

SEND STRATEGY STEERING GROUP

19 NOVEMBER 2019



Attendees:

Jo Siney (JS) (Chair)	Head of SEND & Inclusion	PCC
Claire Paddon (CP) (Co-chair)	Parent Rep	Plymouth Parent Carer Voice
Blanche Gibson (BG)	0-25 SEND Team Manager	PCC
Tara Vassallo (TV)	Parent Rep	Plymouth Parent Carer Voice
Nicolle Gallagher (NG)	SEND Youth Forum, Youth Worker	PCC
Alan Ebbens (AE)	Team Manager, PIASS	PCC
Bob Burton (BB)	Senior Parent Support Co-ordinator	PCC
Penny Whitell (PW)	Service Manager, SEND	PCC
Clare Hetherington (CH)	Principal Educational Psychologist (Acting)	PCC
Hannah Hamlin (HH)	Principal Educational Psychologist (Acting)	PCC
Elizabeth Knight (EK)	Early Years Rep	Lark Children's Centre
Denise Edgecombe (DE)	Clinical Education lead for Health Visiting and School Nursing.	Livewell, South West
Emily Street (ES)	Commissioning Manager	New Devon CCG
Andrea Hemmens (AH)	SHAP Representative, Headteacher	Andrea Hemmens (AH)
Jim Barnicott (JB)	Leadership Associate, SEND	PCC
Sue Syers (SS)	DCO/Nurse Consultant, Child Development Centre	PHNT
Dr Sharon Glass (SG)	DMO/Community Paediatrics Consultant	PHNT
Heidi Price (HP)	Headteacher, Primary Rep	Yealmpstone Farm Primary School
Nadia Donald (ND)	Minute Taker	PCC

Apologies:

Judith Harwood (JAH)	Service Director, Education, Participation & Skills	PCC
Tracy Clasby (TC)	Locality Manager	Livewell, South West
Tracy Tucker (TT)	Childrens Centre Rep	Barnardo's
Claire Bond (CB)	Plymouth Pluss	Pluss
Ashley Simpson (AS)	Young Person Rep	Youth Ascends

Jayne Blood (JB)	CAMHS, Service Manager	Livewell
Siobhan Wallace (SW)	Head of Service, Children, Young People & Families	PCC
Karen Dorow (KD)	Director of Faculty, City College Plymouth	Post 16 Provider
Sara Kirkup (SK)	Children's Lead	Livewell, South West

Item	Notes	Action
1.	WELCOME, INTRODUCTIONS & APOLOGIES	
	As above. Noted a lot of apologies due to JTAI inspection taking place this week. This is the first meeting where PPCV will be co-chairing these meetings. This move shows our commitment to co-production and is an important step forward to change in the local area.	
2.	MINUTES FROM PREVIOUS MEETING & MATTERS ARISING	
	Minutes approved as an accurate representation of the meeting. PL to discuss data sharing at PLT – ND advised that PL has stepped down as the secondary Headteacher representative for these meetings. ND has contacted PLT to enquire about an alternative. JB to follow up this action with PLT. Funding options for Early Years SENCO award – JB updated that this is complicated to progress and that these meetings are the best place for this to be discussed and funding options to be explored. JB to send summary of issues and all to report back with any ideas for consideration. SEMH Task & Finish Group update – Following our last meeting CH has drafted an implementation plan of the main themes identified. Looking to re-convene task and finish group to meet termly in order to co-ordinate, have oversight and implement the work in the implementation plan. Noted that this is far reaching across health and education. The breadth of SEND was recognised, as well as the fact that 25% of young people with SEND have SEMH needs. Members were asked to take back to their sectors to identify appropriate reps to be part of the task and finish group. Mental Health Support Team – JS/ES to discuss together our concerns regarding the pilot not being available to schools rated inadequate. NHS England Autism Pathway workshop – JS added this as a matter arising to inform the group of the event which took place last month. There is a need to identify who is leading this area of work as we need to report back progress at the December South West Regional Conference.	JB JB – share summary of issues and all to report back All – take back to sectors to identify reps for task and finish group JS/ES to discuss further ES to follow up with Sharon Matson and report back to JS/ND. Agenda item for the

