

Minutes

Special Educational Needs and Disabilities (SEND) PARTNERSHIP BOARD

Thursday 28th February 2019

9.30am-11am, Lees Suite, Level 2, Civic Centre

Present:	
CLlr Paul Jacques (PJ) (<i>Chair</i>)	Oldham Council, Cabinet Member, Education & Culture
Helen Lockwood (HL)	Oldham Council Deputy Chief Executive, People & Place
Andrew Sutherland (AS)	Oldham Council Education and Early Years services.
Merlin Joseph (MJ)	Oldham Council Children's services
Jayne Ratcliffe (JR)	Oldham Council Adult Social Care Services
Shirley Woods-Gallagher (SWG)	Oldham Council AD of Education SEND
Claire Smith (CS)	NHS/CCG Exec Nurse
Janet Wray (JW)	NHS/CCG Nurse Cons; Designated Clinical Officer
Siobhan Ebden (SE)	Pennine Care NHS Foundation Trust
David Stringfellow (DS)	Oldham Council Children's Services
Steph Bolshaw (SB)	Positive Steps
Andrea Greenwood (AG)	Oldham Parent Carer Forum, POINT Chief Executive
Neil Consterdine (NC)	Oldham Council Public Health Services
Shoukat Ali (SA)	Oldham Council Transformation PMO
Anne Redmond (ARe)	Special Schools
Alun Francis (AF)	Further Education (Oldham College)
Helen Hampson (HH)	Primary Schools Sector
Karen Worthington (KW)	Bridgewater Community Healthcare
Stephanie Thornton (ST)	Oldham Council Transformation PMO
Andrew Rudkin (ARud)	Oldham Council Communication
Apologies:	
Debra Woodruff (DW)	Further Education (Oldham College)
Katrina Stephens (KS)/Charlotte Stevenson (CSt)	Oldham Council Public Health services.
Andrew Robison (AR)	Oldham Parent Carer Forum, POINT Chief Executive
Craig Slater (CS)	Parent Rep
Susannah Meakin (SM)/ Mark Warren (MW)	Oldham Council Adult Social Care Services
Invitees:	
Naaira Zaman (NZ) - for item 3	
Mark Drury (MD) – for item 7	

1	Welcome, Introductions and Apologies
	PJ welcomed everyone to the meeting and introductions were done by all. Apologies were noted.
2	Minutes of the last PB meeting held Thurs 17 Jan 19
	<u>2a Accuracy and any matters arising</u>

	<p>Draft v1 of last Board meeting held 17/01/19 agreed with the amendment that Matthew Milburn be moved to apologies.</p> <p>ARe highlighted that a discussion at the last Board with reference to the role and involvement of Board members within the wider SEND agenda/activities was not reflected in the Minutes of the last meeting. Board acknowledged the latter and HL reinforced that this will form part of the considerations and emerging work around the SEND Inclusion Strategy and action plan going forward.</p> <p><u>2b Updates on actions (Actions Log)</u></p> <p>Review of outstanding actions not covered in agenda items for this Board meeting undertaken. Key updates provided:</p> <ul style="list-style-type: none"> • <u>Review of Schools Ofsted Reports ref SEND</u>; SWG updated that Ofsted reports for schools have now been reviewed and a tracker developed to assess how ratings map with SEND and SEND Cohorts. The tracker has emerged as a result of discussions with Rochdale Council and looks at schools rated good / excellent which the SEND data would not necessarily be picked up. This now forms part of the preparations for the SEND Revisit.
3	<p>Performance and Data Dashboard</p>
	<p><u>SEND Data Dashboard; and Analysis/deep dive on key data sets</u></p> <p>NZ provided high-level summary on key analysis/deep dives undertaken on current data/info in the SEND Dashboard (circulated).</p> <p>Noted that following Board feedback on previous versions of the dashboard, NZ has now added a narrative to each section to provide further information and clarity on data sets and analysis.</p> <p>Board members noted contents of summary narratives and discussed current data/information. Key points of summary/discussion noted:</p> <ul style="list-style-type: none"> • Data reports will be updated each month by NZ to feed into the dashboard. • Data to show year on year comparisons have been based on census data from 2017/ 18 and will be updated as soon as possible. • Issue highlighted around submissions re EHCP assessments being sent during the last week of the school term, with key messages going out to schools and SENCOs around a more staggered approach to the submissions to allow completion of timely assessments. • Complaints and compliments data should take in to account the whole SEND offer and we need to also assess impact/ feedback from IAS on SEN Support to give a well rounded picture. We need to have a breakdown of who complaints/ compliments are from (parents, carers or settings) ACTION: NZ to look at available complaints/ compliments data to take in to account the whole SEND offer. • To look at the data for 2018 (PRU) in the 'SEND Population in Schools' in more detail to determine why this is high compared to other related data. • PJ highlighted an initiative for secondary schools around reducing fixed term and permanent exclusions. AS advised that this would link to the Inclusion Strategy work. • Need to assess whether data on fixed term exclusions (FTE) can be broken down more to give an accurate reflection of schools to help better plan provision to reduce exclusions. • There will be changes to the way short breaks data is recorded - this data is being refined. • More detailed health data is to be included in the data dashboard going forward. • If further detail is available around Early Help, it may be useful to show what happens after assessment stage and the impact of decisions made. • MJ asked if a narrative was available around Independent Travel Training following on from evaluation work that has already been carried out. SWG advised that surveys and comms are currently being considered to source information. Agreed that we need to ensure that we are listening to what young people want whilst enabling them to travel safely.
4	<p>Bi-Monthly Joint Monitoring/Support visit (Verbal)</p>
	<p><u>Single item visit held 23/1/19 re Quality/Timeliness of EHC Plans</u></p> <p>HL provided feedback on the recent Bi-Monthly Joint Monitoring/Support visit by the DfE/ NHS England which focused on the quality and timeliness on EHC Plans. Key outcomes this highlighted as:</p>

