

Lancashire SEND Partnership Board Meeting 19 January 2023, 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
Cllr Mike Goulthorp, County Councillor, Lead Member for Education and Skills/ Children and Families
Cllr Jayne Rear, County Councillor, Cabinet Member for Education and Skills
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,
Leighton Garrett, Children and Young People representative
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, Professional Range Youth Worker, Targeted Youth Support – Participation, Lancashire County Council
Dr Maria Hall, Community Health Representative
Dave Carr, Director of Policy, Commissioning and Children's Health, Lancashire County Council
Louise Jefferson, Integrated Service Manager, Lancashire County Council
Jan Burrows, SEND Auditor, Lancashire County Council
Helen Keaveny, SEND Lead for Lancashire and South Cumbria NHS Foundation Trust
Lisa Taylor, Policy, Information and Commissioning Manager, Lancashire County Council
Jennifer Ashton, MASH Education Officer, Lancashire County Council
Ruksana Sarkar-Aklam, Interim Public Health Consultant, Lancashire County Council
Charlotte Hammond, Head of Adult Social Care – Strategic Priorities, Lancashire County Council

Apologies:

Andrea Duerden, MASH Senior Manager, Lancashire County Council
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
Marie Howarth, Vice Principal Preston's College, Further Education Representative
Sakthi Karunanithi, Director Public Health and Wellbeing, Public Health

Jacqui Old, Executive Director of Education and Children's Services, Lancashire County Council (joined late)

1. Welcome and Apologies

Julie welcomed everyone to the meeting.

2. Standing Items

2.1 Minutes From 20 October 2022 Meeting

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, completed or on the meeting agenda.

3. SEND Plan Progress

3.1 SEND Plan 2021-2025 Highlight Report

1. Improving Outcomes

Sally reported that regular meetings are held every month and they look at key issues which has been predominantly education but that she is working with Lesley and colleagues in health to address that and the membership has been extended to include team around the school and settings. The only outstanding issues is the lack of regular input from parents and carers and young people. Key areas of focus are academic achievement and exclusions. An initial meeting has been arranged with multi agency partners to look at a workforce development programme, the focus of which will be a programme of professional development for staff. We are looking at the ways we deploy staff and are looking at having practitioners who provide support to either a setting or a family have access to a range of different specialist practitioners

Sally reported that in terms of educational achievement we use different approaches to the different sectors, eg. primary we are looking at the new balance system, looking at speech, language and communication needs and school readiness with a view to improve outcomes for children at end of foundation stage in the primary phase. We are meeting with headteachers and teaches in primary school to share good practice. At secondary level we are liaising with the Lancashire Secondary Heads Association (LASSH) about how we can work with schools to identify areas where things are working well and where we have achieved successes and look at how this good practice can be disseminated across all areas. We have a unified and targeted approach around exclusions which have gone up significantly since 2021 when the schools fully reopened after COVID. We are working with Neil and colleagues to look at what we can include on the SEND dashboard.

2. Communications

Clive mentioned that the Parent Carer Forum (PCF) are meeting to get a clear sounding on the working together strategy and that only when the parents are happy with it can a document be defined as being co-produced. He reported that a communication plan is being drawn together and hopefully will be with the executive board within the next month. He is working with the PCF to get improved

attendance and as part of the communications plan is to make sure we have got a themed approach to those and to make sure the priority group leads are feeding into that mechanism.

Action: The young people's implementation plan is being reviewed and feedback from the local PCF will be provided at the next Partnership Board meeting.

3. There was no update on improving the SEND journey.

4. Preparing for Adulthood

Sally reported that the Council for Disabled Children (CDC) have created an audit tool that looks at all sorts of different areas from early years to adulthood. We have been using this tool in our audit work which is ongoing now but has a couple of outstanding areas which are health and secondary aged pupils. We are working through the interim preparation for adulthood strategy and there is a whole pathway guide being developed which should be available to go on the local offer soon. We are working with parents and carers and young people to seek their views on that. We are looking at post 16 education and what the offer is for that and we are hoping to consult with children and young people to think about what actual services and support to equip them for adulthood they need which would then inform our commissioning arrangements. We have also had additional funding agreed for supported internships from the government and the government's ambition is to double these over the next three years, so we are working with our partners to develop that.

Charlotte reported that funding for additional staffing has been secured but have an issue about the grading causing delay in recruitment.

5. Access to Services

Lisa reported that 1300 children registered for the redesigned short breaks offer in the first year and feedback from a recent survey is that 89% parents said they would register for year 2. There have been 689 applications for the year 2 registration so far. Feedback from families is that there aren't enough providers, but we are working with the providers to get them on board.

