

## Warwickshire Health and Wellbeing Board

22<sup>nd</sup> September 2014

### Warwickshire Special Educational Needs and Disability (SEND) Reform Plan

Recommendation(s)

**That the Health and Wellbeing Board:-**

- 1. Notes the responsibilities on the local authority - working in partnership with other statutory agencies, parents, young people and children - to put in place new arrangements for Special Educational Needs and Disability (SEND).**
- 2. Notes that consultation is under way to develop and refine the 'Local Offer' to meet the integrated education, health and social care needs of children and young people aged 0-25 with special educational needs or a disability, which will be brought to the Health and Wellbeing Board for comment and the Cabinet for approval in January 2015**
- 3. Considers and comments on the Consultation process, Action Plan and Governance arrangements described in this report**

#### **1. Background**

- 1.1 Section 2 of this paper to the HWWB details the overarching regulatory and legislation requirements of the new SEND reforms, and the actions taken by the council to develop processes for the new requirements across partner agencies, children, young people and their parents and carers.
- 1.2 Section 2 also brings together the Local Offer for consultation being developed by the council and key partners including information on education, health and social care services.
- 1.3 Section 3 of the paper describes the consultation process running from 1 September 2014 until 21 November 2014 and the plans to bring a paper to Cabinet on 27 January 2015.

## **2. Special Educational Needs and Disability (SEND) Reform requirements**

2.1 Services for disabled children and young people within Warwickshire are being remodelled as a result of the responsibilities on statutory bodies contained within the Children and Families Act 2014. From the 1<sup>st</sup> September 2014 the Local Authority is under a duty to put in place new arrangements for Special Educational Needs and Disability (SEND) including a 'Local Offer' that meets the relevant integrated education, health and social care needs of a child or young person with special education needs or disability. An integrated assessment process and single plan will be drawn up with parents and where appropriate children and young people (co-production).

2.2 The SEND reforms focus on the following themes:

- Working towards clearly defined outcomes
- Engagement and participation of parents and young people (co-production)
- Developing a Local Offer of support and Joint Commissioning
- Coordinated assessments and Education, Health and Care Plans
- Personalisation and personal budgets

Preparation for adulthood is a key element of the reforms that cuts across all of these themes.

### **2.3 Working towards clearly defined outcomes**

Our aim is to improve the lives of children, young people, families and carers who are coping with Special education needs or a disability. We will do this by helping Families to be more independent and have more choice and control over their lives and that their needs are properly met. Previously assessments have been made on education, health or care needs without the focus of all of the child's needs being considered with parents. We will bring together the three elements in a single plan, with parents at the heart of the decision making including how personal budgets will be allocated to meet those needs.

Our defined desired outcomes are

- all children and young people with special educational needs or disabilities should be able to reach their full potential in school. They should also be supported to make a successful transition into adulthood, whether into employment, further or higher education or training;

- improvements in the support system for children and young people with SEN and their families;
- introduction of a single assessment process for education, health and care and include parents of children and young people with SEN in the assessment process;
- replacement of SEN statements and learning difficulty assessments with an education, health and care plan for children and young people with SEN aged 0 to 25 years;
- introduction of the option of personal budgets for young people and parents of children and with SEN so they can choose which services are best for their family;
- local commissioners work together in the interest of children and young people with SEN and improve communication between institutions and services.

#### 2.4 **Engagement and participation of parents and young people (Co-production)**

The major change within the Act is the concept of co-production at all levels.

“Co-production means delivering public services in an equal and reciprocal relationship between professionals, people using services, their families and their neighbours. Where activities are co-produced in this way, both services and neighbourhoods become far more effective agents of change”

The engagement of all agencies involved in the design, implementation, monitoring and review of those services impacting on the child or young person’s needs so that parents and carers and where it is appropriate, the children and young people are able to make informed decisions about their care and support.

This differs from consultation which is defined as; “the action or process of formally consulting or discussing”. Consultation may influence a decision, co-production brings ownership and joint responsibility.

