

Lancashire SEND Partnership Board Meeting

1st April 2019, 2pm– 4pm

The Jack McLaughlin Centre, Corpus Christi High School, Preston

Attendees, Board members:

Edwina Grant OBE, Executive Director of Education and Children's Services, Lancashire County Council (Chair)

Julie Higgins, Joint Chief Officer with responsibility for SEND, BwD and East Lancashire Clinical Commissioning Group (Vice Chair)

Jo Bebbington, Parent, Carer

Steve Belbin, Acting Director of Education and Skills, Lancashire County Council

Lynne Blomley, Lancashire Association Secondary Schools Head Teachers

Dave Carr, Head of Service Policy, Information and Commissioning, Policy, Information and Commissioning, Lancashire County Council

Tricia Farey, Parent Carer

Matthew Fisher, POWAR

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

Fiona Grieveson, Lancashire Special Schools Head Teachers Association

Dr Maria Hall, Community Health Representative

Anne Hardman, Designated Clinical Officer, South Area

Sam Jones, Chair of the Lancashire Parent, Carer Forum

Sakthi Karunanithi, Director of Public Health and Wellbeing, Lancashire County Council

Helen Lynch, Mental Health Representative

Robin Newton-Syms, The Lancashire Colleges

Kate Reddy, Parent Carer

Sally Richardson, Head of Service Inclusion, Lancashire County Council

Evie Smith, Lancashire Youth Council

In attendance:

Diane Booth, Lancashire SEND Senior Manager Health

Andrew Good, Head of Service, Financial Management (Development and Schools)

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

Gavin Redhead, Strategy Lead for Participation, Young People, Lancashire County Council

Apologies:

Nicola Askew, Acute Health Representative

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

Tara Entwistle, Early Years Representative

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

Tina Wilkinson, Primary Heads in Lancashire

Full notes of the meeting:

1. Introductions, welcome new members, apologies

Edwina Grant welcomed members to the SEND Partnership Board and noted apologies. It was acknowledged that this will be the last Board meeting for Robin Newton-Syms before his retirement. Edwina Grant thanked Robin for his contribution to the Partnership and wished him all the best for the future on behalf of the Board. The new representative for The Lancashire Colleges will join the Board from the June meeting onwards.

Notes from the meeting 28 November and progress on action

The notes of the meeting were agreed as an accurate record. Edwina Grant drew attention to the Track, Challenge Log, included with the meeting papers, which details progress against all Board actions. Delivery of these is overseen by the SEND Partnership team, with outstanding actions from the previous Board meeting presented and updates provided as follows:

Lancashire Break Time

Sally Richardson updated on the proposal to cease Lancashire Break Time (LBT) short breaks service from 1 September 2019. The public consultation is ongoing and will close on the 8th April 2019. Consultation responses will then be collated and analysed. A report will be presented to the County Council Cabinet on 16 May 2019 for consideration. A Budget Scrutiny Review panel will also take place on 11th April 2019.

Sam Jones expressed concerns about the legitimacy of the consultation process and the cost implications of a legal case impacting on council services. She explained that as a member of the SEND Partnership and a strategic partner, the Parent Carer Forum does not intend to challenge the council legally but does have a duty to present the voice of parents and carers.

Virgin Care Data Sharing

Sakthi Karunanithi confirmed that delivery of the 0-19 Public Health Nursing Service by Virgin Care commenced 1st April 2019. Health Visitors and School Nurses will maintain read only access to the previous system whilst transferring to the new system. A separate safeguarding line is also available so that colleagues can speak to someone with access to the new system.

Virgin Care has drafted a data sharing agreement as no existing agreement was available; this has been shared with the Designated Clinical Officers (DCOs). Anne Hardman confirmed that the DCOs had received the agreement, but it had not yet been discussed with managers and required ratification before sign-off. The Virgin Care contract had been signed the previous week with the data sharing agreement circulated immediately after.

Schools' Portal

Gareth Jenkins reported that at recent LASSH and LSSHTA meetings head teachers indicated that messages are being received through the schools' portal and many schools are also sharing these with parents through Facebook links, newsletters etc. The importance of labelling messages clearly to ensure they reach the right person within a school was noted. During a trial period of three messages a month from the SEND Partnership open rates were up to 89%. Edwina Grant requested Gareth Jenkins share the schools' portal presentation with SENCOs.