Sally reported that we are looking to increase the number of special school places and are consulting about increasing capacity at Kingsbury Primary school and West Lancashire Community High school. We went out for expressions of interest (EOI) for SEN units and received seven EOIs and four of those were being taken forward to Cabinet today so that will mean one secondary and three more primary ones. We have four out of 12 SEN units predominantly in the east, but we are working with headteachers and secondary schools to see if we can develop in other areas.

Sarah fed back that the Marie Gascoyne approach balance system that has been piloted in the east has proved successful in reducing waiting times and referrals because families are being signposted to the appropriate support and they are looking to roll that out across the whole county.

3.2 SEND inspection, continuous improvement plan and key data update

Sally reported that the SEND inspection framework was published on 29 November and is effective from 1 January. There was a consultation on it May last year and there have been some changes to final document. There is more focus on virtual schools and a few other areas. They have identified six children from a range of different areas and one of these will be SEN support but not necessarily have an EHCP and whose families have had health, social care, and education involvement. There is the potential that we could be inspected anytime from now but they are more likely to focus on

authorities who have written statements of action however they are likely to be looking to try the new methodology on different sized authorities who are at different stages of improvement.

Sally is streamlining the continuous improvement plan and many of the actions have been completed and she hopes to share the new version for views by the end of the month and this will provide the focus of the work between now and the end of calendar year. The document is mainly focussed on education. We are in the process of adding the social care and health data. She ran through the different sections of the plan which included the benchmarking of Lancashire against our statistical neighbours and the countrywide data. Sally also ran through the five priorities within the SEND continuous improvement plan. Our priorities for this year are improving education attainment and progress, and exclusion rates. This is a summary of what is in the continuous improvement plan and then the final outcomes. The document was circulated with the agenda.

Elaine wanted to check her understanding of the inspection methodology and that is much broader than a deep dive to understand the lived experience of children, young people and families through case sampling, surveys etc for the six selected cases. Sally said she thought the six selected cases are a starting point for an audit of every discipline and that it helps that one of the inspectors will be a qualified social worker. Lesley mentioned that there has been a webinar about new framework which she thought it would be helpful for others to attend once future dates have been fixed but she is going to try and share the link to the recording that was made of the one she attended. The inspection team will be visiting providers but the providers themselves are not being inspected they are interested in gaining the experience of the service users of that provider.

Jan asked if we have any influence over the cases that the inspectors choose. Sally confirmed that we don't but suggested keeping hold of the details of cases where we have been particularly effective in case the one they choose is one where we have not performed at our best and we can suggest an alternative. Lesley suggested that the inspectors may be keen to look at alternative provision.

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

4.1 ToR SEND Partnership Board

The board confirmed that they are happy with the TOR.

4.2 Annual review process update

Jan ran through a set of slides previously circulated. The purpose of the EHCP Audit is to improve quality of EHCPs and ensure the plans are co-produced including the child and families' voice at the heart of the process. There are several auditors in Inclusion and Education however there are concerns about the low numbers of auditors in Mainstream Children's Social Care and Health. The numbers of audits allocated will increase due to new auditors starting. Lorna has run several annual review workshops with children and young people and there are 163 young people looking at the current advice forms and providing feedback about what they wanted included in a new Lancashire form. The draft forms have been trialled in some SENCO settings with feedback provided and the forms revised and they will be trialled again up to April. They have been liaising with the PCF in Cheshire East to see how their annual review works. They have trialled a new health form and are reviewing the feedback. The outstanding actions for the annual review are the trialling of the children and family wellbeing service forms and the children's social care forms., the update of the local offer and the launch events need to be finalised for May/June of this year. The improvement of the quality of the EHCP continues to be audited every month. The auditors, especially the new ones, are

providing feedback to the education settings on their first day to ensure the quality of the audit remains and that we are getting the right information from the auditors. Jan reported that for over two years plan writing has been part of the induction for new staff and this contributes to the quality of the plans produced.

Jan Burrows is moving to specialist teaching service in Sally's service. Her current post has been advertised and the closing date passed and there have numerous applications and they are hoping to interview at the beginning of February. Jan gave her thanks to everyone who has supported her in this role. Helen thanked Jan for the work she has done on this and the support she has given to the EPOs. Julie thanked Jan for all her work and congratulated her on her new role.

4.3 Family Hubs

Ellie Waide-Mayfield attending for this item with a presentation which will be circulated. Elly introduced herself as the Family Hubs Service Lead in the Programme Office. Ellie ran through the principles of family hubs and update on the SEND minimum offer and the SEND enabler. They work with the whole family service, a sort of one stop shop for all the services that we provide. They work with local partners out in the community like district councils, health, community voluntary faith sector, police, fire and rescue, housing etc. They are starting to work with areas of recognised need using the income deprivation affecting children index to identify these. In Lancashire this is based on the North, South and Central map and Burnley, Preston and Lancaster have been identified. They are looking at not only providing a family hub in a council building like libraries but having safe spaces in complimentary services like local hairdressers which will display a sign saying it is a safe space.

