

**Lancashire SEND Partnership Board Meeting**  
**4 July 2023, 10.00am - 12.00noon**  
**Online meeting**

**Board Members Present:**

**Julie Bell, Chair**, Interim Director of Education, Skills and Culture, Lancashire County Council  
**Dave Carr**, Director of Policy, Commissioning and Children's Health, Lancashire County Council  
**Sally Richardson**, Head of Inclusion Service, Lancashire County Council  
**Neil Willcocks**, Service Manager (Learning Disability & Autism), Lancashire County Council  
**Jennifer Ashton**, Manager of the SEND Partnership, Lancashire County Council  
**Sam Jones**, Chair, Lancashire Parent Carer Forum  
**Gillian Rankin**, Steering Group Member, Lancashire Parent Carer Forum  
**Clare Smith**, Youth Policy Strategic Lead, Lancashire County Council  
**Suliman Hussain**, Youth Worker, Lancashire County Council  
**Andy Smith**, Head at St Aidan's High School, Secondary Schools Representative  
**Lesley Anderson-Hadley**, Associate Director for SEND & Complexities, NHS Lancashire and South Cumbria Integrated Care Board attending on behalf of Vanessa Wilson.  
**Elaine Croll**, Designated Clinical Officer, Lancashire and South Cumbria NHS Foundation Trust  
**Dr Maria Hall**, Community Paediatrician, Lancashire Teaching Hospital  
**Sakthi Karunanithi**, Director of Public Health and Wellbeing, Public Health  
**Clive Groves**, Designated Social Care Officer, Lancashire County Council

**In attendance:**

**Sally Nightingale**, Programme Lead Learning Disability and Autism, NHS Lancashire and South Cumbria Integrated Care Board  
**Annie Scott**, Business Change Analyst (Service Designer), Lancashire County Council  
**Anne Cookson**, Team Manager (Neighbourhood Centre), Lancashire County Council  
**Andrew Brooke**, SEND Enabler, Family Hubs, Lancashire County Council

**Apologies / Absent:**

**Cllr Michael Goulthorp**, County Councillor, Lead Member for Education and Skills/ Children and Families  
**Cllr Jayne Rear**, County Councillor, Cabinet Member for Education and Skills  
**Cllr Cosima Towneley**, **County Councillor, Cabinet Member for Children and Families.**  
**Helen Keaveny**, SEND Lead for Lancashire and South Cumbria NHS Foundation Trust  
**Matt Pilling**, Senior Manager, Early Help, Lancashire County Council  
**Andrea Duerden**, MASH Senior Manager, Lancashire County Council  
**Jacqui Old**, Executive Director of Education and Children's Services, Lancashire County Council  
**Sue Conron**, Head Teacher at Duke Street Nursery, Lancashire Special Schools Head Teachers Association Representative  
**Fran Clayton**, Head at Pendle View Primary School, Lancashire Special Schools Head Teachers Association Representative  
**Tina Wilkinson**, Head at St Andrew's CE Primary School, Primary Heads in Lancashire  
**Marie Howarth**, Vice Principal Preston's College, Further Education Representative  
**Ruksana Sarkar-Aklam**, Interim Public Health Consultant, 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 welcomed everyone to the meeting.

## 2. Standing Items

### 2.1 Minutes From 25 April 2023 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

Members received the highlight Reports prior to the meeting.

#### **Priority Group 1: Improving Outcomes**

Sally Richardson shared that half termly Improving Outcomes meetings were well attended and that there was working together across the disciplines of education, health and social care. In particular, Children Looked After (CLA) or In Need (CIN) who have Special Educational Needs and Disability (SEND) showed that they don't do as well as those children without SEND. This links with Speech and Language and Public Health supporting an integrated approach to support these children. Attainment overall for children with SEND is disappointing and so actions have been developed to support schools improve outcomes. These include reference groups being established to share good practice and updates presented at the Primary Headteachers in Lancashire meeting and Lancashire Secondary School Headteachers spring and Summer conferences. There are advanced ways of working for areas including Speech and Language therapy. Sally Richardson was asked how we are measuring progress. The Integrated Care Board (ICB) have approved roll out of the Speech and Language Balanced System model of support across Lancashire, with Family Hubs having capacity to help assist with this. Alison Moore from Public Health has the action plan for how this is being delivered and Educational Psychology, Portage and Specialist Teaching Service are joining the multi-disciplinary drop-in sessions that have been successfully piloted in East Lancashire. These sessions have enabled the waiting list to drop to zero.