- 2.5 To deliver this requirement for co-production the Council has established a SEND Project Board which includes representation from Children’s Social Care, Learning and Achievement, Early Help and Targeted Support, Adult Social Care, Strategic Commissioning, Resources Group, colleagues from Health, Special Schools and are now seeking representatives from parent groups. The Board’s Action Plan is presented in Appendix 1. The SEND Board reports to the Joint Commissioning Board chaired by the Strategic Director for the People Group who has the statutory responsibility for Children Services. The IDS Social Care Reference Group of parent organisations and partners established in January 2014 is now the Warwickshire SEND Reference Group and has committed to working in a co-productive way such

as on our June consultation, and the writing of the report for Cabinet on the IDS Social Care. Key features of this include the recent Social Care consultation, meeting with DfE advisors, contributing to the letter sent to all parents of children with statements and having an input on the prototype for and trialling of the single plan. The Action Plan setting out how we plan to deliver the SEND Reforms has been agreed with parents representatives and officials from the Department for Education.

- 2.6 The SEND Reference Group includes parental involvement from Family Voice Warwickshire, Ups of Downs and Warwickshire Disability, in addition there is representation from the voluntary sector who support across the various areas of special education needs and disability, and interested Elected Members who sit on the Children's Overview and Scrutiny committee. This group is a fundamental part of the Council's strategy for co-production, a key expectation of the new SEND reforms.

Other initiatives include

- Regular meetings of the Reference Group as well as other opportunities in order to gauge parental and carer views in coming weeks.
- Family Voice Warwickshire work regarding parental involvement funded by the SEND Implementation Grant.
- The Wacky Forum, VOX (County Youth Forum) and elected Members of the Youth Parliament (MYP's) and will also include the Children in Care Council (CiCC).

### **Developing a Local Offer of support and Joint Commissioning**

- 2.7 Before any new Local Offer can be implemented there must be consultation in accordance with the Regulations on the whole Local Offer. Whilst there has been co-production of the Social Care and Education strands the Health element of the Local Offer requires further work. In addition the Regulations set out a long list of statutory consultees who must be consulted on the Local Offer.

Under the SEN and Disability Regulations 2014 and the associated Code of Practice Local authorities **must** publish a Local Offer, setting out in one place information about provision they expect to be available across education, health and social care for children and young people in their area who have SEN or are disabled, including those who do not have Education, Health and Care (EHC) plans.

The content of the Local Offer is prescribed by Regulations. In setting out what they 'expect to be available', local authorities should include provision

which they believe will actually be available. The oversight of the delivery of Warwickshire's Local Offer is via the SEND Project Board and Reference Group who report to the Warwickshire Joint Commissioning Board.

2.8 The Local Offer has two key purposes:

- To provide clear, comprehensive, accessible and up-to-date information about the available provision and how to access it, and
- To make provision more responsive to local needs and aspirations by directly involving disabled children and those with SEN and their parents, and disabled young people and those with SEN, and service providers in its development and review. WCC Market Position Statements and commissioning intentions complete this assurance.

2.9 The Local Offer should not simply be a directory of existing services. Its success depends as much upon full engagement with children, young people and their parents as on the information it contains. The process of developing the Local Offer will help local authorities and their health partners to improve provision.

2.10 The Local Offer must include provision in the local authority's area. It also includes provision outside the local area that the local authority expects is likely to be used by children and young people with special education needs and/or disabilities (SEND) for whom they are responsible. This could, for example, be provision in a further education college in a neighbouring area or support services for children and young people with particular types of SEN that are provided jointly by local authorities. It should include relevant regional and national specialist provision, such as provision for children and young people with low-incidence and more complex SEN.