		next meeting.
3.	KPI's SEN2 UPDATE	
	<p>BG provided a presentation on our EHCP 20 week timeliness. The DFE collects data through the SEN 2 data report to monitor LA progress towards key indicator times for producing an EHC plan.</p> <p>Exception codes – Plymouth has been identified by the DFE as a high user of exception codes. The most common one used is Code C – “The educational institution is closed for at least 4 weeks, which may delay the submission. Analysis of this has been carried out to ensure that codes are being used appropriately. Data shows that a high number of referrals are received in the summer term which has an impact on timescales. Indications for 2019 show a higher use of the exception code. HP noted that this is when schools have time to catch up on paperwork, but also it takes time to submit a request due to all the evidence that is required.</p> <p>Statistics show that we are consistently around 60-70% of plans being completed within timescale. Plans are of a high quality, but take longer due to our joined up working approach.</p> <p>Recovery plan and considerations:-</p> <ul style="list-style-type: none"> • Identify which schools are requesting assessments late in the summer term and unpick the reasons for this • Look at models from other LA's around how they manage summer requests – discussion around having an option on the portal to add name and contact information of who to contact if over the summer holidays • SEND team managers to discuss timeliness with their teams • Support at key transition points <p>Our indicative data shows that we are going in the right direction with our anticipated 20 week completion rate being 80%.</p>	
4.	PPCV UPDATE	
	<p>Trialling a new way of involving parents via coffee and cake mornings. Seeking organisations to come along to provide updates and information. CP to provide further details. Further information to follow regarding the SEND Parent Conference in May.</p>	CP
5.	YOUTH ASCENDS	
	<p>NG provided slides on the work that has been undertaken over the past six months:-</p> <ul style="list-style-type: none"> • 5 school hubs have been identified • NG attended national regional children and young people meetings in London and Taunton • Supporting the ongoing development of the enhanced transition document with LA officers. • Supporting ACCESS by providing feedback and views from young people. 	

	<ul style="list-style-type: none"> • Attended the CYP SEND conference in London in July 19 <p>Plans for the next six months:-</p> <ul style="list-style-type: none"> • Working alongside dental students with Plymouth University on a hygiene and oral health project. • Young people have identified topics to focus on:- <ul style="list-style-type: none"> - Transport - Mental health - Life skills <p>NG was reminded to bring back any discussions that this group can assist with. DE to link with NG re: mental health topic.</p> <p>NG added that she supports young people with expressing their own views as part of EHC process.</p>	
6.	<p>STRATEGIC THEME: SEND INTEGRATION: EDUCATION, HEALTH & CARE</p>	
	<p>Transforming Care Programme</p> <p>ES provided an update on the Transforming Care Programme and discussed the dynamic risk register which is tracked fortnightly and highlights young people who are at risk of an admission to hospital.</p> <p>HP asked if this work links to other work such as trauma and having a deep dive to identify the gaps in our resources. We can then use this learning to adopt a system change.</p> <p>NHS England has additional funding until 2021 to prevent hospital admissions. There is a sub group in place and progress can be brought back to this group.</p> <p>JB noted that this data would feed in well to the SEND data working group.</p>	
7.	<p>SEND DATA WORKING GROUP</p>	
	<p>JB updated that any available data comes to the working group for it to be discussed in a multi-agency way with an aim of having data we need to hand when required. The CDC have created a large data tool which we can use effectively to make comparisons. JB asked that if you hold any data please make him aware of it. The four aspects of data being explored are:-</p> <ul style="list-style-type: none"> • Schools attainment and progress data • Destinations data • Absence and exclusions • Local area SEND breakdown across education, health and care. <p>Next steps – All to consider what you can contribute and representation at the meetings.</p>	<p>All</p>

8.	<p>IASS REPORT</p> <p>BB reminded that PIAS received short term funding to help education, health and care implement the minimum standards. On 31st March 2020 this could be stopped all-together. A decision regarding this is expected on 22 November 2019.</p> <p>The IASS service is to be jointly commissioned by Education, Health and care. There is currently health funding of £9k to support Youth Ascends. This will need to be confirmed/renewed going forward.</p> <p>PIASS are currently supporting 334 service users, this is a 210% increase since October 2014. If funding ceases, so will capacity meaning that the service will only have capacity to support 140 cases. Due to smart working staff have been able to increase workload and are archiving any cases 3 months or older where there has been no contact. The ceasing of this funding will also impact Youth Ascends.</p> <p>Discussion regarding the positive response on social media in relation to PIASS.</p> <p>Contingency planning will be required in order to able to support.</p> <p>Discussion regarding support in schools, which often falls to PSA as the Headteacher has to challenge and provides a different message.</p>	
9.	<p>SEND SELF ASSESSMENT</p> <p>JS provided slides to outline the need to review our progress of the implementation of SEND principles. We need to take stock of our progress over the last 12 months, agree our priorities for the forthcoming year and evidence our partnership work. The next meeting in January has been extended to allow time on the agenda to discuss this further. The role of this group is to:-</p> <ul style="list-style-type: none"> • Strengthen representation across sectors • Strengthen co-production with families • Improve workforce knowledge of SEND • Make use of collective data • Address complex areas of need through joint commissioning <p>Action: All to provide examples of partnership working in these areas and bring to the next meeting.</p> <p>Areas for further work:-</p> <ul style="list-style-type: none"> • Co-ordination across the partnership • Challenging each other to improve outcomes • Improving our available data <p>Next steps Capture evidence of work from the wider network</p>	All

Date of next meeting: 21 January 2020