

Priority 4: The quality of EHC plans is poor. Health and social care workers do not contribute to the process effectively. The targets and outcomes in the plans are not aspirational enough. The annual reviews of EHC plans are often not completed on time or do not contribute effectively to the review of the children and young people's needs and the support and help they receive.								Overall Status of the Priority Area Blue - outcomes agreed, and embedded and being delivered Red - Work in progress or not started and there are concerns that the outcomes may not be delivered in time, Amber – Work In progress, and expected to be completed in time for the outcomes to be delivered by the date in the plan. Green - Completed. Grey - work not started but there are no concerns that outcomes may not be delivered.	
Vision for the future: EHC plans are effective in identifying and addressing the holistic needs of CYP. The targets and outcomes in the plans are aspirational and have high expectations								G	
Focus Area (Intent)	Actions (Implementation)	Lead October	Evidence (Impact)	Progress Red - Delayed Amber – In progress Green - Completed Grey - not yet started			Dec-21	Sub Group Action to date (Implementation)	EVIDENCE (See PR 4 Position Statement)
				Dec-19	Jan-20	Apr-21			
[4] EHC plans are effective in identifying and addressing the holistic needs of CYP. They are understandable to parents and have clear, smart outcomes	A. Undertake an analysis of the effectiveness of the current EHCP Guidance for health and social care professionals.	Lynsey Bissell	Audit of the contribution of stakeholders indicates evidence and impact of improvements in EHCPs	R	G	G	G	Nov 2019: ECH sub group report 'QS are being drafted to address known issues of lack of effectiveness, this will allow for a Partnership QA process to sit alongside single agency processes'. Jan 2020: Quality standards completed and taken to SPG for final approval and sign off. (mins for EB Jan 2020). Feb 2021: EHC sub group report this as Green and the following progress reported: Quality assurance and best practice standards for EHCNA/EHCP/Annual Reviews have been signed off. The annual review reset project has been set up. Backlog of EHCP plans has been cleared. A deep dive presentation was delivered to the SEND IPG (Dec 2020). Significant improvement in 20-week performance achieved.	1. EHC Status reports/action plan 2. EHC Plan Guidance (CSC contributions/reviews) 3. QS Standards 4. SEND IPG Mins 5. Power Bi reports (SEND)
	B. Update policy and procedures for professionals to use when completing EHCPs.	Karen Levell	Audit of the contribution of stakeholders indicates evidence and impact of improvements in EHCPs	A	G	G	G	Feb 2021: EHC Group report this is completed. May 2021: Adherence to SEN code of practice and implementation of local assurance documentation.	1. EHCP procedures and guidance (LO website)

<p>C. Develop a process for gathering information about the quality of the EHCPs, including responses from parents/carers and C&YP about their experience.</p>	<p>Lynsey Bissell</p>	<p>Increased parental/ CYP satisfaction with the completed plan.</p>	<p>A</p>	<p>G</p>	<p>G</p>	<p>G</p>	<p>Sept 2019: JC sub group extending reach to more parent reps to identify commissioning priorities for 2019-20. District events being developed (9 Oct) to provide forums for parents to share views across all work groups. Oct 2019: JC Sub reporting this is GREY (not started but no concerns). Will use the learning from district event to do further events for parents around the County to provide opportunity for two-way dialogue btw parents/carers and LA Officers, CCGs and other partners. Nov 2019: Working group with partner reps in place and have a detailed process map from GR through to assessment and issuing of a plan has been dev. An easy-read version is now being compiled for consideration. (Process Pap required for EB) Feb 2021: See 4(a) above May 2021: Developed quality assurance standards that have been ratified at the SEND partnership group and now in process of developing multi-agency audit panel. Downgraded to amber and consideration of red re small number of responses to current process.</p>	<p>1. Sub Group reports (EHC/GR/LO) 2. GR processes (on LO website) 3. Quality Standards Information</p>
