

Kingston SEND Partnership Board

	Thursday 23 January 2020, 2-4pm
	Queen Anne Suite, Guildhall, Kingston upon Thames

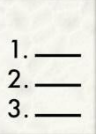





Members

Ian Thomas	IT	Chief Executive (Chair)	Royal Borough of Kingston upon Thames
Alison Danks	AD	Head of Integrated Health Services	Achieving for Children
Alison Twynam	AT	Director Children's Social Care	Achieving for Children
Anna Chiva	AC	Associate Director for Special Educational Needs	Achieving for Children
Ashley Whittaker	AW	Programme Director	Achieving for Children
Beverley Pass	BP	Parent Representative	Parent Carer Forum

Brian Gale	BG	SEND Professional Adviser	Department for Education
Charis Penfold	CP	Director for Education Services	Achieving for Children
Cllr Diane White	DW	Lead Member for Children's Services	Royal Borough of Kingston upon Thames
Doreen Redwood	DR	Lead Children's Health Commissioner	Kingston & Richmond CCG
Elizabeth Broadhurst	EB	Interim Children's Commissioner	Royal Borough of Kingston upon Thames
George Chaplin	GC	Participation Member	
Grace Over	GO	Participation Officer for Children and Young People with SEND	Achieving for Children
Helen Green	HG	SEND Support Broker	Kingston Centre for Independent Living
Ian Dodds	ID	Joint Director for Children's Services	Achieving for Children
Jonathan Brown	JB	Corporate Head of Service – Learning Disability & Transition	Royal Borough of Kingston upon Thames
Julie Percival	JP	Assistant Principal – Curriculum & High Needs	South Thames Colleges Group
Martin Ellis	ME	Interim Director of Commissioning	Kingston and Richmond CCG
Peter Mayhew-Smith	PMS	Group Principal and CEO	South Thames Colleges Group
Rachel Nye	RN	Headteacher	Tolworth Infant and Junior School
Sian Wicks	SW	Non-Executive Director	Achieving for Children

Steve Dixon	SD	Head of Supported Learning	South Thames Colleges Group
Stuart Sweeney	SS	Lay Member	
Apologies			
Alison Stewart	AS	Designated Clinical Officer for Special Educational Needs & Disabilities	Kingston and Richmond CCG
Claire Deadman	CD	Nursery Manager	One Nine Seven Early Years Nursery
Iona Lidington	IL	Director of Public Health	Royal Borough of Kingston upon Thames
Karen Long	KL	Service Lead, Frontline Services	Your Healthcare
Laura Smyth	LS	Chief Executive Officer	Yorda Adventures
Leigh Edser	LE	Principal	Dysart School
Sarah Ireland	SI	Director of Corporate and Commercial	Royal Borough of Kingston upon Thames
Sean Maher	SM	Headmaster	Richard Challoner School
Stephen Taylor	ST	Director of Adult Services and Community Housing	Royal Borough of Kingston upon Thames
Tonia Michaelides	TM	Managing Director	Kingston and Richmond CCG

 1. — 2. — 3. —	Minutes		Action 
1. 	Welcomes, Introductions and Apologies IT welcomed the Board members, apologies given and introductions were made.		Ian Thomas
2. 	Updates a. Written Statement of Action (WSOA) – Charis Penfold CP gave an update on the WSOA, which was distributed prior to the Board. The monitoring visits continue and are held on the same day as this Board. The purpose of the visit is to update and RAG rate progress and are attended by the Department of Education (DfE) and Public Health. On 27 January 2020 there is a meeting with the key people who contribute, and are part of the WSOA, to discuss how, when we have our return visit, we will monitor and evidence our impact. It is important to look at how we are going to present our evidence, who we talk to and where we will see improvements. CP explained that at the meeting, together with our DCO, they will look at the impact that our actions are having and this helps us to know if we're making a difference.		

The four areas are: -

1. Quality of Annual Reviews Plans – RAG Rated Amber – This is a large piece of work, a lot of time has been invested, but it is moving in a positive direction and progress is ongoing.
2. Annual Reviews (AR) – RAG Rated Amber – **AC** has been completing a lot of work with the teams to review and align processes, also looking at parental feedback on how the AR processes work. **IT** noted that some of the criticism is around the AR not taking place and not having data available. **AC** explained that there are technical difficulties with the Synergy System and how we report the data. The Data and IT teams are working together and it is estimated that the issues will be resolved by the end of January 2020. **AC** noted that the Kingston AR and the data around those who have not had an AR in the last year is low. The team are completing a manual exercise to count the outstanding reviews. Going forward the Synergy System should produce a detailed report. **IT** offered help from the Board if any issues need escalating. **CP** noted that the Synergy issues do sound negative, but it is a positive step forward as this reporting was not available when we were inspected, so there is some progress.
3. The work of the CCG – Most points are now RAG rated Amber or Green – This is an area where a lot of work has been completed i.e. the appointment of the DCO. There is one RED area, which is around GPs, this was discussed at the monitoring visit and **AS** has a plan in place to resolve. **DR** noted that the Quality Assurance work is moving at a pace now and this is a good example of joint working. **CP** explained that there is a system in place for a bi-

monthly Education / CSC / Health meeting where together plans are quality assured.

