

Minutes

Meeting:	SEND Programme Board	
Purpose or Mandate:	To provide strategic oversight and direction for the implementation of the SEND reforms	
Date:	20 July 2023	
Place:	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 <i>Head Teacher Northgate School</i> 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, Harriet Wakeling Head of Intelligence Hub	

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: Allan Cadzow, Nicki Howlett, Sarah Nasmyth-Miller, Annie Webster, Mark Gower, Fran Arnold, Francesca Alexander</p>	
2.	<p>Case study</p> <p>A case study was presented around the concerns of school avoidance and declines in attendance in high schools in Suffolk. The causes of school avoidance and non-participation within a high school was examined within a project. Societal, medical and health factors were analysed to identify the root cause.</p> <p>The need to empower the pupil voice as a starting point to any intervention was emphasised.</p> <p>Discussed the positives around discovering the pupils' desire to understand more about the functioning of the brain and the parts that influence their emotions and anxiety levels.</p> <p>Previous psychology of emotions workshops for parent carers were brought to attention.</p> <p>ACTION 249 - FW to investigate whether these workshops are still offered and delivered. An update to be shared with SPCF.</p> <p>The need to look at school avoidance in the context of wider factors, rather than in isolation, was consistently highlighted.</p>	Item 2 –
3.	<p>SPCF Update</p> <p>Positive verbal feedback on the success of the Open Forum event.</p> <p>There was SPCF attendance the Summer Inclusion Roadshows, with a strong focus on mental health.</p> <p>SPCF have been involved in the development of the SEND level one training and discussed feedback given. SPCF involvement in the development of Annual Review training was also mentioned.</p>	Item 3 – SEND Programme Board July 23 Update
4.	<p>Liquid Logic EHCP Implementation</p> <p>Updates on stakeholder communications, specifically education settings, were shared in the run up to the summer holidays.</p> <p>Key progress updates were given, including the rollout of the new portal functionality. Positive feedback from education colleagues has been received.</p> <p>Shift in focus to the rollout of an AR portal for education settings to use to return AR documentation to the local authority. Working closely with ten early adopter settings to incorporate their feedback.</p> <p>Highlighted SPCF's involvement in adding transport services as an additional element to the AR form to ensure the right level of information is captured.</p> <p>Reported IT's involvement to ensure a consistent streamline to make the customer journey as smooth as possible.</p> <p>ACTION 250 – The Board to review the Liquidlogic risk log and provide feedback and suggestions of changes.</p>	*Presentation
5.	Neurodevelopment Delay (NDD)	Item 5a – NDD Presentation

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	<p>A number of challenges around the referral process were shared, including having conversations simultaneously with several providers.</p> <p>A summary of the recommendations was shared to bring awareness to the Board, and emphasised the importance of the support services that sit around the pathway.</p> <p>Discussed a suggestion to utilise the Triage Panel to only discuss the complex cases.</p> <p>Headteacher forums in Ipswich and Bury are providing feedback on the recommendations.</p>	Item 5b – NDD report
6.	<p>Continuing Education Treatment Review (CETR) & Dynamic Support Risk (DSR) Register</p> <p>Updates were shared on the impact of the CETR and DSR, and the vital importance of early intervention was re-emphasised.</p> <p>Recruitment has begun for a safeguarding lead to handle the safeguarding queries.</p> <p>The recommendations were followed up by navigators and independently reviewed by young people to discuss best ways of working to avoid admission.</p> <p>Challenges faced were explored, along with the lessons learned.</p>	<p>Item 6a – CETR Presentation</p> <p>Item 6b – CETR DSR Policy Change</p> <p>Item 6c – NHS England CETR Code of Practice</p>
7.	<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>Highlighted the strive to improve communication for schools and families.</p> <p>The Local Offer line is continuing to take many calls from families and is making a difference.</p> <p>Updated the Board on the new contract to help solve the 20-week EHCNA data issue.</p>	<p>Item 7a – Integrated SEND Strategy</p> <p>Item 7b – SEND KPI</p> <p>Item 7c – Health Dashboard</p>
8.	<p>SEND Strategy – Consultation</p> <p>Engagement with stakeholders is well underway to renew the SEND Strategy later this year. Conversations to pause meetings on the current strategy and repurpose them to help develop the new approach.</p> <p>Short, medium and long term approaches have been considered for this new strategy.</p> <p>Shift in focus for September Priority meetings to gather feedback for the strategy's development as well as looking at what can be changed to improve this new strategy.</p> <p>Recruitment has begun for extra capacity to support and mobilise these projects to improve the strategy.</p> <p>Conversations around the involvement of YP in this new strategy and ways to gather their feedback.</p>	Item 8 -
9.	Minutes from March	Item 9a – Minutes May-23

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	<p>Action log</p> <p>Minutes and Actions amended as discussed.</p>	Item 9b – Action Log
10.	<p>Forward Plan</p> <p>Proposal to set up a rota to ensure a wide variety of case studies are presented at Programme Board.</p> <p>Guidance to be shared around the format of case study presentations, to ensure a thorough discussion can be sparked on how to embed the lessons learned. Suggestions were made to establish a time frame to check whether the actions have been implemented and the intended differences are being made.</p> <p>ACTION 251 – Publish a case study rota by November’s Programme Board to ensure a wide breadth of case studies.</p> <p>Considering the approaching SEND Area Inspection, suggestions were made that the agenda for September’s Programme Board is light.</p>	Item 10 - Forward Plan
11.	<p>Any Other Business</p> <p>Reinforced the importance of employment opportunities for young people in Suffolk.</p>	
	Next Meeting is scheduled for 28 September 2023, 10am – 13:00pm	