

# Minutes

## Special Educational Needs and Disabilities (SEND) PARTNERSHIP BOARD

Thursday 26<sup>th</sup> November 2020

1pm - 3pm, Microsoft Teams Meeting

<b>Present:</b>	
Cllr Shaid Mushtaq (SM) (Chair)	Oldham Council, Cabinet Member for Education
Andrew Robinson (AR) (Deputy Chair)	Oldham Parent Carer Forum, POINT Chief Executive
Tony Shepherd (TS)	Oldham Council, Interim Director of Education (LA Local Area Nominated Officer)
David Shaw (DS)	Oldham Council, Assistant Director for SEND
Jayne Ratcliffe (JR)	Oldham Council, Director of Health and Adult Social Care and Community Services
Charlotte Walker (CW)	Oldham Council, Head of Service- Adults with Learning Difficulties and Autism
Shirley Woods-Gallagher (SWG)	Oldham Council, Assistant Director Commissioning and Partnerships
Jodie Barber (JB)	Oldham Council, Service Manager – Youth Service
Andrew Shilito (AS)	Youth Voice Family Rep
Janet Wray (JWr)	NHS/CCG, Designated Clinical Officer
Stephanie Firth (SW)	Oldham College - Further Education
Jill Wilson (JWi)	Oldham 6 <sup>th</sup> Form College – Further Education
Karl Newell (KN)	Mainstream Secondary - Headteacher
Sue Callaghan (SC)	Mainstream Primary - Headteacher
Anne Redmond (ARe)	Special Schools (Primary and Secondary)
Paula Healey (PH)	Oldham Council, Head of Early Years
Paula Green (PG)	Oldham Council, SEND Service Manager
Donna Lewis (DL)	Oldham Council, Head of Inclusion and Post 16
Andrea Greenwood (AG)	Parent Carer Forum
Jannette Olsen (JO)	Universal Health Services, Currently Bridgewater
Elaine Robinson (ER)	SENDIASS
Victoria Caldwell (VC)	Oldham Council, Programme Support Officer
<b>Apologies:</b>	
Gerard Jones (GJ)	Oldham Council, Managing Director of Children's Services
Debra Woodruff (DW)	Oldham College, Deputy Principal - Further Education
Mark Crilly (MC)	Oldham 6 <sup>th</sup> Form College, Assistant Principal – Further Education
Gavin Lyons (GL)	Newbridge School, Headteacher
Alan Benvie (AB)	Oldham College, Assistant Principal - Further Education
Rebecca Fletcher (RF)	Oldham Council, Director of Public Health
Claire Smith (CS)	NHS/CCG, Dir of Nursing & Quality (CCG Local Area Nominated Officer)
Siobhan Ebdon (SE)	Northern Care Alliance, Children's Community Services
Karen Maneely (KM)	Pennine Care, CAMHS/Mental Health/Specialist Services
Karen Worthington (KW)	Universal Health Services, Currently Bridgewater

