
MINUTES – Local SEND Partnership Board

Date: Monday 25th October 2024
Time: 13.00pm – 14.20pm
Venue: Microsoft Teams Meeting


Discussion Items	Lead
<p>1. Welcome, Introductions and Apologies</p> <p>Meeting Chaired by Andrea Ibbeson</p> <p>Attendees:</p> <p>Leanne Hornsby (LH) Andrea Ibbeson (AI), Martyn Owen (MO), Annika Leyland-Bolton (AL), Alison Tomes (AT), Kim Holdridge (KH), Karl Bower (KB), Angela Harrington (AH), Sarah Timmins (ST), Debbie Osborne (DO), Emma Smith (ES), Jane Cresswell (JC), Alexis Johnson (AJ), Emma Price (EP), Roberta Radcliffe-Birds (RR), Philippa Cousins (PS), Bushra Ismaiel (BI) Clive Chambers (CC)</p> <p>Apologies: Natalie Tyrrell (NT) Georgina Todd (GT)</p> <p>Non-Attendees: Sarah Hall Joel Hardwick Kate Jones</p>	
<p>2. Requests for any other business</p> <p>CC communicated to board members that the government has introduced a regional development plan for Keeping Children Safe. Link to the report below:</p> <p>https://assets.publishing.service.gov.uk/media/67375fe5ed0fc07b53499a42/Keeping_Children_Safe_Helping_Families_Thrive_.pdf</p>	
<p>3. Minutes from previous SEND Board</p> <p>Board members approved the previous SEND board minutes from 3rd October.</p> <p>The only outstanding action is providing feedback from the SEND futures report from Georgia (chair of the Shadow Board) to Clair Dawson.</p> <p>ACTION: KH to follow up on this.</p> <p>ACTION: AJ indicated that the meeting for him MO/CD about Aspire to be, has not occurred. MO To follow up on this.</p>	<p>KH</p> <p>MO</p>

<p>4.</p>	<p>Terms of Reference: Re-Approval</p> <p>Upon reviewing the draft for re-approval, LH indicated that there are no modifications to the sections titled Introduction, Board Purpose, Objectives and Functions, Core Membership, and Scope.</p> <p>ACTION: In section 5.1 Behaviours & Culture, LH proposed changing the term 'substitute' to 'deputy'.</p> <p>ACTION: In section 5.4 Quoracy, CC mentioned changing the term 'Health' to 'ICB' to make the representation more specific, AI agreed this should be changed in terms of the Chair. However in view of attendance from ICB, DBTH and RDaSH 5.4 and other areas should retain the word "Health"</p> <p>LH has also recommended to start review attendance by organisation/role rather than by name, and that each area should have a nominated deputy as a better way of ensuring attendance. KH asked whether the name of a deputy representing an organisation should be included in the attendance record. LH responded that it is unnecessary to list the names; instead, it is sufficient to indicate their roles or designations.</p> <p>ACTION: To change attendance to organisation/ role and remove names. To include deputies for each area.</p> <p>LH inquired about DO's perspective on having a parent representative/deputy to be added to Quoracy. Chair and DO agreed.</p> <p>ACTION: Add parent representative/deputy to Quoracy and List of members (Appendix A)</p>	<p>NT</p> <p>NT</p> <p>NT</p> <p>NT</p>
<p>5.</p>	<p>Voice Update</p> <p><i>Children and Young People – SEND Shadow Board</i></p> <p>MO discussed the Children and Young People's SEND Shadow Board Event in October, highlighting it as an excellent opportunity for the group to review and refresh this Board. This was a chance to get clear feedback from children and young people, especially as there was a number of new participants. At the event, questions were asked about the group's name, meeting times, and overall structure. They also want to create a guest list, choosing people they want to talk to at future meetings. Additionally, the following further priorities were discussed:</p> <ul style="list-style-type: none"> • Increased awareness around autism • Dual diagnosis in a school setting • Post 16 and Post 19 settings • Reasonable adjustments and what that means • Broader curriculum and life skills <p>The board are also looking at how they integrate with the Special School Parliament.</p> <p><i>Parents Voice</i></p> <p>Met with Making a Difference Group 14th November as part of 6 weekly engagement. We received positive feedback from parents on improvements to timeliness of EHCPs and the Parent Toolkit. Also raised the following items for further consideration:</p> <ul style="list-style-type: none"> • Increased awareness of what the Social Care offer is and transition levels • Number of children not in school (including EHE) 	

