




Present: Jackie Lown (Chair), [redacted], [redacted], Grace Davidson, Ellie Gray, Kate Jagger, Clare Brown (for Items 1, 2, 7) Lesley Gilson, [redacted] (minutes)

		Action
1.	<p>Welcome and Apologies</p> <p>Apologies were received from [redacted]</p>	
2.	<p>Minutes from the Last Meeting (02/02/17) and Matters Arising</p> <p>The minutes from the last meeting were agreed as a true record.</p> <p>Young Carers Strategy - [redacted] is updating this strategy.</p> <p>PfA temporary post - decision record signed off and post out for advert.</p> <p>Co-production Charter - [redacted] [redacted]. [redacted]</p>	[redacted]
3.	<p>Inspection Readiness</p> <p>LG provided an update which included the group agreeing to the following actions:</p> <ul style="list-style-type: none"> - Workshop held to begin the update of the SEF. LG and [redacted] to provide further update at the next meeting - Ofsted readiness pack to be signed off and circulated - LG to draft a Quarterly SEND Briefing - Work with Children's Social Care progressing – bite-size training and e-learning being rolled out <p>JL provided some key considerations from SEND Area Inspections:</p> <ul style="list-style-type: none"> - Need to ensure we are using data to inform decision making - Work has started with Mike Furbank's School Improvement team to address issues with consistency of practice. Pupil group outcome data may be able to help with this work. KJ to attend next meeting with MF and JL. - EHC Planning Group moving towards becoming a 0-25 QA and Monitoring Group – this should also help to tackle issues of inconsistency - There is a need to continue to promote the Local Offer. Options to explore <ul style="list-style-type: none"> - analysis of access routes (google, direct etc.), new marketing materials, Search Engine Optimisation <div style="text-align: center;">  <p>LA SEND Inspection Notes march 2017.do</p> </div>	<p>LG[redacted]</p> <p style="text-align: center;">LG</p> <p style="text-align: center;">KJ</p>
4.	<p>Performance Indicators Dashboard</p> <p>KJ provided an update on performance and the Specialist Services Performance.</p> <p>Indicators Dashboard:</p>	

	<ul style="list-style-type: none"> - KJ demonstrated the Local Area Interactive Tool (LAIT) – this can be accessed online - https://www.gov.uk/government/publications/local-authority-interactive-tool-lait - The dashboard has been completed. The next step is to populate with data - KJ circulated a briefing note describing some of the patterns and trends identified from a range of national data sources relating to SEND. The briefing note is attached:  SEND in East Riding.docx 	
5.	<p>Participation and Engagement of Children and Young People</p> <p>LG provided an update on the work of the Participation and Engagement of Young People Working Group. This group is now being chaired [redacted]- Manager - Early Years and Families Information Service:</p> <ul style="list-style-type: none"> - A meeting of the group was held in March – chaired by Lee Wilkinson with support from Aneliese Foster - There is a need to continue to actively promote TYLER - TYLER will need to be prepared to speak to inspectors as part of a SEND local area inspection – LG to pass to LWi - Agreed - Corey from TYLER to attend the next meeting of the SEND (0-25) Group with Aneliese Foster 	LG
6.	<p>Overview of Action Plans from each Sub-Group</p> <p><u>EHC Planning and Personal Budgets</u> The EHC Planning and Personal Budgets group is going to re-configured as an SEND (0-25) QA and Monitoring Group. Ellie Gray will chair. First meeting to be held in June.</p> <p><u>Joint Commissioning</u> New action plan to be developed and circulated.</p> <p><u>Sub-Group Structure</u> Action – [redacted] to revise the diagram of active sub-groups and circulate</p>	EG [redacted]
7.	<p>Preparing for Adulthood Update</p> <ul style="list-style-type: none"> - The PfA Project Group is now meeting regularly again with new membership - Starting to validate data sets at individual level - Beginning to plan and develop new PfA pathways – co-produced by CFS and Adults - Responses from parent / carers regarding High Needs Funding – some issues fed back - Requirement to improve access to information about PfA – particularly from Adults side - Two broad workstreams – Pathways and Commissioning - A larger project group meeting will be arranged to include parent / carer reps 	

	[redacted]	[redacted]
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>	
8.	<p>Review of the SEND Strategy</p> <p>LG has conducted a review of the current SEND Strategy (see embedded document).</p>  <p>SEND Strategy update.docx</p> <p>This needs to be a local area strategy and will require input from Health, Public Health and Social Care as well as parent / carers and young people.</p>	
8.	<p>Any other Business</p> <p>Any comments on the Terms of Reference to JL before 19 May 2017.</p>	ALL
9.	<p>Date and Time of Next Meeting</p> <p>Thursday 20 July 2017 at 2.00 – 4.30pm in the Haltemprice Room, County Hall</p>	