<b>1</b>	<b>Welcome and Apologies</b> SM welcomed everyone to the meeting. Apologies were noted.
<b>2</b>	<b>Minutes and Action tracker</b> The minutes of the meeting 24.09.20 were reviewed and accepted as accurate. Note the action arising will be covered by the agenda
<b>3</b>	<b>Ofsted ILACS inspection update</b> SM provided a summary on the feedback from the recent ILACS focused visit (13-15 <sup>th</sup> October2020) which, whilst was not graded, was deemed to have positive outcomes including: <ul style="list-style-type: none"> <li>• Children’s Social Care is aware of its strengths and areas for improvement.</li> <li>• Children in Oldham are safe.</li> <li>• Council colleagues and partners work well together.</li> <li>• CME and EHE need improvement – especially due to Covid pandemic effects in Oldham.</li> </ul> SM noted that the Political Leadership and Council Senior Leadership are happy with the progress made so far and the comments from Ofsted. SM also thanked the staff and partners for their achievements whilst acknowledging there is still work to be done. TS informed the group that the Ofsted letter will be published shortly; that the impact of the Covid19 pandemic and Oldham Council's response to this challenge was also praised by Ofsted and the HMI Annual Conversation was also well received. <b>ACTION: Letters from the Ofsted focused visit and the Annual Conversation to be shared with the group.</b>
<b>4</b>	<b>SEND Governance</b> <ol style="list-style-type: none"> <li>a. Learning Disability Board update</li> <li>b. Children’s Alliance Shadow Board update</li> <li>c. Partnership Board – Revised Draft of Terms of Reference (amendment highlighted)</li> </ol> TS updated the group that the Children’s Alliance Shadow Board is still being established with the next meeting in Jan21. TS updated the group on the amended Terms of Reference. DS updated the group that the Partnership Board is now linked to the Learning Disability Board with joint membership.
<b>5</b>	<b>Voice of the Child</b> <ol style="list-style-type: none"> <li>a. Barrier Breakers forum and priorities</li> <li>b. Make your Mark consultation</li> <li>c. Podcast about Partnership and SEND</li> </ol> AS updated the group that Barrier Breakers have continued to meet weekly online. One current project includes working with partners on the making of a video focusing on the transition into adulthood. The video covers 4 main issues; Employment, Health including social prescribing, Independent living and Feeling Safe including developing relationships. Once complete, the video will be shared with the Partnership Board. JB updated the group on the Make Your Mark Consultation, which is a UK wide consultation for 11-18yrs olds led by the UK Youth Parliament and identifies national, regional and local priorities for young people. Oldham Council use the priorities identified by the consultation when identifying its own priorities for young people. The consultation is currently live across schools in Oldham. AS added that the Youth Voice Family use the priorities identified by the Consultation, especially those from Newbridge School, in deciding their projects and campaigns. Current topics include the creation of podcasts which will include feeding back from the SEND Partnership Board as well as competitions and interviews. AS extended an invitation to Board Members to be interviewed as part of the podcasts. JW agreed to visit Barrier Breakers to reshare pen portraits and other available tools from the NHS and further develop these tools. DL agreed to share a list of organisations that support young people in gaining employment. SWG shared with the group that social value will be added to all contracts commissioned for children and young people which will include creating apprenticeships and work experience opportunities for children with an EHCP or children looked after. <b>ACTION: JB to share the link to the Make Your Mark Consultation for Board members to disseminate as appropriate.</b>

	<p><b>ACTION: Board members who wish to volunteer to be interviewed as part of the Barrier Breakers podcast to contact J Barber.</b></p> <p><b>ACTION: JW to arrange to visit Barrier Breakers to share and review NHS pen profiles and other similar available tools</b></p> <p><b>ACTION: DL to share list of organisations that support young people in gaining employment.</b></p>
6	<p><b>SEND Strategy and Development Plan – working draft Update</b></p> <ol style="list-style-type: none"> <li>a. Review of draft strategy and development plan in light of recent events and changes</li> <li>b. Feedback invited</li> </ol>
	<p>DS updated the group that the strategy and development plan has been amended to include the challenges raised by Covid19 and, following wider conversations, to map out the next 1, 3 and 5 year development plan. A review and discussion of the draft document raised the follow points:</p> <ul style="list-style-type: none"> <li>• Co-Production has been added across the mission statement.</li> <li>• Clear and achievable actions and outcomes set for year 1.</li> <li>• Outcomes may require further discussions with wider partners.</li> <li>• Develop clear pathways for young adults for preparation for adulthood.</li> <li>• Needs to refer to interdependencies with other teams e.g. Early Year strategy yr1 priorities.</li> <li>• Clarity of universal and universal plus offers.</li> <li>• Need to strengthen monitoring the impact of preventative actions in terms of savings and numbers.</li> <li>• A need to measure and maintain a minimum consistent standard for pre-SEND support and SEND Support.</li> <li>• A need to ensure that colleagues have the right skills to achieve outcomes.</li> </ul>
7	<p><b>Covid19 Update</b></p> <ol style="list-style-type: none"> <li>a. School attendance and resilience</li> <li>b. Clinically Extremely Vulnerable process and impact</li> <li>c. Impact on transition</li> </ol>
	<p>DS provided a summary of the ongoing activities to support schools and families throughtout the Covid period. This includes: weekly partnership meetings looking at CEV children; strategies to remove barriers to children accessing school; family mental health and anxiety support; weekly schools reference group (TS); Parent Carer Forum meetings including a “you said, we did” update (AG); virtual working and drop-ins.</p> <p>ARe provided an update on the impact of Covid on Kingfisher School. Key points noted included:</p> <ul style="list-style-type: none"> <li>• Reduced staff attendance due to staff testing positive, self isolating or child care with no additional financial support for covering staff resulting in staff crossing bubbles. Despite this all bubbles have been kept open.</li> <li>• Staff anxiety has increased due to staff not being able to remain socially distanced from children.</li> <li>• Staff development for digital learning has increased including the prepartion of remote learning activities and staff confirming this has/can be accessed by families.</li> <li>• Increased contact by the pastoral and admin teams with families whose children are remaining at home due to shielding or parental anxieties.</li> <li>• Increased costs including PPE</li> <li>• No transition programmes or school visits have occurred.</li> </ul> <p>AR update the group on the challenges Covid raised for the partnership including increased contact from families on a wider range of issues e.g.attendance, finance, employment and a helpline created, due to securing National Lottery Covid Reponse funding, which provides support and guidance to families. AR also noted that the children and families of Oldham have remained resilient throughout lockdown and tier restrictions.</p> <p>JW updated the group that cases of Covid19 at the 6<sup>th</sup>form college have remained low but there have been additional costs and strategies in place to support staff and students. Mental health issues are increased for students.</p> <p>DS raised that Early Years settings have faced similar issues to schools and colleges and have also demonistrated resilience. PH updated the group that settings have been financially assisted by the Council with the Small Grant Scheme. Also, that the lowering of the age range of the 2yr old vulnerable childrens offer to 18months has been sucessful.</p>