<p>D. Develop a co-produced QA process and agree multi-agency standards and QA framework for EHCPs, to ensure plans are thorough, comprehensive and detailed, co-produced within agreed timeframes, and reviewed annually.</p>	<p>Karen Levell</p>	<p>EHCP assessments use child centred approaches, transparent decision making processes with clear lines of governance involving education, health and social care. Reports by the assessment and planning group formally delivered at SPG</p>	<p>R</p>	<p>G</p>	<p>G</p>	<p>G</p>	<p>Oct 2019: DCOs have developed a QA Standards to guide review of the health element of EHCPs and ensure consistency of checks. Additional step in process made to request all health service reports that have contributed to informing the assessment are sent with draft EHCPs to enable QA process. Over time, this will allow DCOs to target areas/services that require further training or support in providing information that informs development of the EHCP. Jan 2020: QA documents completed and will go through the SEND IPG for approval. Feb 2021: See [4a above] December 2021: Co-Produced multiagency standards developed and signed off, approved by SEND and Inclusion Partnership. Published on Local Offer. Pilot Planned for multi agency auditing in January 2022. Co-produced Partnership Framework planned to be launched April 2022.</p>	<p>1. Quality Standards Information 2. Feedback on QA Workshops 3. MA Audit</p>
<p>E. Support the increased uptake of annual health checks by inclusion within the CCG Universal Offer to GPs.</p>	<p>Karen McGowen</p>	<p>Improved educational, health and social care outcomes for CYP with EHCPs Increase in numbers of GP health checks for young people with a learning disability aged 14-25.</p>	<p>A</p>	<p>A</p>	<p>G</p>	<p>G</p>	<p>CCG commission Adult LD nurses who work alongside GPs to support and increase the uptake of Annual Health checks for CYP with LD. The LD team have also worked with the LA to ensure information on how to access the annual health check is available on the Local Offer, along with guidance from MENCAP.</p>	<p>Evidence Req</p>
<p>F. Create digital CPD opportunities for multi-agency professionals (inc health, social care and education providers) focused on effective person-centred planning. To include SMART aspirational Pfa outcomes and annual reviews.</p>	<p>PFA Group and Karen Levell</p>	<p>Access of training opportunities</p>	<p>A</p>	<p>A</p>	<p>G</p>	<p>G</p>	<p>Jan 2020 links to digital materials are available for SCC colleagues on the internet. Feb 2021: Staffordshire recognised by DfE for good practice in conducting annual reviews in digital format. Graduated Response sub group report that materials are now available on the GR toolkit and the Local Offer websites. Apr 2021: Areas of focus will be measuring impact of school age GRTK & launch of post-16 GRTK; embedding district hub governance structure; roll out of NASEN training Countywide and evaluation of specific interventions via GR. May 2021: NHSE funding utilised to support multi-agency training events around what a good EHCP looks like.</p>	<p>1. EHC status reports/action plans 2. An Intro to SEND Training (Mar 21) 3. LO/GR websites 4. Holistic Outcomes (EHCPs) Training programme (CfDC)</p>

G. Agreed training programme is in place.	Practice Excellence	Access of training opportunities	A	R	G	G	<p>Feb 2021: EHC sub group report that funding has been secured for Multi Agency Training. Graduated Response sub group report that this is in progress, and discussions are underway with the Workforce Development Team and via the Autism Strategy Group. Apr 2021: Multi -Agency training in EHCP development-dates booked. Co production training with CONTACT confirmed. May 2021: Discussions underway with Workforce Development Team and via Autism Strategy Group about training / awareness raising for parents on the GRTK. Awaiting discussion with the new Parent / Carer Forum to confirm training needs.</p>	<ol style="list-style-type: none"> 1. Introduction to SEND Training 2. Feedback on QA Workshops 3. SENCo Network event (Jan 2020)
H. Through a TAC principle, agree the relationship between TACAF/ PEP / EHCP record keeping and meetings.	Sarah Rivers	Agreed pathway is approved by SPG, CCG and LA governance boards.	A	A	G	G/A	<p>Feb 2021: In progress</p>	<ol style="list-style-type: none"> 1. SEND EHC Pathways 2. SEND 0-19 Pathway
