

Kingston SEND Partnership Board

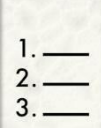

	Wednesday 16 September 2020, 10-12pm
	Virtual via Google Meets



Members

Ian Thomas (Chair – In part)	IT	Chief Executive	Royal Borough of Kingston upon Thames
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 (Acting Chair)	AW	Programme Director	Achieving for Children
Beverley Pass	BP	Parent Representative	Parent Carer Forum
Carmel Brady on behalf of Karen Long	CB	Speech & Language Therapist Lead for Children’s Services	Your Healthcare CIC

Cllr Diane White	DW	Lead Member for Children's Services	Royal Borough of Kingston upon Thames
George Chaplin	GC	Participation Member	
Grace Over	GO	Participation Officer for Children & Young People with SEND	Achieving for Children
Helen Green	HG	SEND Support Broker	Kingston Centre for Independent Living
Ian Dodds	ID	Director of Children's Services	Achieving for Children
Jane Spencer	JS	Non-Executive Director	Achieving for Children
Jessica Thom	JT	Director of Commissioning and Partnerships	Achieving for Children
Jonathan Rourke	JR	SENDIASS Coordinator for Richmond and Kingston	SENDIASS
Laura Smyth	LS	Chief Executive Officer	Yorda Adventures
Louise Kearney	LK	Parent Representative	Parent Carer Forum
Martin Ellis	ME	Interim Director of Commissioning & Transformation	Kingston and Richmond Clinical Commissioning Groups
Nigel Evason	NE	Interim Children's Health Commissioner	Royal Borough of Kingston upon Thames / Achieving for Children
Rachel Dawson	RD	Designated Social Care Officer for SEND	Achieving for Children
Sian Wicks	SW	Non-Executive Director	Achieving for Children
Stuart Sweeney	SS	Lay Member	
Apologies			
Alison Danks	AD	Associate Director for Health Services	Achieving for Children
Alison Stewart	AS	Designated Clinical Officer for Special Educational Needs & Disabilities	Kingston and Richmond Clinical Commissioning Groups
Brian Gale	BG	SEND Professional Adviser	Department for Education
Charis Penfold	CP	Director for Education Services	Achieving for Children
Iona Lidington	IL	Director of Public Health	Royal Borough of Kingston upon Thames
Sean Maher	SM	Headmaster	Richard Challoner School
Claire Deadman	CD	Nursery Manager	One Nine Seven Early Years Nursery
Elizabeth Broadhurst	EB	Interim Children's Commissioner	Royal Borough of Kingston upon Thames
Karen Long	KL	Service Lead, Frontline Services	Your Healthcare
Leigh Edser	LE	Principal	Dysart School
Peter Mayhew-Smith	PMS	Group Principal and CEO	South Thames Colleges Group
Rachel Nye	RN	Headteacher	Tolworth Infant and Junior School
Sarah Ireland	SI	Director of Corporate and Commercial	Royal Borough of Kingston upon Thames
Tonia Michaelides	TM	Managing Director	Kingston & Richmond CCG

 Minutes	Action 
<p>1. Welcomes, Introductions and Apologies</p> <p>IT welcomed the Board and apologies were noted.</p>	
<p>2. <i>Children and Young People Update – Video attached</i></p> <p>GC explained the importance of letting a young person stay in their provision, Post 16, for as long as possible, changing can be turbulent for a young person. GC asked if the targets set for keeping a young person in a mainstream school has any influence on decision making and is this a positive or negative. AW explained that Workstream 3 – Local Provision, there is a sub-group who focus on pathways and the local offer for those aged 16-25 with SEND. The data does measure how successful we are being and one indicator focuses on how many young people are supported locally, but it is not broken down for pre / post 16, AW explained that this can be reviewed to show pre / post 16. The sub-group also includes education, health, Kingston Council Adult Social Care and also their Supported Housing Team. The group are working together to support and keep young people local.</p> <p>GO shared a video made by Kirsty, a SEND Participation Member. In the video Kirsty explains how she communicates and how during difficult times she uses her communication book, an example is shown in the video. Kirsty also emphasises the importance of the About Me Guide for adults working with young people with SEND. The video will be sent with the minutes, please can the Board not share outside of this group, if you wish to do so, please contact GO grace.over@achievingforchildren.org.uk</p>	

