

**HULL LOCAL AREA**

**SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND)**

**ACCELERATED PROGRESS PLAN**

**FOLLOWING THE JOINT AREA SEND REVISIT IN OCTOBER 2019**

**(Version 1.13 updated 8 July 2020)**

**Purpose and background to this revised statement:**

Between 9th October and 13th October 2017, Ofsted and the Care Quality Commission (CQC) conducted a joint inspection of the local area of Kingston upon Hull to judge the effectiveness of the work Hull City Council and NHS Hull CCG had undertaken to implement the Special Educational Needs and Disabilities (SEND) reforms set out within the Children and Families Act 2014.

The purpose of the inspection was to determine the effectiveness of delivery of the reforms. This included assessment of local services and the systems in place for children with SEND. The inspectors looked for confirmation of how the reforms had been taken forward and whether there was evidence of agreed outcomes and a positive impact on children, young people and their families. They examined how information about SEND in the city was being used to make improvements and inform plans and to what extent those plans were being co-produced in partnership with young people and families.

**Areas of weakness identified in the original inspection:**

1. Poor strategic leadership and governance of the disability and special educational needs reforms in Hull;
2. Too little involvement of families in decision-making about the services and support they need and insufficient awareness of the resources available to them in the local area;
3. Poor self-evaluation of service quality and impact and insufficiently focused improvement planning to facilitate better provision and outcomes in the local area for children and young people who have SEN and/or disabilities;
4. The lack of an effective strategy for jointly commissioning service across education, health and social care.

As a result of the findings of the inspection, Her Majesty’s Chief Inspector (HMCI) determined that a Written Statement of Action (WSOA) was required to address areas of weakness in the local area’s practice. Hull City Council (HCC) and NHS Hull Clinical Commissioning Group (Hull CCG) were jointly responsible for submitting this Written Statement of Action which was declared as fit for purpose on 6 June 2018.

The SEND Improvement Plans from January 2018 to March 2019 and April 2019 to March 2020 set out how the areas prioritised for improvement were to be taken forward through a workstream/project plan approach. Quarterly monitoring visits took place with the Department for Education (DFE/) and NHS England (NHSE) following the Inspection and, in November 2018, the DFE announced a programme of joint area revisits to those local areas which were asked to produce a Written Statement of Action following their SEND inspections. The revisits were not a re-inspection of SEND provision and the focus of the visit was to be on the progress made since the original inspection. Local areas would usually be revisited within 18 months of their WSOA having been accepted as fit for purpose by Ofsted and CQC.

Between 14 and 17 October 2019 therefore, Ofsted and the CQC revisited the area of Hull to decide whether sufficient progress had been made in addressing each of the significant weaknesses detailed in the Written Statement of Action. The letter published following the revisit determines the area had made sufficient progress in addressing two of the four significant weaknesses identified at the initial inspection. The area had not however made sufficient progress in addressing Area 2, Too little involvement of families in decision-making about the services and support they need and insufficient awareness of the resources available to them in the local area:

* The *area does not have a consistent approach to co-production. Leaders have not realised their ambition to have consistent, coherent and co-produced approaches in place when working with children and young people with SEND and their families. Children, young people and families are involved and engaged in working with leaders and frontline professionals more frequently.*

The area had also not made sufficient progress in addressing Area 4, The lack of an effective strategy for jointly commissioning service across education, health and social care:

* *The area’s strategy for jointly commissioning services across education, health and social care has not been finalised. This is more than one year after the deadline specified in the WSOA. More importantly, the scope of this strategy for 2019-23 does not cover education, health and social care services for children and young people with SEND for the full 0 to 25 age range. In its current form, the local area’s strategy for jointly commissioning services does not meet the requirements of the SEND code of practice: 0 to 25 years. Also, the area’s SEND joint needs assessment for 2019-20 does not provide a strong starting point for commissioning education, health and social care services in an integrated and needs-based way.*

This revised written statement of action (Accelerated Progress Plan) focuses on the areas where insufficient progress had been made. The plan also includes relevant improvement actions for the two areas deemed to have made sufficient progress.

**Our Vision**

Our vision below is underpinned by a commitment to delivering the principles of the SEND Reforms, as stated in the Children and Families Act 2014

The vision for SEND aligns itself to the vision of The Children, Young People and Families Board, established in Hull in 2014 (under section 10 of the Children Act 2004) and the Children and Young Peoples Plan 2018-2023.



