



Lancashire SEND Partnership Board Meeting 20 October, 10.00am - 12.00noon

Online meeting

Board Members Present:

Julie Bell, Chair, Interim Director of Education, Skills and Culture, Lancashire County Council
Fran Clayton, Head at Pendle View Primary School, Lancashire Special Schools Head Teachers Association Representative
Elaine Croll, Designated Clinical Officer, South Area
Andrea Duerden, MASH Senior Manager, Lancashire County Council
Cllr Mike Goulthorp, County Councillor, Lead Member for Education and Skills/ Children and Families
Marie Howarth, Vice Principal Preston's College, Further Education Representative
Helen Makinson, SEND Partnership Manager, 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 Integrated Care Board
Sally Richardson, Head of Inclusion Service, 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

In attendance:

Lesley Anderson-Hadley, Associate Director for SEND & Complexities, NHS Lancashire and South Cumbria Integrated Care Board attending on behalf of Vanessa Wilson,
Lana Fashioni, Communications Manager (Education & Children's Services), Lancashire County Council
Sarah Gorst, Project Manager – Education Partnership and Team Around The Schools And Settings (TASS), Lancashire County Council
Clive Groves, Designated Social Care Officer, Lancashire County Council
Lorna Harris, Youth Support Worker, supporting Children and Young People SEND Board representatives, Lancashire County Council
Suliman Hussain, Youth Worker, Lancashire County Council
Sue Mounsey Designated Clinical Officer, East Area

Apologies:

Evie Ball, Children and Young People SEND Board Representative
Emma Bonney, North Area Lead, Lancashire Parent Carer Forum
Dave Carr, Director of Policy, Commissioning and Children's Health, Lancashire County Council
Dr Maria Hall, Community Health Representative
Sam Jones, Chair of the Lancashire Parent Carer Forum
Sakthi Karunanithi, Director Public Health and Wellbeing, Public Health
Helen Keaveny, SEND Lead for Lancashire and South Cumbria NHS Foundation Trust
Jacqui Old, Executive Director of Education and Children's Services, Lancashire County Council
Matthew Pilling, Senior Manager Early Help, Lancashire County Council

Gillian Rankin, East Area Lead, Lancashire Parent Carer Forum

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

Cllr Cosima Towneley, Cabinet Member for Children and Families

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

Vanessa Wilson, Director of Children, Young People and Maternity, NHS Lancashire and South Cumbria Integrated Care Board

1. Welcome and Apologies

Julie Bell welcomed attendees to the meeting and apologies were noted. The position of Chair has passed back to the Local Authority following two years of chairing from Health. The new chair will be Jacqui Old, Executive Director of Education and Children's Services. Jacqui will commence chairing from the January 2023 meeting onwards.

The SEND Board Health leads will be addressed under the terms of reference agenda item. It was noted that Sarah O'Brien, Chief Nursing Officer, Lancashire and South Cumbria Integrated Care Board, will attend one Lancashire SEND Partnership Board per year.

Julie Bell extended thanks and congratulations on behalf of the Board to Olly Moores, the children and young people Board representative. Olly has supported the SEND Partnership for several years and has recently achieved a first class business degree. Olly has now stepped down from the Board to concentrate on his studies and has begun his masters degree. Olly's fantastic support to the SEND Partnership was noted and Board members expressed their thanks and well wishes.

Evie Ball is the new children and young people representative for the SEND Partnership Board. Evie sends apologies and Lorna Harris and Suliman Hussian will feedback on points raised by children and young people.

2. Standing Items

2.1 Minutes From 11 July 2022 Meeting

The minutes from the July Partnership Board were circulated to all members prior to the meeting and had been pre-approved by Dr Julie Higgins, previous Chair. The minutes 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.

2.3 Terms of Reference and Membership Review

Zoe Richards presented a revised Terms of Reference for the SEND Partnership Board. This document has been updated to reflect the Board's focus on the SEND Plan 2021-25. It was noted that sections within the membership table require confirmation in relation to Health lead representatives and the Lancashire Parent Carer Forum.