	<p>After discussion, AC noted that it would be helpful to involve young people in the Quality Assurance process for EHCPs – AC / GO to liaise. GO noted that communication training for staff working directly with young people would be helpful. AW to note at the SEND Workforce Board. AW suggested that it would be helpful for GC to go through the SEND Transformation Plan and highlight the Post 16 local provision plans with GO / AW. GC / GO / AW to liaise.</p>	<p>AC/GO AW AW/GO /GC</p>
<p>3.</p>	<p><i>Parent and Carers Update – Presentation attached.</i></p> <p>LK from the Parent Carer Forum talked the Board through the recent survey findings. LK explained that at the beginning of lockdown the Parent Carer Forum (PCF) was still relatively new and due to lockdown restrictions were unable to hold their launch event, but they have been working on contacting and connecting with parents. There were two surveys circulated, the first focussed on service provision and the impact of lockdown. The purpose of the survey was to gain a better understanding of how parents feel and are coping with lockdown. The second survey was in response to a national survey into social care assessments.</p> <p>Please refer to the presentation attached for more details about the survey results and comments from parents. Key points raised in the first service provision survey were: -</p> <p>When asked which top 3 service areas would you most like to influence, change or improve? The most popular responses were:-</p> <ol style="list-style-type: none"> 1. Emotional Wellbeing and Mental Health. 2. Autism Support Services. 3. Activities, clubs and access to leisure. <p>School provision was also highlighted.</p>	

When asked what you would like to change in relation to each of the service areas selected. The most popular responses were: -

1. Eligibility / Accessibility
2. Quality of Provision
3. Waiting times

The second survey was based on social care assessments and parent's access to the assessments. The PCF were asked to respond on behalf of the borough by the survey organisers. Please see the presentation for more detail regarding the responses and comments from parents. It was noted that over 70% of parents were not aware that they have a right to parent carer needs assessment.

AW explained that the Parent Carer Needs Assessment has always been advertised on the Local Offer and has recently been highlighted. It is a challenge when there is such a lot of information available for parents, it is difficult to know what to highlight. It was noted that the SEND social care assessment is an area needing improvement. **AW** explained that Rachel Dawson, Designated Social Care Officer for SEND has started and joined the Board today and there is confidence that this area will now move in a positive direction. **ME** noted that moving forward with future joint commissioning and developing the service, engagement with and feedback from parents would be very welcome.

CLlr DW thanked the PCF for an informative presentation. It is important to hear from parents and young people to help us better understand and improve our services. **CLlr DW** noted the point raised about home learning and with the possibility of a second lockdown are schools prepared. **AW** noted that schools are retaining the home schooling offer and often have a senior leader specifically assigned to ensure their provision is fit for purpose. Schools are working to ensure they are doing everything they can and are working hard to support their students. We are aware that children with SEND are sometimes less able to access home learning. Schools now have catch up funding for each child and we will work with them to ensure this is proportionally shared.

	<p>LK noted that each school is taking a different approach and asked if there are plans for a standard approach. AC explained that AfC are liaising with SENCOs and schools, that there is some variability and this is an ongoing process with schools. AC noted that any informal feedback would be welcome.</p> <p>BP noted that inclusion of SEND children in mainstream schools needs to be thought about going forward.</p> <p>SS asked if the significant delays in Covid testing is having an impact on our schools. ID confirmed that the delays are having an impact on school attendance and also on school staff, who may have to self-isolate until a test is available. There is also an added complication for parents with a SEND child as the home tests are difficult to use when trying to swab their child's nose or throat. ID noted that schools are facing significant challenges and additional work, but are doing everything they can and working incredibly hard in difficult and uncertain times.</p>	
4.	<p><i>Q1 Dashboard and SEND Futures Plan Update – Both paper circulated prior to the Board</i></p> <p>AW explained that at the May and July Board the focus was on how our services were responding to Covid 19. The plan now is to try and return to more business as usual, even though the future is uncertain, the focus will be to look at key priorities and transformation work. The draft updated SEND Futures Plan was shared with this Board in July, and also with the voluntary sector and schools, and it is still open for comment. AW thanked those who have responded. It will go to the Health and Wellbeing Board in October for comment and then the final version will be agreed later in the autumn.</p> <p>The four key areas / priorities are: -</p> <ol style="list-style-type: none"> 1. Joint Commissioning Strategy – To be discussed at item 5. 2. Improving the Therapy Provision 	

3. Local Offer for 16-25 – This is about the Post 16 Campus, which involves AfC, Kingston Council, Orchard Hill Academy Trust and supported housing. The hope is to provide a holistic provision in our local community and keep our young people local.
4. Transitions Process for 16-25 – These are the plans for those young people transitioning into Adult Social Care and helping to make this process easier and better.

