

Minutes

Special Educational Needs and Disabilities (SEND) PARTNERSHIP BOARD

Friday 26th April 2019

9.30am-11am, Meeting Room 4D, Level 4, Civic Centre

Present:	
CLlr Paul Jacques (PJ) (<i>Chair</i>)	Oldham Council, Cabinet Member, Education & Culture
Andrew Sutherland (AS)	Oldham Council Education and Early Years services.
Merlin Joseph (MJ)	Oldham Council Children's services
Shirley Woods-Gallagher (SWG)	Oldham Council AD of Education SEND
Eileen Mills (EM)	NHS/CCG Designated Nurse for Childrens Safeguarding
John King (JK)	Oldham Council Adult Social Care Services
Janet Wray (JW)	NHS/CCG Nurse Cons; Designated Clinical Officer
Siobhan Ebden (SE)	Pennine Care NHS Foundation Trust
Matthew Milburn (MM)	Secondary Schools Sector
Andrea Brierley (AB)	PCFT
Donna Edgeley (DE)	PCFT
Shoukat Ali (SA)	Oldham Council Transformation PMO
Anne Redmond (ARe)	Special Schools
Helen Hampson (HH)	Primary Schools Sector
Craig Slater (CS)	Parent Rep
Debra Woodruff (DW)	Further Education (Oldham College)
Katrina Stephens (KS)	Oldham Council Public Health services.
Stephanie Thornton (ST)	Oldham Council Transformation PMO
Andrew Rudkin (ARud)	Oldham Council Communication
Apologies:	
Helen Lockwood (HL)	Oldham Council Deputy Chief Executive, People & Place
Claire Smith (CS)	NHS/CCG Exec Nurse
Andrew Robison (AR)	Oldham Parent Carer Forum, POINT Chief Executive
Karen Worthington (KW)	Bridgewater Community Healthcare
Jayne Ratcliffe (JR)/ Mark Warren (MW)	Oldham Council Adult Social Care Services
Karen Maneely (KM)	PCFT
Alun Francis (AF)	Further Education (Oldham College)
Invitees:	
Naaira Zaman (NZ) - for item 3	Oldham Council Education Performance and Quality

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 28 Feb 19
	<u>2a Accuracy and any matters arising</u>

Draft v1 of the minutes of the last Board meeting held 28/02/19 agreed, with the addition of Karen Worthington to the attendees at the meeting

2b Updates on actions (Actions Log)

Review of outstanding actions not covered in agenda items for this Board meeting undertaken. Key updates provided:

- Update on the development of the SEND Inclusion Strategy; AS reported that additional contributions to the draft SEND Inclusion Strategy have been sought from the SENCOs via the Development Day and Headteachers Conference in April 19 and it is anticipated that a progress update and feedback on development of the strategy will be provided to the Local Partnership after May 19. It is intended that the draft Inclusion Strategy will be discussed at the SEND Development Day on Thursday 9th May 19.

3 SEND Data Dashboard

NZ provided high-level summary on key analysis/deep dives undertaken on current data/info in the SEND Dashboard (circulated).

Board members noted contents of summary narratives and discussed current data/information. Key points of summary/discussion noted:

- EHCP timeliness currently stands at 95.7% for March 19 compared to 16.7% in 2018, with 1 plan out of time due to delayed parental sign-off.
- Recognised that there is a need for a deep dive around emerging groups i.e. Early Years in terms of requests for EHC Plans.
- HH advised that it would be good to see a break down of allocated hours of support in relation to EHC Plans, as this can raise questions and challenge from parents/ carers when new plans are being drafted and issued. NZ advised that work has recently been carried out on Synergy to better record hours in relation to EHC Plans.
- AS highlighted that he is currently looking at Oldham's allocation of hours in relation of EHC Plans and will pick up the issue at the Heads Forum.
- EHCP complaints and compliments data has now been updated to include data other than the plans.
- There has been a significant increase in visits to the Local Offer (March 19 data)
- There have been reductions in 2 year old and 3 year old SEN support data, HH queried if the data for 2 year olds was accurate due to a surge in applications for support being seen recently. NZ is to cross reference these figures against national data sets.
- There has been a drop in out of borough placements, however it is believed that this is due to the quality of the data and needs looking at in more detail.
- Attendance figures are positive across the board.
- EET SEND in March was 85.8%, which is a slight increase on the Feb 19 figures.
- Early help SEND has dropped to 20% but this is due to the cohort increasing.

SWG also advised that Social, Emotional and Mental Health is one of the biggest groups emerging for EHCPs and a wider piece of work is needed to develop a better understanding of what is happening in this area.

4 SEND Improvement Journey so far

Representatives of the SEND Partnership talked through the "SEND Improvement Journey so Far" presentation which is to be used at a number of different forums, the key messages noted where:

- The presentation provided an update on the positive work taking place around SEND in Oldham and featured a video by Craig Slater sharing his views as a parent on Oldham's improvement journey.
- The transformation of support for Children and Young People with SEND and their families was highlighted, as well as improved relationships with parents, carers and young people.
- There have been improvements to the multi-agency partnership model - including through schools, health, social care and our parent carer forum.

- An overview of milestones from the last 18 months was provided, from the initial Ofsted and CQC inspection in 2017 to the actions taken and impacts being seen today.
- Improvements noted included, a stronger and more co-produced partnership, joint working to improve the quality of EHC Plans, a better transport offer, better school attendance with a reduction in exclusions and improved school results.
- Recognised that SEND improvement is a continuous journey and we now feel that we can move into the next stage

MJ asked, where possible, that members of the Partnership Board share the videos and key messages from the presentation through their social media streams and comms/ engagement mechanisms and channels. PJ advised that he would be happy to share the presentation with the Labour Group and wider elected members. It was recognised that the presentation has been put together so that anybody within the Partnership could deliver this with a range of audiences.

