

SEND PARTNERSHIP BOARD

Thursday 26th September 2019 at 2.30 - 4.30am

Richard Mayo Centre, Kingston

Present			
Ian Thomas (Chair)	IT	Chief Executive	Royal Borough of Kingston upon Thames
Charis Penfold	CP	Director for Education Services	Achieving for Children
Anna Chiva	AC	Associate Director for Special Educational Needs	Achieving for Children
Ashley Whittaker	AW	Programme Director	Achieving for Children
Wendy Bolsover	WB	Service Manager, SEND	Achieving for Children
Alison Danks	AD	Head of Health Services	Achieving for Children
Sherry Boardman	SB	Personal Assistant (note-taker)	Achieving for Children
Stephen Taylor	ST	Director of Adult Services and Community Housing	Royal Borough of Kingston upon Thames
Cllr Diane White	DW	Lead Member for Children's Services	Royal Borough of Kingston upon Thames
Pauline Maddison	PM	Interim Director of Children's Services	Royal Borough of Kingston upon Thames
Sarah Ireland	SI	Director of Corporate and Commercial	Royal Borough of Kingston upon Thames
Brian Gale	BG	SEND Professional Adviser	Department for Education

Peter Mayhew-Smith	PMS	Principal	Kingston College
Doreen Redwood	DR	Commissioning	Kingston & Richmond CCG
Karen Long	KL	Service Lead, Frontline Services	Your Healthcare
Beverly Pass	BP	Steering Group	Parent Consortium
Alison Stewart	AS	Designated Clinical Officer	Clinical Commissioning Group
Claire Deadman	CD	Nursery Manager	One Nine Seven Early Years Nursery
Gill Goouch	GG	Associate Director for Workforce	Achieving for Children
Dee Mann	DM	Director	One Nine Seven Early Years Nursery
Laura Smyth	LS	CEO	Yorda Adventures
Stuart Sweeney	SS	Lay Member	Social investment sector
Grace Over	GO	Participation Officer for Children and Young People with SEND	Achieving for Children

Apologies			
Tonia Michaelides	TM	Managing Director	Kingston & Richmond CCG
Julia Travers	JT	Director of Commissioning	Kingston & Richmond CCG
Ian Dodds	ID	Managing Director	Achieving for Children
Alison Twynam	ATW	Director Children Social Care	Achieving for Children
Leigh Edser	LE	Principal	Dysart School

Jo Sullivan-Lyons	JSL	Strategic Lead: Education Inclusion	Achieving for Children
Siân Wicks	SW	Independent Non-Executive Director	Achieving for Children
Rachel Nye	RN	Headteacher	Tolworth Infant and Junior School
Sean Maher	SM	Headmaster	Richard Challoner School
Iona Lidington	IL	Director of Public Health	Royal Borough of Kingston upon Thames

Minutes			Action
1.	Welcome and introductions – IT	<p>Ian Thomas welcomed the Board, introductions were made.</p> <p>IT noted the number of apologies and asked that a check is made on future dates being in all diaries as full attendance is important for the Board to be effective. He also noted the amount of work that had taken place in such a short space of time since February 2019. He commented that a lot remains to be done within the 5 year programme of transformation and particularly noted the 100 organisations working in Kingston with over 5000+ staff supporting our children with Special Educational needs along with their parents and carers. As a Board he emphasised the need to be clear on what happens next, and on what the priorities are.</p>	
1a.	Review of Actions	<p><u><i>Minutes of the last Board – Date 11th July 2019</i></u> The minutes of the last meeting agreed.</p>	
2.	Spotlight on Workforce	<p>In July the Board selected Workforce as its spotlight for this meeting</p> <p>AW summarised two workshops that have taken place with a good representation from across the system e.g. therapists, Public Health, Adult Services, headteachers and Kingston college feeding in. Feedback from families and children and young people from earlier focus groups and consultations from December 2018 has also been used. We know that the severity of the needs of children and young people is changing and the number of CYP impacted is going up. The time</p>	Action: IT asked that all workshop attendees are thanked and updated on next

