

SOUTHEND SEND STRATEGIC PARTNERSHIP BOARD

Tuesday 5th July – 10:00 – 12:00
Via MS Teams

FINAL DRAFT Minutes

Attendance				
	Name	Job Title	Organisation	Initials
Chair	Michael Marks	Executive Director, Public Health and Children's Services	Southend Borough Council	MM
Members	Brin Martin	Director of Learning	Southend Borough Council	BM
	Gary Bloom	Head of SEND	Southend Borough Council	GB
	Helen Farmer	Interim Director C&YP LD services	NHS Thurrock CCG	HF
	Philomena Johnson	Chair SSIF	Southend SEND Independent Forum	PJ
	Dr Kate Barusya	Designated Medical Officer	NHS Southend CCG	KB
	Lynn Scott	Head Adult Social Care	Southend Borough Council	LS
	Jana Fewkes	Note Taker	Southend Borough Council	JF
	Krishna Ramkhelawon	Director of Public Health	Southend Borough Council	KR
	Tara Poore	Director	A Better Start Southend	TP
	Lissa Marie Minnis	Director Children's Social work	SCC	LMM
	Amanda Wiley	Primary School Head Representative	Blenheim Primary School	AW
	Caroline McCarron	Assistant Alliance Director (Interim)	NHS Southend CCG	CM
Apologies	Amanda Champ	Head of Service	SCC	AC
	Jackie Mullan	Special School Head Representative	SEN Trust Southend	JM
	Owen Richards	Chief Officer	Healthwatch	OR

	Agenda Item	Action
1.	<p>Welcome and Apologies New member welcomed – Tara Poore new ABSS director</p> <p>CMC advised she is currently Interim Assistant Director for the ICS. CMC & Helen Farmer (HF) will pick up representation of health at the board in the future. Discussion will take place who will be the rep for Health once the review of posts is finished.</p> <p>Kate Barusya advised she will no longer be the designated medical officer (DMO) for children. 2 designated clinical officers covering the region will be introduced to the board when they start. MM thanked KB for her work as the DMO and for her support of the SSPB and her wider work with children, young people and their families</p> <p>MM advised the meeting is not quorate, due to number of apologies.</p>	
	<p>Declaration of interest</p> <p>None</p>	
2.	<p>Notes from previous meeting including any Matters Arising outside of Agenda.</p> <p>Minutes were agreed as an accurate record of the previous meeting and signed off by the chair</p>	
3.	<p>Action Log and Feedback</p> <p>GB advised no formal forward plan has been published. It was agreed that the timeline for this should be discussed at the end of the meeting.</p> <p>Action Log 65 – Strategy Consultation started, and timelines will be circulated to the group with the minutes 74 - Voice of the Child – item to be closed as Jeff no longer a member of the Board. New action to be noted – identify new lead 76 – Close 77 – Close 78 – Close 79 – Andrew Barnes will be invited to the next strategic board meeting and item placed on the agenda 81 – HF will circulate draft structure for the ICS / ICB to MM for distribution – final structure will be available at the next meeting.</p> <p>Update on APP – pick up under AOB- included within SENDOPS report.</p> <p>83 – close 84 – Close 85 – Close 86 – Close 87 – Charlotte update – BM quick update 88 – coproduction charter – Carron will circulate</p>	

<p>5.</p>	<p>Child/Family Experience</p> <p>PJ circulated the document outlining a family experience for all to read prior to the meeting. CJ presented a video to accompany the document that provided an overview of the family's experience of SEND services and in obtaining support.</p> <p>MM clarified the purpose of this item is to use a family experience as a learning review and to improve services. Discussion around the document and video took place.</p> <p>The Board recorded their initial thoughts on what the user story highlights:</p> <ul style="list-style-type: none"> • Consideration of a defined training offer across the partners • Importance and need for early intervention • Clarity and visibility of graduated response and graduated offer is needed <p>Actions:</p> <ul style="list-style-type: none"> • A task and finish group of key partners (education, social care, health, SIFF, school leaders, mental health and public health, early years colleagues) to review and go through lessons learned from this case and produce a report for the Board. • CMC, PJ, GB, Carron to meet in light of this experience and think who needs to attend Task and Finish group to address the issues and learning • CJ to provide initial feedback to the family on what has been discussed today and the planned next steps. • MM will write to the family with thanks for agreeing to share their experience with the Board and that further actions and learning form this case will be used to identify how work will be done differently with children and young people across the city. 	<p>GB</p> <p>GB</p> <p>CJ</p> <p>MM</p>
<p>6.</p>	<p>Current perspective from partners Verbal feedback on key issues</p>	
<p>7.</p>	<p>NEU approach pathway</p> <p>CMC shared a presentation on the current position of the pathway. This included an overview of why the NEU pathway was commissioned.</p> <p>CMC advised that next steps are being discussed and that there is a meeting on Friday to discuss the capacity needed to fully test the pathway.</p> <p>There will be an ongoing review and evaluation of the pathway with key points noted:</p> <ul style="list-style-type: none"> • A review of triage • Measures and outcomes for the pathway reviewed • Focus on and review / check criteria • In the short term regular updates on the Pathway to come to the Board • Need to review the current steering group arrangements, and to consider whether a new Task and Finish group should be established to lead this work. <p>Action:</p> <ul style="list-style-type: none"> • Agreed the NEU Approach pathway will be put on the agenda for the next board for a longer conversation 	<p>CMc</p>

<p>8.</p>	<p>Lighthouse Child Development Centre</p> <p>HF provided an update and confirmed:</p> <ul style="list-style-type: none"> • EPUT took over the service from 1st March 2022. EPUT NELFT integrated wider children services under one umbrella management system and one secondary care provider. • Currently going through transition period focusing on three areas – onboarding, training, and settling in staff. Challenges experienced around recruitment and inherited vacancy level. Staff have been positive about the change. • Monthly communication updates are produced on the developments. <p>Action: MM asked that Board members are copied into the monthly communications.</p> <p>MM asked that an update on performance data - impact and waiting lists for the service is shared with the Board. HF agreed to check if information could be provided on quarterly basis. Action: GB, HF, RG, CMC to liaise how the data can be fed into SEN dashboard.</p> <p>Action: A further report will be produced for the Board once the service is fully functional and operational.</p>	<p>HF</p> <p>HF</p> <p>HF</p>
<p>9 - 13</p>	<p>Items 9 – 13 on the agenda were not discussed in the meeting as item 5 over ran.</p> <p>Members of the Board were asked to note the papers for these items and to bring any comments or questions to the lead outside of this meeting.</p>	
	<p>Meeting closed 12.02pm</p>	