

<b>HIGHLIGHT REPORT – FOR INFORMATION</b>	
<b>Meeting:</b>	<b>8a - Joint Commissioning Group held 30<sup>th</sup> November 2021</b>
<b>Report by:</b>	<b>Caroline McCarron, Assistant Alliance Director (Interim), Southend and Castle Point and Rochford Alliance</b>
<b>Meeting Date:</b>	<b>For Southend SEND Partnership Board - 6<sup>th</sup> January 2022</b>

**Highlights of the Southend SEND Partnership Joint Commissioning meeting held on 19<sup>th</sup> October 2021;**

1. Accelerator Progress Plan (APP) – The Joint Commissioning Group (JCG) were advised The Department for Education had signed off the APP. Key actions of the APP associated with Joint Commissioning activity were produced for the meeting. The JCG will continue to monitor progress of key deliverables against timescales set within the APP. This will provide accountability for oversight of these specific actions until all areas have been achieved.
2. Triple P Parenting Programme – This programme is currently commissioned through the Pan-Essex Collaborative Commissioning Forum (CCF) for Mental Health services for children and young people utilising local transformation plan funding (LTP). The specific remit of the programme commissioned is for is autism, ADHD and conduct disorder. Feedback on the programme has been provided by members of the Joint Commissioning Group to the lead commissioner to inform the initial options appraisal (presented to CCF in October 2021). A follow-up options appraisal is currently being developed for the Mid and South Essex footprint for future commissioning decision making to be re-presented to CCG in Jan/Feb 2022.
3. SEND Strategy – Joint Commissioning Remit - A strategy discussion was held in relation to Joint Commissioning priorities following key themes identified from the Local Authority Peer Review Visit held in November 2022 in order to inform the development of the strategy. This work has also informed the development of the strategy action plan sessions.
4. Lighthouse Service - The due diligence process was developed and has been passed for the associated requirements of procurement procedures for the service. This involved a very clear audit process in order to allow both parties to set clear expectations as part of service transfer. A contractual award has now been issued via national procurement which is subject to a 10 day standstill period prior to final confirmation of contractual award. Sub working groups have been established for transferring the service which incorporate estates, information management, workforce, operational transfer, communications, parental and stakeholder engagement and quality assurance. The sub-groups will report into a joint operational group responsible for service transfer of the ‘as is’ model. A specific risk log has been developed supported by project management oversight. The service transfer is currently scheduled to transfer on 1<sup>st</sup> March. Formulation of wider service transformation plans will begin to be developed between January-March 2022.
5. Joint Data Dashboard - A draft version of the Joint Data Dashboard was presented for discussion and feedback and is a key priority of the APP. The approach used brings together key health, education and social care reporting parameters in order to provide a set of indicators for the local area in one tool. The dashboard is designed to support the local area Quality and Performance Framework in place to understand their data through 3 lenses:
  - Local profile: understanding local need
  - Governance and assurance: 'what did we do and how well are we doing?'

- Qualitative Key Performance Indicators (KPIs): 'how do we know we are making a difference?'

The practicalities of generating this dashboard have now been discussed with the CCG Business Intelligence lead. A follow-up meeting will now take place with the leads for Population Health Management for Mid and South Essex to ascertain the best way to link the reporting requirements to work taking place elsewhere at system level and will be reported back at the next Joint Commissioning Group.

6. A Local Offer Review Group highlight report was provided to Joint Commissioning Group to note the feedback received through Southend SEND Independent Forum (SSIF) and the Local Offer Review Group around provision and activities for SEND children and young people over the summer holidays. The report provided consideration of improvement needed to enhance the experience to families over the summer holidays. A detailed action plan has been developed to take key issues forward.

