

DERBYSHIRE SEND IMPROVEMENT AND ASSURANCE BOARD MINUTES

**Tuesday 11 June 2025,
Derby College, Broomfield Hall Campus, Morley, 14:00-17:00**

MINUTES:

Item No:	Minutes:
DSIAB2425/12	<p>Roundtable Question and Answer Session</p> <p>Young People from Derby College led a discussion with Board members sharing their experiences and asking the Board members questions.</p>
DSIAB2425/13	<p>Welcome, introductions and apologies</p> <p>Apologies were noted and listed above.</p>
DSIAB2425/14	<p>Declarations of Interest</p> <p>None declared.</p>
DSIAB2425/15	<p>Minutes from 20 May 2025 and Actions Log</p> <p>The minutes from the meeting held on the 20th of May were agreed as a true representation of the previous Board meeting.</p> <p>The minutes will be anonymised for publication on the Local Offer website.</p> <p>The Actions Log was reviewed in the meeting and updated.</p>
DSIAB2425/15	<p>Derbyshire SEND Operational Delivery Group – Update</p> <p>An update about the SEND Operational Delivery Group was provided noting they met on 3rd June. The Group are concerned that the mechanism to be assured of the progress of action delivery via individual workstream delivery plans are not yet finalised and as such the group are not currently assured of progress. In response to this the group agreed a series of actions with members to finalise the plans. Additionally, the Group have created a live Risks, Assumptions, Issues and Decisions (RAID) log to support the Group's oversight and assurance.</p> <p>This will be a standing agenda item at each Group meeting.</p> <p>It was highlighted that the new RAID Log does have some gaps which the Priority Area leads have been asked to update. The Programme Manager offered support to Priority Area leads to ensure completion.</p> <p>It was confirmed more widely that the Risk Logs are available on SharePoint. The SIAB noted the interdependencies of work across the Priority Areas which leads were asked to be cognisant of.</p> <p>The Board acknowledged assurance reporting process is not at the level the Board requires. Specifically, data needs to be informative of progress showing trajectories and the target position and there needs to be sufficient narrative in assurance reports for the Board to have assurance.</p>

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DSIAB2425/15 continued	<p>It was noted that the SEND Operational Delivery Group have plans to address the incomplete delivery plans and a request was made to all Board members to support the culture of joint working ensuring all partners are represented in the working groups that will be delivering the workstream delivery plans.</p> <p>Workforce wellbeing was discussed, and the Board requested an immediate review of workforce wellbeing in the SEND Team at Derbyshire County Council.</p> <p>It was agreed that further work on the Risk Register development outside the meeting.</p> <p>ACTION DSIABA061 – Due 16th July 2025 A review of the Risk Log to ensure Strategic Risks are being captured alongside Operational Delivery Risks.</p> <p>ACTION DSIABA071 – Due 16th December 2025 Findings of the SEND Team workforce wellbeing review to be presented to SIAB.</p>
DSIAB2425/16	<p>Priority Impact Area Reports</p> <p>a) Priority Impact Area 2</p> <p>The plan is being delivered via a fortnightly working group. The group's initial priority is to create a Joint Commissioning Framework and to establish the scope of joint commissioning.</p> <p>Existing Joint Commissioning is mainly focused on bespoke packages for individual children and there is the need for wider consideration of joint services to support the delivery of the action plan.</p> <p>A robust review is underway to inform commissioning intentions with a clear governance framework as the basis to commission future services.</p> <p>The next significant milestone is the SEND Strategy due at the end of July. This strategy will inform the Joint Commissioning Strategy and the next steps. It was flagged that representation is needed in this workstream from the Council SEND team. Representative to attend Priority Area 2 meetings will be identified.</p> <p>More widely in terms of the reporting to the SIAB it was noted that whilst recognising the need for being kind, caring and respectful. All Board members should escalate issues to Priority Area leads when gaps are identified, seek support and challenge each other when required and provide assurance to the Board when issues that have been identified and reported.</p> <p>b) Priority Impact Area 5</p> <p>A meeting is planned for the 20 June to discuss a Values of Customer Service workshop; this is a significant milestone in the plan. A news update has been prepared and, subject to Councillor review, will be shared imminently.</p> <p>The Priority Area 5 Leads have been meeting with all the other Priority Area Senior Responsibly Officers to inform the creation of a consolidated Communication and Engagement plan.</p> <p>The Communications Strategy is underway; this was noted as a priority by the Parent Carer forum.</p>