4. Parental Engagement – RAG rated Green – Establishing a new Parent Carer Forum (PCF) has made progress. There has been some good work with parents / carers to help move this forward. There is a robust system in place to help collect feedback on a regular basis on all aspects of our work with parents. There is now an Engagement Workstream, this area has gained momentum and a critical point here is the positive impact in this area.

IT suggested an update from **BP** from the Parent Carer Forum (PCF). **BP** explained that she has been working towards reforming the PCF. To date, eight parents have agreed and are meeting on a regular basis. The Terms of Reference have been agreed. Going forward they are hoping to find an umbrella organisation who will complete the administration for the PCF. They are currently advertising for an organisation to assist them, the advert was distributed with the Board papers prior to the meeting. The PCF are planning a formal launch on 29 March 2020 and are hoping this will be at the Chessington Hotel. There will be a number of activities on the day including games, Lego and an area for parents to talk to the PCF. **BP** requested that our SEND young people are encouraged to attend.

IT enquired about the Parent Consortium. **AW** explained that it has been agreed to continue with the consortium until the PCF are established and confident to take the administration of the group forward, including a complete database for parent contacts. The plan is for the two groups to work together alongside each other for a few months until the practicalities are completed.

b. SEND Transformation Plan – Ashley Whittaker

AW gave an update on the SEND Transformation Plan, which was distributed prior to the Board. **AW** explained that the ideas that were discussed during the Innovation and Demand Management section at the Board on 14 November 2019 will be included in the plan when it is updated. It is important to note that the ideas and suggestions from the Board are included in the plan.

A lot of areas are currently being worked on e.g. The First 1000 days initiative. The Workforce was highlighted and **ID** is now on the Task and Finish Workforce initiative. There have been a lot of conversations around the challenges for Educational and Clinical Psychologists and has reinforced the importance of having a more systemic workforce strategy.

The report details a lot of collaborative work between AfC, CCG, parents/carers and young people. There is now an extensive range of activities happening e.g. Annual Reviews to the Local Offer website.

The Commercial Thinking Workstream – A key date is the arrival of the AfC Commissioning Director at the beginning of March 2020, who will be working closely with Public Health and the CCG.

Local Provision Workstream – Looking at work around the Therapies Review. The interim report was published in December 2019 on the local offer website. Feedback has been received and there are ongoing discussions with schools and parents, which is helping shape the new contract and how different parts will be funded. In terms of the Therapies Review, conversations are ongoing around Speech and Language, Physio and Occupational Therapy. **AW** noted that the WSOA actions focus on areas outside the Therapies Review. The ASD school is

planned for Moor Lane and the interviews have taken place for the provider and this should be announced by the end of Q1.

Early Intervention and Planning Workstream – The key headline, despite all the work of the panel in this area, is that it is not having the impact we had hoped for in terms of reducing the number of EHCPs. In the calendar year 2019 the total number of plans in RBK increased by 13.4%, which is higher than the previous year. Currently this cannot be compared to the national average as the national data is published in May each year.

Assessment and Planning Workstream – This area is in a much better place in terms of capturing data and we can articulate improvements. Data included in the report about the information parents are providing about feedback regarding the EHCPs, is much more systematic e.g. every time an EHCP is sent out, this is followed up with a survey and a telephone call. There were 53 EHCPs issued in Q3, 21% of parents responded. Parents responded on how they felt about the process and also on the quality of the EHCP and the impact it will have on their child's progress.

In terms of finance, the over spend continues to grow considerably. The HNB over spend is forecast at 7.2M for this financial year. At the end of the financial year the cumulative over spend will be 20.6M and this is after the savings and cost avoidance actions have been delivered. In this financial year approximately 2.3M cost savings for cost avoidance have been implemented and there is still an over spend of £7M in the HNB.

SS asked about Early Intervention and why would this area help a child and make them less likely to need an EHCP. CP explained that depending on the

need, the aim is to help a school or Early Years setting to have the confidence, skills, access to support or expertise to help meet the child's needs within the school / setting, rather than the only option being an EHCP. The focus is on systemic help within the current setting to build capacity. Another area of focus is the wider family need e.g. care needs, parenting, parents not coping, which might be impacting on the child's ability to stay in school, this could be another reason why an EHCP is required. A popular resource is a Childcare Wellbeing Practitioner who helps with emotional wellbeing support. The First 1000 days initiative will help and this will also help improve the waiting times for Speech and Language Therapy.

