
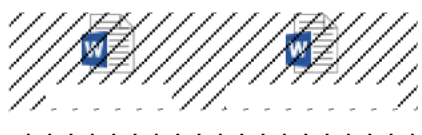


Present: Jackie Lown (Chair) (JL), Ellie Gray (EG), Grace Davidson (GD), Elizabeth Holmes (EH), Jamie O'Brien (JO'B), [redacted], Lesley Gilson (minutes) (LG), Sarah Keenan (SK), [redacted], [redacted], Kate Jagger (KJ)

		ACTION
1.	Apologies – Clare Brown and Sheena Withers	
2.	<p>Minutes from the Last Meeting (22.10.18) and Matters Arising</p> <p>[redacted] and SK to meet to look at SEND 0-25 Quality Assurance data. [redacted] to action to progress the customer journey mapping with EHCCO.</p> <p>Children and Young People's Participation and Engagement Group – [redacted] and LG reported that attendance has improved.</p> <p>EG to ask Angela Potter about storyboards.</p> <p>SEND data report - KJ to circulate draft by 15 Feb, JL reminded members to treat this paper as confidential.</p> <p>Joint Commissioning Strategy – SK reported that this does not need to be signed off at Cabinet.</p> <p>JL to speak to Yvonne Rhodes/[redacted] about a Business Management Unit representative to attend the SEND (0-25) Board.</p> <p>[redacted] to identify a health representative to sit on the Children and Young People's reference group.</p>	<p>[redacted] /SK [redacted]</p> <p>EG</p> <p>KJ</p> <p>JL</p> <p>[redacted]</p>
3.	<p>Performance Indicators Dashboard</p> <p>KJ circulated paper – see attached.</p>  <p>2019.02.07 0-25 SEND Board - Perfor</p> <p>JO'B to circulate data which he presented to the SEND QA and Data subgroup last week.</p> <p>SK asked subgroup chairs to send identified performance measures to her for the SEND QA and Data subgroup to monitor by 15 February 2019.</p>	<p>J'OB</p> <p>Subgroup Chairs</p>
4.	<p>SEND Strategy and Self Evaluation Framework Update</p> <p>The SEND Strategy was approved by Cabinet last Autumn.</p> <p>SEF has being refreshed and is live on the Local Offer. Additions to the SEF includes improved introduction, four priority areas, task and finish groups and colour coding improves the layout.</p> <p>JL asked how we could get the SEF messages across social care and health colleagues. GD said that as well as this going into the Team Brief, she will raise at area managers meetings. EH suggested service areas linking action plans to the SEF.</p>	<p>GD</p>

	<p>[redacted] EG to look at producing a SEF on a page document.</p> <p>[redacted] discussed how the SEF could be communicated to parent carers and EG suggested that a few points could be lifted from the SEF to communicate to parent carers.</p>	<p>[redacted] /JL</p>
<p>5.</p>	<p>Subgroup Action Plans</p> <p>PfA Subgroup – LG updated on the action plan. The action plan has six sections: Co-production, Service Delivery, Education and employment, Community Inclusion, Health and Supported Living. Priorities for the next six months include: further engagement with TYLER, working with the carer’s service to develop their offer and visit parent carer support groups to raise awareness of PfA. Organise a market place event for professionals, review the transition protocol, and recruit a dedicated PfA post in specialist services. Embed a procedure to capture and analyse data in EHC plans and engage with local employer to encourage supported internships.</p> <p>Local Offer Subgroup – LG updated on the action plan. Action plan priorities in the next six months include EYPCF carrying out commissioned piece of work, agreeing and implementing marketing plan, improve co-production information on the local offer and look at bringing together LOOK AHEAD newsletter and FISH bulletins into one Local Offer branding.</p> <p>Participation and Engagement Subgroup – LG update on the action plan. Action plan priorities in the next six months include supporting TYLER to increase members and improve links with schools and colleges, raise awareness of the MCA and provide opportunities for young people to socialise.</p> <p>Training and Development Subgroup – EH updated on the action plan. The group has created a spreadsheet to capture training delivered, discussed experiences of co-produced training and how this could be developed into a guide and looked at rolling out York’s graduated response model.</p> <p>SEND QA and Data Group – SK updated on the action plan. The group reviewed their action plan at this month’s meeting, and how health and social care can be more involved in a QA model. A task and finish group will be set up to work on this and need to involve CLA and the virtual headteacher. Monthly QA meetings need to start to include draft EHC plans. In June and September a wider QA session will include wider professionals and parent carers, and also ask young people how they would like to be involved. The group will also be looking at the SEN2 data and what needs to be improved, a task and finish will be set up to work on this. A current focus is on timeliness and year 6 and year 11 transitions.</p> <p>EG thanked everyone for the huge amount of work that is happening. Subgroup chairs to do an exception report at the next SEND (0-25) Board meeting.</p>	<p>Subgroup Chairs</p>
<p>6.</p>	<p>Inspection Readiness / Peer Challenge</p> <p>Redacted</p>	

	<p>Redacted</p>  <p>The LA readiness pack includes the following information: staff roles and responsibilities, Keeping in Touch (KIT) meetings, 0-25 subgroup preparation and content of the extended telephone conversation with the Nominated Lead Officer, EG.</p> <p>EG to add Jamie O'Brien to the staff list who will attend the Monday morning meeting.</p> <p>The external readiness pack is a reduced version which excludes the LA information and extended telephone conversation.</p>	
7.	<p>Parent Carer Forum (PCF) Update</p> <p>[redacted] updated on PCF activity: Irwin Mitchell MCA training offered to parent carers, Knowledge, Information and Support sessions running across the East Riding (included printed folder with Local Offer leaflets included). [redacted] has attended a voluntary sector meeting in Bridlington, a co-production meeting at County Hall, delivered in co-production with local authority and health a presentation to GP's and attended a drop in session at Bay Primary School. On a regional level the PCF are attending a meeting with other PCF to discuss accessing peer support.</p>	
8.	<p>Autism Support Group Update</p> <p>EG updated the group on a meeting with the group leader to discuss training for voluntary groups to be more inclusive for SEND children and young people. The group are also organising activities during Easter. The local authority will fund the shortfall of £2,000 to the group and someone from the 0-25 team will engage and work further with this group.</p>	
9.	<p>SEND Resources Update</p> <p>Capital Funding – an additional £300,000 funding over the next three years. EHCCO team – three new EHCCO's started in post in January 2019, with a fourth starting on 18 February. Commissioning Assistants will increase from three WTE to five WTE.</p>	
10	<p>CYP Joint Commissioning Strategy Update</p> <p>The Joint Commissioning Strategy does not need to be approved by Cabinet. It will be an agenda item on the Health and Wellbeing meeting in March.</p>	
11.	<p>Any other Business</p> <p>National Co-production Week is 1-5 July 2019.</p>	
12.	<p>Date and Time of Next Meeting</p> <p>Thursday 9 May 2019 at 1.30pm in the East Yorkshire Room</p>	