**Governance and Accountability Structure**

**REPORTING AND MONITORING**

**ACCOUNTABILITY STRUCTURE**

Hull City Council Cabinet

NHS Hull Clinical Commissioning Group Governing Body

Hull Health and Wellbeing Board

Hull City Council Early Support and Lifelong Learning Overview and Scrutiny Commission

Hull Learning Partnership

Hull Parent Carer Forum

Department for Education and NHS England and Improvement

Children’s Services Improvement Board

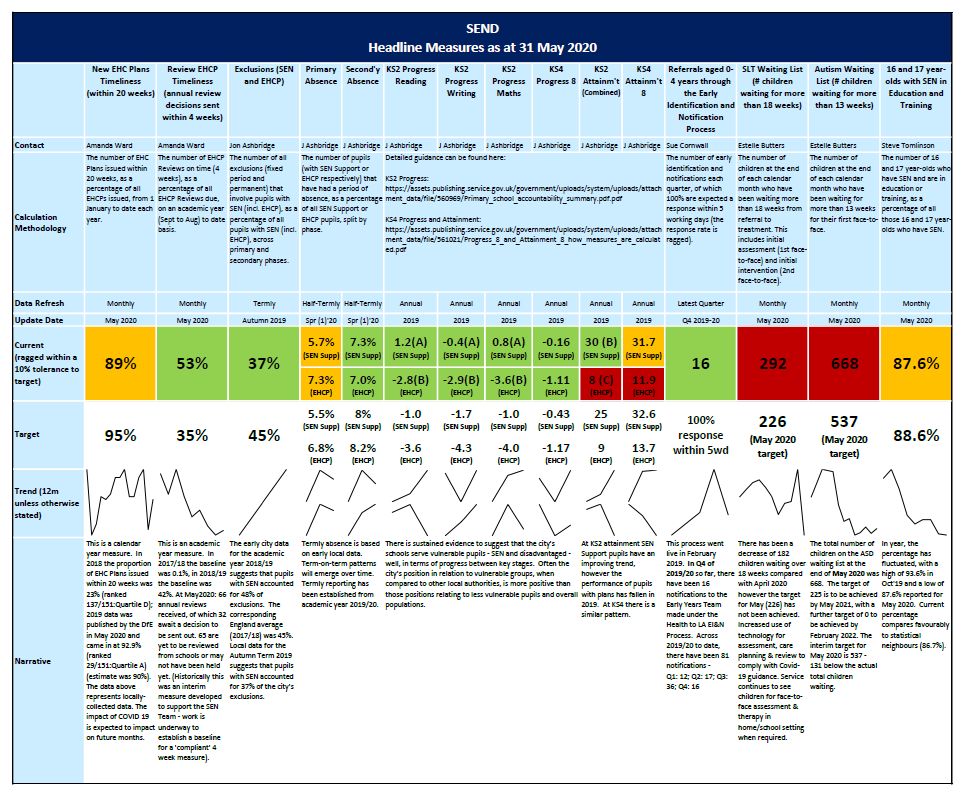
SEND Strategic Board

SEND Stakeholder Group

SEND Delivery Group

**Monthly Headline Impact Measures**

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| Timely EHCP assessments | Timely EHCP reviews | Exclusions and attendance - NEETS | Attainment and progress | Early identification and notification | Children with SEND have timely access to services needed – waiting lists (ASD and SLT) |

**Accelerated Progress Plan**

The plan uses a 4-point action RAG scale:

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| **1: No action** | Not started |  |
| **2: Some action taken** | Plans in place – some progress |  |
| **3 Action advanced** | Significant progress against plans |  |
| **4: Action has improved outcomes** | Standard achieved with evidence of improved outcomes |  |

