

# Lancashire SEND Partnership Board Meeting

## 17<sup>th</sup> September 2018, 10:30am - 12:30pm

### Moor Lane Mills, Lancaster

#### **Attendees, Board members:**

John Readman, Executive Director of Education and Children's Services, Lancashire County Council (Chair)

Mark Youlton, Clinical Commissioning Group Chief Officer with responsibility for SEND (Vice Chair)

Jo Bebbington, Parent/Carer

Steve Belbin, Head of School Improvement, Lancashire County Council

Dave Carr, Head of Service Policy, Information and Commissioning (Start Well), Policy, Information and Commissioning, Lancashire County Council

Tara Entwistle, Early Years

Tricia Farey, Parent/Carer

Matthew Fisher, Young person from POWAR Group, Barnardo's

Hilary Fordham, Chief Operating Officer, NHS Morecambe Bay Clinical Commissioning Group

David Graham, Head of Service SEND, Lancashire County Council

Fiona Grieveson, Lancashire Special Schools Head Teachers Association

Charlotte Hammond, Head of Service Learning Disabilities, Autism and Mental Health, Lancashire County Council

Amanda Hatton, Director of Children's Services, Lancashire County Council

Helen Lynch, Mental Health Representative

Robin Newton-Syms, The Lancashire Colleges

Kate Reddy, Parent/Carer

Evie Smith, Young person from Lancashire Youth Council

#### **In attendance:**

Diane Booth, Lancashire SEND Senior Manager

Gaja Gannon, Locality Specialist Support Officer, Children and Family Wellbeing, Lancashire County Council

Gareth Jenkins, SEND Partnership Communications and Engagement Lead

Helen Makinson, SEND Partnership Project Lead

Lorraine Moody, Team leader, Barnardo's

Sian Rees, SEND Improvement Partner

Caroline Waddington, Senior Programme Manager, NHS Midlands and Lancashire Commissioning Support Unit

### **Apologies:**

Debbie Duffell, Head of Service Children and Family Wellbeing, Lancashire County Council

Sakthi Karunanithi, Director of Public Health and Wellbeing

Mike Wright, Lancashire Association Secondary Schools Head Teachers

Nicola Askew, Acute Health Representative

Dr Maria Hall, Community Health Representative

Tina Wilkinson, Primary Heads in Lancashire

### **Full notes of the meeting:**

#### **1. Introductions, welcome new members, apologies**

John Readman welcomed Board members to the second formal meeting of the SEND Partnership Board and at his invitation attendees introduced themselves. Apologies were noted. A particular welcome was extended to the new Board members joining the meeting.

#### **2. Notes from the meeting 12 July and progress on action**

The notes of the meeting were agreed as an accurate record. The outstanding actions from the previous meeting were presented and updates provided.

**Board Membership** – Helen Makinson reported that all membership categories were now represented and thanked members for their involvement.

**Liquid Logic and EHCPs and Parental Views** – David Graham outlined that the development and implementation of the Liquid Logic software is progressing as planned and is due to launch the first week of January. The system will be beneficial to schools and partners as significant sections of forms will be pre-populated. Amanda Hatton queried if parents can view information online. David Graham explained that this won't be possible but the process will be streamlined allowing the SEND service to send reports electronically.

Parental views are included within EHCPs and plans to increase the capture of these include development of an online web tool to survey parents' views at the end of each review. Feedback is also captured through the Local Offer website.

John Readman summarised the Liquid logic update, there are some challenges but overall progress is positive. A further update was requested for the November Board meeting.

#### **Action 1 – Liquid Logic Update at November Board**

**Shadow Practitioner Model and Blackpool Start** – Amanda Hatton informed the group that as part of the wider improvement of Children's Services a Shadow Board of practitioners was established. The Terms of Reference for this Board have been shared with David Graham to look at potentially developing a version for SEND.

Amanda Hatton is meeting with Blackpool Better Start on the 19<sup>th</sup> September and will update following the meeting.

**SEND data review** – prior to the Board a presentation on SEND key stage standards was circulated. Steve Belbin gave a brief update; Foundation Stage standards up, Key Stage 1 standards down and Key Stage 2 standards up. At this point Key Stage 4 data was unavailable. John Readman requested an update at the November Board meeting. David Graham suggested Sally Richardson, Principal Education Psychologist, attend the meeting to contribute to this update.

### **3. Business Items**

John Readman confirmed that the Board notes will be published on the Local Offer from the July meeting date onwards.

#### **DfE Monitoring Report**

Sian Rees updated on the monitoring of the written statement of action by DfE and NHSE which takes place on a quarterly basis. The first review took place on 20<sup>th</sup> April 2018 and the second on the 25<sup>th</sup> July 2018. The next monitoring visit will be held on the 11<sup>th</sup> October 2018.