**Action 1:** Sakthi Karunanithi suggested the speech and language success be added to the SEND Board Success Measures Tracking and the Best Start in Life Board and to report back to the SEND Partnership Board.

An SEN survey has been developed and shared for parent carer and children and young people to complete and share their views.

The surveys can be found here:

For children and young people: <https://forms.office.com/e/9axwZAAKzc>

For parent carers: <https://forms.office.com/e/PnJja1RSNY>

### **Priority Group 2: Communications**

Sam Jones shared that the Working Together Strategy had been finalised and uploaded to the Local Offer for feedback. The Lancashire Parent Carer Forum (LPCF) had successfully grown with the support of Contact and the SEND Partnership and had agreed an Engagement and Participation Protocol. The forum has improved its capacity and have been working on their development plan. The forum has started producing a monthly newsletter to share progress updates. SEND Engagement events have been held with 16 being held so far, and another 8 planned for July and August. These events will be evaluated and the learning used to plan the next engagement programme. The Forum and SEND Partnership have three Working Together events planned for July to capture parent carer feedback to help shape future services. Gillian Rankin shared these links for Board members:

All LPCF events are on the Eventbrite Link - please follow us at <https://www.eventbrite.co.uk/o/lancashire-parent-carer-forum-33669080245>

Jenny Ashton shared that the Children and Young People (CYP) Participation Strategy was launched in February and that Clare Smith will provide an update later in the meeting. POWAR (children and young people participation) are leading on a Take Over Day on 1 August to review the five SEND Plan priorities. The Local Offer continue to publish You Said...We did articles and updates have been to the SEND Directory based on parent carer feedback.

### **Priority Group 3: Improving the SEND journey**

Lesley Anderson-Hadley shared that there be improved joined up working, now she had returned. The Neuro-developmental Pathway for Autism and ADHD, has been reviewed and the current pathways mapped. Workshops have been held for health practitioners to compare the NICHE report findings (to be presented later in the meeting) against national guidelines. There is ongoing co-production to build on the pathway originally led by Dr Maria Hall which was fully co-produced. There are also plans for Autism Hubs which could be based within the Family Hubs.

**Action 2:** Dr Maria Hall offered her support to the ICB to help improve the Neuro-development pathway

Funding has been agreed to implement the Specialist Nursing Framework and to level up continence services. Concerns have been shared regarding therapy services which have been reviewed.

The Self-evaluation form has been shared with the Designated Clinical Officers for their input. Project Management capacity to lead the SEND Plan will be improved as new posts are currently out to advert.

### **Priority Group 4: Preparing for Adulthood**

Neil Willcocks shared that data for Preparation for Adulthood (PfA) had been added to the data dashboard and included Dynamic Support Register information for young people who are at risk of hospitalisation. Audit of Education, Health and Care Plans Annual Reviews will look for Preparation for Adulthood and transition information. Audit's will also look for consideration of the Mental Capacity Act (MCA).

Preparation for Adulthood are also seeking to raise awareness of neurodiversity in the community. The Transition Policy had been approved by Cabinet and the Pathway content is being added to the Local Offer. A discussion was held about other appropriate channels of the Local Offer, as it isn't just the website and Facebook Page, it is much more than this.

### **Priority Group 5: Accessible Services**

Dave Carr shared that he would focus on some of the workstreams as some have already been discussed in the other updates. Break Time membership has increased to over 1500 which will increase the pressure on providers. They are aware that not all areas of Lancashire are covered and this is being addressed by more providers being signed up. Break Time will also work with the LPCF. There will also be a review regarding the use of hours and the uptake of the offer provided.

Regarding SEND Sufficiency expressions of interest have been sent to all schools for consultation and to ask them if they would consider opening SEN Units for children and young people with EHCP's.

### **3.2 SEND inspection, continuous improvement plan and key data update**

Sally Richardson shared a verbal update regarding SEND inspection lists 1 and 2 which are provided to the inspectors, listing all children with SEN support and EHCP's. Inspectors pick six cases including children and young people on the Dynamic Support Register, with SEN support, an EHCP, attending Alternative Provision for example. Practitioners involved in the care of these children contribute to a multi-agency audit of the cases, identified by inspectors on the Tuesday and to be completed in tight timescales. This audit includes a pen portrait and outcomes which then become the focus of key lines of enquiry. A practice audit was held in June, with 4 cases being completed in the timescale. The audit identified that two cases were good and 2 required improvement. An action was developed based on these findings, and a repeat audit will be completed regularly to explore the process and experiences.

