION 263 – Health Sufficiency join up to be followed up by LJ</p>
10.	Forward Plan
11.	Any Other Business
	Next Meeting is scheduled for Monday 27 November 2023, 12pm – 3pm