
Children with Special Educational Needs and Disabilities (SEND)
Oversight Board Meeting held on 1st July 2021

Present:

Mel John-Ross	Executive Director of Children's Services (Chair)
Michael Potter	Service Director, Business Improvement and Human Resources
Nina Sleight	Service Director, Education, Early Start and Prevention
Patrick Otway	Head of Commissioning, NHS Barnsley CCG
Nick Bowen	Co-Chair Barnsley Schools Alliance
Joshua Greaves	Deputy CEO of Wellspring Academy Trust
Amber Burton	SEND Strategy and Service Manager
Lisa Loach	Programmes and Improvement Manager (minutes)
Jane Allen	Service Manager (PAI & EW) (observing)
Steven Harrison	Senior Commissioning Manager – SEND
Joshua Amahwe	Strategic Finance Manager
Angela Stephens	Representative, Business Improvement (item 11)

Apologies:

Alicia Marcroft	Head of Public Health
Julie Chapman	Service Director, Adult Social Care & Health
Paul Castle	Service Director, Environment and Transport
Neil Copley	Service Director, Finance
Nichola Smith	Primary Representative

1.0 Welcome, Introductions and Apologies

- 1.1 The above apologies were noted and there were no conflicts of interest reported. Mel introduced everyone who had joined the call today.
- 1.2 Steve Harrison was joining the meeting to present item 5 and Angela Stephens would be joining the meeting to present item 11.
- 1.3 The meeting welcomed Jane Allen who was attending to observe the meeting.
- 1.4 Mel informed the group that this was Nick Bowen's last meeting, and thanked Nick for his contribution to Barnsley.

2.0 Minutes of the Last Meeting and Matters Arising

- 2.1 The minutes of the 20th May 2021 meeting were agreed as an accurate record and there were no matters arising.

3.0 Oversight Board Action Log

3.1 The outstanding actions were reviewed, and updates were added directly on to the log during the meeting.

4.0 SEND Improvement Group Highlight Report & SEND Improvement Plan

4.1 Nina presented the highlight report and update from the Improvement Group.

4.2 Key actions in the improvement plan have progressed at pace during this last period with continued momentum.

4.3 The Board discussed the progress made this period and the discussion points were noted.

4.4 The Board discussed the key plans and/or activities to be completed for the next period and the discussion points were noted.

4.5 Nina highlighted the improvement work that had been started as a result of the peer challenge.

4.6 Amber highlighted to the group that the strategic leads have been revised and amended within the plan.

4.7 Mel thanked Nina for the report. There were no additional questions or points raised.

5.0 SEND Sufficiency Group Highlight Report

5.1 Steve presented the highlight report from the SEND Sufficiency Group.

5.2 SEND Placement Sufficiency Strategy schemes progressed to approval/new placements agreed in response to ongoing demand for SEND school places.

5.3 The Board discussed the progress made this period and the discussion points were noted

5.4 The Board discussed the key plans and/or activities to be completed for the next period and the discussion points were noted

5.5 Mel thanked Steve for the report and his update and invited comments/questions from the group

5.6 Nina commented that the first programme board regarding the new school has taken place and the Terms of Reference for the group have been signed off.

6.0 SEND Joint Planning Group Highlight Report

6.1 Amber presented the highlight report from the SEND Joint Planning Group.

6.2 Progress on issues related to SEND continues and is increasingly more representative of partners and stakeholders in the local area.

6.3 The Board discussed the progress made this period and the discussion points were noted

6.4 The Board discussed the key plans and/or activities to be completed for the next period and the discussion points were noted.

6.5 Mel thanked Amber for the report and the progress update. No further comments or queries were raised.

7.0 SEND Impact Group Highlight Report

7.1 Amber presented the highlight report from the Impact Group and explained that the joint planning group and impact group are being reviewed and may be merged into 1 group.

7.2 The recent peer challenge has taken place and now reported.

7.3 The last period has seen a focus on bringing together the requirements for a local area SEND dataset that spans education, health and care. Without this being in place there is a risk of not having a clear direction and focus, as identified in the peer challenge.