Children and young people commented on the governance structure and requested that they be included as a key partner within the SEND partnership.

Feedback on the ToR is now invited and Board members were requested to send amendments to Sally.Richardson@lancashire.gov.uk

A final version of the Terms of Reference will be shared for sign off at the January 2023 Board.

Action 1 – Board comments on ToR to be sent to Sally Richardson

Action 2 - SEND Executive to confirm final ToR draft for sign off at January 2023 Board

2.4 Children and young people key themes

Suliman Hussain, shared information on the common barriers and issues young people across Lancashire have identified. POWAR (children and young people participation group) members expressed a desire to work with the SEND Partnership on these issues to gather collective voice and make change.

1. Overcoming barriers in SEND Transport so young people can choose to participate in afterschool activities
2. Campaigning for British Sign Language to be part of the Local Offer and school language offer
3. Working with SENDIAS to improve access to information on the SENDIAS children and young people's page

The children and young people's themes were presented via an easy read document using widget icons. Children and young people suggested that for future agenda items a summary using widgets should be available in advance of Board meetings to support their understanding of topics discussed at the Board.

Action 3 – Communications priority to review CYP issues and agree approach

Action 4 –Explore suitability of supporting children and young people's Board engagement with easy read versions of certain agenda items ie through widget icons

3. SEND Plan Progress

3.1 SEND Plan 2021-2025 Highlight Report

Helen Makinson introduced the third report on the SEND Plan outlining activity under each priority area. The leads for the priority areas provided further information on 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 noted that regular working group meetings are now in place with additional subgroup meetings focusing on SEND data including educational attainment and exclusions. The availability of some data which the local area will be required to report on for future inspections was included as a risk, this will be addressed under the SEND Plan Performance Measures Approach agenda item.

Communications

Helen Makinson updated on activity for this priority, a working group now meets regularly and is delivering on key pieces of work. The draft Working Together strategy has been co-produced and will be presented to this Board meeting for comment. The programme of SEND Partnership family and parent, carer engagement events has commenced, six events have been held to date and a total of 24 events will run up until August 2023.



The Lancashire Parent, Carer Forum have agreed a development plan with Contact, the national delivery partner supporting parent carers in England, to build capacity and wider engagement. The Lancashire Parent Carer Forum's capacity to support delivery of the SEND Plan remains a risk. Further updates to follow and a review of progress is scheduled for March 2023.

Improving the SEND Journey

Zoe Richards is the lead for Improving the SEND Journey. This priority has a number of different groups operating. There has been a delay in the testing of the digital referral form due to technical issues, however this work is ongoing and will improve the process of referral for all partners.

In terms of speech, language and communication needs an event is taking place to formally launch work commissioned by Lancashire County Council and the NHS Lancashire and South Cumbria Integrated Care Board, to complete a comprehensive assessment of Speech, Language and Communication need across Lancashire using the Balanced System Framework. This work aims to identify how a whole system approach can improve outcomes for children and young people and inform improvement plans. All partners connected to this area of work are encouraged to attend. The event will include an overview of the Balanced System Framework, next steps for this work in Lancashire and opportunities for stakeholder involvement. Interested colleagues are encouraged to attend the event in person on 24 November, 10.00am -12.30pm and can book via the following link [clickDelegate Launch Event - The Balanced System: Better Communication \(lancashire.gov.uk\)](https://lancashire.gov.uk/clickdelegate-launch-event-the-balanced-system-better-communication)

Zoe Richards confirmed that she will not be leading this work in the future and highlighted project management capacity to lead this work as a risk.

Action 5 - Health project management capacity to support SEND Plan to be included on the risk register

Preparing for Adulthood

Sally Richardson updated on behalf of Neil Willcocks on the Preparing for Adulthood priority. There have been some delays in progress due to absence of key group members but ongoing monthly meetings are now arranged. An interim strategy had previously been presented to the Board and delivery under this strategy is ongoing with the current focus on completing the gap analysis exercise and utilising the Council for Disabled Children audit tool. The pathway guide is expected to be available for consultation before the end of the autumn term.