2.11 Warwickshire's Local Offer has been available from 1<sup>st</sup> September for consultation and can be found at [www.warwickshire.gov.uk/send](http://www.warwickshire.gov.uk/send). A second letter has been sent to all parents with children who have statements advertising the web portal in the week leading up to the 1st September. The portal will signpost parents, carers, children and young people to the appropriate information detailing the education, health and care assessment processes, and the services available from education, health and care providers. Content of the web portal will be reviewed and updated on a regular basis following agreement at the SEND Board.

2.12 Joint Commissioning is being co-ordinated via the existing arrangements of the Joint Commissioning Board chaired by the Strategic Director of People Group. The consultation process to be undertaken for the Local Offer will provide indicators for priorities for discussion at the Board and feed into the

Health and Wellbeing Board and contribute towards the Joint Strategic Needs Assessment.

### **Coordinated assessments and Education, Health and Care (EHC) Plans**

- 2.13 A key component of the SEND changes is the bringing together education, health and care assessments in to a single plan. Work on the new co-ordinated, co-produced assessment process has been trialled with a number of children and young people within Warwickshire and amended as a result of experience. The assessment and planning process has been shared with all schools, partners, and front door services so that all families seeking help from September 1st will be able to access relevant information, and be directed to consider the most appropriate services.

### **Personalisation and personal budgets**

- 2.14 Personalisation is a social care approach described by the Department of Health as meaning that “every person who receives support, whether provided by statutory services or funded by themselves, will have choice and control over the shape of that support in all care settings”. While it is often associated with direct payments and personal budgets, under which service users can choose the services that they receive, personalisation also entails that services are tailored to the needs of every individual, rather than delivered in a one-size-fits-all fashion. It also encompasses the provision of improved information and advice on care and support for families, investment in preventive services to reduce or delay people’s need for care and the promotion of independence and self-reliance among individuals and communities.
- 2.15 A Personal Budget is an amount of money identified by the local authority to deliver provision set out in an Education Health and Care (EHC) plan where the parent or young person is involved in securing that provision.
- 2.16 Warwickshire County Council has run a successful Direct Payment scheme for disabled children for a number of years. The scheme puts service users in the driving seat and in control of their life by giving them a cash amount so that they can buy support that suits them best, like employing their own staff, choosing their own agency or a range of other options. The scheme is designed to help them manage funds for their support needs in a flexible way. Currently 84 families benefit from this scheme. Future plans will refine existing systems.
- 2.17 In accordance with our normal practice Equality Impact Assessments will be updated to take account of the outcome of the consultation.

### 3. The Consultation Process

#### Arrangements

- 3.1 The Action Plan builds in a new consultation that will be co-produced and widely consulted on with parents, carers, partners, schools, colleges and young people. The SEND Reference Group will then work on the Cabinet Paper following the twelve week consultation with the mind to bringing the recommendations to Cabinet at its January 2015 meeting. All future activity will meet both the legal requirements and principle of co-production with parent representatives and partners and this will be driven through the SEND Reference Group. The SEND Board will continue to ensure that we are reviewing and monitoring all issues regarding the new Act across Education, Health and Social Care. The Joint Commissioning Board that reports to both the Health & Wellbeing Board and Cabinet oversees the whole programme.

The consultation started on the 1st September and finishes on the 23rd November save for an additional individual session with the Wacky Forum which will be completed by 30th November. The consultation will include consultation with all the statutory consultees and will be advertised through the normal media channels, letters to parents/carers of all statemented children and young people and through all Warwickshire schools.

- 3.2 It will seek views on:

- The accessibility, style and content of information made available
- The type and quality of education, health and care services required
- The assessment process and single plan format
- Personal budget process
- The appeals and mediation process
- How children, parents, carers want to be involved in co-production in the future
- The arrangements for comments on the Local Offer

- 3.3 **Information about public meetings:**

There will be morning and evening meetings and drop-in sessions during the afternoon at each of the following locations – more information is available at [www.warwickshire.gov.uk/ask](http://www.warwickshire.gov.uk/ask)