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| 1. **Strategic leadership and governance of the special educational needs and disability reforms in Hull.** | | | | | | | | | |
| **Headline measures for children and young people:**  **• Timely EHCP assessments and review**  **• Exclusions and attendance – NEETS**  **• Attainment and progress – KS2 KS4 and Post 16**  **• Early identification and notification**   * **Children with SEND have timely access to services needed - Waiting lists (ASD and SLT)** | | | | | | | | | |
|  | **Responsible Officers** | **Objective** | **Actions** | **Outcomes** | **Impact Measures and Milestones to be achieved** | **Start Date** | **By when** | **Progress to date** | **Action RAG** |
| 1.1 | Director of CYPFS HCC  Assistant Director Learning and Skills HCC  Director of Integrated Commissioning NHS Hull CCG | Set the strategic direction for SEND including further strengthening the leadership and governance arrangements. | Action 1.1.1  Review and refresh the Hull SEND strategy. | Strategy that is reflective of current needs and delivery mechanisms. | SEND Strategy coproduced and launched. | June 2020 | September 2020 | June 2020 update:  Unavoidable delay due to C19 emergency response. SEND Strategy will be refreshed alongside the Joint Commissioning Strategy. Needs analysis is almost complete.  Early discussions of approach undertaken, particularly in respect of needs analysis. | In progress |
| Action 1.1.2  Strengthen the SEND Board Terms of Reference and membership. | Assurance that SEND has appropriate leadership and oversight. | Ownership, engagement and focus on SEND priorities through regular meetings of the appropriate leadership. | November 2019 | December 2019 | SEND TOR approved at SEND Strategic Board (Completed December 2019. Final version approved March 2020) | Complete |
| Action 1.1.3  Establish an annual programme for the review and refresh of all key SEND documents via the SEND Strategic Board. | Systematic visibility to SEND Strategic Board members of the | Agendas and papers of the SEND Strategic Board reflect the agreed programme. | January 2020 | March 2020 | June 2020 update:  Development of the annual programme for the SEND Strategic Board has been slower than anticipated, however the Board agendas are structured and cover the breadth of SEND subject matter beyond the C19 emergency response.  Work plan for the SEND Strategic Board being drafted. | In progress |
| Action 1.1.4  Establish a SEND Delivery Group. | Accountability for the delivery of the Improvement Plan and maintaining all aspects of SEND delivery. | Metrics and qualitative measures of SEND delivery are improved.  Overarching dashboard is agreed and reported on monthly in SEND managers meetings. | January 2020 | February 2020 | Terms of Reference and Membership being developed. (Completed January 2020)  Shift away from a programme approach to managers taking ownership for evidencing impact of delivery. Meetings in place TOR and membership agreed. Reporting systems being developed, data dashboard agreed and in progress. (Completed February 2020) | Complete |

