

Lancashire SEND Partnership Board Meeting

15 July 2021, 10.00am – 12.00pm

Online meeting

Board Members Present:

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
Cllr Mike Goulthorpe, County Councillor, Legal, Governance & Registrars
Dave Carr, Head of Service Policy, Information and Commissioning (Start Well),
Lancashire County Council
Sally Richardson, Head of Inclusion Service, Lancashire County Council
Kathy Ashworth, Interim Head of Service, Children and Family Wellbeing Service
Dr Maria Hall, Community Health Representative
Anne Hardman, Designated Clinical Officer, South Area
Tara Entwistle, Early Years Representative
Kieran Welsh, Lancashire Special Schools Head Teachers Association
Tina Wilkinson, Primary Heads in Lancashire
Sam Jones, Chair of the Lancashire Parent Carer Forum
Emma Bonney, North Area Lead, Lancashire Parent Carer Forum
Gillian Rankin, East Area Lead, Lancashire Parent Carer Forum
Olly Moores, Chair Children and Young People SEND Board
Matther Fisher, Children and Young People SEND Board

In attendance:

Sarah Gorst, SEND Partnership Manager
Zoe Richards, Senior Programme Manager for SEND for Health
Helen Marsden, Project Manager, Transformation and Service Redesign
Suliman Hussain, Professional Range Youth Worker, supporting Children and Young
People SEND Board

Apologies:

Julie Higgins, Joint Chief Officer with responsibility for SEND, BwD and East Lancs
Clinical Commissioning Group (Chair)
Cllr Jayne Rear, County Councillor, Legal, Governance & Registrars
Cllr Cosima Towneley, County Councillor, Legal, Governance & Registrars
Neil Willcocks, Service Manager (Learning Disability & Autism), Learning Disabilities,
Autism and Mental Health

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

Sakthi Karunanithi, Director Public Health and Wellbeing, Public Health

Marie Howarth, Vice Principal Preston's College representing the FE sector

Fiona Grieveson, Lancashire Special Schools Head Teachers Association

Andy Smith, Head at St Aidan's High School, Secondary Schools Representative

Clare Mulderrigs, South Area Lead, Lancashire Parent Carer Forum

Jennie Wynn, Service Manager and representing mental health

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

1. Welcome and Apologies

Edwina Grant (OBE), Vice Chair, welcomed attendees to the meeting. Apologies were noted.

Vice Chair welcomed County Councillor Mike Goulthorp, Lead Member for Education and Skills/Children and Families.

2. Standing Items

2.1 Minutes From 21 May 2021 Meeting

Minutes received by all members prior to the meeting. Approved by the board as written.

2.2 Action Tracker

Action tracker received by all members to review before the meeting. All actions from previous meeting noted as complete, being actioned or on the meeting agenda.

3. Improvement Progress

3.1 SEND Plan 2021-2025

The SEND Plan 2021-2025 was circulated to all members to review prior to the meeting for review.

All Board members and those they represent had been invited to take part in the coproduction and consultation process through May, June and July. Significant contribution was made from all stakeholders across the partnership, resulting in the SEND Plan 2021-2025.

Zoe Richards and Sarah Gorst presented an overview of The Lancashire SEND Plan 2021-2025 to Partnership Board for approval.

The paper was approved with caveat of the addition of a 'Leaders Letter' and 'referencing'.

ACTION: Sarah Callaghan and Sarah Gorst to update SEND Plan to reflect amendments as agreed by the Board.

ACTION: Sarah Gorst to circulate approved Plan across the partnership by the end of week commencing 19th July.

Sarah Callaghan updated the Board with the next steps, clarifying what is involved to move from the strategic to the operational.

The Board discussed the importance of translating the high level SEND Plan into operational delivery so it can be mobilised and implemented. All members agreed it is important to acknowledge that a new and different approach being used to implement the Plan, and this should not be underestimated. It was also discussed that the pressures and challenges on all teams at this time also need to be acknowledged and considered.

Representatives from the the Children and Young People Board identified the importance for statutory duties and requirements to be prioritised and met before moving on to the bigger picture. They added that it is important to create an 'easy read' version and explain what the Plan means for them.

ACTION: Sarah Callaghan to lead on the development and delivery of a SEND Plan Workshop .

ACTION: Children and Young People Executive Group to work with the SEND Programme Management Team to create an easy read version of the SEND Plan.