**Current Project Updates;**

**Priority Area 1 (P1) – Education, Health and Care Plans (EHCPs) – Quality Assurance**

Milestone	Due date	RAG	Revised due date	RAG
Health EHCP process agreed	31/03/2021	Green	N/a	
Health EHCP process implemented	31/03/2021	Red	31/01/2022	Green
Health EHCP handbook published	31/03/2021	Red	31/01/2022	Green
Social Care & Education EHCP process agreed and implemented	31/03/2021	Red	31/12/2021	Red
Health Providers have robust quality assurance process in place	15/05/2021	Red	31/03/2021	Green
Quality assurance audit and monitoring process agreed and implemented	31/05/2021	Red	31/02/2022	Green
TOR for Quality Assurance Audit Group agreed and reporting template adopted	30 <sup>th</sup> October 2021	Green	30/11/2021	Green

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.	- Southend stakeholder meeting scheduled to discuss collectively and identify blocks and challenges and potential solutions - Health representation on national Liquid Logic forum to discuss technical glitches and update requirements. - Wider risks captured through full project plan.	Yellow
- Capacity to complete additional data entry workload	- EHCP Hub development reported across wider SENDOPs action plans for progress reporting against key milestones.	Yellow
- Non compliance of statutory timescale to provide necessary information within 6 weeks	- List of outstanding contributions circulated to DMO weekly - Mandatory SEND performance requirements captured as part of due diligence process for	Yellow

	<p>Lighthouse transfer and Joint Data Dashboard Implementation of escalation routes to ensure delivery within time scales</p> <ul style="list-style-type: none"> <li>- Community providers have developed and implemented a template for professionals to complete to align with information requirements.</li> </ul>	
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**Proposed priorities and activities for next period**

Activity and outcome	By when
<ul style="list-style-type: none"> <li>• Meeting with key individuals to review the overarching quality assurance quality assurance process for EHCPs to ensure a common understanding, finalize TOR etc.</li> <li>• Hub review meeting to identify what is working well and any challenges to functionality or access, clarity what cannot be easily overcome and seek potential solutions.</li> <li>• EHCP Handbook to be finalised and designed</li> </ul>	<ul style="list-style-type: none"> <li>• 31<sup>st</sup> January 2022 - Joint meeting taking place on 12<sup>th</sup> January 2022</li> <li>• 31<sup>st</sup> March 2022 (Originally October 31<sup>st</sup>, 2021)</li> <li>• 31<sup>st</sup> January 2022 (Originally 31<sup>st</sup> March 2021)</li> </ul>

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

Milestone	Due date	RAG	Revised due date	RAG
Mapping SLT, OT, PT for providers, commissioning, schools and families	31/08/2021	Red	30/10/2021	Green
Analysis and recommendations complete for all areas including education to inform new system model	30/11/2021	Yellow	30/11/2021	Yellow
Develop a Proposed model/framework for the implementation of the balance system for Essex	31/01/2022	Green	31/01/2022	Green
Develop the business case with clear outcomes for families in Essex	01/03/2022	Green	01/03/2022	Green
Governance, procurement and commissioning of any new models or ways of working for Essex	30/06/2022	Green	30/06/2022	Green
Develop performance and analysis dashboard	30/06/2022	Green	30/06/2022	Green
Go live	01/09/2022	Green	01/09/2022	Green

TOP RISKS & ISSUES	MITIGATION / ACTIONS TO RESOLVE	RAG
<ul style="list-style-type: none"> <li>- Slippage in time scales for completion of actions and achievement of milestones</li> <li>- Variation in capacity to undertake Balanced System mapping work across therapy and school provider settings due to ongoing Covid</li> </ul>	<ul style="list-style-type: none"> <li>- All providers are actively engaged in this work.</li> <li>- Wider risks captured through full project plan.</li> <li>- Specific input from A Better Start Southend recognised in mapping work undertaken.</li> <li>- CCG commissioning lead for the project attended the Southend Joint Commissioning Group on 30<sup>th</sup> November to discuss the project in further detail and take feedback from Southend JCG.</li> </ul>	Yellow

redeployments/reset and measures to adjust provision.		
- School capacity to engage may be limited due to competing pressures – particularly due to Covid.	- Ongoing monitoring via Project Group. - Communication strategy in place.	
- Current demand on services to achieve service transformation to move from current 'as is' model to balanced system approach.	- Key factors have been identified through the mapping stage and will be presented within the report to	

**Proposed priorities and activities for next period**

Activity and outcome	By when
<ul style="list-style-type: none"> <li>Deep dive data to be presented to Southend Joint Commissioning Group</li> <li>Phase 2 of the project will be to develop an options appraisal of future strategic delivery options including short, medium and long-term options. Governance Paper brought back to Southend and Essex respective Joint Commissioning Groups for decision based upon finalised recommendations from the mapping work so far.</li> </ul>	January 2022 JCG meeting February / March 2022.