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| 1. **Families are involved in decision-making about the services and support they need and are aware of the resources available to them in the local area.**   **(Insufficient progress: Ofsted 2019)** | | | | | | | | | |
| **Additional Impact Measures:**   * **Parental and child questionnaires twice yearly indicate improvements satisfaction with service quality and effectiveness and co-production.** * **Termly 10% quality assurance of EHCPs indicate improved co-production with parent/ carers and Children and Young People.** | | | | | | | | | |
|  | **Responsible Officers** | **Objective** | **Actions** | **Outcomes** | **Impact Measures and Milestones to be achieved** | **Start Date** | **By when** | **Progress to date** | **Action RAG** |
| 2.1 | Head of Service SEND HCC  Strategic Lead for Children, Young People and Maternity NHS CCG | Develop a consistent coherent and co-produced approach to working with children and young people with SEND and their families.  The coproduction charter will set out the values, principals and behaviours which will define our approach to coproduction with CYP and families. | Action 2.1.1  Local Leaders to meet with key members of the Hull Parent Carer Forum to agree urgent action in respect of developing a coproduction charter. | Shared understanding and agreement of approach | The next steps towards coproduction will move forward positively. | November 2019 | March 2020 | June 2020 update:  Hull CC AD Learning and Skills and CCG Director of Integrated Commissioning met with Hull PCF Steering Group on 10 March 2020 to listen and understand the concerns of parents and families. The meeting was very positive and set out expectations for working collaboratively moving forward.  Meeting took place 22nd October Attended by AD Learning and Skills HCC, Director of CYPFS HCC, Hull Parent Carer Partnership and KIDS Leaders. Approach was agreed.  Director of Integrated commissioning and Head of SEND HCC, attending meetings with PCF and seeking to engage them more fully in SEND developments in co-production and consultation relating to the accelerated plan progress. The Chair of PCS is a member of the SEND Strategic Board. Other parents are included in the SEND Stakeholder Group invitations. (Completed February 2020).  Local leaders and Hull Parent Carer Forum representatives to take forward and work in partnership around the coproduction charter. PCF Steering Group meeting schedule for 10th March 2020.  *Agreement (outside of any co-produced charter) with PCF that monthly email updates will be provided to PCF on developments and or current pressures to ensure good communication lines are established and remain open.*  *Discussion (in view of Covid-19) to explore the ongoing use of technology going forward and establish regular virtual feedback/update sessions with PCF and key partners – (ongoing and in discussion)* | Complete |
| Action 2.1.2  Review and agree the service level agreement and associated funding for participation with the Hull Parent Care Forum, including the NHS Hull CCG grant and the DfE grant. | Clarity of expectations, responsibilities and deliverables. | Hull Parent Carer Forum operates with confidence and feels supported.  Clear service level agreement that is reflective of the values and principals of the coproduction charter with measurable outcomes for monitoring.  Bi-annual accountability exercise relating to outcomes and value for money – February and October. | February 2020 | April 2020 | June 2020 update:  This has been unavoidably delayed due to the C19 emergency response and other issues required prioritisation.  *Meeting held with PCF and Kids on 24th February 2020 to review SLA and discuss how the reach to parents and carers and young people can be extended to seek feedback and comments from a wider group of parents.*  *PCF reviewing how this will be achieved and looking to see (with Kids) how this may be measured.* | In progress |
| Action 2.1.3  Review strategic approach to participation and engagement of coproduction with representative agencies – including children and young people and their families. | Evidence-based and credible approach. | Agreement of approach by all stakeholders.  Metric: Commissioning of expert partner support is in place with timeframes agreed. | February 2020 | March 2020 | July 2020 update:  Joint meeting held with Genuine Partnership, CDC, KIDS together with LA, CCG, DfE advisor and representatives of parents/carers and young people.  Agreed a way forward for collaboration and the plan is being finalised.  June 2020 update:  Discussions with Genuine Partnerships are progressing to design the bespoke package. On the recommendation of DfE Advisor, exploring opportunities for further support from CDC and KIDS to complement the GP package.  Agreement to fund work through external expert partners delivered by the genuine partnerships team. (February 2020)  *Telephone conference with Genuine Partnerships (Rotherham) completed 5th February 2020.*  *Initial Planning session (including all partners) held via video conference on 24th March 2020 to discuss content of bespoke programme to be commissioned. Further virtual meeting scheduled for 20th April 2020, to discuss content of focus groups and any pre focus group work needed. 10 – 12 week bespoke programme to be commissioned with the aim establishing an agreed understanding of what co-production is, what it looks like in Hull, now; what would good co-production look like in Hull; Co-production of a charter detailing agreed core values of partnership working; co-producing a self-evaluation tool to assess Hull City’s success with co-production.*  *EHCP Customer feedback questionnaires reviewed and refreshed. Draft copies sent to PCF, family engagement and participation officer, health, social*  *Care and education partners on 4th March for comments on language and accessibility. Feedback received from schools and health,* ***awaiting feedback from PCF, Young people and social care*** | In progress |
| Action 2.1.4  Establish and agree a coproduction charter and toolkit for consultation and awareness-raising across a wide range of agencies and partners. | Charter describing values, principles and behaviours for coproduction. | Systematic process of qualitatively measuring coproduction experience.  Metric: Coproduction Charter in place.  There is evidence of engagement of a wide range of partners and sign up to the coproduction charter. | March 2020 | June 2020 | June 2020 update:  Temporarily delayed but will naturally follow from the delivery of the co-production charter and framework.  Joint working started by March and agreed and published by end of June. (February 2020 update)  *As above – communications and initial planning meetings have taken place with genuine Partnerships. (some delays anticipated due to COVID-19) However, progress will be made virtually wherever this is possible.* | In progress |
