

# Minutes

## Isle of Wight SEND Partnership Board


**Date**

Wednesday 20<sup>th</sup> August 10:00am




**Format**



Virtual - Microsoft Teams




**Attendees**



Name	Initials	Role	Organisation
Ashley Whittaker (Chair)	AW	Strategic Director of Children's Services	Isle of Wight Council
Amie Cass (minute taker)	AC	PA to Strategic Director of Children's Services	Isle of Wight Council
Amy Milford-Wood	AM-W	Parent representative	Isle of Wight SEN Support
Cally Wareham	CW	Cluster Lead for Children and Young People Services	Child and Adolescent Mental Health Service (CAMHS)
Claire Collins	CC	Service Manager	Autism Inclusion Matters (AIM)
Clair Etchell-Johnson	CE-J	Head of Learning - Access, Foundation Skills, High Needs	Isle of Wight College
Daron Perkins	DP	Service Manager – Adult Social Care - Mental Health and Learning Disability	Isle of Wight Council
Freya Sadler	FS	Parent representative	Isle of Wight SEN Support
Jade Kennett	JK	Service Manager Strategic Development	Isle of Wight Council
Jo Dare	JD	CEO	Youth Trust Isle of Wight
Julie Lambert	JL	Post-16 Manager	Isle of Wight Council
Kate Evans	KE	Quality and Performance Officer	Isle of Wight Council
Laura Gaudion	LG	Director of Adult Social Services and Housing	Isle of Wight Council
Matt Powell	MP	Head of SEND	Integrated Care Board



Mel Price	MPr	Senior SENDIASS Officer	SENDIASS Hampshire and Isle of Wight
Naomi Carter	NC	Service Director – Education, Inclusion and Access	Isle of Wight College
Natalie Sheppard	NS	Headteacher	Carisbrooke College
Ruth Hayles	RH	Team Manager Youth Justice Service	Isle of Wight Council
Sian Broome	SB	Head of School	St Mary's Catholic Primary School
Teresa Brimble-Brennan (Guest speaker)	TB-B	Supporting Families Project Officer	Isle of Wight Council



<b>Agenda Item</b>	 <b>Record of discussion</b>	 <b>Actions</b>
1	<b>Introductions, welcome and apologies</b>  We have received a few apologies for this meeting.	
	Ashley shared the sad news about Carly Wharton from the SEND team who passed away recently after a battle with cancer. Carly was dedicated to improving SEND on the Island, she was a valued colleague and great member of the team. Ashley gave people a minute to reflect and think about Carly.  Her funeral will be held on the 1 <sup>st</sup> September.	
2	<b>Insights from young people – Presentation about Young Inspectors</b>  Teresa Brimble-Brennan joined as a guest speaker. She shared a presentation about the work of the Young Inspectors.  The Young Inspectors are a group of young people, who come along to sessions, events and venues to provide their feedback. We then feedback to providers what the young inspectors say, for example: swimming sessions are too soon after school for young people to access.  Amy shared that she used to run a shortbreaks service. She noted that sometimes higher needs children aren't able to access services for a number of reasons, often due to travel.	



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	<p>Teresa added that parents/carers can stay in session with young inspectors. The team will always find ways to overcome barriers so young people can access services.</p> <p>Family centres were always aimed at ages 5 and under; now trying to increase age range. Young Inspectors said the Family Hubs needed to be more colourful and have fidget toys. Recently the young Inspectors have returned to Sandown Family Hub to see changes put in place as a result of their feedback. It is now a brighter space, with more toys and activities. This increases the Young Inspectors sense of worth; they are providing their feedback free of charge, giving up their own time and they can feel rewarded when they can see the changes they have helped make.</p> <p>Ashley added that with the social care reforms, there is a national push for Family Centres to be inclusive of a wider age range.</p>	
3	<p><b>Insights from parents, carers and voluntary sector representatives</b></p> <p>Ashley gave an update on the Parent Carer Forum. They have been formed but are still in the process of fully establishing as a group.</p> <p>Freya shared some feedback. She has been sending out a regular poll to parents and carers in the IW SEN Support group. The August poll included questions about families affected by the under 11 Youth Trust referrals being paused. A few families confirmed they have been affected by this. The poll also asked what is working well within the Local Authority SEND team and what can be improved. Communication has come up as a common theme for improvement and some have voted that things are going well. Ashley said he welcomes specific feedback from parents and carers.</p> <p>Jo confirmed that the Youth Trust under 11 referrals are still on hold and that there is a review meeting with commissioners in September. The referrals were paused due to the sheer volume being received. Jo said she could give Freya and Amy more detail around how commissioning and contracts work and the level of resources to carry out the under 11's work. This might help to make a case to commissioners.</p>	<p><b>Action</b> - Jo Dare to meet Amy and Freya.</p>