7.4 The Board discussed the progress made this period and the discussion points were noted

7.5 The Board discussed the key plans and/or activities to be completed for the next period and the discussion points were noted.

8.0 Highlight Report – Future Approach

8.1 Mel asked the group to reflect on the performance information and data, particularly in relation to feedback from the peer challenge

8.2 Mel reflected to the group that we might want to reconsider how we streamline our highlight reports in line with our improvement plan so that we can see our progress in relation to our priority areas.

8.3 Amber agreed that this would be better this way as it would link to the outcomes on the priority objectives.

8.4 Michael agreed with the new approach, aligning the performance framework and management, and making it easier for the board to see the progress and ask for any deep dives of our performance.

8.5 Nina agreed that we have now reached a level of maturity to make this change and can now review the outcomes of the peer challenge and build this into our improvement work.

8.6 Mel thanked the group for their contribution and comments. Some time will be needed to adjust our reporting function, so we should work over the summer period and plan to come back to the Sept Oversight Board meeting with a draft of the new approach.

9.0 Highlight Report – Finance (including Medium Term Financial Forecast and DSG Management Action Plan)

9.1 Joshua A presented the finance highlight report to the group on behalf of Neil Copley.

9.2 The Board discussed the progress made this period and the discussion points were noted

9.3 The Board discussed the key plans and/or activities to be completed for the next period and the discussion points were noted.

9.4 Joshua A presented the DSG Management Action Plan.

- 9.5 Nina added that this strategy should be read alongside the SEND Strategy and Improvement Plan.
- 9.6 Mel advised the meeting regarding the next steps.
- 9.7 The SEND Improvement Plan (SIP) is being presented at the schools' forum in July, and Mel asked for any comments from this to be fed back. Mel asked that this was put onto the forward plan for discussion in September.
ACTION: LL
- 9.8 Mel also asked that the refreshed SIP is presented to SMT.
- 9.9 Mel thanked Joshua A for the presentation and the group for the follow-on discussion.
- 10.0 SEND SEF - Annual Refresh**
- 10.1 Nina presented the SEF refresh sharing that Amber has worked hard to pull this document together.
- 10.2 The Board discussed the progress made and the discussion points were noted.
- 11.0 Monthly Performance Report**
- 11.1 Angela took the meeting through the SEN 2 performance report.
- 11.2 Mel requested that future reports highlight any key areas that the board need to be sighted on rather than a list of everything.
- 11.3 Mel thanked Angela for the report and requested that this report is strengthened in terms of the analysis and then to circulate the report again to Board members.
ACTION: AS
- 12.0 SEND Outcomes Framework**
- 12.1 This item has been discussed alongside other agenda items throughout the meeting so was not discussed further.
- 12.2 This item will be added to the forward plan for September.
ACTION: LL
- 13.0 Sector Led Improvement Peer Challenge – SEND Local Offer**
- 13.1 Mel presented the Outcome Letter that had been received following the SEND Peer Challenge that had taken place in May.
- 13.2 The Board discussed the findings and discussion points were noted.
- 14.0 SEND Oversight Board Forward Plan**
- 14.1 The forward plan was shared with members who were asked to provide any further agenda items for consideration in September.
- 14.2 Items discussed at today's meeting for adding will go on to the forward plan.
- 15.0 Dates of Future Meetings**
- 15.1 Mel informed the meeting group that all dates of future meetings through to July 2022 had now been planned and agreed and were included in the Circulation Dates paper that was shared with the meeting papers.

15.2 The sheet also details deadline dates for when papers for agenda items need to be provided in order to circulate them in a timely manner prior to each meeting, and the group were asked to be aware of these dates when being asked to provide papers for future meetings.

16.0 Any other business

16.1 There were no items under AOB, so Mel thanked everyone for their contributions and the meeting was closed.

Date and Time of Next Meeting

The next meeting will take place on **Thursday 23rd September 2021** from 15:00 – 17:00 and will be held virtually using Microsoft Teams Virtual Meeting.

DRAFT