The SEND Partnership team produce a report covering key actions during the period, next steps and a progress measure, which is discussed and agreed with DfE and NHSE. For the July meeting the Strategy and Access to Provision Working Groups progress measure was agreed at Amber/Green, and for the Engagement, Identifying and Meeting Need and Improving Outcomes Working Groups agreed at Amber. Detailed delivery plans are in place for each Working Group and DfE and NHSE were satisfied with progress. For the Engagement Working Group actions are all on track, however an Amber rating was agreed due to the current lack of a formal Parent Carer Forum. John Readman requested further clarification for the Board on this issue. Sian Rees outlined that it is a requirement of the reforms to have an independent Parent Carer Forum in place, however in Lancashire this was dissolved in October 2017. An external provider, commissioned by the DfE, is working with parents to develop a model for Lancashire and a meeting is planned for 19<sup>th</sup> September 2018 to consider reconstituting the Parent Carer Forum. It was noted that it is important to the Partnership to have a formal group to engage with parents. In the absence of a forum the Partnership is still working with parents and 44 parents are now involved with the Board and Working Groups. Parents are also working with Health on the pathway development work. Sian Rees concluded that the overall DfE and NHSE assessment of the written statement of action was Amber.

John Readman noted that he and Mark Youlton, are members of the Lancashire Health and Wellbeing Board where progress on the written statement of action is reported on a bi-monthly basis. The next meeting is being held on the 18<sup>th</sup> September 2018.

#### **Written Statement of Action Updates**

Brief updates were requested from Working Group leads. Reporting slides provided with the meeting papers.

##### **a) Working Group 1 – Strategy, David Graham**

Work to pull together data across Education, Health and Social Care into a useable format has progressed and the 2016/17 data dashboard went live at the end of July. It was also noted that firm multi-partner memberships are in place across the Board and Working Groups

and there is a strong commitment to sustain these new working relationships beyond the term of the written statement of action.

The draft Lancashire vision was presented to the Board, Sian Rees explained the process to produce this. The views of parents, young people, Head teachers, Board members and Health colleagues had been collated and an exercise undertaken to identify the visionary words and then draft the vision. This was shared with the Strategy Working Group who proposed an amendment to the final line, the Board were asked to consider the vision including the proposed amendment.

Jo Bebbington and Tricia Farey were concerned about the 'highly regarded services' statement as they did not consider Lancashire services to be so, however others were happy that this was part of a vision and something as a Partnership we wished to aim for. It was suggested and agreed that the tense of the vision should be amended to 'will be highly regarded' or that an explanatory statement be prepared to accompany the vision.

The Board discussed the term 'young people' it was noted that originally the vision had included 'young adults'; based on feedback from young people this had been amended. Lorraine Moody suggested she discuss this further with the POWAR group to provide the context.

#### **Action 2 – Revise the Vision in light of the comments and re-circulate**

#### **b) Working Group 2 - Commissioning and Access to Provision, Hilary Fordham**

To be covered later in the agenda, through the Commissioning and Access to Provision presentation.

#### **c) Working Group 3 – Engagement, Gareth Jenkins**

There are now 44 parent/carer representatives in place as members of the Board and Working Groups. Gareth Jenkins thanked the new parents on the Board for their involvement. Working Group leads were reminded that new parents will be joining their working groups and requested they be welcomed and included within task and finish groups as required.

A further 18 engagement events have been planned for September and October with a focus on education - for Head teachers, SENCO/SENDOS and Early Years providers; support was requested from Board members to publicise these.

The Lancashire SEND Partnership is continuing to support the re-establishment of the Parent Carer Forum working with Contact and a meeting to consider the reconstitution of the forum is being held on 19<sup>th</sup> September.

A reminder for parents to take part in the POET survey will be included within the September communication update and social media/the web will be used to drive participation. POET is a national survey developed with Lancaster University.

The Local Offer has been reviewed and is now in development; a briefing document has been produced based on feedback collated over the last three months. This document will form a final brief to share with web developers.

Amanda Hatton noted that she was involved in the selection process to involve parent carers to Board and Working Groups and felt the mix of representation was good; she queried how this balance will be maintained across the whole of SEND. Gareth Jenkins agreed that this is important and confirmed that the Partnership will continue to work with parents to expand representation and review engagement. Sian Rees added that work with schools will enable the Partnership to reach a larger number and broad range of parents.

Board Members asked a number of points of clarification and Charlotte Hammond offered to support engagement with older young people.

**Action 3 – Gareth Jenkins and Charlotte Hammond to meet regarding older young people engagement**

**d) Working Group 4 - Identifying and Meeting Need, Diane Booth**

Three Designated Clinical Officers have been appointed for the North, South and East. The DCOs are beginning to introduce themselves to services, attend events and meet with individual families.

Quality standards for EHCPs have been drafted and three levels of audit to ensure quality are proposed; level 1 compliance, level 2 quality and level 3 governance.

The first of three workshops had been held with partners and was reported to be a successful event. Thirty-six partners attended, including parents, health, and social care and education representatives. Workshops covered the SEND Graduated Response, Co-production and Transitions.

**e) Working Group 5 – Improving Outcomes, Steve Belbin**

Achievement data sharing with schools is ongoing with Governors, Senior Leaders in Schools and Advisors. Data is being used to support the targeting of resources by need and district. A questionnaire had been devised and shared with all high-excluding and low-excluding secondary schools. It was noted that exclusions continue to be at a high level and this is being addressed through a number of activities including; agreed improvement targets, a programme of action with schools, targeted support and training for governors on permanent exclusions.