**Action 3:** Sally Nightingale offered support from the ICB for future audits.

### **3.3. CYP Participation Strategy and implementation of the self-assessment toolkit**

Clare Smith had shared her presentation with members before the meeting and a summary for POWAR. The CYP Participation Strategy was written last year and was launched early in 2023. The implementation plan has been internally with different services, although partners are welcome to also participate in completing the self-assessment. The strategy will be reviewed and it is planned to include parent carers in the future, linking with the LPCF and working together to develop training. The strategy identifies how children and young people are being listened to, and it clarifies a shared understanding of common language. The strategy is based on The Lundy Model and Article 12 in the United Nations Convention of the Rights of the Child, identifying core values, space, voice, audience and influence. There is training for practitioners on the Lundy Model, and the self assessment tool facilitates service development and planning. POWAR are supported by the participation team, who have also explored the purchasing of a widget licence to provide easy read versions of forms and documents, and have also developed other projects engaging children and young people in participation such as the SEN survey, and children not in education. A request form has been developed for POWAR to be involved in projects and the link for this and for participation resources is: <https://www.lancashire.gov.uk/children-education-families/children-and-young-peoples-participation/>

### **3.4 DSCO 12 monthly Report**

Clive Groves had shared his presentation and report with members of the SEND Partnership Board prior to the meeting. Clive shared that the role of Designated Social Care Officer was recommended by the Council for Disabled Children and the Department for Education's Special Educational Needs

and Disabilities (SEND) and Alternative Provision (AP) Improvement Plan. The role provides a bridge between SEND and Family Help, and ensures effective processes are in place for EHCNA and reviews. The DSCO Handbook provides oversight, co-ordination and supports strategic development. Clive attends and chairs the regional DSCO group. Reports are shared with Children's Services regarding the Local Moderating Panel's (LMP) pathway for social care advice, and a progress tracker is maintained. Support is provided to the weekly LMP's, with recommendations being shared with parent carers, advice is provided regarding the family support conversation, how to offer early help earlier and the SEND toolkit for schools. The DSCO works closely with the LPCF and will develop the social care information on the Local Offer to ensure it is parent carer friendly regarding thresholds and pathways. Clive also supports audits and how parent carers can be involved in this process, assessing quality and timeliness of social care advice. Guidance is provided to social care regarding completion of advice. Clive also supports the Communication Priority Group, and has contributed to the Delivery Plan, the Short Breaks Statement, the LPCF protocol and School equipment provision.

Sam Jones thanked Clive for his support to the LPCF as without it, they would be where they are today.

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

### **4.1 NICHE Report**

Sally Nightingale presented the main findings from the NICHE Report which includes a change in emphasis from Autism diagnosis to needs led support, improved screening and signposting, reducing waiting times, pre and post diagnostic support, and better crisis support within mental health, not a freestanding service. The report also identifies a need for Autism Hubs, to have a mix of health, social care and third sector support. The Integrated Care Board have held a workshop to develop an action plan based on these findings, which includes improving data quality, to re-design the existing pathway for Autism, to a Neurodevelopmental Pathway, to standardise support, implement a digital referral form and model services based on adult provision. As part of the Learning Disability and Autism 2023/4 planning a continued commitment has been made to fund Autism Unlocked, Pathway Navigators, Autism Intensive Support Service, Autism in Schools project, and Keyworking.

A discussion resulted about the known limitations, the support for schools, and how some support depends on having a diagnosis. National guidelines refer to having a diagnosis, so we need to consider support available prior to diagnosis. Sally Nightingale shared that a formal recommendation plan is to be implemented with an action tracker, and that a working group needs establishing to populate the action plan, with links made to Mental Health and to link with the work being completed on the Neurodevelopmental Pathway.

**Action 4:** Sally Nightingale has offered to present updates on the progress to the Board.

**Action 5:** The information on the Local Offer needs updating

**Action 6:** A meeting needs to be set up for Sally Nightingale, Lesley Anderson-Hadley and Dave Carr to discuss the working group action plan.