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	<p>Amy asked Jo what is happening in the meantime and how is it being evidenced who would have been referred for the under 11 support if the service was open.</p> <p>Jo said that there is a risk of not knowing this information but that anyone contacting Youth Trust asking for support, are being signposted, e.g to Supporting Families, Mental Health Support Team in schools. Ashley added that it is important for people to know about all the services available and improving this is incorporated into Workstream 1.</p>	
4	<p><b>Update on Neurodiversity Pathways</b></p> <p>Amy said there was a meeting planned which was put on hold whilst the ICB spoke to the Parent Carer Forum.</p> <p>Naomi said all of the workstreams have only just gone live. Matt and Naomi met with all workstream leads before Summer holidays , and progress is expected to accelerate from September. The foundations are in place, leads have decided how they will set their meetings up and how they will feedback into this board.</p> <p>The Health Scrutiny Committee asked for an item on children's mental health. Jo Dare, Cally Wareham, Ashley and Emma Meek, a range of commissioners and providers met with the committee for a session. This was a useful session, and elected Members were very engaged. More information is available, including the presentation, on the council's website <a href="#">here</a></p>	<p>Agenda item to be carried forward to next meeting.</p>
5	<p><b>Preparation for Local Area SEND Inspection</b></p> <p>The island was last inspected in 2019 under the previous framework and we can expect an inspection soon.</p> <p>Naomi mentioned that a spreadsheet for Annex A documents has been created to collate all documents. Matt highlighted that one of the key requirements is to conduct multi-agency audits involving health, social care, and education. These audits focus on the journeys of children and young people receiving SEND Support and</p>	



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	<p>with an EHCP, across various stages such as pre-school and post-16.</p> <p>The aim is to review each case to identify whether anything could have been done differently, and to categorize them based on the primary area of concern—whether it's a health issue, a social care issue, or primarily related to SEN.</p> <p>Matt and Naomi asked partners to please submit Annex A information and data when requested so it can be collated.</p> <p>Naomi is having meetings with strategic leads monthly. There are a large number of people who have not been through the inspection process before. ICB colleagues also join regularly to discuss inspection preparation.</p> <p>Sian asked what the expectation is on schools. Naomi clarified that 6 children across the whole system will have a deep dive audit as part of the inspection, therefore schools will be contacted individually for information.</p> <p>Ashley explained how an inspection begins. On the Monday morning, they request a list of all children who have an Education, Health and Care Plan and all registered for SEN support in school (plus whether the child is on a Child Protection plan, Child In Need plan, etc), within 24hrs. They receive that the following morning, then in the afternoon they share a list of 6 children that they want to audit.</p> <p>The audit is about looking at the quality of work that is going on to support young people on the Island.</p> <p>Ashley said the planning is under way and there could be a potential dry run of the inspection in September.</p> <p>It will be important to brief colleagues across children and adult social care about the inspection. Matt raised that some other Local Authorities hold Health and Social care drop in's once a month to share information about this. Kay asked to receive some comms to share with all social care staff to make them aware.</p>	<p><b>Action</b> - Naomi to send Kay a PowerPoint about inspection to be shared wider</p>





