

Lancashire SEND Partnership Board Meeting 27 April 2022, 2.00-4.00pm

Online meeting

Board Members Present:

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

Julie Bell, Interim Director of Education, Skills and Culture, Lancashire County Council

Dave Carr, Director of Policy, Commissioning and Children's Health, Lancashire County Council

Fran Clayton, Head at Pendle View Primary School, Lancashire Special Schools Head Teachers Association Representative

Andrea Duerdan, MASH Senior Manager, Lancashire County Council

Anne Hardman, Designated Clinical Officer, South Area

Brenda Hargreaves, Head at Reedly Hallows Nursery School, Early Years Representative

Marie Howarth, Vice Principal Preston's College, Further Education Representative

Sam Jones, Chair of the Lancashire Parent Carer Forum

Helen Makinson, SEND Partnership Manager

Olly Moores, Chair Children and Young People SEND Board

Cllr Jayne Rear, County Councillor, Cabinet Member for Education and Skills

Zoe Richards, Senior Programme Manager for SEND for Health, NHS Lancashire and South Cumbria

Sally Richardson, Head of Inclusion Service, Lancashire County Council Lancashire County Council

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

Tina Wilkinson, Head at St Andrew's CE Primary School, Primary Heads in Lancashire Representative

Neil Willcocks, Service Manager (Learning Disability & Autism), Learning Disabilities, Autism and Mental Health, Lancashire County Council

In attendance:

Anna Burkinshaw, Local Offer Development Officer

Jan Burrows, SEND Auditor, Lancashire County Council

Lorna Harris, Youth Support Worker, supporting Children and Young People SEND Board representatives, Lancashire County Council

Suliman Hussain, Professional Range Youth Worker, supporting Children and Young People SEND Board representatives, Lancashire County Council

Louise Jefferson, Integrated Services Manager (North), Children and Family Wellbeing, Lancashire County Council

Clare Smith, Youth Policy Strategic Lead, Lancashire County Council

Apologies:

Emma Bonney, North Area Lead, Lancashire Parent Carer Forum

Hilary Fordham, Chief Operating Officer for Morecambe Bay CCG and Senior Responsible Officer for SEND on behalf of the group of CCGs

Cllr Mike Goulthorp, County Councillor, Lead Member for Education and Skills/ Children and Families

Dr Maria Hall, Community Health Representative

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

Sakthi Karunanithi, Director Public Health and Wellbeing, Public Health

Helen Keaveney, SEND Lead for Lancashire and South Cumbria NHS Foundation Trust

Clare Mulderrig, South Area Lead, Lancashire Parent Carer Forum

Gillian Rankin, East Area Lead, Lancashire Parent Carer Forum

Cllr Cosima Towneley, Cabinet Member for Children and Families

1. Welcome and Apologies

Edwina Grant OBE chaired the meeting on behalf of Dr Julie Higgins. Attendees were welcomed and apologies noted. The Chair outlined that the meeting would involve discussions regarding financial issues and the openness of this discussion demonstrates the level of trust established across the Lancashire SEND Partnership.

2. Standing Items

2.1 Minutes From 20 January 2022 Meeting

The minutes from the January Partnership Board were circulated to all members prior to the meeting. These were approved by the Board and will be published on the SEND Partnership website following the meeting.

2.2 Action Tracker

The action tracker was received by all members for review before the meeting. All actions reported to be in progress or on the meeting agenda.

3. SEND Plan Progress

3.1 SEND Plan 2021-2025 Highlight Report

Helen Makinson introduced the first report on the SEND Plan which outlined activity under each priority area. In line with the SEND Partnership's co-production commitments the Board were requested to consider the following questions: What's missing from your sector? and What are you already doing that should be reflected within the SEND plan highlight report? Board members were requested to share the highlight report with the group/sector they represent at the Board and request their feedback.

Action 1- Board members to share the full Highlight Report with the group/sector they represent at the Board requesting feedback on the above questions and return to helen.makinson@lancashire.gov.uk by 27 May

The leads for the five priority areas provided further information on the proposed activity within their priority area along with the key actions to be delivered in the next quarter.

Sally Richardson presented the Improving Outcomes priority and described the planned methodology the group will use to identify areas for concern/improvement. Partnership priorities will be informed by routine review of data and the establishment of a systematic review of feedback from a range of different sources.

The Communications priority is jointly led by Helen Makinson and Sam Jones. A draft plan has been produced and the next steps are to establish a working group to deliver a coordinated programme of events, support the growth of the Parent, Carer Forum and CYP participation groups and agree coproduction and communication strategies.

Zoe Richards is the lead for Improving the SEND Journey, this priority is looking at improvements in areas including early identification of need, the graduated response, education health and care plans and implementation of systems for continuing care and complex care, and for personal budgets / personal health budgets.

