
MINUTES – Local SEND Partnership Board

Date: Wednesday 13th December 2023

Time: 13.00pm – 14.20pm

Venue: Microsoft Teams

Discussion Items	Lead
<p>1. Welcome, Introductions and Apologies</p> <p>Meeting Chaired by Andrea Ibbeson, Chief Nurse Deputy Chief Nurse & Designated Nurse for Safeguarding</p> <p>Attendees:</p> <p>Andrea Ibbeson (AI), Tracie Baghurst (TB), Natalie Tyrrell (NT), Debbie Osborne (DO), Karl Bower (KB), Emma Smith (ES), Alison Tomes (AT), Angela Harrington (AH), Martyn Owen (MO), Emma Price (EP) Kim Holdridge (KH), Bushra Ismaiel (BI), Kate Watkins (KW)</p> <p>Apologies:</p> <p>Leanne Hornsby (LH), Kate Jones (KJ), Annika Leyland (AL), Mel North (MN), Ethan Osborne (EO), Simon Witham (SW)</p> <p>Non-Attendees:</p> <p>Rebecca Gude (RG), Jane Cresswell (JC), Clive Chambers (CC), Paul Scotting (PS), Philippa Cousins (PC), Emma Kirk (EK), Joel Hardwick (JH)</p>	
<p>2. Requests for any other business</p> <ul style="list-style-type: none"> No declarations of interest. 	
<p>3. Minutes from previous SEND Board – Wednesday 8th November 2023</p> <ul style="list-style-type: none"> The minutes were agreed as a true reflection of the previous meeting. It was agreed to have actions on a rolling log to keep track of updates. <p>ACTION: NT to provide this for the next meeting</p>	NT
<p>4. Voice Update</p> <p><i>SEND Shadow Board</i></p> <ul style="list-style-type: none"> DO updated that it is difficult for Melissa to attend, as she has now started work – so works during the day. MO updated that there are lots of planned parent sessions In the New Year, following the parent / carer survey which has been issued. 	

	<ul style="list-style-type: none"> • Parent / Carer survey issued on 4th December via social media channels and Doncaster Parents Voice. So far, we have had over 300 Responses which is positive. • The highlight report captures the work from the last Shadow Board where CAMHS and the adults' transitions team were in attendance. The young people provided positive challenge towards colleagues. Services have been able to reflect on this and ensure we provide further updates on this moving forward. The young people have also planned clear questions for the Senior Leadership Team in January to mee with the Chief Nurse and Director of Children's Services. • Parents Voice - Small group of parents we meet to go through the SEND Transformation Programme and how they can support us. (Runs alongside / in addition to the Making a Difference sessions). • AI was very impressed with the highlight report and the voice which is coming through. She is explained it is important to continue to listen and engaging with services that are important to the children and young people. • BI noted that she delivered a presentation to parents on pathways and found this useful. DO agreed with this and said there were over 29 parents in the room. • AI explained that the reason why it was so full is because this is something that matters to them. Really good to hear this work is happening and there is a need to continue with this. • KB asked what are the next steps? He explained that he can see all the excellent conversations and feedback we are receiving from children and young people but wanted to ensure are we then following up with this in our own services areas to ensure we are addressing concerns. • MO – confirmed that we are. Have a rolling agenda of 'future next steps questions' and how to feed this into service areas. Key topics coming up that they want to investigate are around neurodiversity around CAMHS, want to join future conversations up around transition services etc. HAF Programme. All this work will be fed into the SEND Implementation Plan / Strategy to ensure that the voice of children, young people and families is at the forefront of what we do. • NT confirmed that where there were individual concerns from children, young people and parents these were being linked up with relevant services and the individual service area would then make contact with them to address deeper concerns. • AI noted that it was important to keep track of what they've said and what we have done to follow on for this. "You said, we did" <p>ACTION: To create a document ensuring we are evidence what we have done to follow up on comments feedback in these meetings.</p>	MO/NT
5.	<p>Progress Update on SEND Implementation</p> <p>NT provided an overview on the current position of the SEND Implementation Plan as follows.</p> <ul style="list-style-type: none"> • Priority One, Completed – 10 • Priority One, In progress – 16 • Priority One, Not started – 11 • Priority Two, Completed – 25 • Priority Two, In progress – 17 	