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	<p>Daron said he will pick up further with Naomi. Laura suggested a targeted briefing to hit the right people in adult services.</p>	
6	<p><b>Focus on two transformation plan workstreams:</b></p> <p>It was agreed that at each meeting we will review 2 of the workstreams. Each workstream is therefore reviewed on a 6 monthly basis in this meeting. Workstream leads will fill out a template prior to meeting to track what is going well and what isn't.</p> <p><b>Workstream 1 (Co-production, Voice of Children and Young people and Their Families)</b></p> <p>Emma Meek is leading on this workstream alongside the Parent Carer Forum (PCF). The PCF is working with Contact and more progress is expected in September. Unfortunately, Emma could not attend this meeting to share her update.</p> <p>Amy asked for Emma's update to be shared. Amy said she is more than happy to have conversations offline about how parents and carers can be included more in decision making whilst the PCF becomes established. Amy added that IOW SEN Support are eager to help.</p> <p>Freya echoed that this work shouldn't be delayed because there is a group that wants to work collaboratively.</p> <p>Jo said it seems lived experience and young people's voices could get lost. There are many activities taking place across organisations right now and we risk working in silo. Ashley responded that coordinating this is what Workstream 1 will aim to do. The DFE suggest local areas work strategically through the PCF; this doesn't mean they are the only organisation involved and we will meet with other organisations too. Ashley said it would be appropriate at the moment to use the official PCF which is funded by the DFE with support from Contact. We are getting there but it is taking longer than we would like. Ashley iterated that listening to other groups is important.</p> <p>Ashley added that the former High Sheriff has been bringing together voluntary sector groups. Ashley is confident and optimistic we can appoint someone within the council to lead on this work. Lots of great work going on but it could be better co-ordinated in a more strategic way to inform our commissioning.</p>	

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	<p>Kate felt that we need to be more reflective as a group; we have come a long way already with the workstreams although it can seem frustrating at times. Part of Kate's role is to pull that information together from the workstreams, to capture voices. SEN department are looking at building relationship with parents. Whilst PCF is the initial contact, always willing to listen and have other groups reach out. Need to put in place feedback to use what parents are saying to make improvements. Lots happening behind the scenes</p> <p>Kay expanded on Ashley's point about participation. The LSCP commissioned a colleague to map all of the youth and participation work across the Island. We don't want to duplicate and ask the same young people in forums. Quite often we are asking the same questions to young people and working in silo. We must feedback effectively.</p> <p><b>Workstream 4 (Statutory Processes)</b> Nichola Smith joined the meeting to go through the workstream 4 updates.</p> <p>So far, training and development needs have been identified. The statutory SEN panel held every Wednesday has had positive feedback, this panel helps with aligning decisions to legislation. Statutory process and timeliness has improved. Educational Psychologist advice is now timely.</p> <p>Nichola shared there are challenges in EHCP advice timelines, it is not always received within statutory guidance. This is currently 34% health and 56% for education. The quality assurance of EHCPs is causing some challenge but plans are in place to improve this rapidly.</p> <p>Co-production with parent and carers is improving but still challenging. The PCF has been contacted for input. The quality of the annual review process is an area we really need to focus on. Understanding purpose of annual review, what it is there for. Timely advice is required to contribute to annual reviews.</p> <p>Some early conversations have been had with procurement about the Vision 360 auditing tool to support Quality Assurance of EHCPs.</p> <p>SEND Surgeries are being held across Education, Health and Social Care to support SENCOS.</p>	<p><b>Action</b> – Share the LSCP report with the minutes.</p>

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	<p>Phase transfer parent/carer event. SEND cluster meeting for all schools. Support stakeholders to understand statutory world of SEND. Anything we can do to support. Health looking to assign a SEND Champion.</p> <p>Ashley added he received brilliant feedback from schools about session led by Nichola about statutory processes.</p> <p>Being able to report on health 6-week timeliness percentage is a major step forward as we didn't have this data before and it is an example of how processes are improving that will allow us to improve quality.</p> <p>Kay was interested by 34% timeliness for social care; asked Nichola how we track. Nichola confirmed this is on the EHC hub. Not every child with an EHCP is on the new EHC hub. There is a phase transfer to migrate all young people over to the new management system.</p> <p>Kay also added it might be good to hold bespoke training across teams in social care.</p> <p>Claire added that for parents who can't use the EHC Hub, how is this managed? Nichola said plans can still be issued via post and the team make reasonable adjustments when needed. As a Local Authority we need to streamline things, annual reviews go onto the hub. Nichola has created a phase transfer letter, which outlines how to use the IDOX Hub, it also mentions if parents require reasonable adjustments to contact their SEND Casework officer. Claire said AIM are happy to look at the Phase transfer letter for comment.</p> <p>Jade added that there is significant work going on around training and development within the team and they are facing significant challenge with the volume of work.</p>	<p><b>Action</b> - Kay and Nichola to meet outside of this meeting for social care timeliness.</p> <p><b>Action</b> – Nichola to share draft phase transfer letter with Claire for feedback.</p>
7	<p><b>Latest SEND Performance Dashboard</b></p> <p>Kate is leading on the SEND performance dashboard. This is still a work in progress. Working groups have been formed. This will be available to look at in the next SEND Partnership Board.</p> <p>Kate has been liaising with stakeholders which has brought to light some of the nuances in data and reporting schedules. The purpose of the meetings are to interrogate what is there and look at how we can put that information together to reflect in our data in a meaningful way.</p>	
8	<b>Minutes and actions from last time, not otherwise covered</b>	