<b>8</b>	<b>SEND Efficiency Savings update</b>
	<p>DS updated the group that the Oldham Council efficiency savings proposal is now accessible on the council website and contains 2 proposals referring to SEND</p> <ol style="list-style-type: none"> <li>1. Returning children placed out of borough needs resources to be available in Oldham.</li> <li>2. Quality Effectiveness Team (QEST) will have a number of posts reduced which will result in changes to the team but not the quality of service.</li> </ol> <p>AR raised that the language used in the efficiency saving consultation paper may affect how the action is interpreted by the public and relevant Comms should be reviewed by the Partnership Board prior to publication.</p>
<b>9</b>	<b>Performance Data and Service Indicators</b>
	<ol style="list-style-type: none"> <li>a. SEND Data Dashboard – key data set analysis by exception (red text identifies enhancements to be included next month)</li> <li>b. Q and A from Partnership Board members</li> </ol>
	DS updated the group on changes made to the structure of the dashboard.
<b>10</b>	<b>Oldham’s Accelerated Progress Plan (APP) following SEND Revisit -verbal update</b>
	<ol style="list-style-type: none"> <li>a. Current working document is being updated - deadline 02 Dec20</li> <li>b. Priority Area 3 Quality of Education, Health and Care Plans EHCP progress update, introduction of new Making it Personal workstream</li> <li>c. Area 5 Attendance, Exclusions and Attainment progress update</li> <li>d. DfE/ NHS England APP Monitoring – formal review confirmed 14 Jan21</li> </ol>
	<p>DS updated the group that the next DfE visit will be in Jan21. The evidence log and risk register are currently being updated prior to sign off by IAB and DMT and being shared with the DfE and NHS England.</p> <p>AR updated the group on progress made on Area 3 and that the workstreams have continued throughout the pandemic and engagement has remained strong resulting in targets being achieved. Also that the new subgroup, “Making it Personal”, has been created.</p> <p>PG updated the group that a revised quality assurance template has been drafted by the subgroup with improved descriptors and scoring system. After sign off the template will be piloted. Also that a local authority audit is underway with results available for the DfE visit. Next steps for the subgroup is the QA of advice templates and minimum standards and expectations to develop further consistency.</p> <p>DS raised staffing challenges for EHC plans and the option available including; lengthening the current contracts for staff, increasing the role of the school in the review and lengthening the timeframe to complete all reviews and plans. The group agreed to contact schools with the proposal.</p>
<b>11.</b>	<b>Any Other Business</b>
	No further business raised.
	<p><b>Date of next meeting:</b>  Thursday 28<sup>th</sup> January 2021  10:00am-12:00pm  Microsoft Teams Meeting</p>