BP asked about the challenge schools face regarding funding. Sometimes children with an EHCP who attend a mainstream school do not receive the extra help they need. Schools appear to receive the same amount of funding regardless of how many SEND children they have and this does not seem sensible and what can be done to help the situation. **AW** explained that in the current SEND Review the DfE are organising a specific piece of work and the team have been to a school in Richmond to discuss different models for supporting children in the early stages and at SEN support. The challenge relates to the threshold between children at SEN support and those recommended for a plan. The DfE are aware and are meeting with AfC on 24 January 2020, this is one of the areas for discussion.

3.

Performance Dashboard – Ashley Whittaker



Working Well – Our statutory performance, our 20 week issuance is strong at 98%. IT noted that nationally this is 60%. Also the quality has improved. Our

systems for collecting parent feedback is better especially around SEND support. In Q3, for the first time there is now a measure around parent satisfaction for SEND support in individual EHCPs. There has been improvements in occupational and physiotherapy waiting times. There were 4 tribunals in Q3, one was withdrawn and three reached a negotiated settlement, which shows working with parents collaboratively to reach a solution. There is a continued trend to reduce spend and the total number of placements in independent and non-maintained special schools sector, which is down to 10% from 13.5% in the previous academic year and 15% in previous years. The average cost of an EHCP is down 2.5%.

IT noted the positive progress, but asked the Board to be mindful of the concerns and to focus on looking at ways to resolve the concerns.

AW continued, waiting times for Speech and Language Therapy remained the same as Q2. **DR** noted that this relates to the Therapies Review. **CLlr White** asked how this can be moved forward and progress, there was a discussion around the Therapies Review. **DR** explained that it is currently at the decision making stage of the process with Schools Forum, the council and the CCG. The aim is to find a resolution regarding resources, which should improve waiting times. It was noted that the timeline for decision making is at the end of February 2020. **ME** noted that this is on track, but it is not just about the CCG, it is a business case for the whole system to invest. **RN** noted that there needs to be trust in the joint commissioning, school budgets are suffering and already overspent, and if money is taken away from schools they will be unable to invest in Early Intervention. **ID** noted that there is an issue with timescales, because of the budget the Schools Forum had to make a decision and they have

agreed to invest in therapy for under 5's. There will be an opportunity to look at funding once the CCG have made a decision. **ME** explained that all 3 parties acknowledge that something needs to be done, we all have a shortage of resources and are looking at ways to release money. Trust and communication needs to improve and we need to work together to help schools understand that there will be changes. **IT** noted that there does need to be an update on progress at the March Board, this does urgently need to move forward because currently children and young people are not accessing the therapy that they need.

4.



Learning from Richmond's LGA SEND Peer Challenge – Ashley Whittaker

AW explained that in September / October 2019 there was a Richmond peer review with four colleagues from around the country. The team included a DCO from Northumberland, a Head of SEN, Special School Headteacher and an ex local authority Virtual School Head. The group reviewed the quality of the EHCPs. **AW** talked the Board through the findings, which included the strengths and areas to improve. A copy of the presentation is attached.

Ombudsman Reports – Ian Dodds

<https://www.achievingforchildren.org.uk/news-140120>



ID talked the Board through the Ombudsman response, which referred to three complaints by Richmond families. Common themes throughout the three complaints were delays in EHC assessment and planning, failure to provide educational provision and inadequate record-keeping to inform decision-



making. They recommended apologising to the three families together with a payment for loss of education provision and distress. They also recommended a complete audit of all children who AfC have responsibility for to identify if others have been affected. The audit process will be 1 February to 31 March 2020 and if similar issues are found an action plan should be put in place to address these to test for systemic failings. The audit process will include contact with parents. Improvement mechanisms have been implemented with increased resources for SEND support services. Training and support for practitioners. There is now a robust quality assurance and review process in place. There is better feedback from parents and carers, ID will be writing to all Richmond SEND parents, the letter will be sent on 24 January 2020. Joint partnership working with health has also improved. The draft report will be completed on 6 April with the response going to the LGSCO on 13 April. The response is 18 April 2020. The final report will be published on 30 April 2020.

