

SEND Joint Executive Board

SUMMARY OF DISCUSSION

Date: Wednesday 19 Jan 2022 Time: 9:30 – 11:30am

Attendance:

NAME	Role	Organisation	Present (Y/N) Apologies
Ann Graham (Chair)	Director of Children's Services	Haringey - Local Authority	Y
Rachel Lissauer (Joint Chair)	Director of Commissioning	Haringey CCG	Y
Karen Oellermann	Service Improvement Manager	Haringey - Local Authority	Y
Jackie Difolco	Assistant Director – Early Help, Prevention & SEND	Haringey - Local Authority	Y
Cllr Zena Brabazon	Cabinet Lead Member, Early Years, Children and Families; Labour Member for Harringay Ward	Haringey - Local Authority	Y
Charlotte Pomery	Assistant Director, Commissioning	Haringey - Local Authority	Y
Mary Jarrett	Head of Service, Integrated SEND	Haringey - Local Authority	Y
Ellika McCauley	SEN Advisory Early Intervention & Inclusion	Haringey - Local Authority	Y
Janis Rogers	Consultant Improvement Partner	Haringey Education Partnership	Y
Tim Miller	AD Commissioning - Children's Commissioning Vulnerable Adults & Children	NCL – Clinical Commissioning Group	Y
Vivienne Okoh	Joint Commissioner for Vulnerable Children – Haringey	NCL – Clinical Commissioning Group and Haringey Council	Y
Linda Edward	Senior Public Health Commissioner	Public Health	Y
Joan Kellman	Exec Personal Assistant, CYPS Minute taker	Haringey – Local Authority	Y
Vanessa Cooke	Head of Haringey Children and Young People's Services	Whittington Health NHS	Y
Amanda Bernard	Chair	Parent Carer Forum	Y
Lizzy Ngotta	Engagement Co-ordinator	Haringey Parent Carer Forum	Y
Maureen Duncan	Headteacher	The Brook Special Primary School	Y
Caroline Brain	Head of Strategic Improvement	Haringey - Local Authority	Y
Dr Brickhand Ramruttun	Interim Head of Service	Haringey Learning Disability Partnership	Y
Susan Oti	Assistant Director	Public Health	Y
Sian McDermott	Headteacher	Rowland Hill Nursery School & Children's Centre	Y
Harriet Lewis	Interim Haringey SENDIASS	Markfield Project	Y
Sarah Miller	Haringey SENDIASS Manager	Markfield Project	Apologies
Stephanie Buckingham		Parent Carer Forum	Apologies
Adam Gowland	Programme Lead, Strategic Improvement Programme	Haringey – Local Authority	Apologies
Jeni Plummer	Interim Assistant Director	Adults Social Services	Apologies
Geoffrey Ocen	Chief Executive Officer	Bridge Renewal Trust Voluntary Sector	Apologies
Beth George	Project Manager - CYPS	Haringey - Local Authority	Apologies
Cheryl Yates / Emily Boland	Therapies and Specialist Nursing	Whittington Health NHS	Apologies
Liz Alsford	Therapies and Specialist Nursing	Whittington Health NHS	Apologies

Agenda Number	Action/Decision	Action Owner
1.	Welcome & Introductions – (Chair, Ann Graham)	
1.1	Apologies: Noted above.	
2.	<p>Minutes of the last meeting and outstanding Actions:</p> <p>Agreed as an accurate record.</p>	
3.	<p>Launch of Ordinary Offer of Education</p> <p>Refer to presentation circulated SEND Support Guidance for schools re: resources and support for children within school settings. The guidance has been co-produced with parents, Haringey Education Partnership, Inclusion Team, SENCO Representatives, Educational Psychology, and students (through the Pupil Voice Project). Guidance can be found here: SEND Support Guidance Haringey Council.</p> <p>ACTION 1– The board asked for a progress update evidencing the impact of the guidance in 9 – 12 months. This will be added to the forward plan. (JK)</p> <p>ACTION 2 - Eveleen Riordan to receive a copy for presentation to the Friday Schools’ meetings, so that they are aware prior to there being an EHCP discussion. (EMcA)</p>	
4.	<p>Revised Terms of Reference and Membership</p> <p>Refer to document within pack, Comments and amendments from board members received to inform a revised version to include named individuals for organisations.</p> <p>ACTION 3: ALL to email any comments directly back to joan.kellman@haringey.gov.uk</p> <p>ACTION 4: Review membership list and update calendar invitations – MJ/JK</p> <p>A decision is required regarding whether the minutes of board meetings should be published on the Local Offer website under the ‘SEND Transformation Programme’ webpages.</p> <p>ACTION 5: Minutes of SEND Executive Board to be published on local offer as a trial for two meetings then reviewed – JK</p>	
5.	<p>SEND Strategy and Written Statement of Action Presentation for noting</p> <p>JD and MJ provided headlines on progress made within the SEND Strategy and WSOA.</p> <ul style="list-style-type: none"> o All feedback provided through formal consultation and WSOA workshops and other mechanisms has been incorporated into both the strategy and WSOA. o SEND Strategy is making its way through governance processes and will be published in March 23. o WSOA submitted to Ofsted by the deadline of 11 Jan, pending feedback and approval, expected w/c 24 Feb. Once approved, it will be published on the local offer with quarterly progress reports provided to the SEND Executive. <p>Cllr Brabazon thanked all for contributing to the WSOA</p>	