Action 1- Share Schools' Portal presentation with SENCOs

Terms of Reference

Helen Makinson confirmed that the Terms of Reference had been updated to reflect the focus of the Board on delivering the actions within the Improvement Plan. The membership will be reviewed in April 2020.

2. Business Items

Written Statement of Action - final update

Lancashire's written statement of action was agreed by Ofsted in April 2018 following the SEND inspection findings. Sian Rees reported that a final update on the written statement of action was produced at the end of February 2019 and circulated with the papers. This action plan has now been replaced by the Lancashire SEND Partnership Improvement Plan 2019-20 presented as the next item on the agenda. All outstanding actions had been carried forward to the Improvement Plan; the DfE had approved this approach.

SEND Partnership Improvement Plan

Sian Rees presented the Lancashire SEND Partnership Improvement Plan 2019-20. This plan is based upon the vision and strategy agreed by the Board in November 2018. At the January Board a draft plan was considered, and wider consultation was requested ahead of agreeing a final plan at the April meeting. The plan has been informed by consultation and discussion during February and March 2019 and through partnership activity during 2018, it responds to the Ofsted findings, and includes those actions not completed in the written statement of action. The plan is structured around the four priority areas from the strategy and includes key actions, a progress rating system and performance indicators. The Board was requested to: consider and approve the plan, recognising that it is a work in progress, note the thematic and action led approach, consider progress to date, continue to lead activity and expect to receive progress updates at each meeting.

Edwina Grant requested Sian Rees present the plan section by section to enable the Board full opportunity to comment before approval.

The plan includes an introduction, governance structure, Ofsted's 12 areas of significant concern, a brief summary of what has been done so far, delivery structures, four action plans, one for each thematic area and associated key performance indicators.

The four thematic areas and corresponding delivery structures were discussed. Edwina Grant requested the names of leads be added alongside titles and asked for an update on the implementation of the delivery groups for each thematic area.

The four thematic leads as Board members, confirmed that they are in the process of establishing action group membership with the support of the SEND Partnership Team. Edwina Grant asked that these arrangements be finalised as soon as possible.

Action 2 – Update Improvement Plan Delivery Structure with lead names

Action 3 – Finalise group membership and meeting schedule

Each of the four action plans was presented and the Board invited to comment.

1. Meeting Need

Action 1.6.3 - Jo Bebbington requested widening the sample area to include EHCP audits for transition post-16 and those with SEN support plans in school. It was agreed to amend the action to include these suggestions.

2. Equal Partners

Anne Hardman queried the accuracy of the health data within the Joint Strategic Needs Analysis (JSNA) and Sally Richardson confirmed that the issue of missing data had been resolved. Hilary Fordham and Sally Richardson confirmed that they are working together to improve the data for the JSNA. Edwina Grant queried whether there were any specific issues with data and Sally Richardson noted two potential areas; public health and further education data. Sakthi Karunanithi identified inaccurate data being included in the JSNA as an issue; health partners advised that the correct data had not been collected by LCC. It was agreed that the following Board members should meet to progress this: Edwina Grant, Julie Higgins, Sakthi Karunanithi, Dave Carr along with Mike Walker, LCC Business Intelligence and Gemma Jones, LCC Joint Strategic Needs Analysis Manager.

Action 4 – Arrange meeting for wider discussion about data

Dave Carr noted that the Children and Young People's JSNA will commence this year and it will be important for the lessons learned as a result of the SEND JSNA inform this process.

3. Accessible Services

Actions 3.1.3 and 1.4.5 - Maria Hall raised a potential overlap between these actions, however this was clarified with the differences explained

Action 3.3.1 - Anne Hardman requested this action be broadened to include other agency professionals e.g. children's social care, healthcare professionals. This was agreed and Edwina Grant requested Sam Jones confirm with the Parent Carer Forum which professionals would be helpful.

Action 5 - Agree multi-agency professionals to include in action 3.3.1

Action 3.2 - Tricia Farey raised access concern about access to short breaks services and in particular the request for an assessment in light of the proposal to cease Lancashire Break Time. Sam Jones, supported by other parent carers, advised that requests were being referred to the safeguarding team and, in some cases, S47 assessments had taken place as a result. Edwina Grant requested this issue be considered by the LCC Children's Service Management team.

