

HIGHLIGHT REPORT

From:	Joint Commissioning to Southend SEND Strategic Partnership Board
Report by:	Ross Gerrie / Caroline McCarron
Meeting Date:	28th May 2021

The Highlight reporting below relates to the Highest priority outcomes. However, the forward plan for Joint Commissioning has now also been produced and will be taken back to the Joint Commissioning Group for ratification. The forward aligns to the wider priorities identified through the SEND Summit meeting held in April 2020 and will align to the new SEND Strategy currently in development.

Priority Area 1 (P1) – Education, Health and Care Plans (EHCPs) – Quality Assurance		
Milestone	Completed by date	RAG
Health Assurance Task and Finish Group established and operational	Completed	
Health EHCP process and handbook agreed and implemented	31 st March 2021	
Providers have robust quality assurance process in place	15 th May 2021	
Audit and monitoring process agreed and implemented	31 st May 2021	
Agreement on common clinical recording system	30 th June 2021	
TOP RISKS & ISSUES	MITIGATION / ACTIONS TO RESOLVE	RAG
- EHCP Hub is still providing some technical operability issues to resolve to support ease of use and efficient upload by providers.	- Health representation on national Liquid Logic forum to discuss technical glitches and update requirements. - Wider risks captured through full project plan.	
- Capacity to complete additional data entry workload	- EHCP Hub development reported across wider SENDOPs action plans for progress reporting against key milestones.	

The WSOA highlighted the need for a meaningful multi-agency approach to meeting children and young people's academic, social, health and care needs through robust EHCPs. In response, a quality assurance review is underway to embed robust and outcomes based processes are incorporated all aspects of the planning and publication of EHCPs.

A new Health Assurance Group has been established, initially mapping the current process at each stage i.e. Section 23 notifications, Early Warning notifications, EHCP Contributions and Annual Reviews. An EHCP Health Handbook has been developed, and almost at completion stage. This ensures a consistent approach, championing personalisation and utilising current and relevant information together with goal based outcomes.

Once ready, this will be published both internally and externally for transparency including on the Local Offer.

Focus will now be moved to quality assurance in each of the providers, and embedding an audit process and how this feeds back to providers.

Proposed priorities and activities for next period

Activity and outcome	By when
P1 High Quality Education Health and Care Plans Assurance Framework - Work with Education and Social Care Quality Assurance Processes to develop a Single Overarching Document	May 2021

Priority Area 2 (P2)– Joint Commissioning of Therapies – The Balanced System

Milestone	Completed by date	RAG
Establishing and initiating a joint approach for the review of all three therapy areas across Essex and Southend	Complete	Green
Mapping, analysis and recommendations complete for all areas including education to inform new system model for Essex	Mid-April 2021.	Yellow
Develop a Proposed model/framework for the implementation of the balance system for Essex	31 st January 2021	Green
Governance and commission any new models or ways of working for Essex	30 th March 2022	Green
Develop dashboard for new model or ways of working for Essex	30 th March 2022	Green
Implement new model or ways of working MSE and enter evaluation phase.	30 th September 2022	Green
TOP RISKS & ISSUES	MITIGATION / ACTIONS TO RESOLVE	RAG
- P2 Joint Commissioning of Therapies - Variation in capacity to undertake Balanced System mapping work across therapy and school provider settings due to ongoing Covid redeployments and measures to adjust provision.	- All providers are actively engaged in this work. - Wider provider staff body engagement with work is noted in wider planned actions. - Wider risks captured through full project plan.	Yellow
- School capacity to engage may be limited due to competing pressures – particularly due to Covid.	- Ongoing monitoring via Project Group. - Communication strategy in place.	Yellow

The Balance System project takes a whole system approach to delivery of effective, high quality therapies. Utilising all available resources i.e. early years settings, schools, community health providers, voluntary sector etc., the balance system aims to embed universal, targeted and specialist approaches to ensure early identification of need and the right support at the right time and in the right place.

The Multi-school's council are involved to lead on young people's engagement. The Southend SEND Independent Forum (SSIF) and SEN Team Leader have been actively attending regular meetings for this work. The work is now moving on to school engagement across Heads, SENCOs and Teachers. A

communication has gone out via key distribution links in Southend with the aim of consulting with as many stakeholders as possible. Stakeholder sessions are currently taking place. The early sharing of the SLT process has been scheduled for 24th June to provide further information about what is coming out of this piece of work and whether further data collation is required.