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<p>DSIAB2425/16 continued</p>	<p>The SIAB more widely expressed concerns with the pace of work noting the second Stocktake in December. Board member's concerns about impact not being shared or felt.</p> <p>It was noted that Action 5.2 the completion of the Strategic Partnership Communications plan is overdue. The Board commented that whilst timescales can be changed, this needs evidencing to ensure recovery plans are in place and the Board can be assured of the new timescales.</p> <p>It was advised that changes to the Priority Improvement Plan could be addressed by establishing a formal change request process via a report to the SIAB.</p> <p>An incident was reported where a Board member shared the Comms messages agreed at SIAB on LinkedIn. A few negative responses were received. Board Members were reminded that they should not communicate SEND news unless it is via our formal ICB or Local Authority Communication teams, it is really important that we manage stakeholder expectations and the professionals in the system with the expertise to support this are involved in all communications.</p> <p>The Board also noted that we needed to improve communication with schools more widely.</p> <p>ACTION DSIABA062– Due 16 July 2025 A plan for all School communications and updates from the SEND Board to be agreed.</p> <p>It was understood from the previous Board that a joint understanding of Communications and Engagement was to be agreed and shared to ensure consistent language. IT was queried whether the right leads are working on this and whether there is sufficient accountability in communications teams.</p> <p>a) Priority Impact Area 6</p> <p>The key message was that a ND assessment workstream meeting is established and tasked to complete a Business Case for changes needed to tackle the long waits. Referrals for assessment are high (c.27% of children) and beyond the level expected based on national prevalence of ND conditions (1% for ASD and 10% for ND more widely)</p> <p>The proposals must be sustainable and aligned to national NHSE ambition and should embrace a digital/AI referral process. An early screening toolkit (a pilot is underway in Early Years) and an education based, multidisciplinary prioritisation process is expected to be included in the plans.</p> <p>NHS assessment services are struggling to cope with prioritising referrals, and it is acknowledged that the professionals that know the children best, are trusted by them can help with these situations and needs, are in education settings.</p> <p>Providing support whilst the children and young people are waiting for assessment is a key focus area of this Priority Area.</p> <p>Concerns were stressed that schools should not be making clinical decisions. This was agreed and noted that a multi-agency approach is being considered.</p>

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<p>DSIAB2425/16 continued</p>	<p>A CAMHS business case securing additional capacity in the highly specialist clinically led Mental Health Service has been supported by the ICB through the NHS Operational Planning process. More detail on what this is and the impact expected will be available at the next Board meeting.</p> <p>The detailed data on children waiting for wheelchairs is not yet available but is being collated. There was an issue with the previous provider of the Wheelchair service which resulted in the ICB not sighted on the issue. The provider has now changed, and work is underway to understand the issues.</p> <p>The Chair queried how many children are waiting and why it is being dealt with on a child-by-child basis. It was confirmed that the number of children waiting are c.50 in the South and c.30 in the North.</p> <p>The Support Whilst Waiting actions are progressing and a reciprocal pathway agreement to ensure children can transfer seamlessly between Mental Health Support services has been agreed and is being tested.</p> <p>During the discuss the term 'Waiting Well' was used. It was agreed by members of the board that the term 'Waiting Well' is inappropriate. Members agreed the term 'Support Whilst Waiting' is better.</p> <p>ACTION DSIABA064 – Due 16 July 2025 Update the Priority Impact Plan to reflect the term 'Support While Waiting' rather than 'Waiting Well'.</p> <p>The data about the ND assessment waiting list was shared. It was noted some children have been waiting over a year the initial target is to deliver an 18-week waiting time standard (aligned to national referral to treatment targets) with the final target to be 13 weeks aligned to the national clinical guidance (NICE) for children's ND assessments.</p> <p>Data for this Priority Area is not assured and there are some gaps, the Board were concerned by this and asked for escalation for it to be resolved.</p> <p>ACTION DSIABA065 – Due 16th July 2025 ND Waiting Time Data - to seek Business Intelligence team update and escalation of issues.</p> <p>Governance for the Business cases was queried and whether the reports are shared with the Health & Wellbeing Board. Nicky Smith is attending this month where there will be a focus on Emotional and Mental Health in schools.</p> <p>The Board agreed that 'Support While Waiting' information needs to be collated and shared with the Board as it is available in advance of the Priority Area action being completed.</p> <p>ACTION DSIABA066 – Due 16 July 2025 Share Support whilst waiting information with Board</p>