	<ul style="list-style-type: none"> • It was acknowledged that there is a marked improvement in the quality of the plans from those previously reviewed. • The timeliness of issue of EHC Plans of statutory timeframes has significantly improved. • DfE provided constructive feedback for further development of plans which has been logged and is being used to further improve the quality of plans.
5	<p>Ofsted/CQC Revisit re SEND/WSOA (anytime Mar19 onwards)</p> <p><u>Mock-Sted in prep for SEND Revisit – proposed for 19/3/19</u> MJ advised that a provisional date of the 19th March 19 has been set for a Mock-sted, which will be peer led and will provide independent challenge on Oldham’s SEND/ WSOA in preparation for the SEND revisit by Ofsted. It is expected that this will be for one day and conducted by a Peer Challenge Team of reps from St Helens and Rochdale Councils. We will be sharing our WSOA and progress/ evidence tracker for SEND activities with the team as part of this.</p> <p>Work is currently being carried out to determine key areas of focus for challenge by the team. A draft agenda has been put together with identification of which individuals/ groups they would like to meet. A feedback session will be held at the end of the day to assess the outcomes of the Challenge which will be reported back to the Board.</p> <p>MJ highlighted that we need to focus on the impact of the work that has been carried out by the SEND Partnership and check this with parents, carers and CYP.</p> <p><u>Revisit Forward Planning</u> SWG reported that a deadline of Monday 11th March 19 has been set for collating all details for inclusion in the progress/ evidence tracker for the Peer Challenge Team ahead of the Mock-sted.</p> <p>Also we are still awaiting notification of the revisit - this is anticipated to be received any time after 31st March 19.</p>
6	<p>Progress of SEND Management Group/T&F Workstreams incl. key work priorities and changes (Verbal update)</p> <p>MJ advised that there is now a need to look at the Task and Finish Workstreams that fall under the SEND Management Group. This feels like the right time to review how the groups are organised and how their work feeds in to the SEND programme going forward. This will also link in with work being carried out around the development of the Inclusion Strategy. Noted that the latter is being led by MJ/ CS with the Workstream leads.</p>
7	<p>Communications/Engagement</p> <p><u>7a) Feedback from SEND Event held 3/2/19</u> AG provided overview on the SEND Event Highlights (circulated) held on 3/2/19. Key points of overview/discussion noted:</p> <ul style="list-style-type: none"> • Attendance of 175 Inc. parents, carers and young people. 31 comment and feedback forms received. • A higher number of young people attended this event in comparison to those held previously. • In terms of “You Said, We Did” it was noted that the venue location had been reviewed to take in to account accessibility and free parking. AG will be reviewing venues going forward for events and will be aiming to chose three potential locations with parental input over final choice. • Positive feedback received around the event including preparation for adulthood (post 16 years old). <p><u>7b) POINT Annual Conference on 22/3/19</u> AG advised that invitations have been sent out for the POINT Annual Conference (circulated) for Friday 22nd March 2019 and that table hosts are now being sought for the conference. As part of the evening the videos recently created around co-production and engagement will be shown.</p> <p><u>7c) Progress on SEND Involvement Strategy</u></p>