- 1 October - Mancetter Memorial Hall, Old Farm Road, Mancetter, Atherstone, Warwickshire, CV9 1QN (North Warwickshire)
- 7 October - Stratford Arts House, 14 Rother Street, Stratford-upon-Avon, Warwickshire, CV37 6LU (Stratford)

- 15 October - Nuneaton Town Hall, Coton Rd, Nuneaton, Warwickshire CV11 5AA (Nuneaton and Bedworth)
- 5 November - Benn Partnership Centre, Railway Terrace, Rugby, Warwickshire CV21 3HR (Rugby)
- 12 November - Warwick Racecourse, Hampton St, Warwick CV34 6HN (Warwick)

Each of the meetings will be jointly hosted by representatives from education, health and care. Parent representative groups will be there to offer support.

For direct input from children and young people with a special education need or disability we are working with our young people representative groups; The County Youth Forum (VOX), Members of the Youth Parliament, Children in Care Council, FAB TABs and Wacky Forum.

- 3.4 All responses to the consultation will be evaluated by SEND Reference Group and they will co-produce the paper through December for the Health and Wellbeing Board on 21st January 2015 and the Cabinet on the 27th January 2015.

4. Background Papers:

Revised IDS Framework for assessment  
 Progress since 13<sup>th</sup> March 2014 Cabinet and Consultation  
 Revised IDS Budget 2014/15  
 EHC Assessment and Plan Guidance  
 Personal Budgets  
 The Local Offer  
 Local Offer List of Statutory Consultees

**Hugh Disley**  
**SEND Lead Officer**



## WARWICKSHIRE SEND ACTION PLAN

### Update 8th August 2014

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>● SEND Lead Officer</li> <li>● Social Care Lead</li> <li>● Education</li> </ul>  | <p>Hugh Disley, Head of Service, Early Help &amp; Targeted Support<br/>         Adrian Wells, Service Manager, Early Help &amp; Targeted Support<br/>         Nigel Minns, Head of Service, Learning &amp; Achievement<br/>         Judith Humphry, Seconded to the LA, Headteacher, Welcombe Hills Special School</p>             |
| <ul style="list-style-type: none"> <li>● Health</li> <li>● Commissioning</li> <li>● DCS</li> <li>● Portfolio Holder</li> <li>● Critical Friend</li> <li>● Department for Education</li> </ul> | <p>Jo Dillon, South Warwickshire CCG<br/>         Kate Harker, Children's Commissioner, Strategic Commissioning<br/>         Wendy Fabbro, Strategic Director, People Group<br/>         Bob Stevens (Children Services), Colin Hayfield (Education)<br/>         Jeanette Essex, Solihull Pathfinder<br/>         Andre Imich</p> |

#### Principles in practice:

- Participating in decision making
- Supporting children, young people and parents to participate in decisions about their support
- Involving children, young people and parents in planning, commissioning and reviewing services
- Parent Carer Forums
- Identifying children and young people's needs
- Greater choice and control for parents and young people over their support
- Collaboration between education, health and social care services to provide support
- High quality provision to meet the needs of children and young people with SEN
- A focus on inclusive practice and removing barriers to learning
- Supporting successful preparation for adulthood

## Children and Families Act

The Children & Families Act 2014 sets out a sweeping programme of reforms to the statutory framework for Special Educational Needs and Disability ('SEND'). The changes represent the most comprehensive reforms to the SEN system for over 30 years; many of these changes take effect from September 2014.

The key changes that the local authority is required to implement are as follows:

- i. The introduction of an integrated assessment process and single Education, Health and Care Plan for those aged 0-25 yrs with SEND, which replaces and extends the current statutory SEN Statementing and Learning Difficulty Assessment process for 0 – 19s.
- ii. Education, Social Care and Health Personal Budgets across the 0 to 25 age range
- iii. A Local Offer – easily accessible information about services and support available and how to access them from across the local authority, education, health, voluntary sectors etc.
- iv. The Act requires local authorities and partner commissioning bodies to jointly commission services for children and young people with SEN and disabilities, including those without Education Health and Care Plans where they think this would promote the well-being of children or young people in their area.