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DSIAB2425/16 continued	<p>It was suggested that the SIAB requires an understanding of children who are not in full time education via a Venn diagram and from this to understand the overlap with Emotional and Mental Health Support offers</p> <p>ACTION DSIABA067 – Due 16 July 2025 Amalgamate children who are not in full time education and Mental Health services via a Venn diagram.</p> <p>ACTION DSIAB100 – Due 16 September 2025 There will be a discussion offline about launching an NHSE led report for all providers to share data monthly.</p>
DSIAB2425/17	<p>Partnership Updates:</p> <p>a) Derbyshire Parent Carer Voice</p> <p>'DPCV have been working alongside colleagues across the partnership, through the local offer steering group, a new Quality Assurance group (Education Health Care Plan quality), Neuro-diversity transformation, SEND Health Assurance and have hosted the ISAS team presenting their service to DPCV parent carers.</p> <p>We are working with the Inclusion Service in preparation for the second delivery of the PINS project. Later next week, we will be planning to develop the shared values plans with ICB Commissioning Lead and are planning workshops for parent carers around Mental Health Services to gain a deeper understanding of the lived experiences in accessing support and services.</p> <p>b) NHS Integrated Commissioning Board</p> <p>The ICB are still awaiting updates on the running cost reductions and that a high-level ICB plan has been submitted to NHSE. Derbyshire will be joining with Nottingham, Nottinghamshire and Lincolnshire; however, no clear structure has been given. From the information received so far, SEND will remain localised. The ICB are expecting the model for the region will be released soon. NHS providers will need to consider corporate running costs.</p> <p>The Board acknowledged the changes in the ICB and will continue to offer support.</p> <p>c) Local Authority Children's Services</p> <p>A new Cabinet is now in place which includes a Cabinet member specifically for SEND and Education, Cllr Jack Bradley, and a Cabinet Member for Children and Families, Cllr Sam Redfern.</p> <p>Ofsted had undertaken a focussed inspection of the Council's arrangements for children subject to a child-in-need or child protection plan. The full report was published on Monday 9th June. The inspection was very positive with some learning to be done on engagement across the partnership. The Chair requested that this be circulated with the minutes.</p> <p>The Local Authority reorganisation proposals have been submitted with three proposals for different footprints. The proposal suggests a North/South split including the desegregation of Social Services. In the proposals Amber Valley is an area which could be split or aligned to the North or South.</p> <p>ACTION DSIABA068 – Due by 16 July 2025 Derbyshire County Council's Children's Services focused visit inspection letter to be distributed with minutes of the Board meeting.</p>

Item No:	Minutes:
DSIAB2425/18	<p>Any other Business</p> <p>Meeting Participation – The Chair noted that the Enabler groups continue to meet and progress. The Quality Assurance Area Partnership Group is being reconvened. This will replace the current Quality Assurance Enabler group</p> <p>Terms of Reference are to be reviewed at the Board in July. This meeting will also review effectiveness of the Board.</p> <p>Government Update – The Local Government Reorganisation is confirmed. Nottinghamshire and Lincolnshire have submitted their proposals.</p> <p>A SEND commitment was noted on moving forward with the National White Paper due in October.</p> <p>Local Authority finances regarding debt and deficit remain a concern for the Local Authority and nationally. A review will be undertaken internally at Derbyshire County Council. Noting, the Statutory Override expires in March 2026.</p> <p>August Board – The Chair asked everyone for their views on whether there needs to be a Board in August due to holidays and having representation available. All agreed that the Board in July should still go ahead where the Board will reflect on the Stocktake, and a further Board scheduled for August.</p> <p>ACTION DSIABA069 – Due 16 July 2025 Re-establishment of the Quality Assurance Area Partnership Group.</p> <p>ACTION DSIABA070 – Due 16 July 2025 Review of Terms of reference and Principles of Board in July DSIAB.</p> <p>ACTION DSIABA071 – Due 16 July 2025 An August Board meeting to be scheduled.</p>

DATE AND TIME OF FUTURE MEETINGS

Date and Time:	Venue:
2 July 2025 - Stocktake Meeting Invited Board Members only	County Hall, Matlock
16 July 2025, 10:00-13:00	Committee Room 1, County Hall, Matlock
13 August 2025, 10:00-13:00	Committee Room 1, County Hall, Matlock
16 September 2025, 14:00-17:00	Committee Room 1, County Hall, Matlock
14 October 2025, 14:00-17:00	Committee Room 1, County Hall, Matlock
11 November 2025, 14:00-17:00	Committee Room 1, County Hall, Matlock
10 December 2025, 10:00-13:00	To be confirmed