

SOUTHEND SEND STRATEGIC PARTNERSHIP BOARD

**Thursday 6th January 2022 10 am - 12pm
Via MS Teams**

FINAL MINUTES

Agenda Item	Lead
<p>10.03</p> <p>1. Welcome and introductions</p> <p>MM opened the meeting with Happy New Year wishes and welcomed attendees back from the Christmas break.</p> <p>Guests were introduced; Philomena Johnson (PJ) interim chair of Southend SEND Independent Forum and Nicola Laver (NL) from the SBC Communications Team.</p> <p>MM noted no apologies had been received.</p> <p>It was acknowledged some members were experiencing connection issues and may join the meeting after it had begun.</p> <p>Alex Kubeyinje (AK) was welcomed as the new Children's Services Director and made his introduction. Members were invited to introduce themselves as they spoke.</p>	<p>Michael Marks</p>
<p>10.06</p> <p>2. Minutes of the last meeting</p> <p>The final draft minutes of the meeting of 16th November 2021 were reviewed and agreed as correct with the following amendment: JB was noted as present however had made apologies for the last meeting. CJ will update the minutes to reflect this.</p> <p>GB reported that a decision had been made to defer the invitation to the DfE and NHSE advisors from this meeting until the next meeting in March.</p> <p>GB also feedback that he had written to pupil H and his family who were delighted with Board feedback following the sharing of their user story.</p>	<p>Michael Marks</p>
<p>10.12</p> <p>3. Current perspective from partners</p> <p>PD highlighted continued pressures within health. All elective surgery is cancelled apart from cancer. There are increased health staff absences due to isolating and despite community pressures there is full coverage in paediatric clinics.</p> <p>The CCG has so far been able to resist diverting staff / redeploying those from Children's Services and it is hoped this will hold. PD will let Board know if access to services will be impacted so that communications can go out to families about any services affected.</p> <p>PD advised the novation of Lighthouse contract has been pushed back to 1st March due to priorities with health staff covering the vaccination programme.</p> <p>The vaccination programme continues to be successful, although there are lower children numbers than expected however there is good take up for the extremely vulnerable.</p>	<p>All</p>

	<p>From a school perspective JM observes parental compliance has waned for testing and mask wearing this term.</p> <p>KR agreed compliance appears to have dipped. He and the team are looking at getting additional communications out to encourage the community to support measures. KR advised that local public health officials are able to use their own powers to mandate masks in schools if it is deemed necessary and is supported by data. He continues to keep this under review. SD advised that SSIF may be able to support future communications to families and would discuss this with the SSIF steering group.</p> <p>BM reported that they working hard with schools to keep them open which is a challenge as they experience higher levels of staff absences.</p> <p>JM asked for a re-emphasis on defining key worker status for those pupils eligible in the event of further school closures.</p> <p>AK confirmed Adult Social Care are at the high alert level. Children's Social Care remains stable although this is kept under review.</p> <p>BM stated it was worthy to note that Andre Imich had been awarded an OBE in New Year's Honours list.</p>	
10.24	<p>4. Update from Peer Review</p> <p>BM referred to the LGA report which has now been published on the Council's website along with the papers for the upcoming Cabinet meeting on 13th January. The accompanying paper and the suggested high level action plan recommends that Cabinet accept all 16 recommendations and outlines how these actions will be met. If accepted the action plan will be monitored by Children's Services Improvement Board.</p> <p>The review team remained focused on council provision and the agreed key lines of enquiry and acknowledged the significant progress of the area partnership since October 2018.</p> <p>Overall Board was pleased with report and the in-depth feedback; with acceptance of the findings and work needed in addressing the recommendations.</p> <p>Comments on the high-level action plan:</p> <ul style="list-style-type: none"> • The emphasis must be on graduated offer, with the universal offer being more robust, clear and balanced, so that those pupils at SEN Support have their needs met in school and the community. There should be a clear baseline of what SEN support looks like in every setting. • Communication could be improved so that parents know where to go or what to do when seeking help. From a parent perspective they need to know the pathway and routes for support and access to services, which would alleviate stress and dissatisfaction for many families. • The SEND Strategy will be revised in the way it is written and presented. • There is some work to do with West ESSEX and NELFT to define what is needed at a place level and the resources needed across children's mental health services. • Training needs to be looked at carefully with a variety of models considered that brings alignment across the partnership workforce and links to the strategy action plan. • Work on triangulating complaints across the Partnership will support areas that need to be developed. • GB and PJ challenged the recommendation to relocate SENDIASS and the rationale for this as the service works so well. <p>Board noted the suggested action plan is high level and may be subject to amendments following Partnership input. BM will feedback how partners can be involved in Scrutiny.</p>	Brin Martin