Action 6 – Review of assessment process to be undertaken by Inclusion Service and Children's Social Care

Sam Jones shared the views of many parents about the Children with Disabilities criteria which is felt to disadvantage many children. Edwina Grant noted how valuable the feedback from the parents is and asked that a review of the criteria be an action in the Improvement Plan.

Action 7 – Add review of Children with Disabilities criteria to Improvement Plan

Action 3.6.2 - Helen Lynch asked for an update on the progress of the speech and language service commission and in particular agreeing the specification with providers. Dave Carr advised that the revised service specification for the Fylde coast was with Lancashire Care

Foundation Trust (LCFT) and will also be shared with the Midwife Led Unit (MLU) for them to agree.

4. Preparing for adulthood

Action 4.4.3 - Jo Bebbington asked that the acronym CEIAG be in full i.e. to read Careers, Education, Information, Advice and Guidance. Jo Bebbington expressed the discontent about the quality of planning for transition and felt that the key performance indicators within the plan do not include preparing for adulthood measures. Helen Makinson confirmed these were awaiting and measure about employment and independent living will be added.

Edwina Grant noted that despite financial constraints in the further education sector, there is a collective willingness from college leaders to work together to improve outcomes for young people.

Action 4.2 - Edwina Grant requested an update on alternative provision developments. Steve Belbin described the work with primary schools across all districts to identify an offer based on the needs of the area. District strategic groups are being established, with the aim of raising attainment and reducing exclusions. These groups include representatives from each cluster/type of school and will agree plans for the use of funding. The group will meet regularly to review and monitor the impact of the agreed strategies and report back to the school improvement service.

A review of secondary provision had been undertaken by SEND4Change which has been shared with secondary heads. A first meeting of an executive group of LASSH has taken place and implementation of all the recommendations is now in progress. This will be reported on to the Board as part of the Improvement Plan monitoring report.

Edwina Grant noted the need for a clear, simple narrative around the developments and implementation for alternative provision; Lancashire is one of the highest excluders in the country and addressing this will be a 3-5 year process.

Action 8 – Develop a narrative to explain the developments and next steps in both primary and secondary alternative learning provision

Priority 4 - Matthew Fisher requested 'aspirations' be added and it was agreed to update the plan.

A broader discussion about the key performance indicators took place and the Board queried the appropriateness and availability of some of the measures. It was noted that there are many sections where data is not available, particularly related to health data; this will be considered as part of the JSNA discussion. The measures on young people's achievements are currently too academically focussed. The Board agreed that measures to capture other achievements should be included i.e. independence and social inclusion. Steve Belbin suggested including the outcomes of the pupil questionnaire and Fiona Grieveson offered to discuss this with LSSHTA to establish methodologies for special schools capturing pupil feedback which may help.

Action 9 – Agree key performance indicators for health, independence and social inclusion

Dave Carr also noted that the POET survey isn't fully reflective as a key performance indicator for each theme. It was acknowledged that POET is a qualitative tool, it is improving, and the numbers of surveys completed has increased significantly since its inception. However, it has its limitations and needs to be developed further.

It was agreed that the development of data sets will be ongoing. Julie Higgins suggested considering bespoke ways of capturing evidence and proposed linking with the team working on the Children and Young People's JSNA.

Action 10 – Update Improvement Plan as agreed

The Board approved the plan and Edwina Grant thanked the SEND Partnership team for preparing a plan which reflected all partner views and will support the continuing drive for improvement.

Education Health Care Plan Audit Pilot – Summary Report

Diane Booth presented the summary report on the EHCP audit pilot. Eleven audits were undertaken; seven new plans and four transition plans. Of the plans audited no plan was judged to be outstanding, two were judged as good, eight required improvement and one was inadequate. Most of the transition plans were judged to require improvement. The quality of new plans was better, with the majority judged as good.

Diane Booth drew attention to the auditor feedback which included: requests to extend the training to a full day, this is now in place; links to be made to liquid logic, these will be considered through system development and audit handbook improvements which have been actioned.

Thirty-four auditors have been trained. It was reported that the time taken to complete an audit ranged from one and a half to three and a half hours. Auditors are required to review all associated paperwork and advice to produce an EHCP; advice can be complicated and the process time consuming.

In this context individual service leads are clear that to improve EHC plans more rapidly and with an inherent understanding of 'what good looks like' there is a need to focus on the quality of the advice being provided. Alongside this, the integration of the parent/child/young person's views, through the process of co-production, is essential in order to secure clear outcomes leading to progression.