	<p>MD gave an update on the progress of the Involvement Strategy. Highlighted that in the short term we have been evidencing the journey using an involvement audit and highlighting where there is a lot of good work being carried out. Post the SEND revisit MD suggested that we would need to revisit the Involvement Strategy looking at how we share work and involvement in a broader sense. HL asked when we would have the final Strategy and suggested that this is added to the next TAB agenda for review prior to wider circulation. ACTION: The Involvement Strategy to be added to the agenda for the TAB meeting on 14/3/19 for review prior to wider circulation (MD/SA)</p> <p><u>7d) Update on 'voice of the child' – SEND case studies</u> ARud advised that the videos on 'voice of the child' should be ready by 8 March 19 along with the 'Hear my Voice' survey having been launched. MJ asked if there was any further work that could be carried out on the Local Offer with reference to the 'voice of the child' and the inclusion of e-learning activities. SWG advised that she would pick this up with ARud, Gerri Barry and the HR team. ACTION: SWG to meet with ARud, Gerri Barry and the HR team regarding potential updates to the Local Offer pages around "Voice of the Child" including videos and e learning activities</p>
8	<p>Development of SEND Inclusion Strategy</p> <p>AS provided an overview on the draft Inclusion Strategy (circulated). Key points of overview/discussions noted:</p> <ul style="list-style-type: none"> AS advised that the document circulated is an initial draft that will go through further consultation with key groups/ stakeholders highlighted in the Inclusion Strategy Consultation timeline (circulated). HH highlighted that it feels there are several areas missing from the document around strategy for provision, sufficiency, resources and workforce development. At first read the document feels more like an illustration of practice – rather than a strategy. ARe felt the document needs to highlight new areas for developing SEND. Also that the pictures used in the draft documents weren't representative and didn't grab the reader as referring to Inclusion in Oldham. Discussion took place around who the target audience for the strategy is. It was highlighted that there should be more reference to provision. AS advised that there had been a feeling the strategy should be more general with the detail coming through further planning and a detailed Action Plan to support the strategy. There was also a sense that the strategy was very school centric with less aim at a wider audience <p>HL asked if all Board members could further reflect on the draft document and feedback any further comments to enable a further review and development of the Strategy document. ACTION: PB members to feedback any further comments on the draft SEND Inclusion Strategy to AS</p>
9	<p>GM SEND Board – Key updates (Verbal update)</p> <p>SWG provided an update on GM SEND work:</p> <ul style="list-style-type: none"> SWG has shared analysis with GM around high needs block with more detailed work to be carried out around this before next month's meeting Oldham are leading on the Transport Workstream at a GM level. An appraisal of CCG funded places is being carried out with discussions around rejected applications and comparison of GM policies. Looking at having key sets of common questions/ responses across GM for tracking purpose/ progress in relation to mediation cases. The OFSTED revisit at Rochdale was also discussed in terms of learning Approach to Mediation Cases also discussed with good practice being shared
10	<p>Any Other Business</p> <p>SE raised that it would be an invaluable link to have a senior mental health colleague as part of the Board, given the numbers of children and young people with emotional and mental health problems identified on their EHC plans. Agreed that Karen Maneely (Associate Director Mental Health and Specialist Services – PCFT) to be invited to join the SEND Partnership Board. (SA)</p>

	<p>Board members asked that, given the Easter school holidays, the next Board meeting be rescheduled from 18/04/19 to a later date (SA).</p> <p>Agreed that agendas/ papers should be circulated to members a week in advance of the Board meeting to ensure adequate time to review documents (SA)</p>
	<p>Date of next meeting: To be re-scheduled from 18/04/19 given the Easter break for schools with details to be circulated to Board members (SA).</p>