

## WESTMORLAND & FURNESS SEND PARTNERSHIP

### Minutes of Meeting

#### SEND Partnership Board

Date: 18<sup>th</sup> November 2024 Time: 09:00 – 11:00

**Present:** Catherine Prince, Cllr Janet Battye, Richard Scott, Andrew Horrobin, Lorraine Rudd-Williams, Daniel Hinton, Andi Henderson, Peter Chapman, Sally Richardson, Lisa Balderstone, Lauren Jackson, Dawn Dyer, Katrina Raine, Isobel Booler (Chair), Steve Hatton, Helen Howlett, Sharon Simpson, Linda Burgess, Jason Habbershon, Donna Stretton, Holly Murphy, Lindsey Ormesher, Matthew Hardwick, Sarah Roscoe, Elaine Croll, Karen James,

**Apologies:** Mil Vasic, JoAnne Charlton, Amy Holliman, Sarah Powell

No.	Agenda Item	Notes
1.	Welcome and Apologies	IB welcomed all to the meeting and apologies were noted and confirmed
2.	Updates and Actions	<p>Minutes from last meeting approved.</p> <p>IB - Three colleagues who have expressed interest in being the independent chair going forward – hopeful will have in place in the New Year.</p> <p>IB – SENDAC absent, get an update at the next meeting from SENDAC.</p> <p>CP – updates on SEF and improvement plan, still a working document, move the item to the next agenda.</p> <p>IB – award received for CWD team, add to SEF and future agenda to celebrate.</p>

		<p>CP – SEND Governance update – completed and circulated following the last meeting.</p> <p>EC - met with Sally G outside meeting, keep schedule of meetings in place, work in progress, established links encouraging.</p> <p>IB – no outstanding actions, apart from independent chair.</p> <p>SEND scrutiny paper included in papers for colleagues to read, this will form an annual report, next time to be written as a joint partnership report.</p>
3.	Terms of Reference – Annual Update	<p>ToR given annual update – no significant changes made. Change LSC ICB Accountable Officer to Sarah O’Brien. RS to confirm staff for NENC ICB</p> <p><b>ACTION:</b> CP to update ICB personnel</p>
4.	APP Feedback Letter and next steps	<p>IB acknowledged the progress made around Area One; however, the second part of the letter does acknowledge limited progress as well as the challenges around waiting times and knowing our data as a block to moving forward. IB had hoped that the trust and faith element would be closed down, but it hasn’t, which is disappointing. Monitoring not escalated to 3 months, still at 6 months, would like to work with us to do a deep dive on data around the second aspect in January (booked in for 23-1-25). Ensure any calendar/written notification says ‘Deep Dive’ as we don’t want this to become three monthly monitoring. Conscious we have got Lauren bringing the CC report and also an item on data.</p> <p>Colleagues agreed that preparation for the meeting is key, and to focus on this in December, at the Accountable Officers’ mtg, as well as potentially a further date.</p> <p>IB/LO pleased that SEMH work has been acknowledged, which is now all published and communicated.</p> <p><b>ACTION:</b> Ensure significant time at Dec Accountable Officers’ Mtg to prepare for the Deep Dive</p>
5.	Feedback from SENDAC – inc. conference update	<p>SENDAC not present today, and no written updates received prior to the meeting.</p> <p><b>ACTION:</b> To defer to next meeting</p>
6.	Quality Assurance: QA Framework	<p><u>SEND Practice week</u></p>

	<p><i>SEND Practice Week Report</i></p>	<p>Linda Burgess gave an overview of the first SEND Practice Week, and shared that it was kept small as the first, to enable success, which was achieved. A range of QA activity was carried out including Annual Review, PEP and panel observations. The overall theme was CYP with an EHCP who were CLA, focussed particularly on the Transitions year groups of Y9-11. EHCP QA also took place with colleagues from education, social care, and school SENDCOs. Trauma informed practice masterclass was delivered by Sarah Roscoe and well attended and received.</p> <p>Following outcomes and analysis, SEMH has been selected for the next theme, which will take place in April 2025.</p> <p>LO keen to support with this and look at the SEMH All About Me docs and the QA framework linked to this re: workfoce.</p> <p>EC shared that she was curious around the health findings when there was limited health involvement.</p> <p><b>ACTION:</b> to finalise report (as currently in draft form) and look at creating a one page overview for schools.</p> <p>LRW – this has been useful feedback. Lorna Jones is currently doing a piece of work around young peoples’ voice, could link in. Young people not attending the EHCP reviews, focusing on planning on the transitions.</p> <p><b>ACTION:</b> SEND and Transitions teams to work together to pull together a transitions booklet for schools.</p> <p>Cllr JB – endorsed this and felt it tied in with council’s Ambition for Every Child programme, making certain we are preparing youngsters for adulthood.</p> <p><u>QA Framework</u></p> <p>HM – still developing framework, final documents will be circulated when complete. Once we get to this stage, we then need to meet with health and PCF to understand how they can contribute to QA Framework. There is lots of QA activity going on WAF just not pulled together and measured, or clearly disseminated and showing how that is improving outcomes.</p>
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7.	Children’s Commissioner Report	<p>All have read the children’s commissioners report and agree quite sobering messages within there.</p> <p>LJ – Shared the report and feedback slides – this sounds the alarm on the invisible crisis around the waiting times for referrals. Level of demand is very high and children are facing long waits – delaying the access to support in come cases.</p> <p>IB – in WAF before we even play into this data, our data is quite loud that our disadvantaged children do less well than their cohort nationally, which we already know. Some children are waiting four years – this is not a wait, it’s no service! IB stressed the need to use language carefully.</p> <p>DH expressed that special schools are seeing the most extreme side of ND cases, and with the wait for diagnosis and then medication, this can be extremely challenging to ensure provision is in place to meet these extreme needs.</p> <p>The current ND single pathway work will help to address these ongoing issues, although it is still at a very early stage. PCF are supporting with this and involved.</p>
8.	CYP Survey	<p>Presented updated CYP survey, one with widgets and one just text following discussion at last meeting. Feedback has been given and changes made. Lorna has then trialled the surveys with a group of YP at Sandside Lodge Special School. Further feedback has been gained and changes made.</p>