	<p>NL advised a press release has been drafted based on the Cabinet report papers and a media briefing has been set up with MM, BM, GB and Cllr Burton to answer questions about the review report. PD asked that NL link with CCG comms colleagues to incorporate any health response.</p> <p>NL suggested an ongoing communications plan is needed so that actions, and progress against them are communicated through various platforms. The report expressed the need to make all communications, accessible, with clear language which is understood by all audiences and Board accepted the need to consider the comms resources for taking this forward.</p> <p>It is also accepted there will be resource implications across the SEND Partnership to deliver on the recommendations.</p> <p>Action: The SEND Scrum will finalise the Capacity Review and identify the resource requirements.</p> <p>Action: The SEND Scrum will work on a single action plan that encompasses improvements covering actions from the APP / Strategy / Peer Review so that Board continues to have oversight.</p>	
11.30	<p>5. Accelerated Progress Plan</p> <p>GB advised Board there is a progress review meeting of the APP with DfE and NHSE advisors scheduled for 19th January, this date had recently been changed by the DfE/NHSE. (The meeting to be rearranged for February due to diary clashes caused by the late rearrangement of the meeting date). Document 5a; the APP monitoring tracker will be submitted as part of the evidence along with the updated scorecard.</p> <p>The APP monitoring tracker is reviewed at each SENDOPS meeting. It is presented to the Board today for oversight. GB reported some actions have slipped due to lack of capacity.</p> <p>Board acknowledged the current progress of the APP and particularly noted red actions. MM advised there will be dedicated time at the next Board meeting to look at the tracker in further detail.</p> <p>Action: SEND Scrum to provide paper to accompany the APP tracker with specific updates and mitigation measures put into place to address red / amber areas.</p>	Gary Bloom
11.40	<p>6. SEND Partnership Risk Log</p> <p>CMc presented on screen an updated version of risk log to the one circulated (updated 05.01.22). Key rag rated risks are highlighted in red with comments as follows:</p> <ul style="list-style-type: none"> • Time diverted away from business as usual in connection to the peer review has had an impact and the partnership continue to experience limited resources and the specialist skills needed to drive forward work around Comms, Voice of the Child and Coproduction. • GB is working with colleagues to complete the SEND capacity review and will submit resource requirements paper. • Of note the ICS merger may lead to changes; Nationally there is push back until 1st July. • Also highlighted to Board is the reprocurement of the Livewell platform. It is felt there is a risk that the Local Offer requirements may not be met, attention is needed to obtain the right visibility and influence. <p>The risk log will continue to be presented to Board for oversight. CMc agreed to send out the presented risk log to members for additional feedback and comments. MM requested clear version control of the risk log.</p>	Caroline McCarron

