

MINUTES – Local SEND Partnership Board

Date: Wednesday 11th June 2025

Time: 13.00pm – 14.20pm

Venue: Microsoft Teams Meeting

Discussion Items	Lead
<p>1. Welcome, Introductions and Apologies</p> <p>Meeting Chaired by: Rebecca Wall</p> <p>Attendees:</p> <p>Rebecca Wall (RW), Karl Bower (KB), Kim Holdridge (KH), Andrea Ibbeson (AI), Anne Donkin (AD), Clive Chambers (CC), Suzanne Walton (SW), Annika Leyland (AL), Roberta Radcliffe-Birds (RRB), Angela Harrington (AH), Claire Ziolkowski (CZ), Alexis Johnson (AJ), Jane Cresswell (JC), Emma Price (EP), Emma Kirk (EK), Simon Witham (SW), Natalie Tyrrell (NT), Georgina Todd (GT)</p> <p>Apologies:</p> <p>Bushra Ismaiel, Laura Churm, Emma Smith, Alison Tomes, Lee Golze, Martyn Owen</p> <p>Non-Attendees:</p> <p>Joel Hardwick, Paul Scotting</p>	<p>Chair</p>
<p>2. Requests for any other business</p> <p>There were no requests for any other business.</p>	
<p>3. Minutes from previous SEND Board</p> <p>Minutes from the last meeting on 30th April 2025, were accepted as a true record, and approved as final version.</p> <p>NT updated on the action log</p> <ul style="list-style-type: none"> ➤ SB-58 Harriet Heffron and Emma Price are bringing a proposal to the July SEND Board. ➤ SB-62 A data agreement with RDASH and DBTH is now in place. ➤ SB-63 Accountability agreement has been signed off; governance is to be mapped out regarding other workstream meetings. This will be done with Martyn Owen and Lee Golze on 9th July. ➤ SB-67 CAMHS discussion is to be brought to the July SEND Board. RRB shares work is being undertaken on how many children and young people accessing CAMHS are neurodiverse. Training staff on front door with the neuro team is currently being progressed. AI added that Naomi Handley-Ward attended the Voice of SEND Young People recently where this was discussed further (minutes of this were distributed with SEND Board papers for members). 	

	<p>➤ SB-69 AI confirmed that CAMHS has been added to the Mental Health Strategy Group agenda.</p> <p>RRB advised of partnerships taking place within North Lincolnshire looking at what support can be done within schools before a CAMHS referral is needed.</p> <p>ACTION - RRB to have an agenda item at a future SEND Board to discuss North Lincolnshire work further with the group.</p>	RRB/GT
4.	<p>Voice Update</p> <p>NT shared that the children and young people session with Naomi Handley-Ward (NHW) from CAMHS in attendance was a positive meeting. The CYP who attend this group were good at articulating their feelings and asking questions, and NHW responded well to the children. NHW went away with actions to share documents with the children's group such as an overview of the service and levels of support.</p> <p>NHW had explained to the group plans on changing the way CAMHS work and shaping services better through an Advisory Group. It was agreed for a co-production session to be organised for the summer for CYP, parents, NHW and colleagues to come together to work on this.</p> <p>NT updated that as part of the Making a Difference sessions held with parents, MO had given updates on the SEND Transformation work and gathered parent views in shaping the new strategy that will be developed towards the end of the year. Parents are keen to be involved. A parent/carer survey is due to be launched over summer to further this work gathering parent voice.</p> <p>RW raised previous work surrounding the Inclusion Strategy, and queried how this can link with the voice work taking place. JC advised that the Inclusion charter and surrounding work is a couple of years old and may need pushing back out to the system.</p> <p>ACTION – Jane Reed to undertake work on the Inclusion Charter, linking in PINS work to ensure the language used is reflective of work we are currently doing. To push this back out to the system.</p> <p>KH updated regarding the children and young people's meeting with Lee Pitcher session. There was a range of subjects discussed including benefits, the struggles for young people with SEND to navigate the benefits system, an open discussion on how families feel filling those forms in. Other topics covered were staff needing more training for working with CYP with SEND, CYP and parents sharing experiences on this, independence and getting into the workforce. CYP queried whether young people are consulted as part of the process around parliament, Lee confirmed they consult regularly with a Children's Disability Council. A positive from the meeting was that Lee's office got in touch and confirmed that another MP would like the opportunity to attend a future meeting.</p> <p>Action - RW to research how to influence CWD.</p>	JR RW
5.	<p>SEND Implementation Plan – Update on progress</p> <p>NT shared an update on SEND Implementation Plan, since we last reported at the SEND Board two more deliverables have been completed.</p> <p>➤ P.1.28 > Redesign of neurodevelopmental pathway model ensuring early intervention and support.</p>	