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	<p>It was agreed that our aim is to achieve compliance with legal timeframes for EHCPs and Annual Reviews, however in discussion with SEND Advisers from the DFE, a target of 80% was deemed acceptable as an ambitious target from the current baseline. The ambition will always be to achieve 100% completion and targets can be reviewed as performance improves.</p>	
6.	<p>Implementation of CACI System</p> <p>The Board were asked to note the presentation, key headlines included:</p> <ul style="list-style-type: none"> o Electronic database to record EHCP's and annual reviews which will help improve quality, timeliness and improve communication, planning and commissioning. o Shared portal with schools admissions which can be accessed by partners, parents and carers. Access can be gained from a safe portal on a shared computer or device. o Health, Education, and parent/carer representatives will be involved in the planning and implementation of this system. <p>discussion took place regards access by parents and carers who do not have IT skills or English as a first language. Board members agreed that this should be considered as part of the implementation group. Other actions include consideration of digital inclusion and support for families to access the system.</p>	
7.	<p>New Local Offer Website</p> <p>An update was provided on developments of the local offer which included new sub sections and updated content. This is work in progress and being further developed through the local offer task and finish group. The Board were asked to note developments and promote the Local Offer Website within networks.</p>	
8.	<p>Parent Carer Forum Update and for noting:</p> <p>The Forum started in Nov.2021 and current membership is 60+ Contact has been made with Special Schools, Mainstream, and colleges. Steering group is up and running and meets formally next week, with the Chair and vice-Chair in place.</p> <p>Bridge Renewal Trust has oversight and a grant from Contact has supported with the setting up.</p> <p><u>Work undertaken:</u> Too much to do, but have been constituted with policies in place, GDPR – new parents' agreements etc, and constructive challenge and change.</p> <p><u>Input into the WSOA</u> has been fundamental in building confidence and already they feel that their voices have been heard, views are being listened to and incorporated.</p> <p><u>A new engagement event is planned to gather parents' views and an opportunity to join the group.</u> Date: 7Feb22 walk and talk in Finsbury Park. Flyers are available but it would be helpful to have the SENDCO mailing list assist this.</p> <p>ACTION 6: Share SENDCO mailing list with PCF - EMcA</p> <p>Open line of communication with genuine partnerships working doing training, meeting with Mary periodically and looking forward to training for the Steering Group and then the wider group later.</p>	

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	<p>Monthly meetings are moving to quarterly in line with the academic year.</p> <p><u>Steering group meetings</u> – A series of monthly catch-up meetings to discuss proposals are in place.</p> <p>AL stated on behalf of the PCF steering group, thank you for hearing us as parents and taking this on board. Co-production has a different meaning to everyone, and we are looking forward to a wider group meeting.</p>	
9.	<p>ISOS Work – Proposal for information and advice</p> <p>Independent specialist consultants have been commissioned to work with schools to review the current model of SEND support in schools, exploring a range of options to adopt an early intervention approach.</p> <ul style="list-style-type: none"> ➤ Phase one: Building a picture of the context around SEND in Haringey (January – March) ➤ Phase two: Shaping options and proposals for the future system (April - June) ➤ Phase three: Recommendations and Implementation plans (July to September) ➤ It is proposed that up-date Reports in relation to this work are presented to Schools Forum in March; June and September 2022. <p>ACTION 7: Update to be provided at SEND Executive Board at 23 May 2022 meeting (MJ/JK)</p>	
10	<p>Sub-Group meeting updates</p> <p>Priority has been to support WSOA work, sub group dates across all themes have been set, progress report to resume from next meeting.</p>	
11.	<p>Proposal and Decision to launch the discount card scheme as part of the Disability Register</p> <p>The Board were asked to consider whether we should have a discount care scheme attached to the implementation of the Disability Register. Board members agreed it would be good to have this, however further work was required to fully understand the options presented and whether this is something that could be delegated to the Parent Carer Forum.</p> <p>ACTION 8: Update to be provided at next meeting - MJ</p>	
12.	<p>Any Other Business: None</p>	