	<ul style="list-style-type: none"> • Priority Two, Not started – 14 • Priority Three, Completed – 4 • Priority Three, In progress – 11 • Priority Three, Not started – 3 • Priority Four, Completed – 10 • Priority One, In progress – 15 • Priority One, In progress (slightly off-track) – 1 • Priority One, Not started – 7 <ul style="list-style-type: none"> • NT advised that the deliverable which was slightly off track was the publication of the JSNA. This was waiting final sign off then could be published. 	
6.	<p>NDTi Preparation for Adulthood Workshop</p> <ul style="list-style-type: none"> • MO updated that the day was very successful. This work has come from the RiSE Project and is a real cohesive response to the Preparation for Adulthood. The session was delivered by the National Developmental Team for Inclusion (NDTi) Julie Pointer and Linda Jordan. They have worked for NDTi for a long time and are exceptionally knowledgeable in this area. 45 people attend the day with representation from across the partnership. NDTi were really impressed with this as it showed a massive commitment towards this area of work. • During the day the group: <ul style="list-style-type: none"> ○ Identified what good practice looked like ○ Identified a future vision ○ Then what the next steps would be • MO updated that another conversation with NDTi would take place over the next few days to understand how we can turn this into an audit and plan more sessions for the new year, to turn this work into action. • KB commented that it was a powerful discussion, felt that this gave opportunity for open conversations and constructive challenge around aspirations we have for our young people moving into employability. He felt it was a successful session with some powerful elements. • KH echoed KB comments. There was a mix of people in the room, which was good to have. KH felt that for next times session it would be good to separate people more so there was a mixture of different organisations in different groups. • AI noted that she would like to see the invite list beforehand as she felt we missed some people. Would be good to let the board look at initial invite lists to ensure we have all services included. She noted it was good to see adult RDASH colleagues there, but children were not represented. AI felt the day wasn't just about employment, it was also about relationships, marriage, community, and life skills that our young people need to learn about. It was great to have NDTi there, it was now up to us to lead on this and ensure all right people are around the table moving forward. Would be good to see an update on this in the new year. 	
7.	<p>Performance, Quality Assurance and Improvement Framework (PQAIF)</p> <ul style="list-style-type: none"> • Deep Dive: SEND Joint Commissioning Strategy • AI explained that we agreed the 'so what' questions at the last board meeting and that we now need to understand what is going to give us the answer to these questions. 	

As part of this is the quality and the audits currently happening. Need to think beyond inspection and what an audit process looks like. This should sit underneath the board and run alongside our performance work. How does it look as a sub structure to board?

- AT noted that she went out and did a toll bay review which was a robust framework to use. As soon as she has an electronic version of this, she would share with MO so that we can develop something for ourselves.

ACTION: To have on the agenda item for the next meeting the PQAIF answers to questions linking in with performance, reporting structure and to look at case audits.

- KB asked when we would be able to receive data as this is what drives what we are doing. Need to start seeing the data, which will inform our audit programme - how do we do this.
- BI having data will help us know what we are doing is making a difference.
- KH updated that the test day would be on the 19th December to look at cases. This time it will just focus on social care and the LA, wrong time of year to ask schools to support with this. KH informed members that they would see how the day goes then feedback what it looks like. This will then help form how any future dates look like. We will feedback on this in the new year
- AI updated to health colleagues that Leanne (Assistant Director) had direct conversation with Christina Harrison's area so shouldn't affect their service at moment. Christina was on board and thought it would be the direction they would want to go in from RDASH.
- KW noted that she could see why RDASH needed to be involved in this, but felt that she didn't know operationally how are they would do this at this time of year with current pressure and logistics.
- AI assured colleagues that Leanne does recognise the pressure from each service areas.
- Joint Commissioning - Emma Price and Angela Harrington provided an overview of the SEND Joint Commissioning Strategy (JCS).
- AH explained that the JCS had received approval from all partners and was now published and on Local Offer and been sent out to schools via Edu-log. Some of the sequency was out in terms of Joint Strategic Needs Assessment (JSNA) as only being published now. AH recognised that this needs to be more aligned for next time. Tried to cover everything we knew, included voice of young people and families. Would be good to include responses from surveys now as well. Has principles and how we work together. There are 7 areas of joint focus and a lot of this mirrors the starting well agenda with all the joined-up work we are doing. This has then been linked to the SEND Strategy priorities.
- EP updated on the 7 areas of joint focus, the first one being around Health – neurodiversity pathway, how we can make improvements to waiting times and assessments. Lots of work had been done over the last 18 months looking at pathways and how they are streamlined. This is including the work around the locality hubs and bringing these two elements together. An assessment hub approach means children and young people would be assessed in community by a range of professionals. The group had first assessment meeting at the beginning of December

to discuss what this would look like - lead a provider of model of services going forward. EP to extend invite to Debbie Osborne to ensure parents voice is captured. Merging with Martyn Owen from January, to drive forward what a change to system would look like.

- BI requested to also be invited to these meetings.
- SEMH Hubs was another area of focus. EP explained that this was education and wrap around care for young people, supporting with having needs met closer to home in the hope to bring back children from out of authority. Educating them closer to home and staying in their local community. There are 4 hubs, 3 primary, 1 secondary.
- New framework around short breaks and one around special educational needs provision.
- MO updated that Brooke opened on 4th December. Ivanhoe due to open in early January, Castle Hills has a delay due to flood risk and McAuley held up due to legal impacts around land and ownership.
- KW noted that she had heard a little around the hubs but not clear what the health needs are?
- EP updated that she has discussed with Christina Harrison and Richard Bryan around health. Not expecting any physical health needs or increase in provision this is linking existing mainstream provision, so this will be included in existing provision already in place
- MO confirmed that we would ensure Kate is involved in any future conversations around Hubs - Kate can then inform school nursing provision.
- Short Breaks – AH updated that they were planning to work with provider market, to look at how they can work with them around smaller packages.
- AH updated that they had been successful with the overnight home at Oaklands, they had received a good inspection. The CWD home at Acorns was moving in the right direction, despite being off track. AH noted that it was on track to open in the New Year meaning two young people from out of authority would move back to the Local Authority.
- AI noted that it was positive Oaklands received a Good Ofsted. Now want to understand due diligence - what do we do with this in terms of multi-agency working? How do we respond to concerns? How does this feed in governance wise? Have a responsibility to look at the setting being quality - does this feed into MALAP?
- AH – As Oaklands is an internal home this does not follow the same QA as independent provision.

