

## WESTMORLAND & FURNESS SEND PARTNERSHIP

### Minutes of Meeting

#### SEND Partnership Board

Date: 14<sup>th</sup> January 2025 Time: 10:00 – 12:00

**Present:** Catherine Prince, Lauren Jackson, Peter Chapman, Vanessa Wilson, Cllr Janet Battye, Jilly Russell, Mil Vasic, Linda Burgess, Dawn Dyer, Julia Dean, Lorraine Rudd-Williams, Daniel Hinton, Matt Hardwick, Amy Holliman, Sharon Simpson, Sue Sanderson, Sally Richardson, Elaine Croll, Peter Chapman, Sarah Powell, Julie Cameron, Lauren Jackson, Vicky Hepworth-Putt, Jonathon Taylor. Linda Burgess, Gemma Woodburn, Jilly Russell (had to leave after 10 minutes)

**Apologies:** Isobel Booter, Holly Murphy

	Agenda Item	Notes
1.	Welcome and Apologies	Vanessa welcomed all to the meeting and apologies were noted.
2.	Updates and Actions	<p>No amendments to the last meeting's minutes.</p> <p>SS - Ongoing procurement activity for Independent chair – update at next meeting</p> <p>Preparation sessions held 2-12-24 and 16-12-24. Ongoing work continues in preparation for Deep Dive mtg.</p> <p>Transitions booklet for schools - Work ongoing – est. completion March 2025</p> <p>Data Update - Ongoing work – update to be provided at next meeting, but some of this is included within APP Dashboard.</p>

		Updates discussed – MV asked for timescales to be put on unfinished actions from the last meeting.
3.	JSNA & Summary JSNA for Local Offer	<p>SR - discussed conclusions following JNSA. Looking at ways to deploy services. Work ongoing regarding developmental pathway.</p> <p>Sally was thanked for her work and the board approved the JSNA.</p> <p>SP – re SATS - have we got enough special advisory teachers? Schools are struggling with this side of things.</p> <p>SR – this work is on going and will find out.</p> <p>PC – can we look at the outcomes collectively?</p> <p>Jonathan – re Youth Justice - recently had the youth justice inspection and there were a number of recommendations specifically around health. We will look at these and see what impacts we can make.</p> <p>Vicky H – we need to pull together an action plan and it would be useful for us to take it to the health and wellbeing board.</p> <p><b>ACTION:</b> Take forward to Health and Wellbeing board. Sally and Catherine to make JSNA action plan with Peter and Julie.</p>
4.	Feedback from SENDAC Parent/Carer Forum (inc. Conference Update)	Deferred to next meeting
5.	Data Update	<p>Jason is on a course but report shared prior to the meeting.</p> <p>Dawn – Some additional qualitative information to go with the data that Jason has put in his report - been a slight dip in terms of time around new assessments. New coordinator has been appointed. New interim SEND Service Manager has been appointed. Annual reviews – bringing in two new interim officers. Steps have been but in place to help with this going forward.</p>

6.	Transitions Guidance Document	<p>JD – gave an overview of the document and the next steps.</p> <p>What next – Approval by SEND board, add to local offer, use feedback to refine. Develop Transition information for younger children using the same format.</p> <p>Adult Social Care and Special Schools have been fully involved in this.</p> <p>Julia – we are developing a shared outcomes framework, and we will look at the data for our progress. Looking at getting feedback from young people regarding the process.</p>
7.	ICB QA Pilot and APP Presentation	<p>Peter talked through and shared the slides.</p> <p>MV – grateful for the north and south working together to get the best outcome. Is there a financial requirement from ICB?</p> <p>Peter – There is a business case for investment and there is money in the ND system. There is savings that we could make but we do need investment in our support offer. The business case will be going to ICB board in Spring.</p> <p><b>ACTION:</b> PC to keep the board updated on progress with ND pathway business case and outcomes</p>
8.	Quality Assurance: <i>SEND Practice Week Report – final and one page overview for schools</i>	<p>Linda – the draft report was submitted at the last board.</p> <p>There were observations of PEP meetings for CLA. It had been hoped that there would be further observations of EHCP annual reviews, but unfortunately the lead in time didn't allow those to be actioned, however there is planning for the next practise week for those to be strengthened.</p> <p>Practice Week overview and update for schools took place at the November SENDCo network meetings.</p> <p>Build upon the EHCP QA process - quality assurance for annual reviews when they have been amended.</p> <p>A new tool is being developed for both the multi-agency and a new tool for the annual reviews and new plans which give clearer criteria prompts.</p> <p>Dawn is setting up QA meetings with education, EP's and health, meetings are under way with Social Care partners.</p>

		<p>Creation of the SEND handbook and SEND toolkit and the EP specificity bank is all part of the Delivering Better Value programme.</p> <p>Next Practice week in April, with a focus on SEMH. This will include further QA activity, such as auditing, Annual Review observation and additional Masterclass CPD opportunity, including being offered to school partners.</p>
9.	Forward Planning	<ul style="list-style-type: none"> <li>• Feedback from SENDAC Parent/Carer Forum (inc. Conference Update)</li> <li>• Lindsey O – HNA information and analysis</li> <li>• Data relating to EHE</li> <li>• Feedback from the APP meeting</li> </ul> <p>Date and time of next meeting: <del>Wednesday 26<sup>th</sup> February 10:00 – 12:00</del>  Monday 31<sup>st</sup> March 10:00 – 12:00 (deferred due to Ofsted)</p>