**Priority Area 3 (P3) Multi-agency 0-19 neuro-developmental pathway.**

Milestone	Due date	RAG	Revised due date	RAG
Governance & Accountability – Project Initiation - to embed a multi-agency triage of all referrals for neurodevelopmental concerns.	Complete	Green	n/a	Green
Initiation & Planning - Service model, outcomes and pathway co-production.	Mid-April 2021.	Red	30/08/2021	Green
Section 75 Agreement – formalised.	30 <sup>th</sup> April 2021 (Signed off July 2021)	Green	31/07/2021	Green
Mobilisation of staff to new service team.	April-May 2021	Red	08/11/2021	Green
Soft launch – complete	October 2021	Red	November 2021	Green
Full Go Live – full diversion of all cases through to Neu Approach Pathway from referral source	Formal Launch pre-Christmas 2021	Red	January 2022	Red
SSIF developed family resource information pack.	31 <sup>st</sup> July 2022	Red	31/12/2021 - Now finalised ready for legal sign off and publication.	Yellow
Benefits Realisation	Quarterly Reporting to Joint Commissioning Group/SSPB	Green		Green

	From February 2022)			
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TOP RISKS & ISSUES	MITIGATION / ACTIONS TO RESOLVE	RAG
<p><b>P3 Neurodevelopment</b></p> <ul style="list-style-type: none"> <li>- Delay in roll out of Programme.</li> </ul>	<ul style="list-style-type: none"> <li>- Recruitment now completed – full complement of staff (Family Support workers &amp; Team Leader) now in place.</li> <li>- Soft launch has started.</li> <li>- Cases identified through the early help team are receiving support, advice and sign-posting</li> <li>- Information Sharing Agreement (the My Care IG framework) approved by Caldicott Guardians to ensure mechanism for information sharing is in place prior to comprehensive review of existing waiting lists.</li> </ul>	
<ul style="list-style-type: none"> <li>- Effective support for the high number of families on the existing waiting list for the Lighthouse service whilst also launching/ opening the pathway to new referrals</li> </ul>	<ul style="list-style-type: none"> <li>- Comprehensive review will take place the Lighthouse caseload following the My Care Information Sharing Agreement sign-off to identify caseload numbers and waiting times.</li> </ul>	

Proposed priorities and activities for next period	
Activity and outcome	By when
<ul style="list-style-type: none"> <li>• Review of caseloads, activity and waiting lists</li> <li>• Finalise the Communications for hard launch in January 2022</li> <li>• Agree final version of SOP/Service Specification</li> <li>• Publicise ND guide widely circulated once complete.</li> </ul>	<ul style="list-style-type: none"> <li>• January 2022</li> <li>• January 2022</li> <li>• January 2022</li> </ul>

The neurodevelopment family guide has been finalised and is with designers and legal teams for final stage approval before publication.

The ADHD diagnostic testing using QB Test methodology and mobilisation has been factored into the due diligence process for the transfer of the service to EPUT. This is expected in April 2022. Staffing solutions to support the pathway are currently being developed and aligned to the Lighthouse transformation work.

ASD diagnostic assessments continue to be outsourced and waiting times for assessment continue to be sustained. Work on the joint data set and 2021-22 total assessment demand is currently being finalised will enable grater oversight of long term commissioning requirements.

Recommendations / Discussion / Decisions required from Joint Commissioning Group
<ul style="list-style-type: none"> <li>- To note the content of the report and support key requirements of each of these workstreams as required.</li> <li>- Southend SEND Partnership Board are requested to ensure wider strategic buy-in to each of the key areas of delivery as they develop.</li> </ul>