



# Lancashire SEND Partnership Board Meeting

**21 September 2020, 10.00am – 12.00pm**

**Online meeting**

## **Attendees, Board members:**

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

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

Sarah Callaghan, Director of Education and Skills, Lancashire County Council

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

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

Benedict Dunne, Lancashire Association Secondary Schools Head Teachers (LASSH)

Tara Entwistle, Early Years Representative

Tricia Farey, Parent Carer

Matthew Fisher, Young person from POWAR

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

Helen Lynch, Lancashire SEND Health Provider Forum Chair and SEND Champion

Sally Richardson, Head of Inclusion Service, Lancashire County Council

Evie Smith, Young person from Lancashire Youth Council

Lis Smith, Principal Preston's College representing the FE sector

Tina Wilkinson, Primary Heads in Lancashire

Jennie Wynn, Mental Health Representative

## **In attendance:**

Helen Makinson, SEND Partnership Project Lead

Sian Rees, SEND Improvement Partner

Zoe Richards, Senior Programme Manager for SEND

## Apologies:

Jo Bebbington, Parent Carer  
Hilary Fordham, Chief Operating Officer, NHS Morecambe Bay Clinical Commissioning Group  
Jane Galbraith, Lancashire Association Secondary Schools Head Teachers (LASSH),  
Charlotte Hammond, Head of Service Learning Disabilities, Autism and Mental Health, Lancashire County Council  
Sakthi Karunanithi, Director of Public Health and Wellbeing  
Kate Reddy, Parent Carer

## Notes of the meeting:

### 1. Welcome and apologies

Edwina Grant welcomed attendees to the meeting and by request the new attendees introduced themselves: Ben Dunne representing LASH and Lis Smith on behalf of the FE sector.

### 2. Update from 16 January 2020 meeting

Julie Higgins took the Chair and referred to the notes from the January meeting; the action log had been updated and circulated with the notes. Many of the actions had been overtaken due to the time lapse, as a result of the cancellation of previous meetings during the lockdown period. There were no additional points raised.

### 3. Update since last Board meeting

#### a) SEND Partnership Progress- March position

Sian Rees referred to the previously circulated report which provided an update for Board members on both progress against the SEND Improvement Plan and the position on KPI's where data was available. The position in March had been taken into consideration in preparing the Accelerated Progress Plan to be discussed at item 5 and in the development of the broader SEND Partnership Improvement Plan to be considered at item 6.

#### b) Experiences of Covid-19- September 2020

Sian Rees and Zoe Richards shared some reflections of the experiences of the impact of COVID19; the positive impact on practice and the challenges for children, young people, parents, carers and professionals. In particular it was felt that partnership working had been strengthened and a number of challenges will result in changes in practice which had often been difficult to progress.

Lis Smith asked if the learning from this period and the resultant impact would be reflected in the Accelerated Progress Plan and revised SEND Partnership improvement plan. It was confirmed that this would be the case particularly in relation to ASD assessment waiting times and transition to adult healthcare services. A discussion about the assessment process ensued and Maria Hall advised that a

critical element of the assessment is face to face. Anne Hardman explained that a flow chart had been produced to ensure school know who and how to contact health professionals. Tricia Farey expressed considerable concern about those young people turning 18 and the potential for them to 'fall through the gap' and Zoe Richards confirmed that the APP would ensure this was addressed in the future.

**Action:** Anne Hardman to share the flow chart with Board members.

**Action:** Zoe Richards to update Tricia Farey on the planned action.

**Action:** Julie Higgins proposed that a structured conversation about the ASD element of the APP take place at the November meeting.

Evie Smith felt it was not clear to young people what they are able/not able to do, due to the frequent changes of advice and rules. Similarly, the services currently available and in what format is not clear for young people and parents.

**Action:** Edwina Grant agreed to work with the County Council communications team to produced information for young people.

**Action:** Julie Higgins asked that the information about service changes be updated.

Tara Entwistle confirmed the risks to the early years sector as shared in the presentation and highlighted the potential to impact on early identification of need – both she and Lis Smith suggested that a risk-based approach be considered.

**Action:** A risk-based approach be built into the data dashboard for the Board.

Edwina Grant stated that some of those risks which are broader than SEND will be considered by and responded to in the Children and Young People's Partnership Board.

#### **4. SEND Revisit- Ofsted Report**

Edwina Grant shared the feedback from the Ofsted and CQC revisit and in particular the view shared by Ofsted about the transformation that had taken place since the inspection in 2017. She thanked all partners for their contribution to secure improvement and support during the inspection. The report was felt to be a fair and balanced description of the progress made and the work still to do. Edwina referred to the seven areas where the Partnership had made sufficient progress and the five areas where monitoring would continue. She confirmed that progress had been noted in these areas which would now be the subject of a new and focused Accelerated Progress Plan monitored by both the DfE intervention unit and NHS E/I. This Plan would not include any broader improvement work that the Board identified needed to continue or commence.

Before handing over to Julie Higgins, Edwina Grant paid tribute to Hilary Fordham for her tenacity and determination to improve services across the complexity of the health sector.

## 5. Accelerated Progress Plan (APP)

Julie Higgins referred to the working draft of the Accelerated Progress Plan which had been circulated with the papers. She advised that the format was provided by the DfE and had been prepared during the summer with consideration by a range of governance boards. Board members were asked for any final contributions or proposed amendments prior to submission on 30 September 2020.

