**SEND Executive Board**

**14 March 2022**

**Meeting attendance**

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|  | **Role** |
| 1. Jackie Cairns | Joint Chair, Director for Newcastle System, CCG |
| 1. Judith Hay | Joint Chair, Director for Children, Education and Skills, NCC |
| 1. Deanne Taylor | Head of SEND, NCC |
| 1. Steve Gittins | Chair of Inclusion Sub-Group, Representing Primary schools |
| 1. Chris Rollings | Headteacher, Hadrian School, Representing the Specialist schools |
| 1. Vicki Jefferson | Representing the Parent/Carer forum |
| 1. Marie Leddy | Representing the Parent/Carer forum |
| 1. Caley Banks attending for Jayne Forsdike | Assistant Director, Children’s Social Care, NCC |
| 1. Mark Patton | Assistant Director: Education and Skills, NCC |
| 1. Ann Banks | Service Improvement Lead, NCC |
| 1. Rachel Gibson | Head of Central Support Services, Newcastle College, representing Post 16 providers |
| 1. Karen Worton | Group Nurse Director, Central Locality, CNTW |
| 1. Michelle Stamp | Public Health Consultant, NCC |
| 1. Ewan Dick | Associate Director of Allied Health Professionals & Therapy Services NUTH |
| 1. Sarah Kerrigan | Strategy & Development Lead, NCC |
| 1. Duncan Miller | Project Manager, NCC |
| 1. Christopher Brodie attending for Al McDowell | Team Manager, Adult Social Care, NCC |
| 1. Lucy Brown | Service Improvement Assistant, NCC |

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| **Apologies** |  |
| 1. Mark Anderson | Designated Medical Officer, CCG |
| 1. Anna Williams | Associate Director, Central Locality Community Services, CNTW |
| 1. Hazel Newstead | Early Years Lead, NCC |
| 1. Jenny Ellis | Designated Clinical Officer, CCG |

**Decision Log: 14 March 2022**

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| **Agenda item** | **Decision and actions** | **Lead Officer** | **Monitoring progress** |
| 1 | **Minutes** of the SEND Executive Board 17 January 2022 were agreed. Issues outstanding are included on today’s agenda. | Jackie Cairns | No further action. |
| 2 | **Accelerated Progress Plan meeting with Department for Education (DfE) and NHS Executive (NHSE) and next steps**  The Board were updated on a recent meeting with DfE and NHSE who reviewed our progress against the Accelerated Progress Plan. In particular:   * The DfE and NHSE recognised great partnership working and the significant contribution made by school representatives and the parent/carer forum in improving SEND services. * Some actions have been delayed, for example the implementation of the SEND portal. This was because all forms required for the SEND process needed to be redesigned and co-produced with parents/carers and this has taken time to get right.   Two areas were highlighted where we must make progress by the next visit, which will probably take place in September 2022. These are urgent need to improve the experience of young people requiring occupational therapy, and to improve the quality and timeliness of Education, Health and Care Plans (EHCPs). We now have an interim plan to improve waiting times and recent audits of EHC plans do indicate improvements in quality. | Deanne Taylor | Progress to be reported to Board at July meeting in advance of revisit in September. |
| 3 | **Therapies system redesign**  The Board were updated on progress so far:   * We recognise the need to develop a team approach to carry out the transformation of our systems and have arranged a series of face-to-face workshops starting in April 2022. * There is a huge interest in being involved from all key stakeholder groups * We have taken advise of the SEND sub-group of on how best to structure the workshops. * We will also hold discussions with parent/carer forum and children and young people on how to best to engage with them in the work and capture what is important to them.   It was suggested that the name of the project be reconsidered so that it makes it clear that we are looking at strengthening early intervention and access to **all** the therapy services.  The Board agreed:   * Chris Rollings will be invited to the first workshop to represent specialist schools. | Sarah Kerrigan | Progress to be reported to the May Board. |
| 4 | **SEND Early Years Centre update**  The Board were updated on work to repurpose Cruddas Park Nursery into an Early Years SEND Hub, and that:   * consultation has been carried out with families to find out what services and activities they would like to see provided at the hub. * service development has been planned in partnership between the LA and NUTH and will be underpinned by a formal memorandum of understanding. * The planned opening in Autumn term may be subject to short delay as some building work is required.   The Board asked how outcomes and satisfaction with the service would be monitored and were informed that the team are talking to Newcastle University on a potential research project to measure impact.  The Board agreed:   * Any delay to agreed opening times must be communicated to the community and to ward members. | Deanne Taylor | Progress to be reported to the September Board. |
| 5 | **Nursing provision in special schools. Confidential: for consultation**  The Board were informed that nursing in special schools is provided in different ways. To ensure that nursing support is provided consistently and is in line with national guidance, three documents have been produced: a medications policy, guidance note and a draft standard operating procedure. We are currently discussing the implications of implementing the guidance with special school heads and are committed to producing a joint plan which also include a public health offer.  Once we have agreed a way forward with the special schools, we will recommend that the guidance is adopted by mainstream schools.  The Board were informed that special school heads are largely happy with draft guidance, but that there is a need to review the resourcing of the community nursing provision in special schools. | Jackie Cairns | Progress to be reported to the July Board. |
| 6 | **SEMH Primary Provision. Confidential**  The Board were updated on work to improve Social, Emotional and Mental Health (SEMH) provision. The aim is to redesign ARP provision to focus on children with more complex needs and ensure that appropriate support is available for those with lower level of needs in mainstream schools. A working group has been tasked to consider evidence put forward at workshops in December, research about ‘what works’ and to propose a service specification.  The Board requested an update on SEMH provision, the operation of the Locality Inclusion Panel and commissioning arrangements with Bridges following the work with ISOS to produce a robust inclusion strategy. | Deanne Taylor | Progress on SEMH provision to be reported to the Board in July  An update the work of the Locality Inclusion Panel and commissioning arrangements with Bridges to be reported to the May Board. |
| 7 | **AOB**  The Chair noted that it was Judith Hay’s last meeting of the SEND Executive Board and thanked Judith for her huge contribution to improving services for SEND children and wished her all the very best for future endeavors. | Jackie Cairns |  |
| 8 | **Next meeting**  16 May 2022– 10am-12pm |  |  |