ACTION: Children and Young People Executive Group to be consulted on the implementation process of the SEND Plan.

3.2 Highlight reports for Accelerated Progress Plan, including related data dashboards.

The Quarterly Highlight Reports were circulated to all members to review prior to the meeting for review and to prepare any comment or questions.

Zoe Richards present the quarterly report. This is quarter 3 of the Accelerated Progress Plan (APP). Most areas of work are progressing within the timescales. However, Zoe explained that there are two actions with delays.

- Accelerated Progress Plan (APP) Action 3: Autistic Spectrum Disorder (ASD) Pathway Waiting Times, is delayed due to the time it takes to commission an independent service.
- Accelerated Progress Plan (APP) Action 4: Transitions in Healthcare has been delayed due to covid.

Although there are delays, these have been unavoidable. Zoe Richards demonstrated the vast amount of work that had taken place against these actions and the work that is planned to happen.

Members discussed in detail the amount of work that had taken place, and Children and Young People Executive Group reported that they were feeling changes on the ground. The Children and Young People Executive Group asked to be more actively involved in the development of the Highlight Reports. Accelerated Progress Plan (APP) Action leads agreed to link directly with the Children and Young People Executive Group.

Sam Jones, Chair, Lancashire Parent Carer Forum (LPCF) asked how the involvement of parent carers was accurately reflected in the document. It was agreed that it was the responsibility of the Accelerated Progress Plan (APP) Action leads to liaise directly with the Lancashire Parent Carer Forum to check accuracy of co-production, participation and consultation against their actions.

ACTION: All Accelerated Progress Plan (APP) Action leads to liaise directly with the Children and Young People Executive Group to included in the development of the Highlight Reports.

ACTION: Sarah Gorst to update Highlight Repport to reflect amendments involving the input of parent carers as identified by Sam Jones, Chair, Lancashire Parent Carer Forum (LPCF) .

ACTION: All Accelerated Progress Plan (APP) Action leads to liaise directly with the Lancashire Parent Carer Forum to check include the input of parent carers against the actions.

Sarah Callaghan updated board members with regards to the progression of a Comprehensive Data Dashboard. She informed members that a data group has been established to look at data impact and measures. Work is underway collating a list of the data collected and frequency. There is commitment and progression from the Local Authority and Health to ensure a data sharing agreement that complies with GDPR.

4. Key Topics (Specific topics related to the improvement plan and the SEND Code of Practice)

4.1 Children and Adolescent Mental Health Services (CAMHS)

Sally Nightingale, Programme Lead for Learning Disabilities and Autism for Lancashire and South Cumbria Integrated Care System (ICS) delivered a presentation to update the Board of Children and Adolescent Mental Health Services (CAMHS) Progress.

Sally asked the Board members

- What are the best ways to engage partners in providing feedback to the Children and Young People Emotional Wellbeing and Mental Health operational plan?
- Is there any information that the Board want to know that was not covered in the presentation?

The Children and Young People Executive group representatives invited Sally to a meeting to have further conversation and provide feedback for the the Children and Young People Emotional Wellbeing and Mental Health operational plan. They also advised that they are working with the Local Authority to develop a communication plan that will help them reach the widest voice of children and young people across Lancashire and would reach out across the network.

Board members agreed that the presentation was full and detailed. It was asked that the presentation could be shared as this could not be displayed due to technical issues. Board members will feedback to Sally if they have any comments.

ACTION: Sarah Gorst to circulate the presentation following the meeting.

ACTION: Board members to contact Sally Nightingale or helen Marsden with any comments or requests for additional information.

ACTION: Children and Young People Executive Group to invite Sally Nightingale to their next SEND Executive Group meeting.

4.2 Preparing For Adulthood (PfA)

Lorraine Stephen, SEND Improvement Partner, delivered a presentation to update the Board of the Preparation for Adulthood work that builds upon the Health Transition work identified within the Accelerated Progress Plan.

Board members discussed the progression of the Preparing for Adulthood (PfA) work and the benefits of creating an overarching workstream that brings together

representatives from education, health, care, commissioning alongside parent carers and children and young people. Hilary Fordham gave thanks to the team for the amount of work that had taken place.

ACTION: Lorraine Stephen to work with the Lancashire Parent Carer Forum to create a survey to gather the experiences of parent carers and children and young people.