| 2.2 | Head of Service SEND HCC  Strategic Lead for Children, Young People and Maternity NHS CCG | Embed the coproduction charter in practice and working culture across all partners and agencies. | Action 2.2.1  Establish a specific action plan for the delivery and monitoring the effectiveness of the agreed coproduction charter. | Coproduction charter is established in routine working practice | Action plan delivered  Metric: Action plan in place.  Bi-annual survey outcomes reflect improvement and engagement of parents and children in coproduction – April and October. | June 2020 | October 2020 | June 2020 update:  SEND Partnership meetings are held virtually each week and partners have been able to respond quickly to answer queries or resolve issues. We have developed FAQ process whereby responses to parents are uploaded onto the Local Offer website and shared through the PCF social media.  E.g. includes response to reduction in the Short Breaks offer, highlighted as an issue. The statement has been co-produced to inform parents and carers how to access resources for short breaks in a more creative and responsive approach.  The success of the Hull SEND Partnership meetings has been cited as good practice in the National Network of Parent Carer Forums (NNPCF) Covid-19 April 2020. The SEND Partnership has written to all parents and carers informing them of the work of the group and how they can get involved and access support.  Not strictly the delivery of this action but making progress towards embedding coproduction across partners.  Whilst the progression of the work with GP has been delayed due to Covid-19, the principles of co-production i.e.   * Assets  - everyone is viewed as an equal partner * Accessibility * Reciprocity * Improved outcomes   have started to be applied and more consistently as a direct consequence of Covid-19 and should help inform the work that we are commissioning from GP.  These principles are evidenced through the meeting notes of the SEND Partnership that we hold and the systems we have set up agreed in respect of communication, FAQ’s, SEND partnership meetings, and even prior to covid-19 the timing of meetings etc. to ensure they can include representation from all partners, but particularly our parents.  Additionally the Behaviour Principles work that CEO for VENN , Lead for 11-19 Standards and Partnerships  And Principal Educational Psychologist are leading on is an example of how the key lead partners from the Hull PCF and Hull KIDS have been involved from the start to work with them on how best to seek the CYP and parents’ views about behaviour in schools and what works what does not work which should reduce exclusions for SEND and improve teaching.  Partners understand the actions necessary and the resources required to deliver the charter. (February 2020 update)  *Whilst Charter has not yet been produced underlying principles of sharing information, transparency and seeking comments on proposals developments sis being promoted as ‘good practice’ and is supported by the agreed monthly email updates and proposed virtual meetings with PCF, SEND Health and social care.* | In progress |
| Action 2.2.2  Develop mechanisms to measure the quality of coproduction and improve practice by the use of a Self-Evaluation toolkit for all partners including schools and the Hull Parent Carer Forum. | Evidence of partners using the toolkit to identify strengths and areas where action needs to be taken. | Self-reporting by families and young people that they are more engaged in coproduction. | End of March 2020  Phased introduction and training. | Review in June and October 2020 | June 2020 update:  To be progressed as part of the genuine partnership work to be commissioned.  Self-evaluation toolkit is published and training has taken place with all partners to begin use. | In progress |
| Action 2.2.3  Periodic reporting of Self-Evaluation toolkit to the SEND Strategic Board. | SEND Strategic Leaders have a clear line of sight. | Inclusion on SEND Strategic Board agenda and associated reports.  Metric: Reporting outcome of self-evaluation toolkit to SEND Strategic Board. | June 2020 – start of periodic reporting | End of October 2020 | To be included in the work plan of the SEND Strategic Board as a routine report. | Not started |
| Action 2.2.4  Ensure that the Local Offer includes information about how to access support for the development of coproduction. | Parents, carers and families are using the Local Offer website for coproduction. | Self-reporting (qualitatively) by parents, carers and families of when and how they access the Local Offer in respect of coproduction resources.  Technical metrics of Local Offer website ‘hits’.  Metric: Self-reporting parents, carers and families of us of Local Offer  BAU – Yes Termly  Local Offer website ‘hits’ | February 2020 | May 2020 | June 2020:  Work continues but limited progress has been made.  Information collation commenced. | In progress |
| Action 2.2.5  Establish named champions for coproduction across services and agencies. We provide training and support and receive regular feedback on the effectiveness of coproduction in all services. | Shared understanding and promotion of the agreed coproduction approach and consistency of delivery. | Systematic process of qualitatively measuring coproduction experience.  Metric: Materials for champions produced. | April 2020 | October 2020 | Materials being prepared to engage champions in due course  *Email requests sent out to teams across health, social care, education and PCF to ask for named champions to be identified. Once named staff identified a co-production champions directory will be created and shared across the partnership.* | Not started |
| 2.3 | Head of Service SEND HCC  Strategic Lead for Children, Young People and Maternity NHS CCG | Ensure that children, young people and families are meaningfully engaged in routine commissioning, development and evaluation of services. | Action 2.3.1  Commissioning, development and evaluation of services for children with SEND is undertaken in accordance with the agreed SEND coproduction charter. | Children, young people and families report that they are meaningfully involved. | Systematic process of qualitatively measuring coproduction experience.  Metric: Each identified method of coproduction is clearly reported against individually in terms of activity and qualitative feedback.  Termly quality assurance exercise on sample of EHCPs in line with an agreed framework to monitor the engagement of parents and children at every stage. By October 2020 100% of samples should indicate appropriate level of engagement at every stage. | End of March baseline. | Then termly, 10% sample from April 2020 onwards. | Embedded approach to recruitment with involvement of parents, carers and young people in the recruitment of both clinicians and officers.  Consideration of next steps underway.  BAU – Yes (bi-annually) | Not started |

