

Present: Jackie Lown (Chair), [redacted], [redacted], Grace Davidson, Kate Jagger, Clare Brown, Lesley Gilson (minutes)

		Action
1.	<p>Welcome and Apologies</p> <p>JL welcomed everyone to the meeting.</p> <p>Apologies were received from [redacted] and [redacted]</p>	
2.	<p>Minutes from the Last Meeting (31.10.2016) and Matters Arising</p> <p>The minutes from the last meeting were agreed as a true record.</p> <p>Action for [redacted] - JL clarified that we have this information.</p> <p>Young Carers Strategy - JL has asked Phil Jackson about updating this strategy.</p> <p>PfA temporary post - decision record currently in the process.</p> <p>Co-production Charter - [redacted] is waiting for Health sign off.</p>	
3.	<p>Inspection Readiness / Performance Indicators Dashboard</p> <p>LG provided an update which included the group agreeing to the following actions:</p> <ul style="list-style-type: none"> • Update Ofsted Readiness Pack and circulate to group • Update SEF with [redacted] • Attend all workstream meetings to review terms of reference, membership, storyboards and action plans • Produce a quarterly SEND briefing paper • Work with Kate Jagger to produce an Ofsted inspection dashboard. Kate to present at next meeting <p>JL asked if all action plans could include a new column 'What Good looks like'.</p> <p>LG to arrange with GD to attend Children's Social Care Cluster meetings.</p>	<p>LG LG LG LG KJ</p> <p>LG</p>
4.	<p>Overview of Action Plans from each Sub-Group</p> <p><u>Participation and Engagement Group of Children and Young People</u> Action plan was circulated. The FISH team has an SLA to deliver on this workstream. JL asked if TYLER members could be invited to a future meeting. LG to feedback to FISH.</p> <p><u>Preparing for Adulthood</u> Nothing to update, LG and CB are meeting later today to arrange a PfA workstream meeting.</p>	<p>LG</p> <p>LG/CB</p>

	<p><u>Local Offer / SEND IAS</u> Report circulated. JL agreed that this group required a new Chair and suggested Ellie Gray (CCQMT Manager). JL to speak with Ellie. This would be an opportunity for the terms of reference and membership to be reviewed once Ellie takes up post. Currently no representative from Adult Services sit on this group.</p> <p><u>Joint Commissioning</u> [redacted] provided a verbal update. The action plan is to be updated and circulated.</p>	<p>JL</p> <p>JC</p>
5.	<p>EHC Planning and Personal Budgets</p> <p>[redacted] and Annette Benstead attended to provide an update on the action plan. The group last met in November 2016. [redacted] will replace [redacted], and Rachel Kirk will be invited. SEND guidance and e-learning was shared at the SENCO Forum, a further launch is to be planned. Group to look at deprivation of liberty e-learning package. Annette has worked on a list assigning each case to an EHC Plan Co-ordinator.</p>	
6.	<p>SEND 0-25 Training and Development</p> <p>Elizabeth Holmes is the lead on this workstream and attended the meeting to discuss the circulated action plan. SEND e-learning has been produced, training needs analysis to be undertaken, graduated response flowchart produced [redacted] (ERYC Training and Development team) has accepted the next meeting invite.</p>	
7.	<p>Terms of Reference</p> <p>Current terms of reference discussed and will be carried forward to the next meeting.</p>	
8.	<p>Any other Business</p> <p>None.</p>	
9.	<p>Date and Time of Next Meeting</p> <p>Thursday 11 May at 2.00 – 4.30pm in the Holderness Room, County Hall</p>	