

Lancashire SEND Partnership Board Meeting
11 July, 10.00am - 12.00noon

Online meeting

Board Members Present:

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 Duerden, MASH Senior Manager, 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 Goulthorp, County Councillor, Lead Member for Education and Skills/ Children and Families

Dr Maria Hall, Community Health Representative

Anne Hardman, Designated Clinical Officer, South Area

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

Sam Jones, Chair of the Lancashire Parent Carer Forum

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

Helen Makinson, SEND Partnership Manager

Olly Moores, Chair Children and Young People SEND Board

Matthew Pilling, Senior Manager Early Help, Lancashire County Council

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

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

Faith Stringer, Head at Rockwood Nursery School, Early Years 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:

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

Clair Martin, Designated Clinical Officer, North Area

Sue Mounsey Designated Clinical Officer, East Area

Laura Morris, IAS Team Manager

Sarah O'Brien, ICB Chief Nursing Officer

Apologies:

Emma Bonney, North Area Lead, Lancashire Parent Carer Forum

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

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

Sakthi Karunanithi, Director Public Health and Wellbeing, Public Health

Gillian Rankin, East Area Lead, Lancashire Parent Carer Forum

Cllr Cosima Towneley, Cabinet Member for Children and Families

1. Welcome and Apologies

Dr Julie Higgins welcomed attendees to the meeting and apologies were noted. The Chair outlined that as this was the final meeting for several members of the Partnership Board, time would be allocated at the end of the meeting for reflection on the SEND Partnership's progress over the previous four years.

2. Standing Items

2.1 Minutes From 27 April 2022 Meeting

The minutes from the April 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. Helen Makinson updated on the SEND Review consultation process and confirmed the deadline to respond to the government consultation: 22 July 11.45pm. All Board members were encouraged to submit individual responses. A Lancashire SEND Partnership response is now available online, link below.

[Lancashire SEND Partnership – Response to the government green paper SEND Review: Right support, right place, right time - Lancashire County Council](#)

2.3 Introduction to Integrated Care Board and connection to SEND

Sarah O'Brien, ICB Chief Nursing Officer introduced her role in relation to SEND. The new Lancashire and South Cumbria Integrated Care Board (ICB) was formally established as a new statutory body on 1 July 2022, replacing the eight clinical commissioning groups across Lancashire and South Cumbria. Sarah O'Brien is part of the ICB leadership team and her role includes responsibility for SEND across four the Local Authority areas. Sarah O'Brien noted that she will attend the Lancashire Partnership Board as regularly as possible and would be happy to present further information on the positioning of SEND within the ICB at a future meeting. Sarah O'Brien also provided an overview of her experience in relation to SEND and noted that she is looking forward to working with partners in Lancashire.

3. SEND Plan Progress

3.1 SEND Plan 2021-2025 Highlight Report

Helen Makinson introduced the second 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 draft performance indicators for each priority group in advance of the meeting.

The leads for the five priority areas provided further information on the activity delivered this quarter, key actions to be delivered in the next quarter and evidence of co-production activity.

Improving Outcomes

Sally Richardson presented the Improving Outcomes priority and described the methodology this group will use to identify areas for concern/improvement. Partnership priorities will be informed by a routine review of data and the establishment of a systematic review of feedback from a range of different sources. Emerging priorities will be shared with the SEND Executive Group and then directed to the appropriate SEND Plan priority area. The Improving Outcomes group will continue to monitor this activity. This process has been signed off by the SEND Executive Group.

Other key activity was reported including publication of the SEND data dashboard onto Lancashire Insight and regular PACT meetings being held and attended by all Inclusion service areas.

Action 1- circulate the Lancashire Insight SEND data dashboard link

Communications

The Communications priority is jointly led by Helen Makinson and Sam Jones. The update report outlined that a draft plan has been agreed, a working group established and activity has commenced within several task and finish groups. A programme of SEND Partnership family and parent, carer engagement events has been arranged and will be advertised w/c 11 July.

At the next meeting an update on the approach to develop the Parent, Carer Forum will be presented and progress on the SEND Partnership engagement, participation, coproduction and communication strategy.

Suggestions were made to the proposed performance measures. Olly Moores suggested more frequent reports on the measures related to children and young people's voice.

Action 2– Review performance measures within the Communication Priority group

Andrea Duerden informed the Board of current activity within CSC focusing on participation and offered to engage with the Communications group to link this work together.

Action 3 – Invite Andrea Duerden and Melissa Hill to the Communication working group

Improving the SEND Journey

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.