Action 6 – Share Preparing for Adulthood pathway guide for consultation

Access to Services

The Access to Services priority lead is Dave Carr and Helen Makinson provided a brief update in Dave's absence. The two key areas identified in the report relate to the SEND Sufficiency programme and the recommissioned short breaks service. For SEND Sufficiency; eight mainstream SEND units are now open across the county, cabinet approval is in place for feasibility into a primary free school for social, emotional and mental health needs in Lancaster and an Alternative Provision strategy is in development as part of Lancashire's Education Strategy. For short breaks; the provider list agreement has been established, a registration process for Break Time introduced and a maximum 78 hour offer implemented.

The Board noted the contents of the five highlight reports.

3.2 SEND Plan Performance Measures Approach

Sally Richardson presented the SEND Plan 2021-2025 performance measures proposal. SEND Plan performance measures must link to the the five priority areas (as presented to the July Board)

and to the new SEND inspections framework and handbook which outlines requirements for future SEND inspections. Performance indicators and targets will link to the inspections framework; local governance and assessment of needs, engagement, EHCPs, vulnerable groups, education attendance and outcomes, social care, health and commissioning and alternative provision.

A dashboard of performance measures will be presented to the January 2023 meeting with comparison benchmarking data.

Action 7–Report SEND Plan performance measures to January 2023 Board

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

4.1 Working Together – Draft Communication and Coproduction Strategy

Lana Fashioni, LCC Communications Manager (Education and Children's Services) presented the draft Working Together strategy. The strategy provides an overview of all stakeholders, describes what 'working together' means, and includes the SEND Partnership vision and values. The strategy focuses on communication, co-production and participation and outlines what families can expect in relation to each of these. In developing the strategy coproduction has been undertaken with families, schools, health, inclusion and other professionals but it was noted that more engagement with the strategy is needed. Board members were requested to feedback on the strategy and a revised draft will be produced following this. Feedback was particularly requested on the Outcomes section of the strategy which Board members felt required improvement. Feedback from the Board was positive and members noted their keenness to receive the updated document.

Action 8 – Board members to feedback on the Working Together draft strategy by 10 November to Lana.Fashioni@lancashire.gov.uk

4.2 Lancashire Education Strategy 2022-2025

For information, Sarah Gorst, Project Manager; Education Partnerships and Team Around the School and Settings presented an introduction to Lancashire's Education Strategy and improvement plan and how this links with Team Around the School and Settings (TASS) and the SEND plan. The Education Strategy includes five priorities; improving take up and outcomes in early years, reducing exclusions, including permanent and suspensions, elective home education, improving outcomes for vulnerable groups and increasing the numbers of young people in education, employment and training. These five priorities are underpinned by seven pillars of activity; multi agency early help, early years and improvement, alternative provision, school effectiveness, skills, place planning and preparation for adulthood. This work is brought together under the Education Strategy which describes the local authority's offer and how the priorities for children and young people can be achieved through working together.

Through the work on the Education strategy two key areas of focus have been identified. The first is academisation, as central government have identified that they would like all schools to become academies by 2030. As a local authority Lancashire has a neutral stance but will look at how schools and settings can be supported to make the transformation to become academies. The other area of focus is around alternative provision, elective home education and exclusions. The local authority will work in partnership to support partners in schools, settings and different sectors, to ensure that children and young people can access education that is right for them.

The Board thanked Sarah Gorst for her presentation and for highlighting the links across service areas focusing on improving outcomes and experiences for families.

4.3 Alternative Provision and Inclusion Update

Sally Richardson, Head of Inclusion presented an overview of Lancashire's approach to ensuring effective alternative provision including a data overview of Lancashire's SEN cohort. Key headlines from the data:

- In Lancashire there are approximately 2% fewer children who are identified at SEN support level in comparison with the national. This has been the situation for many years and the Improving Outcomes group is looking into the reasons behind this.
 - 4% of Lancashire children have education healthcare plans, this is line with the national figures
 - There has been a 6.4% increase in the number of plans since January 2022
 - The demand for new assessments has increased by over 40% since January 2022
 - Lancashire turn down approx. 25% of requests, (this is an increase).
 - There are increasing numbers of appeals to tribunal against the decisions of the local authority.
- It was noted that the increased demand is impacting significantly on the workload of the Inclusion service.