5. **Spotlight on Post 16 Provision – Julie Percival and Steve Dixon**



Julie Percival (JP), the Assistant Principal Curriculum and High Needs and Steve Dixon (SD), the Head of Foundation Learning from the South Thames Colleges Group updated the Board on the amazing work of the colleges for our high needs students. The Group includes Carshalton, Kingston, Merton and South Thames. The high needs students have increased from 275 in 2017/18 to 609 in 2020/21. They explained their curriculum, which focuses on access, learning capabilities and employment. The preparing for adulthood agenda is about intent, implementation and impact and this helps the students with employment, independent living, relationships and health. There is also a focus on transitions and inclusion. The Board were joined by several students, James

	<p>Goulbourne and Zahrah Gouhar, both from the HNL Form -Supported Internship Programme, presented their experiences at college. The group of students then sat with the Board members and joined in an informal discussion about college life. The remaining young people, from the HNL Form – Supported Internship Programme and HNL Form – Mainstream Art and Design were, Jessica Kayla, Faye Servey, George Oliver, Alex Kalimina, Nathan Liddle, Jonathan Ridd and Miche Watumwa. The presentation is attached.</p>	
<p>6.</p> 	<p>Actions</p> <p><u>Workforce – Response to HR Survey</u></p> <p>ID referred to the HR Survey that had been circulated. Sadly there was a poor response. The Workforce Task and Finish Group is on 30 January 2020, so a decision has been made to use the data that was returned together with historical data.</p>	<p>Ian Dodds</p>
<p>7.</p> 	<p>Forward Plan</p> <p><u>9 March 2020</u></p> <p>It was agreed that Stephen Taylor would present Transitions to Adult Services at the March Board meeting.</p> <p><u>Restorative Practice</u></p> <p>It was agreed that Restorative Practice will be discussed at a future board, the date is to be agreed</p>	

<p>8.</p> 	<p>Other information, questions or suggestions</p> <p>Previous minutes approved.</p> <p><u>Reflections</u></p> <p>There was a discussion around transitions and next step interviews from year nine. JP explained that the transition from school to college or work can be a challenge for young people. Currently the college is consulted the year before a young person is due to start college, but planning the curriculum is lengthy and it would be beneficial to have more time to assist with planning.</p>	
<p>9.</p> 	<p>Finish</p> <p>IT noted that effective partnerships are founded on trust and as a Board we need to work through obstacles for the benefit of our children and young people, they are what we need to focus on and we need to trust each other that we are doing the right thing and we all work towards the same goal.</p> <p>There is a lot to celebrate. Exemplary performance with EHCP responses. Most inclusive schools and third in the country, also excluding less children. Our children, not on an EHCP receive SEND Support. Another key point, our SEND children do well in education.</p> <p>Areas to develop, we all know what they are and we are honest and this Board is about unlocking those areas. It would be unfortunate to be here in March discussing the same issue. We have a responsibility to move issues forward, we need to go back to our teams, trust and work with them to move forward.</p> <p>There is a lot to learn from the Peer Review, it is always good to reflect on our own performance and also from the Ombudsman report. IT asked if the</p>	

Kingston EHCPs will be audited. ID explained that a view will be taken after the Richmond audit, if systemic failings are found, then auditing the Kingston plans will be considered.

Funding, IT reaffirmed that Kingston is leading the charge in lobbying for funding with central government, who are aware of the issues. There are three options. 1. Invest more money into the system. 2. Legislate for a harder ring fence between the DSG and general fund which will allow more time as a system to bridge the gap/ hold balances centrally 3. Change the way councils' accounts are audited to reflect the unique status of the debt.

Leadership and our roles in responding to areas of development. Vision and visibility, visibility is important and IT noted that he and the Leader of Kingston council will be visiting staff in schools who support our SEND children.

Ending on a positive note, the input from the college was inspirational and IT thanked the team for all the wonderful work they are doing. It was heartening to see the college focussing on our most vulnerable young people.

IT also noted that AfC achieved Outstanding in their recent ILACS inspection.

KINGSTON SEND Partnership Board will next meet on:

NB. Electronic invites have been sent.

9 March 2020, 10-12pm – Queen Anne Suite, Guildhall, Kingston

15 May 2020, 10-12pm – Council Chamber, Guildhall, Kingston

8 July 2020, 12.30-2.30pm – Venue TBC

16 September 2020, 10-12pm – Venue TBC

12 November 2020, 10-12pm – Venue TBC

21 January 2020, 12.30-2.30pm – Venue TBC



Glossary

SEND	Special Educational Needs and Disability
Transformation Plan	This is Kingston's big plan for improving services and support for children and young people with SEND and their families.
CCG	Clinical Commissioning Group This is a group of people who work for the National Health Service (NHS). They plan and provide health services for the local area.
Performance Dashboard	This shows how we are performing against targets that we have set to tell us how well we are doing.
Written Statement of Action	This gives an update about progress we're meeting on the four priorities in our Written Statement of Action.
Forward Plan	A list of items that will be discussed at future meetings.