Charlotte Hammond noted the difference between the outcome measures for adults compared with children; children's measures being much more educationally focused and she queried if this could be broadened. John Readman confirmed that the first task is to deliver the written statement of action which requires an education focus in response to the inspection, but longer term this should be explored. Hilary Fordham agreed that it is important not to dilute the written statement of action, but areas not included should be captured within a longer-term improvement plan.

Amanda Hatton had attended an Ofsted event reviewing the changing inspection framework and agreed to share the presentation. It was noted that there was a shift towards broadening measures for schools.

**Action 4– Circulate Ofsted presentation**

Fiona Grieveson commented that following the Rockford Review, Special Schools are moving away from formal measures and are able to demonstrate more meaningful progress for their young people.

John Readman called a brief break to the meeting.

The Board reconvened.

#### **4. A Focus On: Commissioning and Access to Provision**

Hilary Fordham introduced a short film with a parent of a child with SEND talking about her experience accessing services, the challenges and timescales she faces. This ended with a message to the Board.

Hilary Fordham, Dave Carr, Caroline Waddington and Diane Booth presented on the activity of Working Group 2. Presentation attached.

The presenters offered to take questions. Tricia Farey asked about changes to the Short Breaks service as parents felt this had worsened since the Ofsted inspection. David Graham confirmed that he was aware of this issue, noting that there has been a reduction in providers, with the remaining providers unable to deliver as commissioned. John Readman requested David Graham review this and provide further information prior to the next Board via a briefing.

##### **Action 5 – Update on issues with Short Breaks delivery**

A number of Board members commented on the helpful presentation. Tara Entwistle noted that a number of points raised by the presentation mirrored her experiences. She felt it was particularly important for Health Visitors to support school readiness and know what support is available to parents. She explained that some health visitors do not feel it is their role to support children with SEND, nor to be a Lead Professional.

##### **Action 6– Inform Sakthi Karunanithi of discussion and concerns regarding Health Visitors**

A discussion also took place about access to services pre-diagnosis, particularly in relation to ASD,

##### **Action 7 – More detailed presentation on ASD pathway to future board meeting**

John Readman thanked the presenters and noted that he was pleased to see examples of work taking place across the partnership. Robin Newton-Syms stated that he had found the presentation very useful as a new member to the Board.

Gareth Jenkins was requested to produce a 1 page summary from the presentation to share with the Board.

##### **Action 8– Produce 1 page summary of presentation and circulate to the Board**

David Graham shared some positive news; Lancashire's Youth Offending Team had received the Quality Mark for securing better outcomes for children and young people with special educational needs in the youth justice system. It was noted that this was reflective of improved partnership working.

#### **5. Service Input: Children and Family Wellbeing**

Due to apologies from Debbie Duffell this presentation was not delivered.

## 6. Forward Planner and Close

The Board Forward Planner was shared, the next Board discussion item will focus on Identifying and Meeting Need, other items will be reviewed in light of the recommendations at the meeting.

### **Action 9– Confirm the focus on topic Identifying and Meeting Need for the next meeting**

John Readman closed the meeting by thanking the Board for their attendance and requesting their continued leadership, challenge and commitment to the SEND agenda.

### **Dates and times of future meetings**

Future meeting dates and times confirmed below:

26/11/18 10-12pm, The Albion Suite, The Exchange, County Hall, Preston

30/1/19 10.30-12.30pm, Venue tbc

### **Action Summary**

Agenda Item	Actions from meeting	Who	When	Progress
Notes from the meeting 12 July and progress on action	<b>1</b> Liquid Logic Update at November Board	David Graham	26/11/18	Update at the next Board
Business Items	<b>2</b> Redraft Vision	Sian Rees	September 2018	Redraft to be circulated
Business Items	<b>3</b> Gareth Jenkins and Charlotte Hammond to meet regarding older young people engagement	Gareth Jenkins/ Charlotte Hammond	October 2018	Meeting to be arranged
Business Items	<b>4</b> Circulate Ofsted presentation	Amanda Hatton	31/10/18	To be circulated
A Focus On: Commissioning and Access to Provision	<b>5</b> Update on issues with Short Breaks delivery	David Graham	31/10/18	Briefing paper to be prepared
A Focus On: Commissioning and Access to Provision	<b>6</b> Inform Sakthi Karunanithi of discussion and concerns regarding Health Visitors	Sian Rees	25/9/18	Email update sent

A Focus On: Commissioning and Access to Provision	<b>7</b>	More detailed presentation on ASD pathway to future board meeting	Maria Hall	26/11/18	Update at future Board
A Focus On: Commissioning and Access to Provision	<b>8</b>	Produce 1 page summary of presentation and circulate to the Board	Gareth Jenkins	31/10/18	Summary paper to be circulated
Forward Planner and Close	<b>9</b>	Confirm the focus on topic Identifying and Meeting Need for the next meeting	Helen Makinson	26/9/18	Confirmation email sent to WG4 leads