In terms of educational placements in Lancashire compared to national, less children with an EHCP are educated in mainstream and 9% more children are being educated in special schools in Lancashire in comparison with the average. This relates to the lack of SEN units however this position is improving through ongoing activity under the SEND Sufficiency strategy. There will soon be 144 SEN unit places available in Lancashire in September 2023 and this will grow to 200 in future years. There is now an additional 151 special school places available and in the next three years a further 294 special school places will become available. A consultation is currently underway for a primary free school for pupils with social, emotional and mental health needs in the North of the county.

For the Inclusion update, it was noted that the Ordinarily available toolkit launched in May 2022 and the Inclusion hub project is now supporting primary schools. For alternative provision an external consultant was commissioned in summer 2022, the strategy proposals developed align with the SEND Review green paper with an emphasis on an outreach first approach. A delivery plan is in development which will be implemented over the next three years.

The Board thanked Sally for the report, commenting on how useful the information was and requesting the report be circulated.

5. Meeting Governance

5.1 Forward Plan

Topics for the January meeting (tbc):

- Lancashire SEN Data Overview
- Education, Health and Care Plan Annual Review Updated Process
- Family Hubs
- Parent Carer Forum Annual Report
- Children and Young People Annual Report

Any item requests to be sent to Sally Richardson.

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

POWAR members reflected on their engagement with the SEND Partnership in the last six months and reported on the impact of being in this meeting and a member of the board. Key points

included; project work on improving EHCP Annual Reviews and the ability to see how their ideas had shaped service delivery.

To improve engagement with the SEND Partnership young people were keen to take part in face to face meetings to develop a wider understanding of the SEND Partnership. Consideration was requested on returning to face to face meetings and/or holding separate six-monthly meetings on specific topics with children and young people and relevant Board members.

Action 9 – Agree face to face meeting forward plan with children and young people

Adjustments to allow young people to contribute at the beginning of meetings and the ability to leave the meeting if required for other priorities was supported by young people and the Board.

5.3 Confidentiality and Board Brief

No items raised.

6. AOB

No other business.

7. Dates and times of future meetings and close

19 January 2023, 10.00am - 12.00noon

Action Summary

Actions from meeting	Who	When	Update
Action 1- Comments on ToR to be sent to Sally Richardson	Board members	25/11/22	Feedback requested and reminders sent via Board Brief Deadline - 25 November Sally.richardson@lancashire.gov.uk
Action 2– Confirm final ToR draft for sign off at January 2023 Board	SEND Executive	7/12/22	Agenda item on 7 December SEND Executive meeting
Action 3 – Communications priority to review CYP issues and agree approach	Communications Group/ Clare Smith	16/11/22	Review at Communications priority group meeting
Action 4- Explore suitability of supporting children and young people's Board engagement with easy read versions of certain agenda items ie through widget icons	Clare Smith	7/12/22	Meetings with widget company arranged and report to Heads of Service to follow
Action 5 - Health project management capacity to support SEND Plan to be	Helen Makinson	20/10/22	Complete – added to risk register

included on the risk register			
Action 6 – Share Preparing for Adulthood pathway guide for consultation	Neil Willcocks	9/12/22	Further updates required
Action 7– Report SEND Plan performance measures to January 2023 Board	Priority Leads	19/01/23	Agenda item for January 2023 Board
Action 8 - Feedback on the Working Together draft strategy	Board members	10/11/22	Feedback requested and reminders sent via Board Brief Deadline - 10 November Lana.Fashioni@lancashire.gov.uk
Action 9 – Agree face to face meeting forward plan with children and young people	SEND Executive/ Clare Smith	7/12/22	Agenda item on 2 November SEND Executive meeting