## Local offer

*17. From 1 September 2014 local authorities will be required to consult with families and providers of services and publish their local offer. Regulations and the SEND Code of Practice will outline who local authorities must consult in developing and reviewing their local offer.*

*18. We expect local offers to be developed and revised over time. Local authorities have been required for some time to publish information about support for children and young people with SEND, including what they expect schools to provide from their delegated budgets and provision for short breaks. These could provide a starting point for their local offer.*

## **Contents of the local offer**

*19. Regulations and the SEND Code of Practice will provide a framework to guide local authorities on the content of the local offer. Local authorities will of course be able to go beyond this, depending on local needs and consultation with children, young people and parents.*

*20. The local offer must include information on services across education, health and social care and from birth to 25; how to access specialist support; how decisions are made including eligibility criteria for accessing services where appropriate; and how to complain or appeal.*

## **SEND Reference Group**

This Reference Group was formed in January 2014 and its original focus was on the Social Care Offer. Since May 2014 this has now also included the Education Offer and we are currently now working on the Health Offer. The make-up of the Group includes Family Voice Warwickshire, Parent Partnership, Warwickshire Disability, Ups and Downs, third sector and senior officers from Education, Health and Social Care. The focus of the Reference Group is on getting an agreed Local offer for social care, education and health and then a robust model of co-production that will assist with future design, monitoring and quality assurance.

Warwickshire is fully committed to co-production and recognise that there is much to learn in being effective and efficient in our way of working with children, young people, families, carers and partners.

## SEND Action Plan to September 2014 and beyond

### Local Offer

URN #	Action	Action By	By when	Current position
1	Development of the on line local offer web pages including refreshing existing content of FIS, IDS & Education & Health services	Elaine Coates	8 <sup>th</sup> August 2014	First design of navigation pages produced and circulated to the Reference group for review. (PC, tablet and mobile versions). Core information about the new duties and the local offer added to existing SEN webpage. Meeting arranged 23rd July to map contents and links for new webpages.
2	Invite all services related to children with SEND ( including voluntary and community services) to join the Directory for Warwickshire Services or refresh their information especially capturing those that are directly involved with Health Services	Elaine Coates	22nd August 2014	The Directory contains a category 'Special Needs and Disabilities'. Currently 178 records are live within this category, providing services or support for one or more type of need (eg physical disability, learning disability, autism, etc)
3	Parental engagement through the Reference Group regarding look and feel of the SEND web pages and the related Warwickshire Directory page	Adrian Wells	29th August 2014	SEND navigation page mock ups sent to Reference group for their consideration. Virtual

		Elaine Coates		dialogue throughout July and August and go live 22nd August for further comment by Reference Group. Live to all 29th August
4	Undertake the SEND Local Offer Readiness Self Audit	Hugh Disley Adrian Wells	Awaiting template from DfE	a) This will inform the Action Plan and determine the priorities for implementation.
5	Work with colleagues in adult services to map current transition pathways to inform parents and young people about their options for education, care and health services	Adrian Wells	15 <sup>th</sup> August 2014	Transition Board have developed a coherent pathway that will need adapting to be easily readable by parents and young people
6	Implement communication strategy of Local Offer including the launch of on line tool (web pages and Directory) and FIS	Elaine Coates/ Helen List	22nd August 2014	To have uploaded onto the co-produced web-site that will be then trialled for a week whilst live and publicised as live from 29th August
7	Local Account to include feedback from customers from their experience of using SEND services.	Jayne Barrow	March 2015	The feedback from customers will be incorporated into the Action Plan implementation from September 2014 and this in turn will inform the Local Account which is published in June 2015.
8	A Development Manager post is included in the Social Care restructure. The purpose of this post is to be a Champion for inclusion by ensuring local services are encouraged to be as inclusive as possible and that service users have a point of contact to address issues around inclusion.	Adrian Wells	31st July 2014 n.b awaiting job evaluation exercise to be complete 1 <sup>st</sup>	a) Interviews are scheduled throughout July with the final structure for social care confirmed by 8 <sup>th</sup> August 2014 b) Proposals have been formulated to make best use of resources to design with parents

