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**Directorate of Education and Skills**

**SEND Governance Board**

Bodiam Room, County Hall North

30 January 2023, 10.00am -12.00pm

**Notes of meeting**

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| **Item** |  | **Action** |
|  | **Present**  Paul Wagstaff, Director of Education & Skills  Helen Johns, Inclusion and SEND, Head of Service  Yasmin Malayiya, Standards and Effectiveness, Head of Service  James Richardson, Project Manager  Kathryn Kellagher, SEND and Inclusion Development Officer  Martin Ellender, Impower  Nina des Forges, Impower  Mark Wignall, Head Teacher, Downlands  Doug Thomas, APC  Eileen Darby, Chichester College  Claire Kenyon, Busy Lizzies  Gillian Santi, Chair WSGA  Jenny Boyd, Director of Children’s Services  Loretta Rogers, Assistant Director Adults Operations  Natalie McNeil, Designated Social Care Officer  Emma Bruton, Early Help  Rowan Westwood, WSPCF  Nigel Jupp, Council Member  Jay Mercer, Council Member  Jacqui Parfitt, SEND Service and Market Development Manager  Caroline Tozzi, Integrated Care System Health Lead  **Apologies:**  Louise Isa-Grada, Littlegreen Academy  Fenella Potterton, GBMet  Nicola Hoyle, Sussex Community NHS Foundation Trust  Grace Fairbourn, Early Years  Louise Fox  Rachael Lee, Designated Clinical Officer |  |
|  | **Notes of previous meeting - matters arising and actions:**  These were agreed subject to checking correct date and venue.  Actions to be carried forward:   * Comms working group to be established * Ask HR if we can establish how many schools have part-time SENCOs * Detailed look at impact data from schools in Autism in Schools project and those that have undertaken Therapeutic Thinking Training. | HJ  PW  To be future meeting focus |
|  | **Project progress and data update**  See attached powerpoint presentation.  **Discussion points from the project update:**  **EHCNA timelines**  These remain critical and the main cause is the lack of capacity within our Educational Psychologist Service (EPS).  **ACTIONS**  Continue to progress recruitment of educational psychologists, including looking abroad  Members of this group to consider what could be done within the SEND system to address the culture that a child with SEND automatically needs an EHCP.  Ask members of the SEND Partnership Forum what resources they consider schools should have in order to bolster mainstream provision, and feed this back to the SEND Governance Board. | HJ  All  HJ |
|  | **Impower Project Update**  See attached presentation.  Further data to be shared from the various pilots that Impower have set up. |  |
|  | **Focus: Local Area SEND Inspection**  To be carried forward to the next meeting.  We will circulate the Self Evaluation Framework for members to review from the viewpoint of the SEND system within their sector.  It was noted that within health, there is a commitment to SEND and CT is identifying SEND leads within provider agencies. Rachael Lee, the Designated Clinical Officer, represents the clinical element.  **ACTION:** progress implementation from audit tool (Invision 360) with financial contributions from education, health and social care.  **ACTION:** Social Care to consider designating training in SEND for social workers as business critical  **ACTION:** CT to report back to Integrated Care Board about issues raised. | **LR, JB**  **LR, JB**  **CT** |
|  | **Focus: TOR and governance**  **Governance**  This board started out as a project board, with clear actions which were put in place and are now part of business as usual.  The remit of this board needs to reflect the requirements of the Ofsted Inspection Handbook and to be more about working in partnership rather than focusing solely on challenging the Local Authority.  It was suggested that we change the name of this group to be the SEND Governance Board. It will be a system-wide board whereby members represent the parts of the SEND system that they oversee. It will aim to address challenges to the SEND system collectively.  **ACTION:** It was agreed that the current TOR do not reflect partnership working and that we need to agree new terms of reference.  There needs to be a greater understanding of how representation works in practice and a clear focus on what the data is telling us.  **ACTION:** progress data needs to be shared with the SEND Partnership Forum and stakeholder feedback on key issues obtained. A summary of this should then be circulated to the SEND Governance Board in advance of meetings, to enable members to discuss key areas of focus with their sectors.  **ACTION:** board members to get feedback from their sector about the key issues and actions within their part of the SEND system. | HJ  HJ  ALL |
|  | **Dates of meetings for the academic year 2021/2022:**  12 June 2023, 10.00 – 12.00 venue to be confirmed | |