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| 1. **Improved confidence in the EHCP process and EHC Plans in the local area** | | | | | | | | | |
| **Additional Impact Measures:**   * **The percentage of service users and partners reporting satisfaction with the system and processes.** * **Health and Social Care needs will be clearly identified in plans (target 80%)** * **Where appropriate social care provision will be clearly recorded in either section H1 or H2 (target 80%)** * **Where appropriate health provision will be clearly recorded in either section C or G (target 85%)** * **Number of Single Route of Redress (SRR) appeals registered against sections D and H and/or C and G** * **Number of EHC Annual Review local authority decisions reached and actioned within statutory timelines (target 90%)** * **The percentage of those CYP with an EHCP receiving fixed term or permanent exclusions and or receiving education on a reduced timetable** * **Number of cases where EHCP, LAC and/or Continuing care reviews have been aligned (target tbc - 10 cases over the next 6-12 months or 20 cases over 12 months?)** | | | | | | | | | |
|  | **Responsible Officers** | **Objective** | **Actions** | **Outcomes** | **Impact Measures and Milestones to be achieved** | **Start Date** | **By when** | **Progress to date** | **Action RAG** |
| 3.1 | Head of Service SEND HCC  Strategic Lead for Children, Young People and Maternity NHS CCG | To develop both an internal and partnership approach to the quality assurance of EHC Plans. | Action 3.1.1  Review and update current EHC Quality Assurance tools and ensure their use is embedded and consistent. | Improved EHC Plans which better represents a child or young person in all areas of their life, detailing SMART outcomes and necessary provision. | Regular audits of EHC plans.  Develop and report findings from on audit outcomes to the SEND Accountability Board on a quarterly basis. | March 2020 | September 2020 | July 2020 update:  SEND Standards and Effectiveness Officer has surveyed school SENCos via questionnaire which led to analysis of school websites to audit range of policies (SEN, Teaching and Learning, Accessibility, Ant-Bullying, behaviour) to ensure they are current, contain the right information and that SEN is embedded and there are the appropriate links to the Local Offer website. This has identified variation which will be addressed to contribute to improve understanding of SEND in schools and improved quality of EHC Plans.  June 2020 update:  Limited progress due to C19 emergency response.  Revised multi agency EHC audit tool in draft. (March 2020)  *March 2020 current audit tool has been reviewed and amendments/developments recommended to include a rag rating system as current tool does not have this in place to assess what any scoring means e.g. whether a plan is good, adequate or requires improvement.*  *Rag Rating tool to support EHC audit tool in process of being drafted.*  *8 EHCP’s audited in October 2019 to have scores collated with comments. These scores to then inform the basis for the rag rating system.* ***Delayed due to COVID-19 activities.*** | In progress |
| 3.2 | Head of Service SEND HCC  Strategic Lead for Children, Young People and Maternity NHS CCG  DC0 NHS  CCG | Contributions from professionals to be fully reflected in EHC Plans. | Action 3.2.1  To randomly audit an agreed number of returned EHC information gathering forms from the past 6 months to assess the quality of information provided that is used to inform the EHC assessment and/or plan. | Areas for development in information gathering identified and understood. Corrective actions to then be initiated. | Report on random audits to detail qualitative and quantative data in respect of professional partner’s contributions to the EHC process. | April 2020 | July 2020 followed by ongoing quarterly random audits ensuring ongoing QA. | June 2020 update:  SEND Standards and Effectiveness Officer now in post and will take this forward. | In progress |
| Action 3.2.2  To review and implement in partnership with CCG and health partners, updated processes and supporting guidance that gather health and medical information to inform the EHC plan assessment process. | Timely and high quality health information informs robust, personalised and needs led EHC plans | Termly quality audits will evidence the quality and timeliness of health and medical information, care planning and provision | December 2019 | April 2020 (plus termly ongoing audits) | June 2020 update:  The final draft of the SEND Medical Process and supporting guidance has been circulated with completion 30.06.20. The Community Paediatric Medical Service has maintained SEND medicals throughout the Covid period.  The working group has developed a SEND Health questionnaire with guidance that will be adopted by those supporting parents in the request for EHC assessment. This will ensure more robust and timely health information within the decision-making process. It is anticipated this will be completed by end July 2020.  SEND medicals working group established and initial meeting held. (February 2020)  Interim measures in place. (February 2020)  Second meeting scheduled for March 2020.  The existing SEND Health Link Group will take forward the work related to reviewing processes for other health partners at the next meeting (April 2020)  *Two process mapping meetings now held with health and medical colleagues from Humber foundations trust, East riding Send team and HCC CCG. Final process map to be finalised and approved.*  *Re Covid 19 – virtual meeting with partners arranged for 30th March 2020 to agree alternative process for health information gathering whilst front line health workers are being directed to support COVID-19 activities.* | In progress |