It was noted that this priority covers a large amount of diverse activity and as such the decision was taken not to create a single working group for the Improving the SEND Journey priority. This work is managed across a variety of groups and boards and reported centrally through the lead to the SEND Executive and SEND Board. Zoe Richards updated on recent activity and reported to be pleased with progress. Key highlights included, the Early Help Notification system going live on 16/5/2, annual review guidance updated on LCC website and the Ordinarily Available Toolkit with good practice on SEND support now on LCC website, Autism in Schools pilot testing how the graduated approach can be enhanced in the school and at home.

Key activity for the next quarter includes setting up a case study template for parent, carers to gather 15 case studies as input to work, testing the digital referral form for ASD, reviewing how parents can be involved in the Local Moderating Panel process and ensuring the information on early notifications from health informs strategic planning within the Local Authority.

Preparing for Adulthood

Neil Willcocks updated on progress on the Preparing for Adulthood priority. There has been some slippage in relation to the preparing for adulthood launch event which will include a transitions data dashboard and Local Offer pathway guide. This activity is now planned for September and will be presented to the October Board. The mapping to support this work is in progress. Neil Willcocks reported on additional activity which included progress in finalising a commissioning statement with adults and CYP commissioners.

The performance measures were presented however it was noted that the current measures are heavily focused on education and further work is needed to identify suitable health and social care measures.

Access to Services

The Access to 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.

Dave Carr noted that there are challenges in relation to the all age initial response service for mental health in Pennine, Central and West. The issues are with children's pathways and are being addressed.

It was noted that no further funding has been agreed for the specialist nursing framework. Sam Jones queried if data was available to show the difference between how many children and young people at special schools have access to this service compared to those at mainstream schools. It was noted that the data is not currently available to evidence this thinking however improvement activity is focused on improving access for all.

Speech and language funding has been agreed to develop the graduated response approach in Central Lancashire, Fylde and Wyre, modelling the work already undertaken on the Pennine Lancashire footprint.

The SEND sufficiency project was reported to be progressing well with final approval received to open a further 2 primary (Sept 22) and 1 secondary SEN unit (Sept 23). Approval has also been secured to initiate the process to create a new SEMH free special school for primary aged children and a consultant has been appointed to support the development of our approach to AP considering the proposals being put forward in the SEND AP green paper.

For Short Breaks the focus is now on increasing the number of Break Time providers in areas where there is no, or limited, activities and on the implementation of Break Time Plus, which supports young people with an assessed need, communicating with parents/carers, schools and providers surrounding the launch. Fran Clayton queried the lack of providers able to offer specialist provision through this service. Dave Carr noted that there are gaps in provision and the service is working with providers to address this and new providers are being sought to join the framework. Fran Clayton offered to support in this process if required.

Action 4- Ongoing activity to identify barriers preventing providers joining the Short Breaks framework and how these can be addressed/ removed.

Maria Hall queried the unused capacity within Early Help services. It was noted that feedback from families who had accessed the service was positive. Discussion included levels of need not being matched by service offer, examples of families disassociating from services and further promotion and clarity regarding terminology required.

Action 5 – identify barriers to Early Help services and how these can be addressed/removed

Ollie Moores commented on behalf of the young people's participation groups noting their experiences of mainstream schools focusing on education and special schools focusing on needs. Young people would like to see an improved balance to ensure young people receive the right support regardless of their setting.

Hilary Fordham commented positively on the SEND Plan noting that the team had made a great deal of progress since the decision by the DfE to remove Lancashire from external monitoring. Delivery of the SEND Plan is well underway and several working groups have been established. Workforce development was not reported as part of the SEND Plan however its importance was noted, as difficulties related to workforce will impact across all priority areas. It was agreed to discuss the positioning of workforce development at the SEND Executive Group.

Action 6– SEND Executive plan workforce development activity

The Board noted the contents on the highlight report and agreed the proposed performance targets with further additions as necessary. A dashboard of performance measures was requested to be presented to the October meeting with comparison benchmarking data.

Action 7–SEND Plan data dashboard agenda item on the October Board

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

4.1 Designated Clinical Officer Annual Report

Anne Hardman and Clair Martin presented the DCO annual report, providing an overview of activity alongside challenges, successes and future plans. The main challenges relate to increases in EHCP numbers and the capacity of the team to meet need. Further understanding of the national review implications led by NHSE and legal aspects of the

statutory requirements for health are needed along with improved coproduction with the local authority.

Key successes were reported:

- Annual review process for health has been mapped as part of a wider piece of work to improve the annual review experience for CYP and families
- Revised and improved health guidance document for health professionals
- Health audits to inform team training for writing quality advice
- Joint EHCP audit process with LCC working well
- Good working relationship with health professionals and commissioners in relation to trouble shooting complex cases

Finally an overview of future plans was provided, this included the roll out and training for the annual review process, finalisation of the early notification process, recruitment and DCO service delivery model review. The related impacts from special school expansions were noted and it was agreed for Sally Richardson and Zoe Richards to initiate a meeting to address this.

