



SEND Accountability Board NOTES

Title of Meeting:	SEND Accountability Board	
Purpose or Mandate:	Management of the Children and Young People's Service	
Date:	Wednesday 16 February 2022	
Place:	MS TEAMS	
Time:	12.00-13.30 pm	
Attendees:	<p>Members</p> <p>Cllr Rachel Hood, Cabinet Member for Education, SEND and Skills - Chair</p> <p>Toni Wasag, Chair of Suffolk Parent Carer Forum</p> <p>Sue Willgoss, Suffolk Parent Carer Forum</p> <p>Cllr Jessica Fleming, Chair of Health Scrutiny Committee</p> <p>Cllr Chris Chambers, Assistant Cabinet Member for Ed, SEND & Skills</p> <p>Officers reporting to the Board</p> <p>Allan Cadzow, Corporate Director CYP</p> <p>Ros Somerville, AD Inclusion</p> <p>Optional attendees</p> <p>Sue Cook, Executive Director for People Services</p> <p>Nicola Beach, Chief Executive</p>	
Apologies:	<p>Cllr Chambers</p> <p>Sue Willgoss</p> <p>Nicola Beach attended until 12.30</p>	
Invited Guests:		
Minute-taker:	AC	
Distribution List:	SAB membership	
Item No.	Item Description	
	Apologies	As above

1.	Notes of last meeting and actions arising	<p>SUMMARY OF MAIN POINTS:</p> <p>Notes agreed</p> <p>ACTIONS / OUTCOMES:</p> <ol style="list-style-type: none"> 1. Position statement on sensory processing being produced (RS) aim to utilise the work already completed in one part to the County if this is possible then this will expedite the timescales on this for deliver before new academic year. <p>Priority 2 group has set up 3 additional workstreams for the EHCNA process –</p> <ol style="list-style-type: none"> 1) A sub-group is being established to map MH pathways, to include P&TS, Clinical Psychology, NDD, DCO team, SES SEMH Service, NSFT and the PCF representatives 2) A sub-group as above to map health services at the universal/primary care stage, to include DCO team, Community Paeds, reps from the Healthy Child Programme. 3) A sub-group as above to look at the EHCNA pathway, to include FAQs. <ul style="list-style-type: none"> • It was agreed that a point of contact for families re the process and questions should be clearer on the LO. • Health colleagues shared that the LO needed more time and investment to aid families’ understanding of the universal offer. N&W colleagues shared their work with the ‘One Norfolk’ website. • Social Care colleagues identified that it is not the content available on the LO but the way in which it is presented.
2.	Update on Complaints, Enquiries and LGSCO actions	<p>SUMMARY OF MAIN POINTS:</p> <p>Complaints are being kept up with.</p> <p>LGSCO decisions will be coming out bunched due to logjams in LGSCO processes due to pandemic so will refer to quite old complaints.</p> <p>ACTIONS / OUTCOMES:</p> <ol style="list-style-type: none"> 1. Need to have a plan to respond to LGSCO recommendations.
3.	Update on staffing and recruitment	<p>SUMMARY OF MAIN POINTS:</p> <p>Sickness much improved but this week one team has 3 staff members off sick with Covid.</p>

		<p>Recruitment drive will be starting later this week – further planning meeting tomorrow to finalise this. Will be about 30 people altogether.</p> <p>Creating another team to manage PEX process which will create some capacity in Family Services</p> <p>ACTIONS / OUTCOMES:</p> <p>1. Update at next meeting</p>
4.	Update on service performance	<p>SUMMARY OF MAIN POINTS:</p> <p>82% of the phase transfers were completed by the due date of 15.02.2022 which is a very significantly improved performance.</p> <p>Timeliness of EHCPs has dropped. Reason is EP capacity which we are working on. Parents and carers are being kept informed.</p>
5.	SEND Risk Register	<p>SUMMARY OF MAIN POINTS:</p> <p>This is a partnership risk register.</p> <p>In terms of immediacy meeting the mental health needs for severely self-harming and suicidal adolescents who often have SEND needs is currently a significant area of work and concern for all partners.</p> <p>ACTIONS / OUTCOMES:</p> <p>1. Cabinet member briefing with CAMHS lead from NHSE – SC to arrange</p>
6.	DATA Improvement Plan	<p>SUMMARY OF MAIN POINTS:</p> <p>RS went through this. iHub and Inclusion working together on this. Also working closely with Capita and exploring a solution with Liquid Logic.</p> <p>ACTIONS / OUTCOMES:</p> <p>1. AC to send report to James Reeder (COMPLETED)</p>
7.	Recommendations from CYP Scrutiny	<p>SUMMARY OF MAIN POINTS:</p> <p>For recommendation F it was felt more appropriate for such issues to be directed to AC.</p> <p>There was discussion around recommendation C. Purpose of SEND AB is for RH to have oversight of SEND and to call officers to account. The membership is sufficient for that purpose.</p> <p>ACTIONS / OUTCOMES:</p> <p>1. AC to contact Graham Newman re recommendation F (COMPLETE)</p>

8.	Any other business	None
9.	Forward Agenda Planning and Dates of Future	Meetings: 1 March 2022 at 12.00-1.30 PEX – Maria to attend for an update 17 March 2022 at 1.00-2.30 Beth Moseley and Claire Darwin to attend to discuss mental health work in schools. 1 April 2022 at 10.00-11.30