| Action 3.2.3  To draft in partnership with social care leads, an agreed process to gather social care information to inform the EHC Plan assessment process. | Established and agreed process for gathering social care information. | Quarterly outcome of EHC audits will be reported to the SEND Board. | March 2020 | September 2020 – Embedded. | July 2020 update:  Children’s social Care Group Manager for Disability now appointed and will commence in September. The post holder has significant relevant experience and should significantly improve social care support to EHC process.  June 2020 update:  This remains static at the moment with social care’s focus being on addressing and managing the oversight and safety of our most vulnerable due to CV-19, however communication between SEND and CSC has improved and social care have requested that SEND deliver update training to the wider social care teams so they have an improved understanding of the duties and systems.  These are in the process of being arranged.  Initial meeting scheduled for March 2020  *Delayed due to COVID-19 and social care staff resource focusing on other priority tasks. To be re-scheduled*  ***COVID -19***  *Social care representative to attend virtual meeting scheduled for 30th March, so process for social care information can be agreed (whilst also enabling front line SW and social care staff to support most vulnerable families in the COVID -19 situation)* | Not started |
| 3.3 | Head of Service SEND HCC | To review and improve the performance of EHCP annual reviews including statutory timeline performance and measuring whether the outcomes agreed within an EHC plan have been met or not. | Action 3.3.1  To ensure data from EHCP Annual reviews is collected and collated to establish a baseline from which to measure improved performance and understand capacity to deliver statutory duties. | Timely decisions will be reached by the Local Authority in respect of requested annual review amendments. | Number of decisions reached within four weeks of the date that the annual took place.  (*OR* to make a decision within two weeks of the school sending it to the Local Authority.) | April 2020 | December 2020 | July 2020 update:  Annual review process and challenges presented to the SEND Strategic Board who recognised the scale of the task. Head of SEND and team to work with schools and health partners to deliver improvements.  June 2020 update:  Head of SEND has undertaken a Deep Dive and gap analysis into the process for annual reviews which is being reported to the SEND Board at its June meeting. | In progress |
| Action 3.3.2  To review the SEND assessment and reviews teams capacity and take necessary action steps as required. | Adequate resource to manage the increased responsibility for facilitating progressing and amending EHC plans following an annual review. | SEND Team representation at annual reviews for KS2 Year 6 and KS3 Year 11.  Number of decisions reached within four weeks of the date that the annual took place.  (*OR* to make a decision within two weeks of the school sending it to the Local Authority.) | February 2020 | December 2020 | July 2020 update:  Funding for four additional posts secured, vacancies to be advertised imminently.  June 2020 Update:  Funding for additional capacity to support the SEND team has been approved.  Progress to date: Business case detailing capacity issues and potential risks in draft for completion and forwarding to AD by end of February 2020.  Snap customer survey in draft and for finalising to be sent to both schools and parents and young people for feedback in respect of annual reviews. (February update)  *Business case re SEND Team capacity and pressures written and submitted with recommendations beginning of March 2020 for Senior Leadership Team consideration and approval. No outcome to date* | Complete |
| Action 3.3.3  Work to align EHCP Reviews with other statutory review processes e.g. LAC reviews and Continuing Care. | Minimising the number of meetings young people, parents and professionals need to attend, reducing the need to revisit information that has already been discussed in other areas resulting in improved multi-agency engagement in SEND. | Number of aligned statutory reviews. | April 2020 | April 2021 | June 2020:  No detailed specific work to date in this area due to the C19 emergency response however across all sectors the delivery of meetings and appointments non-face-to-face wherever possible should present opportunities to facilitate increased delivery of multi-disciplinary/multi-agency reviews. | Not started |
| 3.4 | Head of Service SEND HCC | To review in partnership the school consultation and school allocation process. | Action 3.4.1  Develop and agree a consistent school consultation process that is transparent, timely and compliant with statutory duties. | More timely decisions on long term educational placements for children and young people. | Reduced MP enquiries and parent complaints.  Number of registered SEND appeals against section I of the EHCP. | May 2020 | April 2021 | June 2020:  Delayed due to C19 emergency response  School consultations and allocations on Special School and AP Heads Meeting agenda for discussion.  *Initial meeting to map out current process scheduled for 21st April 2020* | Not started |