I1. Review resources and capacity of the SEND Assessment Team	HofSEND	Improved timeliness of annual reviews	G	G	G	G	<p>Nov 2019: L&G sub group reporting this work is completed. Feb 2021: Additional keyworkers were appointed, but not focussed on reviews - reviewing additional resources /processes addressed EHCP backlog to allow attendance at annual reviews. ECH backlog work now completed.</p>	<ol style="list-style-type: none"> 1. Status reports (EHC) 2. EHC Action Plan 3. EHC Hub Review Approach (2021) 4. EHC Reviews' Progress Report to IPG (2021) 5. Good Practice QA Hubs (Covid)
I2. Review resources and capacity of the SEND Assessment Team to attend and process EHCPs with particular emphasis on transition and vulnerable groups.	HofSEND	Improved timeliness of EHCPs	R	R	G	G	<p>Feb 2021: As above</p>	<ol style="list-style-type: none"> 1. Status reports (EHC) 2. EHC Action Plan 3. EHC Hub Review Approach (2021) 4. EHC Reviews' Progress Report (2021) 5. Power BI reports (timeliness)
J1. Review resources and capacity of specialist services to enable full participation in the graduated response and the EHCP process - HI/VI	Julia Anderson	Parents/carers report increasing levels of satisfaction with the SEND services in the local area.	G	G	G	G	<p>Additional capacity to stabilise SEND Keyworker role provided. Additional SEND Keyworkers appointed. Challenges in recruiting EPs is increasing the delays in the EHCP process. Oct/Nov 2019: L&G sub group reporting this work is completed. (specialist services such as HIVI review completed. Jan 2020: A full review of HI/VI service staffing and structure was completed and implemented. (Evidence required for EB) Feb 2021: Induction for 8 Assistant EPs is underway, with planned roll out of training and interventions from March 2021. May 2021: Reviews completed of AOT and Sensory teaching services to ensure capacity available to meet 0-25 requirements. Recruitment to EPS will achieve full staffing by September 2021.</p>	<ol style="list-style-type: none"> 1. Holistic Outcomes (EHCPs) - Training Programme (CfDC)
J2. Review resources and capacity of specialist services to enable full participation in the graduated response and the EHCP process - Autism Outreach	Julia Anderson	Parents/carers report increasing levels of satisfaction with the SEND services in the local area.	A	A	A	G	<p>Jan 2020: A full review of service staffing and structure is underway, pending approval. Feb 2021: See above</p>	<ol style="list-style-type: none"> 1. Parent Plan (SEND Feedback) 2. AOT Satisfaction Survey Reports (2021)
J3. Review resources and capacity of specialist services to enable full participation in the graduated response and the EHCP process - Educational Psychologists	Julia Anderson	Parents/carers report increasing levels of satisfaction with the SEND services in the local area.	R	R	A	G	<p>Jan 2020: There are on-going difficulties in recruitment and retention within the EPS leading to significant difficulties in the management of workload. A recovery strategy group has been formed to address the underlying issues.</p>	<ol style="list-style-type: none"> 1. GR Status reports 2. Position Statement (GR) 3. EPS District Summary Data (2020-21)

K. Provide monthly update reports of 20 week production of EHCPs to SIPG	Head of SEND	Monthly reports show 90% of EHCPs are produced in 20 weeks.	A	G	G	G	Apr 2021: Included as part of the performance framework which is a live document presented at each SEND IPG meeting.	1. Power BI reports
L. Undertake a review of the contribution of Careers Advice to the Y9 EHCP review with regard to YP aspirations and PfA outcomes to inform transition planning/PfA good practice guidance and EHCP Standards & QA Framework	Lynsey Bissell	Y9 reviews clearly capture YPs aspirations and how these prepare for adulthood	A	A	A	G	Apr 2021: As part of the PfA good practice guidance, the need for impartial Career's Advice from Y9, has been included, and that a Careers Action Plan should be used as evidence. The PfA QA standards also include reference to whether consideration has been given to a Career's Action Plan or vocational profile. May 2021: Quality Standards have been developed to support a consistent approach and focus on PfA outcomes. Annual reviews undertaken in educational settings.	1. Y9 reviews (Audit) 2. PfA Guidance (2021) 3. Careers Action Plan