Andy Smith queried the primary-secondary transition for children with EHCPs, including timely communication of EHCPs and the provision required. Sally Richardson and Andy Smith agreed to meet outside of the meeting to discuss this issue.

Action 2 – EHCP discussion required regarding primary – secondary transition

Neil Willcocks updated on progress on the Preparing for Adulthood priority. A strategy with accompanying action plan has been agreed by the Board and is being taken to the next CYP Executive Board. Plans include a preparing for adulthood launch event to include a transitions data dashboard and Local Offer pathway guide. Preparing for Adulthood will be an agenda item at the 11 July Board to present progress and request comment before launch.

The Accessible Services priority lead is Dave Carr. This priority is focusing on emotional wellbeing and mental health, the specialist nursing framework, the graduated response to speech, language and communication needs, the SEND Sufficiency Strategy and the recommissioned short breaks service. A paper seeking to progress further developments under the SEND Sufficiency project is being taken to May cabinet. Short Breaks activity will focus on strengthening relationships with new and existing providers and updating and publishing the Short Breaks statement.

The Board discussed Short Breaks provision and it was noted that there are gaps in provision and new providers to join the framework are being sought.

Action 3- Identify barriers preventing providers joining the Short Breaks framework and how these can be addressed/ removed.

3.2 SEND Sufficiency

Sally Richardson updated on activity supporting the SEND Sufficiency Strategy 2019 – 2024. This strategy was developed to ensure that the right provision is in the right place at the right time for children and young people with SEND, particularly in response to the increase in demand for specialist provision in specific areas across Lancashire and within the context of increased pressure on the high needs block funding. In 2019 mapping and gap analysis work was undertaken to understand demand, and the local authority continues to review how needs are being met. Sally Richardson reported that several SEN Units have opened, these

have been well received and provide a viable alternative to out of county provision, more are planned and due to open over the next year. The number of special school places has been increased as part of this strategy however the number of places is still not meeting demand. Activity to address post 16 needs is underway through discussions with colleges on how to develop more flexible provision options.

Edwina Grant OBE provided some context regarding how Lancashire compares to other councils. The good news is that Lancashire is not eligible for either of the two government schemes available to support councils struggling because Lancashire is not a council with a large overspend proportionality to size. Edwina thanked Sally Richardson for continuing to deliver proposals and projects through the SEND Sufficiency programme and it was agreed to update the Local Offer on recent activity.

Action 4 - Include regular SEND Sufficiency updates on the Local Offer

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

4.1 Local Offer Improvements and On-going Development

Anna Burkinshaw, Local Offer Development Officer updated on recent activity. This included improvements to Health information, growth of the SEND Directory and a new 'What's new' section. The social media page is very active and work to capture the voice of the service user is developing well through feedback routes, events and a monthly Local Offer group.

Board members were asked to consider the following question: 'How can the Local Offer development officer better engage with practitioners to ensure the Local Offer is useful and relevant to them as well as to service users?'

Action 5 – Board members feedback on the Local Offer to anna.burkinshaw@lancashire.gov.uk by 27 May

Fran Clayton queried the inclusion of LCC maintained Special Schools on the directory. These should be online and easy to access. Anna and Fran to address this issue separately.

Action 6 - Review LCC maintained special schools listing on the Local Offer

4.2 FIND Newsletter Survey

Lorna Harris gave an overview of activity undertaken by children and young people to improve the FIND newsletter. The FIND newsletter is a quarterly publication of SEND opportunities and supportive information, aimed at parent/carers and young people. The children and young people of POWAR carried out a consultation on 17 March at the Sir Tom Finney School SEND Fair. They surveyed 30 people including young people, parents and professionals to get a rounded impression of all stakeholders of the FIND Newsletter and a report with the main findings and recommendations was produced. In summary the consensus of the usefulness of the Newsletter is very positive and could be improved further with a Teenage Focus section. The CYP overall felt that taking part in the survey consultation will have a positive impact on improving the reach and effectiveness of the

Newsletter and the next steps in the evaluation process will focus on distribution into schools and GP Surgeries.

Olly Moores commented that young people are pleased to be involved in tangible pieces of work such as this and are pleased to see how their engagement is resulting in changes and improvements.

The Board discussed how engagement can be broadened further to reach more yp and Sam Jones commented that reaching more parents is also a priority for the Lancashire Parent Carer forum.

Action 7- Identify joint working opportunities between CYP participation groups and the Lancashire Parent Carer Forum to increase engagement

4.3 Education Health and Care Plan Audit Report

Jan Burrow presented on the education health and care plan audit programme. The purpose of the audit is to improve the quality of EHCPs and ensure the plans are co-produced including the child and families' voice being at the heart of the process. The report showed an improvement in the number of plans that were audited Good or better for new assessments 64% in 2021/22 compared to 47% 2020/21. The number of plans that were audited as good or better for amended plans had remained the same at 47%. Several actions are in place to improve the quality of plans. Monthly reporting on the audit programme to the Inclusion service is in place and annual statements will be shared with the Board.