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| 1. **There is an effective strategy in place for jointly commissioning services across education, health and social care. (The SEND Engagement and Feedback Strategy will ensure all areas of improvement are informed by Parents and Young People)**   **(Insufficient progress: Ofsted 2019)** | | | | | | | | | |
| **Success measures for children and young people:**  **BAU scorecard is in action at regular managers meetings to use as performance measures monitoring.**   * **Timely EHCP assessments and review** * **Exclusions and attendance** * **Attainment and progress** * **Early identification and notification** * **Children with SEND have timely access to services needed – Waiting lists (ASD and SLT)** | | | | | | | | | |
|  | **Responsible Officers** | **Objective** | **Actions** | **Outcomes** | **Impact Measures and Milestones to be achieved** | **Start Date** | **By when** | **Progress to date** |  |
| 4.1 | Head of Operational Analysis, Research and Assurance HCC  Assistant Director Health & Wellbeing HCC  Head of Performance and Programme Delivery NHS CCG | Revise and improve a fully integrated Joint Strategic Needs Assessment (JSNA) to inform joint commissioning and planning of services for children and young people with SEND and their families. | Action 4.1.1  Address the following gaps in JSNA:   * Early years * Health * Adult Social Care/Transition * 16+ * Voice/Engagement * Conclusions/recommendations * Education * Children’s Social Care   Finalise and publish the document. | Commissioning decisions are supported by a breadth of evidence-based needs analysis. | Commissioning decisions clearly articulated and supported by evidence linked to needs analysis.  Metric: Completion on Needs Analysis | January 2020 | April 2020 | July 2020 update:  Gap analysis of JSNA being identified recognising it will be an iterative document.  June 2020 update:  JSNA is in final stages of drafting.  Task and finish group established chaired by public health with appropriate representation. (January 2020)  Further refinement of education and children’s social care data and analysis commenced. (February 2020) | In progress |
| Action 4.1.2  Ensure that conclusions are fed into relevant groups and planning processes. | Commissioning decisions are supported by a breadth of evidence-based needs analysis. | SEND Strategic Board receive regular reports from Commissioning Leads.  Metric: Regular reporting from SEND Managers responsible for commissioning. | April 2020 | September 2020 | July 2020 update:  Workshop held; next steps agreed are to create summaries to allow accessibility for multiple audiences and develop through facilitated session an analysis to inform commissioning strategy.  June 2020 update:  Workshop session scheduled for July 2020 to review JSNA and draw out conclusions and agree next steps. | In progress |
| Action 4.1.3  Utilise the outcomes of the coproduction self-evaluation feedback and quality measures to inform future JSNA, commissioning and service planning. | Embedded use of the full commissioning cycle. | Commissioning decisions clearly articulated and supported by evidence linked to needs analysis.  Metric: Commissioning proposals are supported by evidence of need. | October 2020 onwards | December 2020 – Embedded. |  | Not started |
| 4.2 | Head of Operational Analysis, Research and Assurance HCC  Head of Performance and Programme Delivery NHS CCG | Develop a performance and quality assurance framework to monitor, review and report the impact and outcomes of SEND services. | Action 4.2.1  Develop, deliver and monitor a balanced scorecard for SEND. | Clear line of sight for SEND Strategic Board and wider senior leadership in Hull of the delivery of SEND for children, young people and families. | SEND Strategic Board approve the scorecard.  Metric: Agreed set of reporting metrics received by SEND Strategic Board.  BAU Scorecard is in action at regular managers meetings to use as performance measures monitoring.  Timely EHCP assessments and review, Exclusions and attendance, Attainment and progress, Early identification and notification, Children with SEND have timely access to services needed (including assessment and intervention for ASD, Sensory Processing, SLT and short break services ) | February 2020 | April 2020 | June 2020 update:  High level scorecard established with routine monitoring in place. A more detailed set of metrics have been agreed to provide further insight and intelligence, the format and presentation of these is a process of continual refinement.  Initial discussions with relevant service leads has established requirements and scoping of current and potential available metrics in underway. (February 2020) | Complete |
| 4.3 | Head of Service SEND HCC  Strategic Lead for Children, Young People and Maternity NHS CCG | Formulating a joint commissioning strategy and action plan for SEND that will be used within a revised SEND strategy. | Action 4.3.1  Develop a coproduced final draft of the SEND joint commissioning strategy including the joint commissioning operational plan for approval at the SEND Strategic Board and other relevant strategic governance partnerships. | Clarity of SEND commissioning in a formal document that is owned by families as well as partner agencies. | Delivery of the SEND commissioning strategy.  Metric: Strategy delivered | February 2020 | May 2020 | June 2020 update:  The JSNA is almost complete which will inform the SEND Joint Commissioning Strategy moving forwards.  At the present time a proposal is working through integrated governance processes for the joint commissioning of 0-19 and Children’s Centres. While not directly SEND commissioning, these services are critical to early identification of SEND issues and early intervention where indicated.  Gap analysis of existing draft strategy underway. (February 2020)  *Updated JSNA (to inform strategy) still in progress.*  *Gathering and sharing of example SEND joint commissioning strategy formats for comment on what the Hull partnership feel is good and not so good and what visual presentation the local strategy should take (Co-production)*  *Joint SEND Commissioning meeting scheduled for week commencing 27th April 2020 to progress draft* | In progress |
| Action 4.3.2  Launch the joint commissioning strategy across the partnership including the Hull Parent Carer Forum. | Stakeholders are all informed of the SEND commissioning strategy. | Strategy formally launched and in use following sign off by relevant Strategic Boards. | April 2020 | July 2020 (Democratic processes permitting) |  | Not started |

**Appendices:**

1. **TOR and membership for goverances and accountability groups**
2. **Broad Scorecard to include a wide range of Impact Measures**
3. **GANT Chart of monthly expectations and Milestones**
4. **Current SEND Strategy**
5. **Children and Young Peoples Plan**
6. **Original Written Statement of Action**
7. **Ofsted Revisit Letter – October 2019**
8. **Risk Register**
9. **DfE Accelerated Progress Planning Template**