

SEND Strategy Governance Board Notes

Thursday 8 June 2023, 1:00 - 3:30

The Turing School, Larkspur Drive, Eastbourne, East Sussex, BN23 8EJ.

Chair: Alison Jeffery (AJ) / Notes: Gail Lelliott (GL)

Attendees: Holly Riley-Saxby (HRS)(online), Nathan Caine (NC), Sally Polanski (SP), Kirsty Prawanna (KP), Caroline Tozzi (CT), Louise Moor (LM), Ann-Marie Waite (AMW), Helen Diplock (HD), Alex (A) (young person), Meg Best (MB)(supporting young ambassador member), Chrys Poullikas (CP), Jessica Stubbings (JS), Anna Lewis (AL)

Apologies: Councillor Bob Standley (CBS), Rebecca Conroy (RC), Jo Nash (JN), Emma Buggy (EB), Elizabeth Funge (EF), Sam (S)(young person), Sam Lawson (SL)

1. Welcome and introductions

AJ welcomed everyone to the meeting, and the Board members introduced themselves. AJ explained that in the interim, whilst recruiting a new independent chair, AJ would be chairing this meeting and continuing with the jargon bell, jargon list, and 'park-it' initiatives that Roz Pither had introduced to the Board meetings.

AJ updated the Board on the recent round of recruitment for an independent chair, this was not successful in securing an individual for the role. The current thinking by JS and the Board members involved in recruitment is that they will go out to advert again but welcomed the Board's thoughts, this was added to the 'Park-It' board for discussion if time allowed.

2. Minutes and matters arising

The minutes of the previous meeting were circulated ahead of this meeting. The Board did not raise any issues or amendments to the minutes. AJ confirmed that comments can still be submitted regarding the minutes and amendments made if Board members had not yet reviewed the minutes.

ACTION: Circulate Ofsted action plan PPT delivered by NC at the last Board meeting.

ACTION: Circulate updated Terms of Reference (ToR) for the SEND Strategy Implementation Group and Commissioning and Monitoring Group.

3. Strategy Implementation Plan and highlight reports

JS presented a short introduction to the Strategy Implementation Plan. This plan sets out how the East Sussex SEND Strategy will be delivered. It refers to other plans, including the ESCC performance improvement plan and NHS plan in order to link up to other activity and groups that are monitoring improvements.

The presentation included a short update on the progress of each Theme and offered the Board an opportunity to discuss the Strategy Implementation Plan and the highlights from each Theme. The Highlight Reports, that will be an item of the next Board meeting, will be RAG rated for both evidence and impact so that the Board can discuss how happy they are with the progress being made, and if necessary feedback to theme leads or pathways with further actions required. This process could be useful for highlighting where projects need to gather more pace, for example the Neurodevelopmental Pathway.

The Board questioned what is happening in terms of evaluation and sustainability for each Theme. The SEND Implementation Plan embeds the success measures and is monitored via the SEND Strategy Implementation Group. The success measures are drawn directly from the SEND Strategy.

It was noted that ESCC are doing a lot of work around exclusions and the Board asked how this could be captured for the SEND inspection preparation? Could we show a trajectory of permanent exclusions to demonstrate progress?

The ESPCF representative questioned whether, between now and the next meeting, it would be valuable to have a deep dive into the SEND Strategy Implementation Plan and review the high-level actions and ensure the evidence of impact are correct. Agreed that this would be taken forward.

Theme 2 - Discussion around language used in assessments & diagnosis being a passport.

Theme 5 - Discussion around new roles to undertake Annual Reviews for pupils.

4. SEND Strategy Dashboard

JS introduced the first draft of the SEND Strategy Dashboard to the Board. The dashboard has been created to report on the SEND Strategy success measures, these were designed to be quantifiable. This first version of the dashboard demonstrates what data we can currently report on and the format of the dashboard; one Theme is displayed across one page.

The Board received the first draft of the dashboard positively, raising the following questions:

- The quarters are financial quarters, but could this be clearer by using months?

- 1.6: Number of EHC Needs Assessments and Tribunals - could we include how many resulted in EHCPs being agreed? Could we include how many tribunal cases were successful for the LA?
- 2.1: Reduced waiting times across different health and wellbeing services - CAMHS - Could we clarify this further - is this all CYP, or just SEND? Could we include a line graph for CYP being seen by CAMHS? Is the Child Development Clinic included - if not, could it be? Could we include non-attended appointments?
- Can we align dashboards to include the Health dashboard that will span Sussex provisions?

Further comments on the dashboard are welcome. The Board suggested that when we do the deep dive for each Theme, they also look at the relevant sections of the dashboard as part of the deep dive.

5. Deep Dive – Theme 1 (to include an update on the Co-Production Charter)

AL presented on Theme 1: My voice is heard and acted upon (Participation), detailing progress in the 5 key areas of work.

As part of this presentation AL invited Alex (A) to feedback to the Board on the experience of a CYP in the strategy-forming process. A provided a positive reflection of the process to the Board, detailing that the student ambassadors had been approached as equals and A felt their input had been valued. A noted that he had not had a negative experience of ESCC to date and that he appreciated being part of higher, strategic ambitions and had valued that changes were being made because of the student ambassadors' input.

AL also invited ESPCF to feedback to the Board on their experience of the strategy-forming process. HD reflected that the early discussions were really valuable as these were open and honest on both sides including respecting the individual stories that ESPCF were highlighting. For next time ESPCF feel that the following changes could be made to the process:

- Early strategic oversight.
- Early discussions with CYP and PC of potentially punchy points so that everyone is clear about difficulties prior to them occurring, this could also mean quicker sign-off on the easier topics.

- An agreed project plan and timeline up-front, at the start of the process, including timelines for the steering group meetings, draft sign-offs etc.
- Earlier involvement for ESPCF in the drafting process.
- Clarity around remits and roles.

AL continued to present on Theme 1, and the co-production charter will be circulated for sign-off from the Board.

ACTION: Circulate final version of co-production charter.

6. Deep Dive feedback and Board actions

The Board discussed the Deep Dive as a whole group activity and raised the following points:

- It is important that pre-verbal and non-verbal CYP share their voice, especially in relation to decisions about their own SEND support. Could best practice be shared?
- How can we encompass the work of colleagues outside of the education division, for example the Children’s Disability Service.
- Did we miss an opportunity in incorporating the voice of Governors in the Strategy process?
- The reach and awareness of the Strategy is currently unknown. There are many families in society who require SEND support but are not accessing this and ESCC know that there is a prevalence of need that correlates directly to areas of deprivation - how is the Board reacting to these families? Could a quick win be explaining the process for CYP with SEND to parents with SEND using a step-by-step guide and visuals?

7. Any Other Business (AOB)

There was minimal time for AoBs and ‘Park-It’ issues. It was agreed that the position of Independent Chair of the Board would be re-advertised and the Board would use their networks to circulate this, including wider networks.

ACTION: All Board members to circulate advert where appropriate.