It was therefore agreed that the priority is now service led improvement, with targeted smaller scale multi-agency auditing required, so that this does not detract from the former. The Board's commitment to a multi-agency auditing process was re-iterated.

Action 11- Individual agencies to ensure service led work takes place to improve advice provided for EHCP's

Jo Bebbington raised concern about the quality of outcomes included within EHCPs and asked how well schools are supported to deliver the outcomes. A discussion took place about targets; Lynne Blomley noted that outcomes should be both achievable and aspirational so that they do not demotivate young people and parents. A stepped approach to achieve outcomes is good practice and should be included in plans.

Julie Higgins emphasised the importance of including aspirational outcomes and suggested section 1.6 of the Improvement Plan reflect this.

Action 12 – Review action 1.6 to reflect the discussion so that plans are co-produced and include clear outcomes for children and young people

Julie Higgins asked that in addition to monitoring action in the Improvement Plan, the Board evaluates the impact of the work taking place.

Action 13 – The Board to agree at the next meeting the focus for evaluation

Edwina Grant concluded that improvement in quality is beginning to take place; identifying issues is a positive step in this process. Early improvement is beginning to be evidenced; the audit identified the quality of new plans in comparison with transition plans. Planning for transition still requires significant improvement. This was welcomed by Board members.

POET – Further to the earlier discussion around POET Sally Richardson briefly updated that the POET has identified area of strengths and weaknesses and this will be used to inform improvement. The responses to the survey have doubled in the last year and the survey has been extended to include those on SEND support.

3. A focus on: Lancashire Budget Profile

Edwina Grant introduced this item by noting that councils rarely share financial information of this nature or detail, but the decision to do so was taken in the interests of the Partnership to ensure there is a shared understanding about the Council's financial position. Andrew Good presented the National and Local funding on the High Needs Block.

The presentation provided context regarding the national deficit on High Needs Block spending, which is expected to be between £1.2 and £1.6 billion by 2021. Lancashire's estimated overspend by 2021 is £13.2million.

It was noted that Lancashire is spending more than its statistical neighbours and a number of local challenges were outlined: the number of pupils in special schools is higher than the national average, exclusion rates are 2.5 times the national average, the number of pupils with EHCPs is above the national average, the percentage of SEMH places in special schools is above the national average, significantly more alternative provision places are commissioned than the national average and the High Needs budget is supported by transfers from other funding blocks and from reserves.

Andrew Good emphasised the importance of using data to inform the development of provision and ways of working with schools and parents to support as many young people as possible to remain in mainstream provision. Sam Jones said she had experienced a lack of understanding from head teachers who were not inclusive and didn't accept a responsibility for young people in the local area. Lynne Blomley noted that all schools have a moral imperative and are working hard to be inclusive; there had not previously been a strategic overview of provision in Lancashire and ensuring all districts are able to cater for the needs of children and young people is a priority area of work within the Improvement Plan.

An additional piece of work is being undertaken on transport arrangements, to review journeys to and from schools which can be both long in duration and costly.

Robin Newton Syms noted that the role of the Partnership Board is to take strategic ownership, using available data and financial flexibilities, to determine the best option with providers.

Diane Booth suggested reviewing the destinations of children and young people with SEND post 25 years to see how attendance at different types of provision – mainstream, special, independent - impacts on outcomes.

Action 14– Review outcomes data post 25 for different provision types

Edwina Grant thanked Andrew Good for his presentation.

4. Parent, Carer Engagement

Gareth Jenkins and Sam Jones updated on parent carer engagement activity. Local Area Partnerships have been launched in all three areas. These have been hosted in schools, are chaired by DCOs and include representatives from across the SEND Partnership. Local issues have been raised at these meetings and awareness is increasing. A parent, carer engagement feedback leaflet has been produced and is hosted on the SEND Partnership news page. Fourteen coffee, cake and conversation events have been held providing an

opportunity for parents and carers to meet with a range of local professionals. To date these have been attended by nearly 100 parents and feedback has been very positive.

Sam Jones updated on the participation training which will be delivered in April and May 2019; the course will cover co-production and positive working relationships. It is open to all agencies within the SEND Partnership.

Action 15- Share Participation training with SEND Partnership

Sam Jones updated on the 'Get it Right First Time' approach which will be piloted in two areas in the South and North. Partners will work together to understand any difficulties and see how processes can be improved.

