**Present**

**Cath McEvoy-Carr** (CMC), Director: Children and Families, Chair

**Kirsty Sprudd** (KS) Deputy Director of Delivery Fraud ICB, Joint Chair

**Ian Dawson** (ID), Head of Educational Development and Inclusion, NCC

**Steve Gittins** (SG), Chair SEND subgroup on behalf of the Promise Board

**Sarah Kerrigan** (SK), Service Manager, Children Education and Skills Directorate, NCC

**Sarah Ledger** (SL),Performance Analyst, NCC

**Deanne Taylor** (DT), Head of SEND, NCC

**Jill Bauld** (JB), SEND Voice Lead, NCC

**Jenny Ellis** (JE), Designated Clinical Officer for SEND, ICB

**Azhad Fauzi** (AF), SEND Voice Volunteer, NCC

**Nikan Islami** (NI),SEND Voice Volunteer, NCC

**Claire Taylor** (CT), Chief Executive Officer, Footsteps

**Gareth Smith** (GS), Head Teacher, Walker Riverside Academy

**Rachel Gibson** (RGa), Assistant Director at Newcastle College, Representative of the post 16 sector, Newcastle College)

**Miriam McGregor** (MM), Commissioning Lead Specialist, NCC.

**Adele Moore** (AM), Lead AssistantDirector CSC & EH, NCC

**Nicola Turnbull** (NT), Service Manager, NCC

**Sophie Allard** (SA), Public Health Analyst, NCC

**Zoe Foster** (ZF), Public Health Intelligence Specialist, NCC

**Louise Melling** (LM) Preparation for Adulthood Lead, NCC

**Kay Harrison** (KH) Preparation for Adulthood Lead, NCC

**Nichola Swan** (NS) Sacred Heart R C High School)

**Stella Wilson** (SW), Director of Operations, Family Health Clinical Board**,** NHS

**Christopher Richardson** (CR), Executive Headteacher, Newcastle Bridges and Mart Astell Academy

**Richard Scott** (RS), Director of Nursing North, ICB

**Karen Hamilton** (KHa), Headteacher, Sir Charles Parson School

**Linzi McMeekin** (LMM), Programme Lead: Commissioning/Procurement, NCC

**Hayley McGough** (HM), Service Improvement Assistant, NCC

**Jennifer Underwood** (JU), Service Improvement Assistant, NCC

**Emily Nesbitt** (EN), Service Improvement Assistant, NCC (minutes)

**Apologies:** Hassan Ilyas (SEND Voice Trainee, NCC), Ann Banks (SEND Service Improvement Lead, NCC), Marie Leddy (Chair of Parent Carer Forum)

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| 1 | **Welcome and Apologies** | **Action** |
|   | Chair welcomed everyone to the meeting. |   |
| 2 | **Minutes of last meeting** |   |
|   | Minutes agreed as an accurate reflection. |  |
| 3 | **SEND section of the JSNA – Zoe Foster and Sophie Allard** |   |
|  | **Dashboard shared with additional information highlighted:*** Joint Strategic Needs Assessment (JSNA) is a statutory requirement which every health and well-being board must have and publish. Anyone- professional an members of the public should be able to access a copy As it outlines the demographics and identified areas of need for the residents of Newcastle and this includes our children.
* Public Health Team are transitioning the JSNA from a large PDF document on the Newcastle webpage to a more interactive format that updates automatically. This new format is broken down into specific topic dashboards, such as population, children and young people, substance use, and child poverty within the population.
* The draft website includes a feedback form that has been open for a few months, and the team is now looking to action some of the feedback received.
* The SEND pages aim to address key questions such as what the data shows and why it is important. The data includes comparisons at local, regional, and national levels, as well as trend data.
* The team hopes to expand this in the future to include more restricted data. They hope to have a publicly available version and a restricted version with more data for colleagues.

**Action:** * Ask about the possibility of adding post-16 data to the dashboards.
* Check whether the early years data reflects children attending other settings or only those at maintained nurseries.
* A PDF version of the dashboard to be created to share with external colleagues for feedback.
 | **SA****ZF****ZF** |
| 4 | **SEND Voice Update – Jill Bauld/ Nikan/ Azhad**  |  |
|  | **Presentation shared with additional information highlighted:** * SEND Voice team have been working with post 16 providers to host and run small events with young people across the city.
* They ran a 'Safe in the City' workshop, which focused on safety for young people. They found that many young people were unaware of safe spaces in the city where they could go if they were feeling anxious or unsafe.
* There is an importance of access to activities for young people, with a focus on online platforms and local activities. They found that young people wanted to have information about these activities early, and they wanted to hear from people already doing the course or job.
* The team will continue to work on the Teen Health wiki, adding information about safe spaces in the city and will also use the information gathered from young people to create a new section on the local offer.
 |  |
| 5 | **Impower update- Pauline Melvin-Anderson** |  |
|  | * Impower consulting have now finished their work with NCC, and the final report has been produced and on top of Mark Patton’s report there is a distilled 10-point report.
* Newcastle has anticipated the growing pressure in the high needs sector far in advance of other local areas. From December to April, Empower conducted a diagnostic process to identify the strengths and weaknesses of the city's high needs work and financial position.
* They also engaged with the local area to develop a change plan aligned with the city's 2020-2023 to 2028 strategy. Two rapid trials were introduced to test new ways of working. The work identified a £20 million affordability gap over five years, which could potentially be mitigated by £12 million with successful delivery of the proposed activities.
* The importance of avoiding delay was stressed and making the most of every school term.
* Next Steps will be to pull together the action plan needed to progress the findings.
 | **MP** |
| 6 | **Getting Ready for Next Steps / NDTI update – Louise Melling/ Kay Harrison** |  |
|  | **Subgroups shared with additional information highlighted:*** Preparation for Adulthood has been renamed as Getting Ready for Next Steps and a work stream has been set up.
* The plan was produced after extensive discussions with young people, families, and other stakeholders. It included activities such as discussions with year six primary students, a young person's conference supported by NDTI (the national development team for inclusion), PO16 workshops, and path planning days.
* Various subgroups are part of this work plan. These include the education, 0 to 25 group, the employment and world of work subgroup, a housing subgroup, health and well-being, community inclusion, and travelling independently. Each of these subgroups has their own outcomes and priorities and feeds into the main group to report on progress.
* A transitions guide has been developed for parents and carers of young people with special educational needs and disabilities. This guide is currently in a draft stage and is available on the local offer. They plan to meet with parent carer groups around the city for some forecast sessions to make the guide as useful as possible.
* The team are considering different formats for the document to make it more accessible for young people.