	<ul style="list-style-type: none"> Reasonable adjustments <p>DO mentioned some positive feedback received but also highlighted concerns around how the change in the funding model would affect young people without an EHCP as they transfer into Post 16 Education. Post 16 funding and support is a different model and parents feel this still requires an EHCP.</p> <p>DO also raised a query on Right to Choose Autism assessments. EP responded that there are two distinct aspects to consider.</p> <p>Firstly, parents experience challenges when seeking services beyond the NHS waiting list, particularly in private consultations. Looking for the SEND Board to publicise the expectations for accreditation, which should be established between the Integrated Care Board and the Local Authority, need to look at how we can effectively communicate these expectations.</p> <p>Secondly, any Right to Choose accreditor must possess an NHS accreditation for assessments in the UK. In Doncaster, there are initiatives aimed at supporting the accreditation process for children and young people. When a GP refers a parent interested in pursuing the right to choose, a series of actions are initiated in collaboration with ICB and Jenny to ensure that accredited providers adhere to best practices and meet the necessary assessment standards.</p> <p>EP feels that we need to engage with parents in the coming months to clarify what they can expect following an assessment. Currently, there is a lack of a shared care protocol among some providers and GPs. It is difficult to dictate specific pathways due to the nature of the right to choose. However, as previously discussed with MO and his team, we plan to collaborate to develop information on our websites for parents to facilitate these conversations.</p> <p>RR explained that in Rotherham Doncaster and South Humber NHS site has the expectations from the private assessment. In the meantime, the parents can be directed to our expectation over medication of an assessment.</p> <p>ACTION: MO/EP to pick this up and arrange to publicise what is required via the Local Offer</p> <p>CC also mentioned a review within Social Care which may have some bearing on this and stated he would pick this up with MO outside of the meeting.</p> <p>AH asked DO if any of the new members of the Shadow Board would be interested in becoming Young Commissioners are invited to join.</p> <p>ACTION: Debbie Osborne to look into whether she knows any children and young people who want to become a Young Commissioner and update Angela Harrington.</p>	<p>MO/EP</p> <p>DO</p>
<p>6.</p>	<p>SEND Implementation Plan – Update on progress.</p> <p>KH provided an overview of the progress against the SEND Implementation Plan. It was noted that there were 100 activities complete, 26 in progress and 5 not started.</p> <ul style="list-style-type: none"> SEMH Hubs – All the four SEMH hubs are open and fully operational. Castle Hills will be full this term. Pyramid funding panel training sessions are happening with all the SENCOs and will be completed by the end of November. 	

	<ul style="list-style-type: none"> • The inclusion charter – completed as part of the choose kindness pledge leading to business as usual. School improvement advisors working with schools using the Inclusive* Performance Indicators • Creation of a good practice network with post 16 providers has moved into business as usual following the successful SEND careers event. Lots of positive links through supported internship program. <p>LH highlighted that work was going well with the College They are keen to engage with parents directly on support for Post 16. DO confirmed that she was in touch with the college to arrange a meeting to discuss this further.</p> <p>LH highlighted that the SEND Implementation Plan should serve as a reference document within the minutes and should be embedded into all future minutes for information. This approach aims to ensure permanent access to the documentation, enabling people to easily review the details.</p> <p>ACTION: Embed the implementation plan as a document to the minutes permanently.</p>	NT/GT
7.	<p>Engine Room Update</p> <p>MO presented the Engine Room updates.</p> <ul style="list-style-type: none"> • Positive impacts on internships- more young people moving into permanent employment from this. • Held the first SENDCO conference in Doncaster, well attended and an opportunity to put the wider work of the Board into context. • Additionally, the recent PINS network was well attended and moving forward <p>AT raised the importance of Section 23 notifications. New system to respond to these notifications had been set up but none had been received. However, following recent work with the ICB now had 2 notifications.</p> <p>KB confirmed that he had been in conversation with DBTH to refine this process and he believed that the referrals had come from physiotherapy and occupational therapy. This was also meeting with Health Visitors in RDaSH in the near future to outline their responsibilities in this respect.</p> <p>AT also shared that they had developed a booklet which provided families with information of help and support that they could receive.</p>	
8.	<p>Performance Quality Assurance and Improvement Framework</p> <p>MO stated that the PQAIF document had been approved by all Board members. Now, need to set up a performance quality group to monitor this data but we need to ensure that the right people are in that group. We need input from partners on who should be part of this discussion, i.e service heads, relevant service managers from the Council, Health, Adult and Childrens Social Care. Discussion followed around suitable candidates.</p> <p>RR confirmed that for RDaSH the Deputy Care Director would be able to nominate a representative.</p> <p>CC was keen to be involved in the set-up of the group and agreed to discuss with MO outside of the meeting.</p>	