Proposed priorities and activities for next period		
Activity and outcome	By when	
<p>P2 Joint Commissioning of Therapies - This work is currently in Phase 1 – Mapping of therapy resource and interventions across Southend and Essex.</p> <p>Key milestones:</p> <ul style="list-style-type: none"> - Mapping 'As Is' - Speech & Language Therapy – All Areas - Mapping 'As Is' - Occupational & Physio Therapy North East Essex and West Essex - Parent & Family Engagement - Schools Engagement - Wider Stakeholder Engagement (incl. VCS, NDCS) - Mapping 'As Is' - Occupational & Physio Therapy – Mid and South Essex - Phase 1 Complete - Report to Joint Commissioning Group 	<p>By April – Speech and Language Provision should be mapped across all areas.</p> <p>From Mid-April – wider stakeholder engagement and OT/Physio mapping will take place. Further engagement from wider therapy teams – to ensure staff have ample opportunities to participate, wider stakeholder involvement.</p> <p>Final report on Phase 1 findings is currently expected by June 2021. Following Phase 1 recommendations and agreement of next steps Phase 2 and 3 of Joint commissioned Balanced System Framework will be completed – Costed Options (Phase 2) and Delivery of New Model (Phase 3).</p>	
Priority Area 3 (P3) Multi-agency 0-19 neuro-developmental pathway.		
Milestone	Completed by date	RAG
Governance & Accountability – Project Initiation - to embed a multi-agency triage of all referrals for neurodevelopmental concerns.	Complete	
Initiation & Planning - Service model and pathway is being co-produced with health, education and care colleagues together with SSIF, the Southend parent/carer forum. The group are focusing on the development of jointly agreed outcomes together with clear communications and support literature.	Mid-April 2021.	
Section 75 Agreement - formalised A full action plan has been developed to capture all of the implementation and planning work prior to delivery stage.	30 th April 2021	
Mobilisation of staff to new service team.	April-May 2021	
Delivery – Go Live	30 th June 2021	
SSIF developed family resource information pack.	31 st July 2022	
Benefits Realisation	Quarterly Reporting to Joint Commissioning Group/SSPB following go-live.	
TOP RISKS & ISSUES	MITIGATION / ACTIONS TO RESOLVE	RAG
P3 Neurodevelopment - Delay in roll out of Programme.	- Section 75 currently being developed for Executive sign off.	

	- Wider risks captured through full project plan.	
Financial governance requires sign off before recruitment can commence.	- Funding approval in place and now held within single budget line.	

Proposed priorities and activities for next period

Activity and outcome	By when
<p>P3 Following Initiation and Planning actions are listed from the broader in-depth project plan managed through PM3 Programme Management:</p> <ul style="list-style-type: none"> - Final Sign off of finances and governance via Section 75 agreement - Develop communications plan - Engage with local voluntary sector and A Better Start to determine positioning of the model with VCS service remits - Ongoing Co-production of proposed new model literature and branding with SSIF - Service Feedback Form to be finalised - Recruit to staff roles in place - Finalisation of model specification(s) and Key Performance Indicators - Develop Standard Operating Procedure and Multi-Disciplinary Terms of Reference and Service Level Agreement. 	<p>All project times and actions listed within the full PM3 delivery plan are running concurrently. The Project Team were meeting fortnightly to deliver against the key project actions. This was disrupted due to the SEND revisit; however, work has continued to develop outside of the task and finish group by virtual communication.</p> <p>Key dependencies are to finalise governance sign off as soon as possible in order to move to delivery phase by April-June. Indications suggest minimal changes are required in order to achieve full sign-off.</p> <p>The finalised Section 75 Agreement will be taken through Southend SEND Strategic Partnership Board for sign-off and delivery monitoring. This will be underpinned by a service specification and</p>

1. Recommendations / Discussion / Decisions required from Southend SEND Strategic Partnership Board

<ul style="list-style-type: none"> - To note the content of the report and support key requirements of each of these workstreams as required. - Southend SEND Strategic Partnership Board are requested to ensure wider workforce buy-in to each of the key areas of delivery as they develop.
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