The enabler role is primarily to make sure that we have got the right people engaged, that we have got things unpicked and they are working on the family hubs offer. They are recruiting a SEND enabler and will be interviewing candidates on 1 February.

Charlotte had concerns that we have the services in one building but that there is no joining up of all the services available in that area. Dave replied that we are not looking for the family hubs not to be a physical space but as a network of services that are joined up so if you contact one service but you need help from another service they will be able to signpost the way to go. Ellie said they are looking at the family hub website containing these links to other services. Jacqui said we have to work with the services that we have got rather than designing from scratch and look at what are the local services and what are the local needs and create a model of services dependent on the community needs.

Action: Elaine to link up with Ellie about understanding the health and SEND elements of the family hubs.

4.4 Children and Young People's Annual Report

Suliman, Leighton and Lorna attended for the POWAR Children and Young People Yearly Update 2022 and gave a presentation which was circulated before the meeting. The ToR of POWAR has been revised to reinvent what it is about and look at the representation of young people and goes through the finer details of membership of POWAR. He was looking to get agreement from SEND Partnership Board on the ToR. There have been 95 sessions both online and face to face to engage with young people. There has been a consultation with pupils at several high schools, some of whom did not know they had a EHCP dedicated for them. They have been looking at the Find Newsletter which contains some opportunities for families to get together outdoors. There has been a Lancashire Youth Council quiz night which got together representatives from a lot of different youth groups for a fun evening. They took young people to the Disability Awareness day in Warrington and the young

people reported that they would like to see a similar event take place in Lancashire. We heard from Ellie about how POWAR had improved her confidence and given her opportunities to join activities with other young people in a similar situation. They are asking for help in recruiting more young people for POWAR. They are proposing a face to face take over day of the SEND partnership board similar to that to the Corporate parenting board and also asked for the quarterly meetings to be held outside the school day.

Jacqui said the presentation has helped to raise some good priorities and looks like it has been fun to do. We need to think about strengthening the voice of the child and take it away and work you on that. She was happy for the face to face meeting to help cement some the priorities that they brought forward and help us work through have we can take them forward.

Dave asked about how the shadow board is going or not? Lorna reported that the membership has had to be readjusted but they have been reading the board papers before and trying to condense to make it understandable to young people.

Julie confirmed that widgets was still being looked at and Lorna confirmed that meetings had been arranged on this. Clive said that we are factoring in British sign language in the widgets as this has been requested by young people.

4.5 Supporting Pupils with Medical Conditions in Special Schools

Sarah Jones joined for this item. Schools found that they were supporting pupils with complex medical needs and were not able to access appropriate training and that all of them did not have regular access to school nurses. The guidance provides clarity around the roles and responsibilities of the different professions within settings, looking at what special school nurses offer, offering appropriate and up to date training for teaching assistances and other special school staff, how schools should be recording storage and administration medication, and provide a clear outline of parental and school responsibilities, responsibilities of staff on school trips and residentials. We have consulted with parents and took their views into account. The guidance is to be rolled out in special schools first and then to mainstream schools

The document is going to the ICB Children's Board on 26th January with a view to get approval and then looking at how the option might be implemented across the system so there will be a further update after that.

Maria raised concerns about the terminology used and will talk to Sarah and Fran outside of this meeting.

Clive suggested due to the complexity of procedures like tracheotomy changes linking in with specialist nurses at Alder Hey and Manchester hospitals.

Dave asked is it a council or an ICB policy and it was confirmed as a Lancashire policy and as such subject to our governance arrangements. Fran said where we have liaised with partners some of them have adopted it for their own policy. Jacqui asked for a timeline of process and it was confirmed that it came out of a scrutiny task finish group and should be referenced in Cabinet minutes.

5.Meeting Governance

5.1 Forward Plan

POWAR presentation to go to next SEND Executive Group

Update on Family Hubs to go to the SEND Partnership Board in three months.

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

To let know after the meeting

5.3 Confidentiality and Board Brief

To note.

6. AOB

To be sent by email for views.

7. Dates and times of future meetings and close

25 April 2023, 10.00am - 12.00noon

Action Summary

Actions from meeting	Who	When	Update
The young people's implementation plan is being reviewed and feedback from the local PCF will be provided at the next Partnership Board meeting.	Clive	25/4/23	
Elaine to link up with Ellie about understanding the health and SEND elements of the family hubs.	Elaine Kroll / Ellie Waide-Mayfield	After the meeting on 25/1/23	
POWAR presentation to go to next SEND Executive Group	Lesley/Sarah		
Update on Family Hubs to go to the SEND Partnership Board in three months	Ellie Waide-Mayfield	In 3 months	