ACTION: Lorraine Stephen to link with Sally Richardson to progress linking with special schools and Educational Psychologists.

ACTION: Children and Young People Executive Group to ask members if they would like to create case studies to share their experiences with the Preparing for Adulthood task and finish group.

4.3 Children and Young People Commissioning Dashboard

Lisa Taylor, Policy, Information and Commissioning Manager (Start Well) delivered a presentation to the Board to provide an overview and update of the Children and Young People Commissioning Dashboard.

Lisa has asked the Board to consider the key issues highlighted in the commissioning dashboard, if the members recognise the key issues and if they agreed the key issues help improve understanding of jointly commissioned services.

The key issues highlighted in the commissioning dashboard generated a great deal of conversation. Members agreed that the commissioning dashboard provided a holistic and realistic overview that recognises pressures on services.

5. Meeting Governance

5.1 Forward Plan

The Board Forward Planner was included within the papers circulated prior to the meeting.

Members agreed the September agenda will include Deprivation and SEND correlation and the Local Offer Progress Update

5.2 Impact and effectiveness: because of this meeting children and young people will...

be involved in all stages of the development and implementation of the SEND Plan

give feedback to the Children and Young People Emotional Wellbeing and Mental Health operational plan

share their lived experiences to help improve services

5.3 Confidentiality and Board Brief

Waiting lists referred to in the Children and Adolescent Mental Health Services (CAMHS) Progress presentation contain sensitive and confidential information that is not to be shared.

No other items were deemed confidential.

ACTION: Sarah Gorst to follow up with presenters to complete the SEND Partnership Briefing template, highlighting key messages and information and share across the partnership.

5.4 AOB

Vice Chair, Edwina Grant OBE, Executive Director of Education and Children's Services, Lancashire County Council thanked all the Board members for their ongoing, tireless commitment during one of the most challenging academic years.

Specific thanks went to

- Education staff who have expertly risen to the challenges faced due to Covid.
- Parent carers for an exemplary job of continuously reaching out and connecting with parent carers throughout such difficult times

County Councillor Mike Goulthorp, Lead Member for Education and Skills/Children and Families thanked Board members for the work and effort invested by all to making improvement across Lancashire, adding that the enthusiasm and commitment displayed by the Board is overwhelming.

No other business

5.5 Dates and times of future meetings and close

16 September 2021, 10.00am - 12.00pm

Action Summary

Agenda Item	Actions from meeting	Who	When
3.1	Update SEND Plan to reflect amendments as agreed by the Board.	Sarah Gorst	16.7.21

	Circulated approved Plan across the partnership	Sarah Gorst	W/C 19 th July
	Lead on the development and delivery of a SEND Plan Workshop	Sarah Callaghan	03.09.21
	Create an easy read version of the SEND Plan.	Children and Young People Executive Group / SEND Programme Management Team	Oct 21
3.2	Update Highlight Report to reflect amendments involving the input of parent carers as identified by Sam Jones, Chair, Lancashire Parent Carer Forum (LPCF) .	Sarah Gorst	16.7.21
	Accelerated Progress Plan (APP) Action Leads to liaise directly with the Lancashire Parent Carer Forum to check include the input of parent carers against the actions.	Accelerated Progress Plan (APP) Action Leads	29.09.21
	Accelerated Progress Plan (APP) Action Leads to liaise directly with the Children and Young People Executive Group to included in the development of the Highlight Reports.	Accelerated Progress Plan (APP) Action Leads	29.09.21
4.1	Circulate presentation to Board members following the meeting.	Sarah Gorst	16.07.21
	Feedback and comments about the CAMHS Progress to be shared with Sally Nightingale or Helen Marsden.	All	July 21
	Children and Young People Executive Group to invite Sally Nightingale to their next SEND Executive Group meeting.	Children and Young People Executive Group	July 21
4.2	Lorraine Stephen to work with the Lancashire Parent Carer Forum to create a survey to gather the experiences of parent carers and children and young people.	Lorraine Stephen	July 21

	Create links with special schools and educational Psychologists.	Lorraine Stephen	July 21
	Children and young people to create case studies to share their experiences with the Preparing for Adulthood task and finish group.	Children and Young People Executive Group to	July 21
5.3	Complete information sharing template and circulate	Sarah Gorst	16.07.21