Action 8 – Discuss implications of special school expansion on Health and DCO services

As a final note Anne Hardman thanked the DCO's administrative team commenting on the amazing job they do to support the services.

Julie Higgins thanked the DCO team for their insightful report.

4.2 SENDIAS Annual Report

Laura Morris gave an overview of activity undertaken by the SENDIAS service. The main achievements reported included improvements to the website, creation of a robust data dashboard, increased direct work with Children and Young people, measuring the impact of targeted work and strengthening links with health services.

The number of calls to the service has increased significantly, by over 50% from 2020/21 to 2021/22. This year the service has supported 919 families and 956 children. The main reasons for referrals were reported to be EHCP process, tribunals, annual reviews and school issues. The SENDIAS forward plan is focused on developing its steering group to ensure representation from parents, carers and young people and to improve the service offer and training for service users and professionals.

4.3 Parent Carer Forum Annual Report

Sam Jones reported that due to recent developments with the Lancashire Parent Carer Forum an update will be provided to the October Board meeting.

Reflection

As this Board meeting was the final meeting for several members Julie Higgins requested that time be spent reflecting on progress to date. Sam Jones commented that significant progress has been made over the last 12 months; agreeing a plan and developing performance measures. Dave Carr and Zoe Richards echoed these comments noting that Lancashire now has an increased understanding of its priorities with key pieces of work now taking place.

This Board meeting was the final meeting for Julie Higgins and, on behalf of the Board, Dave Carr gave a special thanks to Julie for her support as Chair providing consistent constructive challenge over the last few years. This was also the final Board meeting for Edwina Grant, OBE, Vice-chair of the Board, and Julie Higgins thanked Edwina in her absence noting her focus on improvement and long standing commitment to Lancashire.

Additionally it was Anne Hardman's final Board and Julie Higgins thanked Anne for her excellent work in the role of DCO. Anne has made meaningful changes to the lives of CYP in our area and helped colleagues navigate a complex system as we develop our partnership working. Thanks was also noted to Helen Makinson for her support to the SEND Partnership as she attended the Board for the last time.

5. Meeting Governance

5.1 Forward Plan

Topics for the October meeting (tbc):

- Terms of Reference Review
- SEND Plan Reporting including data dashboard
- Preparation for Adulthood - Pathway Guide Launch
- Annual Report from the Children and Young People's Shadow Board
- AP and Inclusion Strategy
- Education Strategy
- Annual Review Updated Process

Any item requests to be sent to Helen Makinson.

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

Lorna Harris noted that young people's engagement with the SEND Plan has increased and listed specific pieces of work where young people have made positive contributions; FIND newsletter review, social inclusion and participation surveys, Local Offer activity to support youth voice and annual review process review.

Olly Moores noted that young people also need time to work on their own issue based work and are not always able to meet all participation requests due to capacity of the C&YP Executive Group. Widening the participation of POWAR and other young people participation groups was supported by the Board and will be addressed through the communications working group.

Action 9 – Add action around widening participation of POWAR to Communications priority group.

5.3 Confidentiality and Board Brief

No items raised.

6. AOB

No other business.

7. Dates and times of future meetings and close

Thursday 20th October 2022, 10.00am - 12.00noon

Action Summary

Actions from meeting	Who	When	Update
Action 1- circulate the Lancashire Insight SEND data dashboard link	Helen Makinson	20/7/22	Complete – within Board brief
Action 2– Review performance measures within the Communication Priority group	Helen Makinson/ Sam Jones	20/7/22	Agenda item on 20 July Communications meeting
Action 3 – Invite Andrea Duerden and Melissa Hill to the Communication working group	Helen Makinson	20/7/22	Complete
Action 4- Ongoing activity to identify barriers preventing providers joining the Short Breaks framework and how these can be addressed/ removed.	Dave Carr	30/9/22	Update when available
Action 5 – identify barriers to Early Help services and how these can be addressed/removed	Dave Carr	30/9/22	Update when available
Action 6–SEND Executive to plan workforce development activity	Sally Richardson/ Zoe Richards	30/9/22	Agenda item at August SEND Executive
Action 7–SEND Plan data dashboard agenda item on the October Board	Helen Makinson	20/10/22	Complete – added to forward plan
Action 8 – Discuss implications of special school expansion on Health and DCO services	Sally Richardson/ Zoe Richards	30/9/22	Meeting to be arranged
Action 9 – Add action around widening participation of POWAR to Communications priority group.	Helen Makinson	20/7/22	Complete – to be addressed through SEND Communications priority