



**S.E.19 SEND Operational Managers Group**  
**2<sup>nd</sup> February 2023**  
**12:00 to 13:30**  
**Via Teams**

Name	Local Authority
<b>Attendees</b>	
Anita Pitman	Assistant SEN Service Manager IOW
David Griffiths	SEND Manager, Windsor & Maidenhead
Mel Brown	Brighton and Hove
Catherine Clarke	Operations Manager Oxfordshire
Claire Campling	Ast. SEN Service Manager, Hampshire
Maggie Buckley	Brighter Futures for Children, Reading - SEN Team Manager
Harpreet Deo	Operational Team Manager for Slough SEND
Hayley Nowley	Head of iSEND Operations, Buckinghamshire
Liz Bone	Education and Inclusion Service Manager, Surrey
Sharon Willis	SEN Service Manager, Portsmouth City Council
Alistair Hines	Assistant SEN Service Manager, Hampshire County Council
Luke Ede	Data Manager, East Sussex
Steve Jarvis	Data Analyst, East Sussex.
Karen Spencer (Chair)	West Sussex
Sheelagh Sullivan	SE19 Region SEND Network Co-ordinator
Becky Smith	SE19 Regional SEND Support

**Apologies:** Ellen Atkinson, Nick King

**Notes of meeting**

**1. Notes from last meeting and matters arising**

*Action: Members of the group who are interested in joining the working group please contact Sheelagh [sheelagh.sullivan@outlook.com](mailto:sheelagh.sullivan@outlook.com) – Colleagues encouraged to express their interest in joining Network groups, please let Sheelagh know.*

*Action: Sheelagh to approach health colleagues, Adeline Gibbs, to attend future Operational Leads meeting. – Health colleagues Adeline Gibbs and Sue Gibbons have been approached re attending a future Operational Leads meeting. As the EHCP work is ongoing for DCOs and DMOs, agreed to wait until there is specific information to be shared before inviting them to attend a meeting. Lorraine Mulroney, NHS SEND National Specialist Advisor, has been invited to attend a future forum meeting to discuss issues around process.*

*Action: Sheelagh to contact the Chair of tribunals.* – Members on the Tribunal User Group have been contacted regarding presenting a standing item on the key themes that are coming out of this group.

*Action: Data request for tribunals and EOTAS appeals. Becky to send request to group to complete.* – **Action: to be continued and data request to be recirculated to the group.**

*Action: Sheelagh to include an item at future forum meeting on new Ofsted Framework.* – The webinar detailing the new Ofsted Framework to be shared with the group once this becomes available. There have been various presentations at other network meetings and will continue to be a standing item

*Action: Group to contact Ellen [ejatkinson@me.com](mailto:ejatkinson@me.com) if they would be interested in engaging in the Internship Programme.* – Colleagues encouraged to express their interest around the internships programme to ensure all LAs in the SE are taking advantage of the programme.

*Action: Group to send contact for Post-16 lead to Sheelagh and Ellen to engage in a social care group.* - As above, also let Ellen know who your Post-16 lead is.

*Action: Group to share feedback on meeting via the following link <https://forms.gle/hvSX7VtXBPE8Mwx47>* - Group encouraged to complete relevant feedback form to share what they wish to see in future meetings.

## 2. SEND Workshop – SEN2 return (slides attached)

Luke Ede and Steve Jarvis from East Sussex presented information regarding SEN2 return;

- SEND Benchmarking workshops produced and data collected across 19 LAs and compare this with national data
- Data collected twice a year, March and October
- Reports developed following aggregation of data and hosted on the SESLIP website.
- The workshops are an opportunity to talk about analysis of data, how the data is used and how the data is managed.
- January – ad-hoc additional workshop re SEN2 return focussing on what issues are being raised and any mitigation that could be put in place.
- East Sussex role is to facilitate the opportunity to support any issues people may have and making sure the data is reflective of SEND

**Action: Luke to share current contacts that attend SEND Workshops with the group to ensure the right people are being invited.**

**Action: Luke to share latest report with the group – only authorities that have engaged in the benchmarking survey can view/have access the reports.**

## 3. Update re. SE19 Inter- Authority Placement Agreement

A number of colleagues involved in producing a MOU and would like to look at what is being provided already by setting up a working group to review.

David Griffiths (Windsor & Maidenhead), Catherine Clarke (Oxfordshire) and Hayley Nowley (Buckinghamshire) have so far expressed an interest.

**Action: Group to let Karen know if interested in joining SE19 Inter- Authority Placement working group**

## 4. Standing items:

LGO responses

- Consistency of responses is a concern and lack of response from health colleagues.
- NHS England had confirmed that there was an issue and they will be producing guidance to support responses and expectations.
- The group discussed jointly commissioned contracts with NHS in the region where LA makes a contribution but is clear about what is expected which is then reflected in the contract, specifically of contracts around the delivery of therapy

**Action: Sheelagh to talk to Sue and Adeline re health commissioning and therapies and ask Lorraine if she can include this in future agenda item for when she joins.**

**Action: Group to continue to send any EOTAS tribunal judgements to Sheelagh if you are happy for them to be passed to DfE - request from Andre Imich.**

**Action: EOTAS webinar recording and notes to be shared with the group.**

**Action: LGO responses to be included as a future agenda item.**

#### Tribunal feedback, including feedback from the 'user group'

Key points from the latest Tribunal User Group meeting was shared with the group (attached). Thank you to Maxine Moore from Buckinghamshire for sharing this.

#### **5. Regional best practice -opportunity to share practice/new initiatives**

- **EHCP Assessment Timeline – sharing national exemplar**

Sheelagh shared a good practice example of a EHCP Assessment Timeline that colleagues may find useful.

#### **6. 'What keeps you awake at night' – a chance to use the collective wisdom advice of colleagues around SEN practice**

The group discussed the following items;

- Lack of school places
- 52 week placements for complex individuals Post-16
- Annual Reviews
- Concern for retention of staff and workload

As a national issue, ensuring the SEN2 data reflects these concerns nationally.

#### **7. AOB**

No AOB.

#### **8. Evaluation form**

Group to share their feedback on meeting via the following link;

<https://forms.gle/4xX3Kmi3HrRggDZr5>

**Date of next meeting:** Thursday 16<sup>th</sup> March 2023, 12-1:30pm

All to take place on Thursday 12-1:30pm

16<sup>th</sup> March

11<sup>th</sup> May

6<sup>th</sup> July

### Summary of actions

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