## 4.2 Update on Family Hubs

Annie Scott presented a summary of the User Research that has been completed by the Family Hubs, with a deep dive being completed exploring SEND. Family Hubs are aware of the current strategies in place and what Family hubs need to offer. 41 people contributed to the research, 20 parent carers, 10 children and young people and 11 practitioners, providing 1500 comments, via focus groups and one-one interviews. Parent carers shared concerns with the system, lack of support, lack of practitioner knowledge, a lack of understanding and miscommunication. Bright spots include peer support, Special School provision and outreach, co-delivery and youth support. Practitioners felt there was a lack of clarity, tools and strategies were required to increase knowledge and understanding, more groups are required to support families who have children with SEND, better communication with children and young people is required, and SENDCo's are sinking under the volume of paperwork they are completing. These insights tell us there is an overwhelmed system, services are not joining up, there is a lack of knowledge and workforce awareness, a lack of clarity, that there needs to be a ladder of SEND Support and better joined up working. Peer support groups are successful and provide training and support. There needs to be a peer support network for practitioners to improve confidence and early identification. SEND is everywhere and we need to prevent families feeling lost, parent carers are having to give up work, we need to ensure services and support are visible.

Children and families need to be able to thrive, to self-serve, knowing where to access support, to feel valued and practitioners need to be better skilled, supported and able to their job. Next steps would include local level services, with an information and advice line.

Concerns were raised that the Independent Special Schools providing outreach support is very costly, so needs replicating across the Local Authority, the findings do not share anything new, there is duplication in this work and overlap, which shows we need better working together.

**Action 7:** Family Hubs are to link in with LPCF and the SEND Partnership.

## 4.3 Parent Carer Forum 12 monthly report

Sam Jones shared a verbal update about the progress the Lancashire Parent Carer Forum has made in the last 12 months. Following covid three members of the forum were left, support was requested from Contact and zoom meetings were arranged in addition to face to face meetings to grow membership. Membership has doubled and there are now 9 members on the Steering / Development Group who have received training.

Facebook followers have grown to 2200, and the forum has an Eventbrite page with 19 followers. The forum has supported the SEND Engagement Events, of which 16 have now taken place with a further 8 are booked for July and August.

The forum and SEND Partnership have co-produced Working Together events which follow on from the Think SEND events which took place in 2021, co-producing the SEND plan. These events are providing an update on progress and asking parent carers and practitioners their views and people can book on here: [SEND Working Together virtual sessions - Lancashire County Council](#)

The forum has also started producing a monthly newsletter which is available on the Lancashire Parent Carer Facebook page and members can sign up to receive it here: <https://www.lancashireparentcarerforum.org.uk/>



**Action 8:** LPCF to share the Engagement and Participation Protocol with the SEND Executive before sharing it at the SEND Partnership Board.

## 5 Meeting Governance

### 5.1 Forward Plan

Next meeting is on 10 October and the draft agenda has the following items: to discuss Terms of Reference and Governance Structure, agree the SEND Plan for next 12 months & long term, DCO 6 monthly Report, SENDIAS 6 monthly Report, 12 Monthly Report from POWAR and a Communication and Coproduction workshop

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

Have access to the information, advice and support when they need it, feeling listened to and valued.

### 5.3 Confidentiality and Board Brief

To note.

## 6. AOB

None raised but can be emailed for a response.

## 7. Dates and times of future meetings and close

10 October 2023, 10.00am - 12.00noon

## Action Summary

Actions from meeting	Who	When	Update
<b>Action 1:</b> Sakthi Karunanithi suggested the speech and language success be added to the SEND Board Success Measures Tracking and the Best Start in Life Board and to report back to the SEND Partnership Board.	Sakthi Karunanithi	<b>10 October</b>	
<b>Action 2:</b> Dr Maria Hall offered her support to the ICB to help improve the Neuro-development pathway	Dr Maria Hall Lesley Anderson-Hadley	<b>10 October</b>	
<b>Action 3:</b> Sally Nightingale offered support from the ICB for future audits.	Sally Nightingale Sally Richardson	<b>10 October</b>	
<b>Action 4:</b> Sally Nightingale has offered to present updates on the progress to the Board.	Sally Nightingale Jenny Ashton	<b>10 October</b>	

<b>Action 5:</b> The information on the Local Offer needs updating	Sally Nightingale Anna Burkinshaw	<b>10 October</b>	
<b>Action 6:</b> A meeting needs to be set up for Sally Nightinglae, Lesley Anderson-Hadley and Dave Carr to discuss the working group action plan.	Sally Nightinglae Lesley Anderson-Hadley Dave Carr	<b>10 October</b>	
<b>Action 7:</b> Family Hubs are to link in with LPCF and the SEND Partnership.	Annie Scott Sam Jones Jenny Ashton	<b>10 October</b>	
<b>Action 8:</b> LPCF to share the Engagement and Participation Protocol with the SEND Executive before sharing it at the SEND Partnership Board.	Sam Jones	<b>10 October</b>	