			September	/ young people local opportunities for activities that meet their needs.
9	Co-production of the Local Offer with young people to be lead through the existing network of young people representative organisations including Wacky Forum, CiCC, VOX; County Youth Council and MYP's	Hugh Disley  Cheryl Jones	October 2014	a)The newly appointed network of apprentices will focus on how we can support children and young people representative groups engage in the Local Offer consultation and subsequent co-production of SEND.  b) the plan ready by 1st September to engage in the implementation consultation throughout September and October.
10	Finalise the Parent Participation Strategy	Family Voice Warks. / Amanda Burn / Rachel Flowers	October 2014	a) Family Voice Warwickshire are coordinating parents groups working on this. b) We have key staff in adult services that can act as advisors to the group to support the strategy c) We will include the Parent Participation draft Strategy as part of the implementation consultation taking place in September and October that will then be part of the report for Cabinet in December.

	Finalise the Parent Participation Strategy (continued)			<p>d) We have put forward a proposal that resources are made available so Family Voice Warwickshire can coordinate a training programme for front-line staff on the participation strategy</p> <p>e) Appointing Lead Co-Production Officer for SEND initially for 12 months possibly for 2 years</p>
--	--	--	--	--

## Personalisation

Action	Action By	By when	Current Position	
11	A series of meetings are taking place with the Reference Group to co-produce a policy for personalisation development/ implementation and sign off at the People Group Leadership Team. This will include budgets in scope, eligibility and governance.	Adrian Wells	28th August 2014	An initial paper will be circulated with the Reference Group for comment / amendment by 28th August.
12	Ensure Family Information Service information/advice aligns with policy document	Elaine Coates	1st September 2014	Family Information Service will be part of the policy development group
13	Training in personal budgets, support planning and resource allocations system for staff across Education, Social Care & Health	Adrian Wells	<p>a) 29th August 2014</p> <p>b) 30<sup>th</sup> October</p>	<p>a) A training plan is being developed coordinating the activity across education, health and social care so that we have multi-agency training in place.</p> <p>b) Initial Training aimed at front line staff then a further schedule of staff will be trained</p>

14	Review existing Resource Allocation System (RAS) and consider pilot RAS processes with the Reference Group to establish the tool for implementation	Adrian Wells	31 <sup>st</sup> October 2014	Warwickshire have used a RAS for their individual budget pilot. This will be used in further development of the social care personalisation process.
15	Calibrate RAS tool by trialling across a large sample of social care cases	Adrian Wells	March 2015	Following autumn consultation review of RAS and re-design, if appropriate agree tool and trial January - March 2015.
16	New short break framework providers added to the Warwickshire Directory	Elaine Coates	22nd August 2014	a) Short break framework providers have been competitively tendered and contracts awarded to provide increased choice and control. b) There will be a constant updating of the Directory to ensure all providers are included and are appropriately updated.
17	Guidance document(s) produced and sent out to schools and parents outlining implications of personal budgets in education and how these will operate locally	Nigel Minns	1st September 2014	Example guidance developed by pilot LA's has been obtained and will be adapted to suit Warwickshire's position.
18	Establish different levels of social care provision available through a personal budget /direct payment	Adrian Wells	29 <sup>th</sup> August 2014	Options for the use of personal budget are identified in the public consultation on the redesign of social care services, which includes short breaks, overnight breaks, overnight breaks transport and additional support services.