	<ul style="list-style-type: none"> ➤ Combined neurodevelopmental assessment service for 5-18 years olds commenced with RDaSH as single provider from April 2025. DBTH remain the provider for Autism diagnostic assessments for CYP aged under 5. ➤ P.3.13 ➤ Ensure a clear transition pathway for children to adult services in order to enhance opportunities for independent living. <ul style="list-style-type: none"> ➤ Baseline options paper which sets out the current approach has now been signed off. <p>RW discussed keeping the momentum going for completing work, and how the service was currently balancing continuing to complete milestones, as well as looking towards government changes that are coming. RW shared that the government had released an overview report and pointed out success in partnerships.</p> <p>ACTION - PIC colleagues to look at this report and update on what we need to do following this new framework – detailing strengths, what needs extra work, and measuring impact and processes.</p> <p>AJ queried whether there is an impact report on the Implementation Plan.</p> <p>NT advised that individual workstreams pick up continuous improvement work and as part of this will start to see the data coming through the Performance Quality Assurance Group. The data from this group and the implementation plan will come in a 6 weekly cycle which will feed back to the SEND Board to show what has been done and the impact. Each deliverable in the plan will have a different team managing it, and therefore its own data. This is something we will start bringing when those subgroups are in place and we have the data.</p> <p>RW highlights the importance of quality assurance, and partners engaging in quality assurance as they will be asked to do this more frequently. Creating time and opportunity to audit has been a challenge. Impact comes in the form of the voice of our workforce as well as data. This work needs to be done with more structure, to case study a couple of completed deliverables.</p> <p>ACTION – A deep dive of deliverables that have been completed to ensure we have delivered impact to be added as a future agenda item.</p> <p>AI shared that the Voice Highlight Report is instrumental, due to the impact coming from this forum with the CYP and parent/carers voice. AI felt that discussion needed to happen around the work launched in April on children in 38–52-week placements being placed on the Dynamic Support Register. The report from the Hesley Group has previously gone through the Mental Health Strategic Group, but AI felt the Board should oversee this work and to ask those on the Dynamic Support Register what is being achieved.</p> <p>ACTION – A report to be brought to SEND Board regarding children in 38–52-week placements with SEND needs in Education placements.</p>	<p>MO/NT</p> <p>MO/NT</p> <p>AI</p>
6.	<p>Preparation for Adulthood Update and Highlight Report</p> <p>AL shared highlights from the Preparation for Adulthood report distributed with the SEND Board paperwork.</p> <p>The programme is in Phase 2 which is taking a broader scope of work. A decision has been taken to frame the strategy looking at national best practice. This is being done using NDTI's 4 pillars of</p>	

	<p>Preparation for Adulthood: Health; Friendships; Employment and Education; and Independent Living.</p> <p>Looking at the 4 key pillars, benchmarking work has been done around what we already have; what is missing; what our families are telling us; and what our gaps are. Delivery plans and leads are in place under each of these priorities. A significant amount of work has been done to gather information on the priorities under these pillars. There is real progress in terms of the plans that are in place.</p> <p>Significant work had been done on testing and learning for the development of a virtual partnership transitions hub. This brings partners together in a virtual space to join up care and support for young people and be proactive. Since the end of February 2025, 8 virtual forums had been held with CYP brought for discussion. An evaluation of the transitions hub and a reflective conversation had been started with people involved to get feedback regarding benefits, challenges and moving forwards. A key action was to complete a formal evaluation of the work in the transition hubs to make sure going forward it is something that works for Doncaster.</p> <p>AL shared that work is being done to move PFA Board towards thinking about the data. The 4 pillar leads will be attending the next PFA Board with 3 key metrics to discuss how we know we are doing well and what the data is saying. The leads will also bring stories whether good or bad that come under their key area to discuss.</p> <p>RW would like to see how this work is impacting families directly. RW raised that for some families there can be a defined system where things align as they should, whereas others experience every challenge along the journey. How can we help PFA Board measure impact and effectiveness and are we doing enough as a partnership. Families often raise the uncertainty of waiting throughout the process.</p> <p>AL felt that the evaluation of hubs will clear these concerns up. Reflections have discussed how this work is changing the culture of silo working and work within statutory services. AL is keen for the partnership hub to continue to tackle this.</p> <p>ACTION – AL to share a story of success for SEND Board to consider what is working and improving our offer for families.</p>	AL
7.	<p>SEND Engine Room Update</p> <p>KB shared an update that there is good traction behind the Implementation Plan. There are areas sitting outside tolerance, but KB felt happy with how elements of the plan are being completed.</p> <p>At the Engine Room the LGA Peer review was covered, good practice was highlighted as well as where further work needed to happen. The basis of a follow up conversation on the LGA review was formed, including a plan of of action to turn challenges into positive elements.</p> <p>KB shared with the Engine Room some team's sessions for a 'Golden Thread Presentation' when the LGA Report review was received. This has started conversations around what makes a good plan.</p> <p>Some new actions were added to the Engine Room action log, but KB has no issues or elements to escalate to SEND Board.</p> <p>RW queried how to ensure this action plan is visible to all agencies. RW on reading the LGA report realised how social care needed to step up. RW felt assured following a session on the LGA</p>	