		<p>DH – really interesting to see if it is possible to split the answers between primary and secondary students – particularly MH with SEND pupils as they move up.</p> <p>This should be possible, and analysis will take place on a termly basis.</p> <p>IB – key to get our children and young peoples’ view, on a recent school visit, chn were completing the health questionnaire.</p> <p><b>ACTION:</b> LO to provide analysis on this questionnaire to board at future meeting.</p>
<p><b>9.</b></p>	<p>Data Update: Health focus</p>	<p>Data document circulated with agenda.</p> <p>Key points to note: EHCP numbers continually increasing – 2329 at end of October. Those issued within timescales continue to increase.</p> <p>ARs still not satisfactory, meetings in timescales dropped for the last month and full compliance for October – 32.3%.</p> <p>Audits covered by LB – new told and internal QA tool, dashboard to look at, drill into responses where patterns are coming out. SC needs not met are coming out most consistently – LB aware and looking into. 9/10 met, heading into right direction.</p> <p>Suspension lower than last year, 3 for SEN students already this year. Attendance, broadly better than last year. LIS aware of EHE pupils increasing, higher than last year, EHE pupils with an EHCP is double what it was last year – concerning - Marie aware. SEN support also higher. PTT – decreased, % of those higher. KS4 attainment - DfE yet to publish that data, unconfirmed when that will be.</p> <p>EET/NEET – number 16-24s education or training down this quarter, 16-17 increased, to 87.8%. SEN Support in education or training has gone up – great to see.</p> <p>DS – October AR figures – school Summer break feeds in late for variety of reasons. ARs dropped again – additional reviews take place for phase transfer pupils.</p> <p>LB – Quality of EHCPS, didn’t capture previously – deep dive in certain areas, series of weekly audits, just looking at new plans – by comparison, there are more within the extremely well met and met, also mostly met.</p>

		<p>IB – currently 15 plans that are already out of time in November. Is there a need for additional support? Anything we need to be aware of to make sure blip is not a trend.</p> <p>DS – externally procured workers, down capacity wise. Meetings weekly for priorities to share workloads if necessary.</p> <p>IB – suggest we have a quick catch up outside of this meeting – possibly add to risk register.  <b>ACTION:</b> Marie to come to next meeting re: deep dive on EHE numbers increasing.</p> <p>Health side – JH/CP met with colleagues from both ICBs – positive, started to broach subject what would be beneficial and how to bridge gap. Put a follow up meeting in.</p> <p>Link with Damien in the South, really helpful – gathers data from providers. Some data back. Metrics - % developmental check has increased, how have LD on GP register have received annual health check – gone down. % mothers face to face anti natal contact, % down – Elaine to follow up not a recording error, number of contacts half. Crisis intervention in Eden gone up, no info from Southern. MH waiting times, was better for the quarter, not the best this year. Key thing is pushing forward discussions with two ICBs and providers that sit underneath them.</p> <p>EC – how are we able to capture the returns and monitor improvements? What we need to do? Not a strong sense of our compliance.  <b>ACTION:</b> JH/EC to follow up outside of the meeting.</p>
10.	JSNA	<p>JSNA now ready in draft form. SR had prepared some slides – these will be circulated with the minutes.</p> <p>The JSNA drives all our commissioning work, as the agenda had run over, move this item to first on next agenda.</p> <p><b>ACTION:</b> To publish JSNA as a draft</p> <p><b>ACTION:</b> Colleagues to read JSNA and accompanying slides prior to the next meeting</p> <p><b>ACTION:</b> JSNA to be first agenda item on Jan Partnership Board agenda</p>
11.	Forward Planning	<b><i>Date and time of next meeting: Tuesday 14<sup>th</sup> January 2025 10:00-12:00</i></b>