	<p>AL suggested that for adults the contact would be the Head of Service for Future Options and for Data Analysis to contact Paul Stabler.</p> <p>ACTION: MO to ensure that Jess Herbert links with Paul Stabler around the data dashboard.</p> <p>AI suggested contacting Laura Churm at DBTH for a DBTH representative.</p> <p>ACTION: MO to collate the roles of people to attend the discussion and arrange initial meeting.</p> <p>LH highlighted that there is an existing performance group. Need to ensure that the same people do not all go to the same group.</p>	<p>MO</p> <p>MO</p>
<p>9.</p>	<p>Strategic LA Updates (Martyn Owen)</p> <ul style="list-style-type: none"> Schools Forum have provided support for the High Need Strategy. The team has been rolling out training including mock panels which are going well. Panels are due to commence in January 2025. Working on the next wave of sufficiency planning and a new report will be going to Cabinet in the new year to outline next steps. Looking to provide significant support from an early age as possible. Working with the Specialist Head teachers on designations and looking at a continuum of provision. Work on Integrated Assessment Hubs is ongoing. <p>LH updated that we will be sharing more information about future provision and the detail of this at the next strategic event. Will be outlining a 5-year investment plan including further the SEMH hubs and Alternative Provision. Also recognising the need to strengthen mainstream education and look at expanding the special school estate to improve SEND provision, need to consider transitions at every stage as these are crucial. Plan will go to Cabinet with funding from April 25</p> <p>CC updated that government focused on Inclusion and keeping children in local communities and our plans connect to this.</p> <p>MO raised the recent LGA report following sampling of EHCP Quality. Not able to share the full report at this stage as only just out need to review but helpful to develop the advice from partners.</p> <p>ACTION: MO to provide a more detailed outline of the report to the next meeting.</p>	<p>MO</p>
<p>10.</p>	<p>Escalations for the Education & Skills Portfolio Board</p> <p>AJ highlighted a number of recent Reports ISOS/NAO etc and all of current focus on SEND System, particularly in South Yorkshire, where many activities are happening. Different work happening across the 4 South Yorkshire Authorities and question about how all these changes will impact the board's work and future plans. Felt that a steer was required to help with our future planning and next steps. Would be useful to have an overview on what the Board is doing around SEND and Inclusion.</p> <p>LH agreed this should be escalated with upcoming reforms SEND system will change next year.</p>	<p>MO/LH</p>

	<p>ACTION: LH/MO to prepare an overview for the next Board on what the current research is telling us and what the next steps are.</p>	
<p>11.</p>	<p>Any Other Business</p> <p>AI shared for information, we are currently working on the Pathfinder project with NHSE and Barnsley Council, focusing on national panel recommendations. Would be timely to bring that to the next Board to look at how we are engaging with that from a Doncaster perspective.</p> <p>ACTION: AI/KB to discuss further at the next SEND Board. ACTION: Need to add this to the Agenda.</p> <p>EP updated that she was reviewing the DASI report and creating a 10-year plan and how this will impact our communities. It might be useful to bring this up in a future meeting for more detailed discussion in the new Financial Year.</p> <p>ACTION: GT to liaise with EP to add to Agenda Mar/Apr 25</p> <p>AT raised the Information sharing agreement for Multi Agency Case Audits this is currently with RDaSH and DBTH. KB confirmed that this has been flagged with RR and is speaking to DBTH about this to finalise it.</p>	<p>AI/KB GT</p> <p>GT</p>
<p>12.</p>	<p>Leadership Charter</p> <p>LH covered the key priorities of the Leadership Charter and how we measure up against this. i.e. We always aim to do the right thing and improve our service. It's important to create an environment where everyone feels welcome. We have the tools to make better decisions and enhance quality. Leading our team is crucial and believe in building a strong foundation. We Need to refocus on our goals and not just talk about what we have. It's essential to stay on track with our plans.</p> <p>Would also like to see this embedded into every Agenda for future SEND Board meetings.</p> <p>ACTION: To embed the Charter into all future Agendas</p>	<p>GT</p>
<p>13.</p>	<p>Date and time of next meeting</p> <p>➤ Thursday 19th December, 14.00 – 15.20, Microsoft Teams</p>	
	<p>14. SEND Implementation Plan</p> <p></p> <p>SEND Strategy Implementation Plan</p>	