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	<p>Agenda item 10 – Amy had noted gaps in provision was not covered previously. It was a question around what is being done to address gaps in provision when services are cut.</p> <p>Claire, as Chair of the Autism Partnership Board, provided an update. Unfortunately, attendance from adult services was very limited, with only two professionals present, including a representative from the Arthur Webster Clinic. This low turnout was disappointing and impacted the meeting’s effectiveness.</p> <p>The primary purpose of the meeting was to determine whether to proceed with the existing information gathered for the autism strategy, originally intended for 2019. However, due to the outdated nature of the data and poor attendance, no decision could be made. Valuable insights were obtained from the adult consultation.</p> <p>Daron has spoken with Anne, who acknowledged the delays and staff changes. Catherine from commissioning has now taken on responsibility for the work, and consultation with adults in the community is underway. Additionally, the government is expected to release a new national autism strategy next year, prompting discussions on how to align and integrate local efforts.</p> <p>Laura raised a key point: it would be illogical to finalise a local strategy ahead of the national one. However, it was agreed that continuing with local consultation to gather views remains important. This will support co-production and ensure the local strategy is informed and responsive.</p> <p>The item remains on the agenda, and the direction of travel is clear. Representation from children’s services will need to be identified to ensure a comprehensive approach.</p>	<p><b>Action</b> – ‘Gaps in provision’ to be included on the next agenda.</p>
9.	<p><b>Any other business</b></p> <p>Cllr Andre raised that at the Youth Justice Management Board, it highlighted the high incidence of SEN in first time entrants into Youth Justice, particularly males. Ashley raised the point that data needs to be split down into EHCP or SEN Support. Ashley thinks the data may not be 100% accurate and the prevalence may be actually higher but it is good that SEND is being tracked and included in planning plus the data is being looked at. This work can fit into different workstreams.</p>	

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	<p>Naomi shared some updates:</p> <p>The loss of Carly Wharton is having a huge impact on the team. Kate is now in post for data analysis. A SEND finance officer is also in post who is working on the backlog of payments that were delayed. A service manager for SEND has been appointed, which is Steff Gleeson for 2 days per week. Steff is the Headteacher at Georges and St George's Studio school. Our new Education Psychologist (EP) is starting 1<sup>st</sup> September. Also secured a Principal Education Psychologist for 2 days per week.</p> <p>In September we will have 8 caseworkers in post. They are completing IPSEA level 1 and 2 training and a group of senior leaders have done their SEN expert level 4 training.</p> <p>School based training is also in progress. The new Education Psychologist will work with Nichola Smith and Beth Dyer to develop this. Resourced provision networks launch in September with support from our new EP. Naomi confirmed the contract with a locum EP service will continue. Ashley thanked Naomi for her perseverance to recruit to these critical posts and the quality of people we now have in the team is high.</p> <p>Claire shared that family groups are restarting in September. This includes young people groups and workshops for parents/carers on various subjects.</p> <p>Ashley raised that Richard Quigley has been running roundtable sessions; one for practitioners and one for parents/carers. Ashley asked if anyone from this board has been attending these. Amy confirmed this has already happened, with 5 or 6 people there and an IW SEN Support representative.</p>	<p><b>Action</b> - Claire to send Naomi the flyers for the groups.</p>
<p>Next</p>  <p>meeting</p>	<p>Thursday 16<sup>th</sup> October, 2pm Hybrid – Microsoft Teams/County Hall (Conference Room 5)</p>	