Workstreams – Key Points

WS1 – **AW** thanked the PCF for the earlier presentation and noted that the group has offered to work with AfC to help work with our local community groups.

WS2 – To be discussed at item 5.

WS3 – The provider for the Moor Lane free school has been announced – Ambitious about Autism. Estimated to open September 2023. **AW** noted that the CCG have increased their investment in therapies in this financial year of £250K, and in principle have agreed to increase that to £450K in 2021/22 with £580K in 2022/23. Early years funding was agreed for 2020/21, and work with schools is ongoing. There will also be an item at Schools Forum about how we increase investment for those 5 years+. Emotional Wellbeing and Mental Health, an on-line hub is now available to help professionals, parents and young people.

WS4 – Has been very proactive in helping schools return and focussed on early intervention and transition.

WS5 – Noted the continuing performance around the 20 week measure, i.e. the plans issued within 20 weeks, which has remained strong throughout Covid. **AW** noted the number of requests for assessments has increased compared to the previous year and also the increasing number of new plans that have been issued in the last 12 months, this will have an impact on our resources.

	<p>On a positive note our Quality Assurance process has made progress. AW also noted that at the July Board Alison Stewart talked about Outcomes, AS sent apologies today as she is leading the Outcomes Workshop together with the Council for Disabled Children.</p> <p>We are still concerned about Covid and the uncertainty. The funding gap is still a concern. The Post 16 pathways have also been affected by Covid.</p>	
5.	<p><i>Draft Joint Commissioning Strategy – Presentation attached</i></p> <p>JT and NE presented the draft Joint Commissioning Strategy for SEND. JT talked the Board through the purpose of the strategy and details of the joint commissioning cycle and what the shared principles are, which include co-production, personalised, integration, quality and inclusion. NE explained the shared priorities, which are, service development, pathways, partnerships working, response to need and future focus. Please see the presentation attached for details.</p> <p>CLlr DW asked if the Therapy Review mentioned was the one that Doreen Redwood had started, and if so how will its success be measured. NE confirmed that it was the same review and work has now begun on its implementation. The measures will include the usual measures around how many need access or assessments etc., but will now include outcomes, so future data will be more tangible and meaningful. CB noted that Yourheathcare have a meeting planned with AD to discuss the future of therapy services. HG noted that this area is a good example of how personal budget can be included. There was a discussion around the frequency of reviewing the strategy and data, quarterly was suggested, this will be considered in the final plan.</p>	
6.	<p><i>Learning from the Audit of Education, Health and Care Plan in Richmond</i></p> <p>ID talked the Board through the leaning from the Richmond audit of EHCPs. There were three separate complaints by Richmond parents about the quality of the SEND services that their family had received. The three complaints were investigated together by the Local Government and Social Care Ombudsman (LGO). They found fault against the council in all three complaints, the</p>	

common factors were delays in finalising EHCPs, including plans transferred from the previous SEND Statements and therefore a delay in making provision for those children. The second area was around poor communication between the council service and parents. The third area was issues around record keeping. One of the recommendations the LGO made was that the council should see if those issues were replicated for any other parents, children and young people who the council were supporting. The LGSCO recommended an audit of all the EHCPs, the council agreed and five independent auditors were appointed to audit 1,494 EHCPs, this process concluded in May. The full report is on the Local Offer.

The report identified 37 cases and the auditors provided recommendations for each case. Annex B shows the progress made to date and apart from three cases, all issues have been resolved. The unresolved cases have complications, which include joint decision making with external partners, but good progress has been made.

The auditors also found common themes in cases they had investigated, there are six general themes, which has led to twelve recommendations. In brief the six themes were: -

1. Improvement to the timeliness and quality of the initial EHCPs.
2. Issues with the Annual Review Process.
3. Children not in education, employment or training.
4. Improvement in communications with parents, carers and young people.
5. Transitions
6. Improvements in record keeping.

The twelve recommendations are outlined in Annex. C, it also outlines the actions being taken to resolve outstanding issues.

There will be learning for Kingston as the SEND service is integrated and some issues might be applicable to the families in Kingston. ID is confident that the amends made to the system following the Richmond review will lead to improvements for Kingston families.