19	Establish different levels of education provision available through a personal budget /direct payment  Pilot to be run through from January – March 2015	Nick Williams	March 2015	The West Midlands SEND group are exploring initiatives to develop into potential pilots.
20	Establish different levels of health provision available through a personal budget /direct payment  Pilot to be run through from January – March 2015	Jo Dillon	March 2015	A scoping report will be presented to the Joint Commissioning Board with an options appraisal
21	Integrate back office functions of Adult and Children's direct payment/personal budgets processes	Adrian Wells	January 2015	An appraisal has confirmed that the model currently in use in Adult Social Care will enable back office functions for SEND activity. An implementation plan is being developed.
22	First phase implementation of personal budgets policy	Adrian Wells / Family Voice Warks	January 2015	Implementation will be aligned with the roll out of EHC plans.

## Joint Commissioning

Action	Action By	By when	Current position
<p>23 Through the Childrens Joint Commissioning Board and underpinned by the JSNA, health, education and social care to determine the range of services to be available for children with SEND.</p> <p>Agree Children's Joint Commissioning Strategy to set strategic direction across education, health and social care to include governance, services currently commissioned for this client group, alignment with JSNA, aligned budgets, gaps in provision, joint reviews and re design. Process to achieve this set out below</p>	<p>Kate Harker / Yee Chow</p>	<p>17th October 2014</p>	<ul style="list-style-type: none"> <li>a) JCB workshop identified key priorities for SEND. Priorities underpinned by comprehensive presentation of the latest JSNA and HWB strategy.</li> <li>b) Governance structure approved with clear route to the Health &amp; Wellbeing Board</li> <li>c) Mapping exercise continues to be progressed</li> <li>d) Joint commissioning Workshop 9th July with health colleagues confirmed current services jointly commissioned, those available as part of the Local Offer, quick wins and more long terms opportunities for joint commissioning.</li> <li>e) SEND Project Group members confirmed and all stakeholders engaged,</li> </ul>

				<ul style="list-style-type: none"> <li>f) Positive joint work to cement the health component of the Local Officer into the next consultation round. (Final consultation stage begins 1<sup>st</sup> Sept)</li> <li>g) Joint commissioning intentions to be updated end of September in line with CCGs.</li> </ul>
24	Share one page summaries of Commissioning Strategies for Health, Education and Social Care to illustrate the commissioning cycle	Kate Harker / Yee Chow / Nick Williams	25th July 2014	<ul style="list-style-type: none"> <li>a) Agree overall commissioning statement for Local Offer to consult on with parents and partners</li> <li>b) Education commissioning strategy statement</li> <li>c) Health commissioning strategy statement</li> <li>d) Social Care commissioning strategy statement</li> </ul>
25	Ensure that all commissioned services are well profiled to children, young people and their parents/families	Bill Campbell/Elaine Coates	1 <sup>st</sup> iteration by 1 <sup>st</sup> September with subsequent additions	<ul style="list-style-type: none"> <li>a) Complete mapping exercise and work with communications to update SEND website with information about existing services across</li> </ul>

			during 14/15.	<p>health, education and social care.</p> <p>b) Finalise the improvements to the feedback mechanism for each service and incorporate into the website by 1st September 2014.</p> <p>c) All future contracts will now include requirement by providers to profile their services and to keep this up to date.</p> <p>d) All recently commissioned short breaks services will go live 30<sup>th</sup> September and will be profiled on the website.</p>
26	Ensure that commissioned services are co-produced with children, young people and their parents/families.	Kate Harker / Yee Chow / Nick Williams	Ongoing	<p>a) The All Age Autism Strategy provides the benchmark for best practice in co-production and will be used to set the tone of all future co-production for commissioned services across partners.</p> <p>b) Currently tender out for</p>

				<p>provider to partners health, social care and education to co-produce review of CAMHS</p> <p>c) A newly designed resource for internal staff being finalised and published.as a training/learning tool for co-production. This will be supported by the Co-production team.</p> <p>d) Co-production plan completed and approved by the Board.</p> <p>e) Prepare plan for SEND Reference group on approach to future co-production for planning and commissioning</p> <p>f) Work through what necessary training would be needed so co-producers are able to participate fully</p> <p>g) Set out a timetable of the various planning and commissioning cycles</p>
--	--	--	--	--

