

# Lancashire SEND Partnership Board Meeting

21 January 2021, 10.00am – 12.00pm

Online meeting

## Board Members Present:

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  
Hilary Fordham, Chief Operating Officer for Morecambe Bay CCG and Senior Responsible Officer for SEND on behalf of the group of CCGs  
Jo Bebbington, Parent Carer  
Dave Carr, Head of Service Policy, Information and Commissioning, Policy, Information and Commissioning, Lancashire County Council  
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  
Neil Willcocks, Service Manager (Learning Disability & Autism), Learning Disabilities, Autism and Mental Health  
Anna Burkinshaw, Local Offer Development Officer

## In attendance:

Sarah Gorst, SEND Partnership Manager  
Zoe Richards, Senior Programme Manager for SEND for Health

## Apologies:

Charlotte Hammond, Head of Service Learning Disabilities, Autism and Mental Health, Learning Disabilities, Autism and Mental Health  
Sakthi Karunanithi, Director Public Health and Wellbeing, Public Health

## 1. Welcome and Apologies

Dr Julie Higgins welcomed attendees to the meeting. Apologies were noted.

## 2. Update From 19 November 2020 Meeting: Action Tracker

All actions noted to be either complete, being actioned or on the meeting agenda.

## 3. Outcomes From Co-Produced Feedback Process Review

Dr Sally Richardson delivered a presentation to provide feedback on the processes to be used to better hear the voices of parent carers and their children and young people. She introduced the Education Health and Care Plan (EHCP) survey. This survey was co-produced by Social Care, Health and the Parent Carer Forum in response to the 2019/2020 review of the Personal Outcomes Evaluation Tool (POET) survey which indicated a need for improved feedback processes.

The EHCP survey has been developed to be used after the annual review and is the first stage in developing the feedback processes. There are two versions of the survey, one version for children and young people and the other for parent carers. The survey was shared with the Board for information and comment and will be shared with relevant parts of the partnership in coming weeks.

The Board discussed how to balance the gathering of the right level of information whilst mitigating the risk of survey fatigue. It was noted that this survey in its current format only accounts for feedback attaining to children and young people who have an EHCP in place within school settings. Gaps in gathering feedback, including from children and young people educated at home or who do not have an EHCP was recognised, with the Board further acknowledged the survey as the starting point used to influence further feedback structures in order to garner feedback from all children, young people and their parents and carers.

**Action:** Dr Sally Richardson to share survey with relevant parts of the partnership to implement and begin gathering feedback.

**Action:** Dr Sally Richardson to create monthly reports utilising both quantitative and qualitative data, to help guide the priorities for the Partnership.

**Action:** Dr Sally Richardson to link with Evie Smith to engage children and young people in consultation about the EHCP survey.

## 4. Commissioning Framework

Dave Carr presented the revised Commissioning Framework and informed the Board of partner involvement that is required in order to highlight that commissioning is everyone's responsibility.

The Board was informed that the Framework was last updated in 2017 and the new Framework had been developed following a review. The refreshed Commissioning Framework uses Blackburn with Darwen format with the purpose to provide a more succinct document that delivers consistency across Clinical Commissioning Groups (CCG).

Dave Carr drew the Boards attention to pages 3, 6 and 7 of the document in order to focus attention to those points that were most relevant for partners to understand. He talked the Board members through how the partnership vision and approach, and the

commissioning arrangements, link to the annual review and all data sets, providing the evidence of what is done and how. This then feeds into commissioning conversations.

Dave Carr further described the joint commissioning approach across the whole Integrated Care System (ICS) with gaps identified across the county council footprint, including how joint funding arrangements can be improved for joint package of care.

Finally, he explained the effective commissioning processes that are making a difference. The initial focus is upon big joint commissions such as CAMHS, ASD, Therapies, and Short Breaks, with improved evidencing of impact.

The Board discussed the benefit of the refreshed document which was considered to be much clearer, resulting in the introduction of a Lancashire specific Commissioning Group. This in return offers a systematic way of gathering feedback from children and young people through a direct link with Shadow Board and existing groups. Children and young peoples voices will be a strong part of this work.

Board members also discussed in detail how the education element is embedded in the document. It was made clear that the Framework captures education across whole commissioning processes and is not about individual plans. Additionally, the focus is not solely regarding special school provision, but is much wider to include mainstream, colleges and early years provision.