	<p>Report with the service about how far we have come. KB adds that working together as a partnership was identified as work that has turned things around.</p> <p>KB shares that from the Peer Review follow up session last week, within the volume of action point, every action identified is extremely detailed. There was friendly challenge in the room, for example regarding whether things sit within code of practice or need to be in a plan.</p>	
8.	<p>Multi Agency Case Audits</p> <ul style="list-style-type: none"> ➤ New proposal for approval <p>KH updated that the revised proposal was shared with the group as a number of the attachments, however since circulated of papers one of the documents had been changed. This was the Cycle of activity. KH shared the document on screen and discussed the changes.</p> <p>Any changes and trends identified will be reported to SEND Board, Engine Room and Performance Clinics. This will build an idea of systemic issues, actions from senior leaders and individual teams. Feedback will happen to the audit group and build a cycle of improvement.</p> <p>The next step for the proposal is confirmation from SEND Board to proceed, send communications out to all teams to reinforce the importance of contributing to the audits, what will be needed to contribute to the new system. As well as leads, deputies will need to be identified and familiarised with this new process from SEN, EPs, social care, RDASH and DBTH.</p> <p>ACTION – KB to identify health representatives from RDASH, DBTH and deputies to KH.</p> <p>The audit day is set for 8th July, at which three cases will be discussed. These cases will go out to the relevant teams over the next couple of weeks so that they can start to contribute to the chronology. Ideally a second audit will take place later in July for a further two cases.</p> <p>AI felt that the SEND Board feedback does not need to be within the cycle and suggests a Terms of Reference be developed with a governance structure reporting to SEND Board instead.</p> <p>KH advised that there was a previous TOR which would need to be refreshed, but raised that if there is not an agreement in principle agreed for the proposal today the case audits on 8th July cannot go ahead.</p> <p>ACTION – KH to develop Terms Of Reference to share virtually ahead of the July SEND Board so that amends can be fed back, with a view to sign off at the July meeting.</p> <p>AJ queried the sample size for the audits. KH clarified three case audits will be done per session, anticipating around an hour's discussion (excluding the work that is done prior to the audit itself). This is planned to take place monthly as opposed to the current cycle of half termly. This being more frequent means that more cases will be audited over time. The new cycle will ensure the right people are involved in the right audit process to build up confidence around this multiagency work. There will be a concise team of 5/6 people on audit days to ensure there is a richness in the discussions.</p> <p>AL queried how the three cases will be selected for the audit. KH advised that the Annex A list is being used for this, the cases are picked randomly but having three similar cases is being avoided, trying to get a range of ages and other factors. Something previously explored has been doing thematic sessions – there is further moderation to be discussed.</p>	<p>KB</p> <p>KH/LG</p>

	<p>CC advised that this approach to audit is part of the previous social care inspection prior to ILACS, and that there would be a benefit to practicing this approach in real time as soon as possible.</p> <p>ACTION – CC to share learning on a page work from Children’s Social Care with SEND Board.</p> <p>RW queried what to do we do about multi agency leaning in SEND, how do we think about key priorities and getting partners on to a similar page. The audit work should come from the Performance and Quality Assurance subgroup, to show impact to the Board.</p> <p>ACTION – Add multiagency learning within SEND to future agenda items.</p> <p>RW proposed that the Board agrees in principle the multi-agency proposal shared, with the changes discussed to be made and working on TOR.</p> <p>ACTION – KH to make amendments to the multi-agency case audit proposal and develop Terms of Reference, to be shared with the group by 16th June.</p> <p>ACTION – Group to share their contributions on case audit proposal and TOR ahead of the next meeting.</p>	<p>CC</p> <p>GT</p> <p>KH</p> <p>All</p>
9.	<p>Update on LGA Report Meeting/EHCP QA</p> <p>This item was deferred to a future meeting.</p>	
10.	<p>Performance, Quality Assurance and Improvement Framework (PQAIF)</p> <p>This item was deferred to a future meeting.</p>	
11.	<p>Escalations to Education and Skills Portfolio Board</p>	
12.	<p>Any other business</p> <p>EP shared that the Children’s Services for Neurodiversity over 5 has now transferred to RDASH from the beginning of April. EP hopes that going forward we should see the flow of the new pathways. DBTH and RDASH have worked through some issues to streamline. Going forward the referral pathways are now set appropriately with DBTH and RDASH, everybody has been transferred over to RDASH with letters now going out to parents with information on where they now are in the system, giving appointments where necessary. The ICB will go back to commissioning so this should be the final update on the Neurodiversity Pathway work.</p> <p>AL shared that the Care Quality Commission coming to inspect adult social care on site for three days the week commencing 30th June.</p> <p>KB informed Board of the SEND Sports Day taking place at Doncaster Athletics Club on 13th June to welcome the SEND Board members to attend. This has been a huge achievement to put together and will have over 200 SEND CYP in attendance.</p>	
13.	<p>Date and time of next meeting</p> <p>➤ Wednesday 23rd July 2025 at 1pm</p>	