Lis Smith raised concern about the continuing challenge of communication at the point of contact and in particular in relation to sharing data about those young people at risk of becoming NEET. Tricia Farey expressed concern about the cessation of the working group and associated work on Preparing for Adulthood that Paul Duckworth had been leading. Sarah Callaghan confirmed that this work would continue as part of the broader improvement plan rather than the APP which is focused on health transitions and would be led by Paul's replacement Suzanne Edwards.

**Action:** Sarah Callaghan to share the NEET action plan with Board members.

Sam Jones wished to acknowledge the improved practice around transition in both education and social care and Tricia Farey confirmed the considerable improvement in support from the Transitions team.

On behalf of Jo Bebbington who was unable to attend Sian Rees raised the use of 70% as the target for improvement in parental satisfaction in the APP – she felt this should be 75% and asked that this amendment be considered.

**Action:** The finalised APP to be circulated to the Board on completion.

## 6. Proposals for development of a new SEND Partnership Improvement Plan

Arrangements for the co-production of the broader SEND Partnership Improvement Plan were outlined by Sarah Callaghan. She stressed the need for the action taken through this plan to secure sustained improvement of the outcomes for children and young people. The previous plan had been reviewed to ensure that all current and ongoing activity is either captured in the APP or will be carried forward into the new Improvement Plan. The process was agreed.

**Action:** Development of the SEND Improvement Plan take place as set out in the presentation with an update provided at the November Board meeting.

Edwina Grant referred to the national inspections being undertaken by Ofsted to review practice during COVID restrictions with a focus on vulnerable children and young people including those with SEND. She felt the national report would provide useful learning for our own practice and plan. Ben Dunne advised that Ofsted had been forensic in their questioning about the plans in place for remote learning if needed for those with SEND.

Evie Smith shared an example of remote learning by a school with positive cases and Ben Dunne explained the focus in schools on implementing track/trace systems to minimise the number of children being sent home as a result of a positive case.

Sam Jones explained that a national survey was being conducted to determine why children/young people with EHCP's were not in school. Some are due to complex medical needs requiring AGP's (Aerosol Generated Procedures) and in the absence of specific guidance it was agreed that each case needed to be considered individually with support from the DCO's.

## **7. As a result of this meeting children and young people with SEND will ...**

Sian Rees explained the purpose of this standard item as an opportunity to reflect on action or decisions taken in the meeting that will have a positive impact on young people, such as the decision to produce targeted information as suggested by Evie Smith or the review of individual cases by the DCO's to enable children/young people to return to school. Sarah Callaghan felt this also needed to be reflected in any reports that are written for the Board.

Tina Wilkinson expressed concern about the ability to contribute effectively to meetings and suggested that consideration be given to this for future meetings. Sarah Callaghan felt that the development of the SEND Improvement Plan would also provide an opportunity to do this.

**Action:** The engagement of partners and young people at meetings and more broadly be given consideration ahead of the next meeting in November.

## **8. Confidentiality**

No items were deemed confidential; however, it was noted that the draft Accelerated Progress Plan is not yet in a position for sharing more widely. The final version will be shared with the Board on submission to the DfE/NHSE and the Board informed on receipt of feedback if this is before the next meeting.

## **9. Forward Planner and Close**

The Board Forward Planner was included within the papers, with agreement that items on ASD, participation at Board meetings and consideration of risk added to the next agenda.

Edwina Grant thanked both Helen Makinson and Sian Rees for their support to the Board and the wider Partnership since its inception as this would be their last meeting. Helen will be on maternity leave and thereafter return to her substantive post and Sian completes her work with LCC at the end of October before moving to Cumbria.

Julie Higgins thanked members for their attendance and closed the meeting.

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

- **19 November 2020, 10.30am - 12.30pm**
- **21 January 2021, 10.00am - 12.00pm**

## Action Summary

Agenda Item	Actions from meeting	Who	When	Progress
3b	Share the flow chart with Board members	Anne Hardman	30/9	Circulated with minutes
3b	Update Tricia Farey and Jo Bebbington on the planned action in relation to transition across to adult healthcare services	Zoe Richards	31/10	ZR spoken with TF, and attempts made to set up Teams meeting with TF, JB and ZR. Not yet been possible. ZR shared Health Transitions Plan on a Page with TF/JB and awaiting feedback/comments
3b	A structured conversation about the ASD element of the APP to take place at the November meeting	Sian Rees	30/9	Forward Plan
3b	The County Council communications team to produced information for young people about COVID restrictions	Edwina Grant	9/10	A range of infographics targeted for young developed as part of the #letsdoitforlancashire Covid messaging.  Lancashire Youth Council locality Groups providing feedback to shape future messaging/targeting.  Verbal update to be provided at the meeting.
3b	Information about service changes be updated to ensure young people and parent carers are clear about the current position	Zoe Richards Sally Richardson	16/10	An ongoing activity when changes are made.
3b	A risk-based approach be built into the data dashboard for the Board	Sarah Callaghan	31/10	Agenda item on data dashboard

5	Share the NEET action plan with Board members.	Sarah Callaghan	12/11	Attached to papers for 19/11 meeting
5	The finalised APP to be circulated to the Board on completion	Sian Rees	30/9	Circulated 29/9 with minutes of the meeting
6	Development of the SEND Improvement Plan to take place as set out in the presentation with an update provided at the November Board meeting	Operations Group	31/10	Forward Plan
7	The engagement of partners and young people at meetings and more broadly be given consideration ahead of the next meeting in November	Operations Group	31/10	Agenda item