Edwina Grant OBE commented that not all councils carry out an audit programme and noted that it is good to see how the learning from this programme is being used to improve practice.

4.4 Summary and aims of the DfE SEND Review [SEND Review: Right support, right place, right time](#)

Sally Richardson provided further information regarding the Government SEND review: right support, right place, right time. The review outlines the key challenges facing the SEND system nationally alongside proposals for improvement. The consultation is open and responses will be used in the development of an improvement programme.

When reviewing the paper it was noted that Lancashire is already implementing some of the recommendations; the local SEND Partnership is well established in Lancashire, multi - agency panels for decision making are in place and the SEND data dashboard will soon be published.

The Board expressed concerns over the lack of ring-fenced funding identified to support changes. The lack of Health content within the paper was noted and Zoe Richards updated that a separate NHSE paper related to the SEND review is being produced. The significant differences between SEND and alternative provision were discussed and the Board queried how a single system for the two would work and ensure the strengthening of AP.

To support partners' awareness of the SEND Green Paper and consultation, Sally Richardson proposed that the Lancashire SEND Partnership will host two information

events. Details of these events will be circulated to Board members to promote across their networks.

Action 8 – Hold two Lancashire SEND Partnership SEND Review Information events

Following the events feedback will be collated and a draft Lancashire SEND Partnership response produced. This response will be made available for partners to use to support their own individual responses. Alongside the partnership response it was noted that individuals must submit their own responses and the events will encourage attendees to do so.

Post meeting the following timeline was agreed:

- Events – 18/5/22 and 23/5/22
- Circulate draft partnership response for Board review – **w/c 6 June**
- Board signs off partnership response - **19 June**
- Share partnership response - **24 June**
- Government Consultation closes – **11.45pm, 22 July** (the consultation period has been extended and this is the revised date)

Olly Moores requested further information for young people regarding the review and Clare Smith offered to support this process.

Action 9 - Support children and young people's engagement with the SEND review consultation

5. Meeting Governance

5.1 Forward Plan

Topics for the July meeting: SEND plan highlight report, Preparing for Adulthood, Review of the commissioning dashboard, Annual reports from DCOs, SENDIAS and Lancashire Parent Carer Forum. Any item requests to be sent to Helen Makinson.

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

Throughout the Board meeting every presentation included a slide outlining how the work presented impacts on children and young people. Olly Moores reported positively on the level of engagement with children and young people and the pieces of work they have been directly involved with.

Prior to the meeting the CYP Executive group outlined that their links into the SEND improvement programme support them to:

- be actively involved in the decision-making process
- develop presentation skills
- be able to express their thoughts and aspirations and shape service development in a manner that works best for them
- develop life skills such as communication

5.3 Confidentiality and Board Brief

Discussions around the costs associated with SEND provision.

6. AOB

No other business.

7. Dates and times of future meetings and close

Monday 11th July 2022, 10.00am - 12.00pm

Action Summary

Actions from meeting	Who	When	Update
Action 1- Board members to share the full Highlight Report with the group/sector they represent at the Board requesting feedback on the above questions and return to helen.makinson@lancashire.gov.uk	Board members	27 May	Request circulated with Board Brief and reminder email sent
Action 2 – EHCP discussion required regarding primary – secondary transition	Sally Richardson/ Andy Smith	5 May	Meeting held to discuss - complete
Action 3- Identify barriers preventing providers joining the Short Breaks framework and how these can be addressed/ removed.	Dave Carr	29 June	Meetings/workshops tbc with providers to identify barriers
Action 4 - Include regular SEND Sufficiency updates on the Local Offer	Helen Makinson	29 June	Information on open SEND Units published. Further information on broader SEND Sufficiency activity/aims to be added
Action 5 - Board members feedback on the Local Offer to anna.burkinshaw@lancashire.gov.uk	Board members	27 May	Request circulated with Board Brief
Actino 6 - Review LCC maintained special schools listing on the Local Offer	Anna Burkinshaw	11 May	Discussed at LSSHTA meeting and improvements agreed and made
Action 7 - Identify joint working opportunities between CYP participation groups and the Lancashire Parent Carer Forum to increase engagement	Sam Jones/ Helen Makinson	3 June	Coffee morning activities arranged. Additional planning required.
Action 8 - Hold two Lancashire SEND Partnership SEND Review Information events	Helen Makinson	23 May	Events held on 18 May and 23 May
Action 9 - Support children and young people's engagement with the SEND review consultation	Clare Smith	3 June	Method and process to be agreed and implemented within timescales.