HH highlighted that some of the services highlighted in the Local Offer video clip have been well established for a number of years and it is good that their contributions are being acknowledged. MJ advised that the video is highlighting the good work that has and is taking place in the borough. The issue of us not emphasising what we do well in Oldham was raised by the recent Peer Challenge review team.

ARe asked if the presentation needs to be broadened to be more inclusive. ARud said that he would like to explore this further. **ARud to liaise with ARe on additions to the Local Offer videos and case studies to ensure these are more inclusive.**

Noted that the videos within the presentation and other case studies will be available to view on the Local Offer. PB members were asked to forward any further suggestions for videos/ case studies to ARud. **ARud to circulate the current case study template to members of the Partnership Board for reference/ further samples for consideration.**

5 Ofsted/CQC SEND Revisit

Challenge Sessions

5a Feedback from Peer Challenge (Mock-sted) held 19/3/19

SWG provided feedback on the Peer Challenge Review (Mock-sted), led by St Helen's and Rochdale Council, on 19th March 19. The following feedback/ points were noted:

- The review was carried out in one day, with the Progress/ Evidence tracker presented to the team to outline progress made, evidence and impact.
- The Peer Review team met with key groups/ stakeholders from across the Local Partnership incl. parents, carers, children and young people.
- As part of the feedback from the Peer Review Team it was recognised that we need to better showcase the good work being carried out.
- The Peer Review Team suggested that we present a SEND Self-Review document to Ofsted for the SEND Revisit with a progress tracker being used as a repository for further evidence and information.
- Recognised that by using the Progress/ Evidence tracker and the SEND Self-Review document we will be showing our self-awareness around progress, strengths and challenges for the Local Partnership around SEND.
- Noted that we are one of the first Local Authorities to have a peer "Mock-sted" in showing transparency and openness on our SEND journey.

5b Feedback from Bi-monthly Visit on 4/4/19 re: Revisit prep;

JW provided feedback from the last DfE Bi-monthly visit which was held on the 4th April 19 and focused around our Revisit preparations. The following feedback was noted:

- Positive comments were received on the videos in the "Journey So Far" presentation, and discussion took place around the potential to create further videos and opportunities to show these to a wider audience.

- Discussions took place around how we raise the profile of SEND activity with the wider partnership.
- Joint Commissioning was highlighted as an area for further development.
- It was recognised that during the Revisit the Ofsted Inspection Team will be focussing on evidence of actions taken and progress against the WSOA and the impacts of changes and improvements made during.

ARud highlighted that POINT will be facilitating video feedback on the 7th May 19 with staff, parents, carers and young people able to share their views on SEND.

PJ asked how we further evidence the good work that has been carried out in the local area. JW advised that this would mainly come through the SEND Self-Review document and accompanying evidence with focus on voice of the child. AS advised that more evidence from schools would be powerful with links back to case studies.

MJ asked PB members to forward any further comment, amendment, additional supporting information for inclusion in the Progress/ Evidence tracker and SEND Self-Review document to Shoukat Ali by Friday 3rd May 19.

Preparation for Revisit

5c Updated Written Statement of Action (WSOA) (18/4/19)

The SEND updated WSOA (circulated) was presented to the Board. The following amendments and queries were noted:

- The reference to RAG ratings on page 10 is to be removed.
- Dates in action ref: 5.2.2, 5.3.2 and 5.3.3 to be reviewed and amended as appropriate.

MJ asked PB members to forward any further comments and amendments to the SEND WSOA to Shoukat Ali by Friday 3rd May 19.

5d SEND Progress, Impact and Evidence Tracker (SEND Self-Review) (18/4/19)

The SEND Progress, Impact and Evidence tracker (circulated) was presented to the Board. Noted that this will continue to be updated and developed going forward and will be used as a working document in preparation for the SEND Revisit. A discussion took place around how parents views are captured. Noted that a survey has been issued to parents for feedback. ARE suggested collating feedback also through Personalised Planning meetings.

A discussion took place around how we maintain the documents within the Tracker in light of staff turnover to maintain a record of progress and appropriate staff handovers/ briefings. Agreed that this should be taken to TAB for further discussion.

6 SEND Development

SEND in Oldham Partnership Development Day – Thursday 9th May19

AS highlighted that a SEND in Oldham Partnership Development Day is proposed for Thursday 9th May 2019, with members of the SEND Management Group, SEND Partnership Board, TAB and relevant members of the wider partnership. The aim of the day will be to capture thinking around key system led themes. SE felt that this will be helpful and is needed to ensure a connection between key local strategies linking SEND activity. PJ suggested including discussion around finance and the high needs block as part of the day.

It was raised that the date clashes with the Secondary Heads meeting and concerns were raised around whether a half/ one day session would be long enough to adequately cover content. AS to explore the latter and inform details of the Development Day via ARud.

7 SEND Leadership and Governance going forwards

7a) Review of current governance and arrangements incl. T&F Workstreams

MJ highlighted that the Task and Finish Workstreams are being reviewed and the priorities/ ToRs for these will be reviewed in light of the outcomes of the proposed Partnership Development Day.

	<p><u>7b Establishment of the Children's Partnership Board</u></p> <p>MJ advised that a new Children's Partnership Board is due to be established from June 19. this will oversee and set the strategic direction for all Childrens Services matters including SEND and that the current SEND Governance will be reviewed in light of this.</p>
10	Any Other Business
	<p>SWG gave an update on eLearning training via the Local Offer. A conference call has been arranged with OD to define and scope out the content of this and to agree a way forward.</p>
	<p>Date of next meeting: Thursday 20th June 2019, 10am – 11.30am, Venue TBC</p>