<p>3.</p>	<p>Updates: Send Transformation Plan Written statement of Action AW/CP</p>	<p>CP gave an update on the WSOA to the Board.</p> <p>Quality Assurance of EHCPs and Annual Reviews:</p> <p>A new SEND QA role is now in place with new processes being established, and training given, between now and the end of the calendar year.</p> <p>Positive feedback has been received regarding the quality of EHCPs produced since the time of the inspection in September 2018. Although the sample used was taken by a Local Government Association Peer Review commissioned by Richmond, it is believed to be representative of the Kingston position also.</p> <p>Leadership from CCG</p> <p>The permanent Designated Clinical Officer (DCO) is now in post and is working closely with AfC colleagues on leading improvement work, including on the therapy review. The DCO is also working closely with the new QA post holder (see above) to ensure new processes include coverage of Health aspects.</p> <p>Parent Carer forum</p> <p>BP gave an update on developments involving the Parent Consortium, including the formation of a steering group (five parents) to lead on the creation of the official Parent Carer Forum.</p> <p>BG noted the progress that has been made over the past six months, and highlighted the challenge of now evidencing at the point of re-inspection that these developments have translated into improved outcomes for children and young people and their families i.e. what impact have these changes had.</p> <p>AW gave an update on the SEND Transformation Plan. Areas working well / causing concern are as per those in the Performance Dashboard (see below).</p>	
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4.	Dashboard - Performance	<p>AW provided a summary of the current dashboard (dashboard paper circulated with agenda). The dashboard remains a work in progress and he welcomes further feedback from Board members. The aim of the dashboard is to allow the Partnership Board to see what progress is being made against the SEND Transformation Plan. Main changes made since the last meeting are greater emphasis on SEN support and a new yellow code to show where data is needed but not currently collected.</p> <p>What's working well</p> <ul style="list-style-type: none"> ● Engagement with parents and carers in commissioning and service development is improving. ● Percentage of EHCPs completed within 20 weeks is strong and improving. Very strong compared to national performance. ● Exclusions from school are low compared to national benchmark and are declining. ● Expansion in the number of local specialist school places is on track and delivering significant improvements to the local offer. ● Where there has been lack of performance data available plans are now in place to report in either Q2 or Q3. <p>Worries</p> <ul style="list-style-type: none"> ● Waiting times for all therapies are above target and moving in the wrong direction due to demand for services increasing faster than resource availability. ● Forecast funding gap continues to widen. This is a function of a continued rise in the number of EHCPs and a relatively static average cost per EHCP. ● Number of complaints relating to the EHCP process has increased. ● Academic progress data of children with SEND is not as strong as other groups, especially at primary. <p>IT summarised by thanking AW for the work done so far in gathering this data and requested that there is a further iteration of the dashboard at the next Board meeting.</p> <p>Some felt that the dashboard did not sufficiently highlight the strengths in the system and asked that this be considered in the next version. There is work to do to get the balance right and to</p>	<p>Action: Dashboard to be updated to reflect comments received in meeting and recirculated with minutes (AW)</p>
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		stay ambitious / highly aspirational.	
5.	Therapies	<p>DR updated the Board on the review of therapy provision. Current work includes data analysis (service utilisation, referral trends, assessment performance and pathway capacity) and the modelling of future scenarios of demand and capacity under different service models. There are currently significant demand pressures in the system (as evidenced by the data in the performance dashboard) and these will need to be addressed by the recommendations in the review when published. Workforce development is recognised as a large piece of the change that will be required. A business case is expected by the end of October, and it will then be considered at pace by the Council and CCG so that a new contract can be delivered by 1 April 2020. A timetable of change implementation will also be produced to show how changes will be made over subsequent months and years.</p> <p>The DfE advisor warned against any lack of urgency regards this area and advised that improving the pace of this work should be a priority. IT advised that The Health and Overview Panel (HOP) will be tracking progress over the coming months.</p>	<p>Action: TM to oversee response to DfE advice.</p> <p>Action: PM to liaise with RBK democratic services regards Health Overview Panel oversight</p>
6.	Any other business Future items of spotlight	<p>5.1 <u>Future Items of Spotlight</u></p> <p>After discussion the following spotlight items and timeline were agreed for future SEND Partnership Boards:</p> <ul style="list-style-type: none"> ● Demand Management - 14 November 2019 ● Post 16 Transitions – 23 January 2020 <p>ACTION: In preparation for the demand management & innovation workshop at the November Board meeting, members are asked to consider how demand might be managed to reduce pressures within the system. Given that there are no “easy answers”, “out of the box” / innovative solutions are required and IT will consider bringing in external expertise to support the Board in it’s work on innovative solutions.</p>	<p>Action: ALL members of the Board</p>
7.	Summary	<p>The Chair, Ian Thomas, summed up this Board meeting with the following comments:</p> <ul style="list-style-type: none"> ● There is a need to embed our vision so that the whole system is aware. This can be tied into 	

		<p>the workforce development work putting children and young people first</p> <ul style="list-style-type: none"> ● There have been huge changes and good progress in the whole system in the last eight months. This needs to be celebrated, however the demand we are seeing is not sustainable hence future spotlight ● We remain ambitious and aspirational for those with SEND and their families ● Progress in tracking in HWBB and now the HOP ● As a Board we are here to effect change so we should challenge ourselves on if we are using these two hours wisely? If there are barriers to change our role is to unblock those barriers, interested in views from others ● Post 16 - Spotlight being led by college which is a welcomed development ● IT thanked the group for their continued support. 	
8.	Future meeting dates	<p>14.11.19 at 9.30am – Queen Anne Suite, Guildhall, Kingston 23.01.20 at 2pm – Queen Anne Suite, Guildhall, Kingston</p>	

SEND PARTNERSHIP BOARD - FORWARD PLAN

Date	Item	Spotlight
14 November 2019	<ul style="list-style-type: none"> ● LGA SEND Peer Review from Richmond feedback ● SEND School place provision 	Demand Management & Innovation
23 January 2020	Post 16 Transitions	SEND Transition