

# NOTES

<b>Title of Meeting:</b>	SEND Accountability Board
<b>Date:</b>	17 December 2021
<b>Place:</b>	Microsoft Teams Meeting
<b>Times:</b>	14:00 -15.30
<b>Membership:</b>	<p>Cllr Rachel Hood (RH) Cabinet Member for Education, SEND and Skills - Chair            Cllr Chris Chambers (CC), Suffolk County Council            Cllr Jessica Fleming (JF), Chair of Health Scrutiny            Toni Wasag (TW) – Chair of Suffolk Parent Carer Forum (SPCF)</p> <p><b>Supporting Officers</b></p> <p>Ros Somerville (RS), AD Inclusion            Allan Cadzow (AC), Corporate Director CYP</p>
<b>In Attendance:</b>	<p>Nicola Beach, Chief Executive, Corporate Services            Sue Cook, Executive Director, People Services            Cllr James Reeder, Cabinet Member for Children’s Services</p>

<b>Item No.</b>	<b>Item Description</b>
1.	<b>Apologies:</b> James Reeder, Chris Chambers, Sue Cook, Nicola Beach
2.	<p><b>Update on complaints, performance and staffing</b></p> <p>Level of complaints continue to reduce.</p> <p><b>ACTION</b></p> <ol style="list-style-type: none"> <li>1. Jane Swift to bring a report on LGCSOs to a future SENDAB</li> <li>2. AC to send Lincolnshire report and associated documents to JF</li> </ol> <p>Cases usually cannot go to LGCSO until SCC complaints process has been gone through. Main reasons are lack of provision, not being happy with provision or lack of provision of parts of the EHCP.</p> <p><b>Staffing</b></p> <p>Staffing in North FS team remains under pressure – HR are focussed on improving this and some members of staff are returning to work following long term sickness absence.</p> <p>Education Psychologists (EPs) are focussing very much on advice for EHCPs. Timeliness of new EHCNA against the 20 week timeframe is going down at present because of the wait for EP advice. The SCC EP service is funded to complete about 500 pieces of advice a year and this year they are being asked to completed about 900 (predicted) and this is obviously presenting a challenge. 3 new posts have been agreed and advertised to</p>

	<p>increase the size of the service. There were 4 applicants although only 1 was a qualified EP who is being onboarded and will start in March 2022. The other 3 are currently training and have been offered a job subject to qualification although this will not be before September 2023.</p> <p>Internal SCC Business Support staff have been redeployed to help with capacity for phase transfers as has a Business Support Manager to manage the temporary team. We have also secured further temps, These staff will need to be trained before there is any impact. This will be done over the before the second week in January 2022.</p> <p><b>Performance</b></p> <p>Performance report is being looked at and Harriet revamping the report. Should be done in time for next meeting.</p> <p><i>Timeliness- the percentage of new EHCNAs completed in 20 week has dropped.</i></p> <p>This is due mainly to the issues explained above regarding EP capacity and in addition because family Services teams have been directing capacity to ensure phased transfers are processed. The increase in business support mentioned above will increase the capacity to send out new plans too.</p> <p><i>Phase Transfers</i></p> <p>Business Support staff have been redeployed to help with capacity for transfers as has a Business Support Manager to manage the temporary team. We have also secured further temps (as indicated above)</p>
3.	<p><b>SEN Remedies</b></p> <p>RH stressed our intention to reduce the number of families who end up going to LGCSO or Tribunals by improving the provision and service.</p> <p>RS pointed out that Tribunal and LGCSO issues are a national issue. Suffolk’s tribunal rates are on a par with other similar LAs.</p> <p>TW stressed the importance of effective early intervention.</p>
4.	<p><b>AOB</b></p> <p>Membership of Board – AC to give list of Health people for next meeting for consideration</p> <p>Agreed that PCF should have 2 members on Board.</p> <p>TW asked re notes of meetings being made public – RH would like these notes to be made public. Agreed.</p> <p>Scrutiny – Very useful meeting. Draft recommendations came out yesterday</p> <p>Lincolnshire Review – progress is being made but is slower than would be due to staff issues. Capacity review shows that money requested from SCC for current financial year and future is sufficient.</p>
	<p><b>Forward Agenda Planning and Dates of Future Meetings:</b></p>

6 Jan 2022 at 9.30-11am - Report on LGSCOs – Jane Swift

20 Jan 2022 at 9.30-11am - Report on PEX – Maria Hough

3 Feb 2022 at 9.30-11am

Invite Beth Moseley and Claire Darwin to a future meeting to discuss mental health work in schools.

Review frequency of meetings in February. AC to get fortnightly meetings set up until end of March 22.