The Action Plan is currently being co-produced with the PCF in Richmond. Understandably the PCF parents are under pressure at the moment caring for their children, working and coping with Covid restrictions. **ID** also asked the Board for contributions. It is hoped that the plan will be finalised by October / November 2020 so that it can feed into the revised version of the SEND Futures Plan. **GO** asked if the comments and views of children and young people could be included in the Action Plan.

GC asked, do we think there is a gap in the Post 16 provision for SEND children and young people, does the gap include those with more complex needs and what is the plan to address this. **AW** confirmed that it has been acknowledged that there is a gap, but the sub-group of Workstream 3, this includes education, health, Kingston Council Adult Social Care and also their Supported Housing Team, are working together to improve the local offer. Vocational pathways are being addressed with local businesses and South Thames College. **ID** noted that there is a gap for continuing health care for children with complex needs and this does need to be addressed together with the CCG and it has been agreed to address this on a regional basis across South West London to have a bigger impact. **GC** noted that this is a long term strategy, but is there a short term plan for those young people who are not in education, employment or training (NEET). **AW** noted that the number of NEET young people is relatively low, so Ann Mason, our 14-25 Manager, is working with them on an individual basis in the short term.

LK asked if the caseloads for the EHCP co-ordinators was too high and are there plans for an increase in resource for the SEND Team. **ID** noted that there are plans to increase resources and current structure of the SEND Team is currently being reviewed, which will include reducing caseloads. **ID** noted that compared to other local authorities we are similar or slightly better. **GO** noted that the feedback from children and young people was that they would like to meet their co-ordinator, they felt that this would help them understand their needs, an increase in co-ordinators would help with this.

LK also asked about the plans for the audit of the Kingston EHCPs. **ID** noted that one of the auditors had been retained and is currently in the process of reviewing the Kingston EHCPs, it is too

	<p>early to comment on the outcomes or findings. ID also noted that the PCF in Richmond were disappointed about the level of parent engagement in the audit. Parents were contacted, twice, by letter to contribute to the audit by speaking to one of the independent auditors, of 1,194 who were contacted only 103 responded. It was agreed that communication does need to be reviewed.</p>	
<p>7.</p>	<p><i>Forward Plan</i></p> <p>AW noted that he will liaise with IT regarding the below suggestions.</p> <p>Future ideas for discussion included: -</p> <p>ME = Plans for Ofsted Inspections moving forward.</p> <p>GC = Post 16 Offer and quality SEN Support.</p> <p>BP = Return to 'normal', what this will look like and implications to service.</p> <p>JS = Look at the Local Offer and ways to improve access?</p> <p>SS = Are we doing everything we can to deliver normal services digitally or face to face.</p> <p>HG = Share details about the developments that have made around personal budgets?</p> <p>CB = Discuss further the "gaps" in the system around transition/preparing for adulthood. Post 16 not in employment/education and remaining in Borough - therefore a topic on this?</p> <p>SW = Include more detailed data set for health.</p> <p>SW = The impact of COVID on our services.</p>	
<p>8.</p>	<p><i>Minutes from 8 July 2020 meeting and actions not otherwise covered</i></p> <p>The minutes of 8 July were agreed.</p>	

9. ***Any other Business***

AW noted that the Terms of Reference have been updated and will be circulated with the minutes, the main change is membership.

AW thanked **BP** and **LK** from the PCF and **GC** for their presentation, contributions and time. **AW** noted **GC** views around the 16-25 offer and if enough is being done to support them. Also the communication and staff training and do staff work effectively to hear the voice of the child, young person, parents and carers. **AW** commented on the continuing improvements around the quality assurance work with the EHCPs and capturing the voice of the children and young people and parents. **AW** also noted the key themes from the PCF survey, the quality of home learning and the importance of working with schools to ensure that it continues to be fit for purpose, it may become even more important going forward and we need to continue to focus on this area. The importance of emotional wellbeing, not just for children and young people, but also for parents and carers and be aware of the additional strain on families during these difficult times. The importance of leisure activities for children with additional needs and also therapies and how vital this service is and the need to restore these services as soon as possible.

AW thanked the Board for their contributions.

KINGSTON SEND Partnership Board will next meet on:

NB. Electronic invites have been sent.

12 November 2020, 10-12pm – Venue TBC

21 January 2021, 12.30-2.30pm – Venue TBC