## **5. Partnership Progress**

### **a) Accelerated Progress Plan (APP) Highlight Reports**

Zoe Richards introduced the Accelerated Progress Plan (APP) Highlight Reports to the Board, explaining that they provide a one-page summary of progress against the five actions in the APP. The Highlight Reports are to be used as standardised reporting to the Department for Education (DfE), NHS England, Health and Wellbeing Board SEND Scrutiny Sub-Committee and the SEND Partnership Board for oversight and scrutiny of progress. The Highlight Reports have proved a success with the DfE and NHS England.

Zoe Richards took Board members through each of the five actions to update progress, acknowledge outstanding issues or risks, and identify next steps and future work.

Board members identified ASD diagnosis and waiting time as an ongoing issue identified in the Highlight Report. It was acknowledged that diagnosis is not the only solution and there is a need for a greater focus on indicators for support needed from education and health, as well as parent carers before leading on to a referral for ASD. It was agreed to leave deeper conversation on this area until the March meeting when ASD is on the agenda.

There was also discussion around continuing to improve the joining up of children's and adult services to support the work around transitions in healthcare. Members identified greater focus on Preparing for Adulthood would help to bring the two together.

### **b) Data Dashboard**

Sarah Callaghan delivered an overview of the data dashboard, explaining the links with the Commissioning Framework and how the dashboard brings together data collected by Lancashire County Council and Health. Bringing information together in this way triggers conversation and enables partners to look at and identify patterns that will influence work moving forward.

The Board acknowledged that the data dashboard provided the evidence to the conversations and questions of 'so what?' and would be central to the development of the next iteration of the Improvement Plan. Conversation ensued regarding the importance of having the forward vision and the importance of using the data across the 12 areas of improvement.

## **6. Improvement Priorities For The Longer Term – Update From Workshop**

Sarah Callaghan updated the Board with the feedback from the workshop and requested for partners share this information with those they represent and engage further conversation. The intention is to generate further feedback across the partnership to ensure everyone can have a voice and be heard.

This additional feedback to be shared with the Partnership Board and influence the Terms of Reference of the SEND Partnership Board and Improvement Plan.

**Action:** Template to be used across the partnership as a guide to support Partners gathering feedback, and this to be returned to Sarah Gorst so that it can be used to understand the development of the improvement plan.

## **7. Forward Planner**

The Board Forward Planner was included within the papers, with agreement that items added to the next agenda will include developing ASD service as a whole system, Whole School SEND Data, Preparation for Adulthood and improvement priorities for the long term.

## **8. Impact and Effectiveness: As a result of this meeting children and young people with SEND will ...**

Be more involved and have their voices heard.

Have their needs understood.

Be able to rely on the data to be used better to understand lived experiences.

See better outcomes and impact because of strong connections that encourage conversation and challenge.

## **9. Confidentiality and Information Sharing**

No items were deemed confidential;

**Action:** Template to be created and shared across the partnership highlighting key messages and information that is to be shared across the partnership.

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

### Dates and times of future meetings and close

- **18 March 2021, 10.00am - 12.00pm**

### Action Summary

Agenda Item	Actions from meeting	Who	When	Progress
2	Health and Wellbeing Sub Committee members' to be invited to attend the SEND Partnership Board	Sarah Callaghan	03/02/21	Sarah Callaghan to report back to Health and Wellbeing Board Sub Committee members and Craig Alker to provide dates of upcoming meetings to sub-committee
3	<p>CYP to be consulted in the roll-out and delivery of the online survey after the EHCP Annual Reviews.</p> <p>Survey to be shared with relevant parts of the partnership for implement and begin gathering feedback</p> <p>A monthly report will be created from the data to be shared with the Partnership to help guide the priorities for the Partnership. The aim will be to include both quantitative and qualitative data to inform decision-making.</p>	Dr Sally Richardson	15/03/21	

6	<ul style="list-style-type: none"> <li>• Information from the Board workshop and the feedback is to be shared across the Partnership and those each partner represents.</li> <li>• A template that can be used across the partnership as a guide to support Partners as they gather feedback.</li> <li>• Feedback to be returned to sarah.gorst@lancashire.gov.uk by 18.03.21</li> <li>• Feedback to be used to create a draft revised Improvement Plan to be shared for discussion at the April meeting of the Operational Group and the May meeting of the Partnership Board.</li> </ul>	Sarah Gorst	31/03/21	
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