Future engagement was discussed, and more events will be planned and delivered during summer and autumn 2019. An annual inclusion award will be developed and the Local Offer will be promoted through parent carer engagement events delivered in schools, health and community centres.

Edwina Grant thanked Sam Jones and Gareth Jenkins for their update and closed the meeting by thanking all Board members for their attendance.

5. Inspection Readiness Ofsted and Care Quality Commission revisit

Attention was drawn to this item and for all services to be aware of the revisit. The slides prepared for the Board will be circulated to all Board members for their use.

Action 16- Circulate Board slides to Board members

Dates and times of future meetings:

All meetings to be held at The Jack McLaughlin Centre, Corpus Christi Catholic High School, St. Vincent's Road, Fulwood, Preston, PR2 8QY

- 3 June 2019 2.00- 4.00 pm
- 16 September 2019 2.00- 4.00 pm
- 14 November 2019 10.30- 12.30 pm
- 16 January 2020 10.30- 12.30 pm

Action Summary

Agenda Item	Actions from meeting	Who	When	Progress
Notes from the meeting 28 November and progress on action	1 Share Schools' Portal presentation with SENCOs	Gareth Jenkins	10/4/19	Agenda item at upcoming SENCO cluster meetings 10-13/6/19
Business Items - SEND Partnership Improvement Plan	2 Update Improvement Plan Delivery Structure with lead names	Helen Makinson	10/4/19	Improvement Plan updated to be circulated with Board minutes
Business Items - SEND Partnership Improvement Plan	3 Finalise group membership and meeting schedule	Helen Makinson	12/4/19	Group membership agreed and members contacted. Meeting invites to be circulated w/b 15 th April 19.
Business Items - SEND Partnership Improvement Plan	4 Arrange meeting for wider discussion about data	Joanne Jardine	12/4/19	Email sent to Executive Director PA to arrange.

Business Items - SEND Partnership Improvement Plan	5	Agree multi-agency professionals to include in action 3.3.1	Sam Jones	3/5/19	Email request sent to Lancashire Parent, Carer Forum.
Business Items - SEND Partnership Improvement Plan	6	Review of assessment process to be undertaken by Inclusion Service and Children's Social Care	Sian Rees	4/4/19	Item discussed at LCC Education and Children's Social Care Management Meeting
Business Items - SEND Partnership Improvement Plan	7	Add review of Children with Disabilities criteria to Improvement Plan	Sian Rees/ Helen Makinson	10/4/19	Improvement Plan updated to be circulated with Board minutes
Business Items - SEND Partnership Improvement Plan	8	Develop a narrative to explain the developments and next steps in both primary and secondary alternative learning provision	Steve Belbin/ Sian Rees	10/5/19	Update at 3 June Board meeting
Business Items - SEND Partnership Improvement Plan	9	Agree key performance indicators for health, independence and social inclusion	Board leads	10/5/19	Email to Board leads, Hilary Fordham, Steve Belbin, Charlotte Hammond requesting additional key performance measures
Business Items - SEND Partnership Improvement Plan	10	Update Improvement Plan as agreed	Helen Makinson/ Sian Rees	12/4/19	Improvement Plan updated to be circulated with Board minutes
Business Items - Education Health Care Plan Audit Pilot Summary Report	11	Individual agencies to ensure service led work takes place to improve advice provided for EHCP's	Sally Richardson/ Anne Hardman	3/6/19	Update at 3 June Board meeting
Business Items - Education Health Care Plan Audit Pilot Summary Report	12	Review action 1.6 to reflect discussion so that plans are co-produced and include clear outcomes for children and young people	Sian Rees	12/4/19	Improvement Plan updated to be circulated with Board minutes
Business Items - Education Health Care Plan Audit Pilot Summary Report	13	The Board to agree at the next meeting the focus for evaluation	Helen Makinson	3/6/19	Discussion item added to forward planner for 3 June meeting

A focus on: Lancashire Budget Profile	14	Review outcomes data post 25 for different provision types	Steve Belbin	16/9/19	Discussion item added to forward planner for 16 September meeting
Parent, Carer Engagement	15	Share Participation training with SEND Partnership	Gareth Jenkins/ Sam Jones	10/4/19	Email to Board including training poster and request to promote to partners
Inspection Readiness	16	Circulate Board slides to Board members	Helen Makinson	12/4/19	Circulated with Board minutes