**Questions*** Who is the Transitions Guide aimed at?
	+ The transitions guide is for parents and carers of young people with special educational needs and disabilities. We also see this document progressing to information that is important to professionals working with young people, so they have a clear understanding of what is out there and available.
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| 7 | **Joint SEND Commissioning Strategy - Sarah Kerrigan / Linzi McMeekin / Jenny Ellis** |   |
|   | **PowerPoint shared with additional information highlighted:** * The strategy is a statement of how the city will work together, supported by an annual work plan that will be refreshed each year. The strategy is governed until 2028 with the work plan monitored through the work stream and reported back to the board.
* The strategy is based on three shared core commitments: holding service user experience and voice at the heart of everything, pooling resources wherever appropriate to achieve maximum impact, and sharing market intelligence, service user feedback, and performance data.
* Examples of how these commitments are being implemented were shared, including the development of a new framework solution for alternative provision, pooling resources for paediatric occupational therapy, and using data to commission services such as early language development.
* The team also highlighted the work being done on children's therapy, short breaks, youth activities, and transition to adulthood.

**Action:** Share the presentation and case studies with the board members and those involved in the forthcoming commissioning conversation. | **SK** |
| 8 | **SEND Strategy Action Plan - Deanne Taylor** |  |
|  | * Actions have been pulled together from the SEND strategy plan and have been allocated to work streams and some work streams have produced a detailed action plan in response and some are just starting that development.
* The Inclusion arm needs further review to assist with linking into the work that has already been achieved and planned.

**Action** The inclusion subgroup to align this to the strategy action plan.  | **ID** |
| 9 | **AP Framework update, brochure and overview - Miriam McGregor / Sarah Ledger** |   |
|   | AP Brochure shared with additional information highlighted: * The new framework brings together alternative education providers delivering across three tiers of types of support: targeted support, time-limited placements, and transitional placements.
* The framework has significantly increased the pool of alternative education providers, offering greater choice to meet the needs and interests of individual young people.
* A brochure is being developed with schools to provide information on these providers.
* The framework is also open to new provider admissions annually, ensuring a robust set of organisations and providers to meet changing needs.

**Actions:** * Provide a list of hourly rates for providers as an appendix to the contract specification.
* The issue of costs and the numbers of children and young people in alternative provision to be included in the next board agenda for further discussion.
 | **MM****SL** |
| 10 | **SEND Celebration events – website link – Ann Banks** |   |
|   | * Website has gone live and there is a short video and a detailed calendar of events. <https://childrenandfamiliesnewcastle.org.uk/send-celebration-event>
 |  |
| 12 | **AOB** |   |
|  | **PINS Update –** * Marie was unable to attend this board meeting. A summary will be provided, or she will be invited to attend the next board meeting.
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|  | **APP Letter - Cath McEvoy-Carr*** The APP letter has been included in the pack for information and CMC is happy to discuss with anyone who may be interested. The next APP discussion will be later in the year.
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**Action summary from this meeting**

| **Agenda Item (date)** | **Action** | **Owner** | **Due by date** | **Status** |
| --- | --- | --- | --- | --- |
| 11.3.24 | Raise concerns in Specialist Schools surrounding the lack of a Public Health offer in specialist schools. Due at next board | RGa | May  | Open |
| 3.20.05.2024 | Ask about the ability of adding post-16 data to the dashboards | SF | June | Open |
| 3.20.05.2024 | Check whether the early years data reflects children attending other settings or only those at maintained nurseries. | ZF | June | Open |
| 3. 20.05.2024 | A PDF version of the dashboard to be created to share with external colleagues for feedback. | ZF | June  | Open |
| 7.20.05.2024 | Share the presentation and case studies with the board members and those involved in the commissioning conversation with the reviewers. | SK/EN | June | Open |
| 9. 20.05.2024 | Provide a list of hourly rates for providers as an appendix to the contract specification. | MM | June | Open |
| 9.20.05.2024 | The issue of costs and the numbers of children and young people in alternative provision to be included in the next board agenda for further discussion. | SL | June | Open |
| 12. 20.05.2024 | A PINS update to be circulated or added to agenda for next board | ML/PCF | June | Open |