27	Establish joint, across education health and social care the Children's Joint Commissioning Intentions.	Kate Harker / Yee Chow	Sept/Oct2014	<ul style="list-style-type: none"> <li>a) Review existing commissioning intentions (14/15) and progress made to date</li> <li>b) Commissioning intentions for 15/16 to be approved by JCB.</li> <li>c) Formal presentation and sign off will be at each respective governing body and HWB</li> </ul>
28	Engage the market place to ensure personalisation readiness, including a review of existing contracts	Kate Harker / Becky Hale	Dec – March 2014/15	<ul style="list-style-type: none"> <li>a) Identify areas within the commissioning intentions report that would benefits from a Market Position Statement and where business opportunities can be profiled to the market.</li> <li>b) Working with Market Facilitation Team replicate the model for adults to introduce provider forums for children services (across all partner agencies)</li> </ul>

29	Market development regarding 16-25 FE placements in Warwickshire	Leon Kokkinos / Ed Roberts	September 2015	<ul style="list-style-type: none"> <li>a) Market analysis is underway against need and capacity of Warwickshire placements</li> <li>b) Market position statement to be completed and profiled to the market.</li> </ul>
----	--	----------------------------	----------------	---

### EHC Assessment & Planning

Action	Action By	By when	Current position	
30	0-25 assessment mapped and paperwork prepared	Nick Williams	25th July 2014	Draft EHC plan has been developed.
31	Referral process plan and supporting documentation shared with schools and settings	Nigel Minns	25th July 2014	Feedback on draft documentation received from Parents Partnership and schools. Documentation amended.
32	Assessment conversion plan signed off including 16-25	Nigel Minns	22 <sup>nd</sup> August 2014	Work undertaken to construct the process and ensure the necessary resource is available to complete the planned conversion process.
33	Consult directly with SEN 16-25 students and their parents regarding their education offer	Cheryl Jones	October 2014	Work with participation group to develop how we may consult with young people in colleges post 16

34	Work with education providers and parents to support readiness for change in the systems (mentoring, training, coaching)	Judith Humphrey	September – December 2014	Ongoing training and support for staff in educational settings to focus on child centred approach
----	--	-----------------	---------------------------	---

## Systems and Planning

Action	Action By	By when	Current position	
35	Continuous engagement of cabinet members, portfolio holders and other councillors with regards to SEND reform requirements	Hugh Disley / Adrian Wells	18 <sup>th</sup> August 2014	Cabinet Paper update in August. Overview and Scrutiny report in September. Monthly updating of portfolio holders
36	SEND is a standing agenda item of Children's Joint Commissioning Board (JCB)	Chris Lewington / Wendy Fabbro	31st July 2014	SEND is represented on the JCB by the Children's Commissioner and SEND Lead Officer
37	Full membership of SEND project board established with education, health and social care officers  Parents representatives being recruited to SEND Project Board	Hugh Disley	18th July 2014  30 <sup>th</sup> September	SEND Project board established May 2014, Health colleagues joined July 2014, weekly meetings commenced 25 <sup>th</sup> July 2014.
38	Update paper was presented to Health and Wellbeing Board	Hugh Disley	15th July	Health colleagues identified at 9th July Workshop
39	Inclusion of EHC plans in newly tendered client information system(s)	Nigel Minns  Adrian Wells  Nick Williams	29th August 2014	Specification for new systems compiled and EHC requirements captured. Tender process for social care system in progress. Contract due to be awarded 25th July.



40	Pro-active programme of engagement with schools, FE colleges and other education providers	Judith Humphry  Nigel Minns	18th July 2014	<p>a) A number of events have taken place during the summer term. Area meetings have regularly been attended to ensure headteachers, governors and SENCO's are fully briefed.</p> <p>b) New briefing paper to schools and colleges by 5<sup>th</sup> September 2014.</p>
----	--	-----------------------------------	----------------	--

**SEND Governance:**