ACTION: Angela to confirm the multi-agency QA process and ask how quality is assured through the governance process.

- EP updated that at the last SEND Inspection there was a need to make improvements to community nursing, schools nursing and therapy nursing. Therapies area is now completed over a year ago. Special school and Community school nursing have now been signed off and in contract for next year. This had been a massive amount of work to undertake but has now been completed.

	<ul style="list-style-type: none"> • EP provide an updated around a piece of work jointly happening with the Local Authority and Specials Schools on, how we can provide support as a joint entity, providing better support to children how we can employ staff in school transport them to and from school. Working with Heatherwood School with two children looking at their EHCP and how we can do this. • AI felt that there was a lot of good joint work coming through and can really see this being articulated. This had been a useful session to go through all the detail. 	
<p>8.</p>	<p>Engine Room Escalations by expectation</p> <ul style="list-style-type: none"> • KB provided an overview on the Engine Room which happened on the 14th November, noting that a full highlight report had been circulated to members in advance. • KB noted that the meeting had been positive and reflected a lot of the good working which was happening across our partnership. There had been no current activity off track and the group had agreed to take another risk off the risk log. This was around schools' engagement in the work we are doing around SEND. Martyn Owen along with the SEND Transformation have been carrying out a lot of meaningful engagement with schools and felt there wasn't anything else they could be doing in this area. Martyn has been undertaking school visits, delivering presentation to relevant school meeting groups and more recently on the 17th November delivered half day sessions to over 100 SENCOs on the send Transformation Programme which provided lots of positive feedback. • SENDIAS Service advised Engine Room that they had recruited to Local Offer Support Officer. This role would help to strengthen the Local Offer site as well as engagement with parents to gain real life experiences from them. • Work with the DPV highlighted making a difference group as national success. • Outstanding actions around making sure with have enough health representation was completed for Engine Room, but still trying to confirm membership for the Board. • MO also updated that another good new story was around the post 16 provision - NASEN The Bridge at Nexus was recently included in the NASEN newsletter showcasing their excellent work. • BI shared that the total waiting for a GDA referral was 298, so 75weeks. This had really dropped down, since last December was nearly 800 so massive improvements made. • KW echoed this and stated that it was good news, school nurses feedback panel working well. • AI also commented that this was good but wanted to know if this reduction in numbers was then having a knock-on effect to ADHD referrals? • BI/EP updated that they know there are gaps in provision, so they are having a knock-on effect - long term gaps in clinical psychology • AI noted that this was great work. We always knew there would be a bottle neck effect, think at next board - update on element of this would be helpful. • KW - impact hasn't been felt in school nursing team yet, feedback she has had is that discussing between 15 - 20 people each time and putting through 3 – 4 for process to be completed. Others are going to early help / with me in mind – so it's those teams who will feel the pressure. 	

	<ul style="list-style-type: none"> • AI – do we need to think about pressures to early help? • AT explained that early help is everyone’s responsibility, this is part of the graduated approach - still trying to transform practice, shouldn’t be additional work - should be what schools should be doing. Ensuring they have right services around the family is what is the most important this. • AI asked that it would be interesting to know how education colleagues are delivering the graduated approach and if it is working. Asked to receive an update on this at next board. • Really interested to see from parent survey - challenge back from parents - how it sold to families might not always come across right - learning to do with our practitioners. • Next time Board to look at how the positive work running down the list is having on different services - impact of this work being transferred out. • EP stated that she felt it was beneficial to have another month or two see how the GDA is really working, before it comes back to the board for a deep dive. • It was agreed that the next deep dive would be around the audit report, from our internal audit cases. Including the data in terms of our questions for the PQAIF - metrics and what the data is telling us. 	
9.	<p>Escalations for the Education & Skills Portfolio Board</p> <ul style="list-style-type: none"> • To share the good news stories from the Engine Room. 	
10.	<p>Any Other Business</p> <ul style="list-style-type: none"> • Bord member approved the changes to the governance structure and the accountability agreement. 	
11.	<p>Leadership Charter</p> <ul style="list-style-type: none"> • Board members were happy that they had followed the leadership charter throughout the meeting, and everyone had felt listened to and was able to ask questions. 	
12.	<p>Date and time of next meeting</p> <ul style="list-style-type: none"> ➤ Wednesday 26th January 2024. 13.00pm – 14.20pm 	