	<p>Action: The SEND Scrum will continue to work on the risk log, adding updates and rescored as and when risks reduce.</p>	
11.45	<p>7. Voice of the Child</p> <p>JB presented paper 7a. The paper sets out 6 wide ranging projects that could be taken forward and developed. It is an ambitious request but to be done well it will require dedicated resources; for example a project manager and engagement facilitators who have the specialist skills to lead this work. ABSS can look at contributing towards this work especially with advocacy and younger children.</p> <p>JB invited comments about the proposals, the terms of reference and timeline activity.</p> <p>MM suggested that other partners may be able to support projects; with other work going on not just related to SEND. OR agreed Healthwatch may be able to support gathering the broader needs of child for example wider views on Young People accessing health care etc. SD added that SSIF would be happy to have discussions about how they can support this area of work too.</p> <p>The Board broadly agreed with the project proposals but further detail was required on the priorities; with a clear action plan / phasing of work and the resources needed to deliver it.</p> <p>Agreed: Board agreed with the Terms of Reference and signed these off.</p> <p>Action: MM asked JB to come back with more detail for the next meeting with a paper that refines the resource proposals and prioritising of projects.</p> <p>Action: MM asked GB to add Voice of the Child resource requirements to wider SEND capacity review</p>	Jeff Banks
11.50	<p>8. Joint Commissioning Group Highlight report</p> <p>Paper 8a was presented by CMc for noting and comment.</p> <p>SD questioned why Priority Area 1 is delayed (Education, Health and Care Plans (EHCPs) – Quality Assurance)</p> <p>CMc reported they haven't completed the Governance with health partners to sign off the Handbook as they intend to expand it to cover education and social care. Assurance was given that partners in health are working towards this and a meeting with key individuals to review the overarching quality assurance process is planned for later this month.</p> <p>Board noted the content of the report and requirements of each of the workstreams</p> <p>CMc reported that JCG risks are triangulated and will be highlighted through the Partnership risk register as required.</p>	Caroline McCarron
12.00	<p>9. SEND Operations Group highlight report</p> <p>Paper 9a was presented by BM for noting and comment</p> <p>Board noted the risks identified and mitigations proposed.</p>	Brin Martin
12.05	<p>10. Actions and feedback:</p> <p>Due to the time constraints MM requested CJ work with Members to review the Action Log outside of the meeting providing updates as required.</p>	Michael Marks
12.07	<p>11. Any other business</p>	

	CJ raised that the Terms of Reference for this Board were due for review. Action: MM to arrange a separate meeting with CMc, GB and BM to review and consider revisions needed. Board will be sent a copy of tracked changed amendments ahead of the next meeting. An item will be added to the next agenda for Board to fully review.	
12.10	Close	

Attendance				
	Name	Job Title	Organisation	
Chair	Michael Marks	Executive Director, Public Health and Children's Services	Southend Borough Council	MM
Deputy Chair	Patricia D'Orsi	NHS Alliance Director	NHS Southend CCG	PD
Members	Amanda Wiley	Primary School Head Representative	Blenheim Primary School	AW
	Alex Kubeyinje	Director of Children's Services	Southend Borough Council	AK
	Brin Martin	Director of Learning	Southend Borough Council	BM
	Caroline McCarron	Associate Director of Integration and Partnerships	NHS Southend CCG	CM
	Gary Bloom	Head of SEND	Southend Borough Council	GB
	Jackie Mullan	Special School Head Representative	SEN Trust Southend	JM
	Jeff Banks	Director	A Better Start Southend	JB
	Samantha Delve	Secretary	Southend SEND Indep. Forum	SD
	Dr Kate Barusya	Designated Medical Officer	NHS Southend CCG	KB
	Krishna Ramkhelawon	Director of Public Health	Southend Borough Council	KR
	Owen Richards	Chief Officer	Healthwatch	OR
Guests	Carrie Macgregor	Head of 0-19 Public Health / School Nursing	Southend Borough Council	CM
	Nicola Laver	Communications and Media Advisor	Southend Borough Council	NL
	Philomena Johnson	Interim Chair	Southend SEND Independent Forum	PJ
Absence	Clare Costello	Secondary School Head Representative	Shoeburyness High School	CC
	Lynn Scott	Head Adult Social Care	Southend Borough Council	LS
Administration	Carron Jacobs	SEND Project Officer	Southend Borough Council	CJ

