



Minutes of Dacorum Area DSPL Board Meeting
Date: Wednesday 12th July, 9:30am
Hobbs Hill Wood Primary School, Hemel Hempstead

Present:

David Fisher - Head, Kings Langley School and DSPL Dacorum Lead (Chair)
 Richard Haynes - Head, Hobbs Hill Wood and DSPL Dacorum Operational Lead
 Carole Hassell - DSPL8 & Partnership of Dacorum Schools Manager
 Ruth Mason - DSPL8 SEND Lead
 James Shapland - Head, Ashlyns School
 Patricia Walker - ISL Area Manager, St Albans and Dacorum
 Hayley Yendell - Head, Heath Lane Nursery
 Pauline Paul - Parent Representative
 Kayley Johnson - SEND Lead for Family Support Service, InspireALL
 Ashley Fabray - DSPL8 & Partnership of Dacorum Schools Support Officer (Minutes)

In Attendance:

Deena Wallworth, Specialism Lead for Early Years, ISL SEND SAS

Apologies Received:

Katharine Ellwood - Head, Greenway Primary and Nursery and DSPL Dacorum Operational Lead
 Angela Hughes - Head, George Street Primary School
 Lorna Elkes - Head, Little Gaddesden C of E VA School
 Sue Dyer - Head, Hobletts Manor Infant & Nursery School
 Kate Hudson - Parent Representative
 Kate Marrs-Gant - Special School Headteacher, Woodfield School
 Allan Maher - Head, Nash Mills C of E Primary School
 Sara Lalis - Head, Dacorum Education Support Centre (DESC)
 Tim Jordan - Deputy Headteacher, The Hemel Hempstead School
 Laura Topliff – ISL SEND Casework Manager - Resolution
 Su Hurren – SENDIAGO, Ask SALI
 Melanie Flay - Principal Educational Psychologist (West)/Strategic Lead (ISL)

Agenda Items	Actions
<p>1. Welcome and Introductions DF welcomed everyone and thanked all for attending the board meeting.</p> <p>2. Matters Arising from minutes of previous meetings 12.07.2023 Discussed the matters arising from the previous meeting:</p> <ul style="list-style-type: none"> PW requested clarity from Mel Flay regarding the Educational Psychology (EP) consultations continuing in 2023-24 and if the Service is at full capacity; a meeting is taking place this month to discuss the EP consultations. The EP service is still recruiting and has signed a contract with an agency to support the backlog of EHCPA. Agreed for PW to ask Mel Flay to send an update to schools regarding EP consultations for next year and to attend the next board meeting to give an update on the EP Service. <p>All actions have been completed.</p> <p><u>Action - PW to ask Mel Flay to send an update to schools regarding Educational Psychology consultations for next year and to attend the next board meeting to give an update on the EP Service.</u></p>	<p></p> <p align="center">PW</p>



Minutes were approved by the DSPL Board as presented.

3. Integrated Services for Learning

a) SEND SAS consultation and proposals

PW shared the consultation slides, however as SEND SAS is still in consultation the slides cannot currently be circulated. The following comments were discussed:

- The consultation has been communicated to Head teachers; PW is attending Dacorum Primary heads to give an update and is happy to attend the Secondary Forum also. A meeting with HPCI has also been scheduled.
- DF requested the KPI's on the consultation and proposals; AF will ask Mim Kendrick for an update for the Autumn Term board meeting.
- The proposed service changes will be effective from September 2023 with transition to new roles in January 2023; new roles will be announced on 20th July.
- DF requested once the consultation is completed to have the names, titles and photos on one page to circulate to schools, so it is clear where to go for support.
- RM shared concerns around the pathway and risk of duplication of services and request clarity for schools on the pathway for how, when and where to refer to.
- Discussed concerns around Speech Language and Communication; DLD is current a big issue and is not being recognised; PW shared this will be one of the component areas for one of the new proposed teams.

Action: AF to ask Mim Kendrick for an update on the KPI's for the SEND SAS consultation and Proposals for the Autumn Term board meeting

AF

b) Early Years Funding panel

Deena Wallworth presented a PowerPoint presentation on the DSPL8 update and a copy will be circulated with the minutes. The following comments were discussed:

- Early Years teacher will go in school's nursery, not the IDO's
- EHCP's are rising across the county with the earliest being 2 years' old
- DF commented this is a great system and asked why this does not continue into Primary & Secondary; DW is unable to comment on Primary and Secondary, however, Early years is smaller and easier to communicate.
- HY shared this has resolved the delay in funding and has been a welcomed change.
- Queries around LHN Applications:
 - If a nursery application was previously turned down and then they reapply in reception and are not new to education are they eligible for LHNF under the new guidance; the application should be considered based on the Child's needs as this may have changed from nursery to reception
 - If EHCP applications are not going ahead why would they apply for LHNF as they would be targeted level; this could be down to various reasons why the EHCPA was turned down e.g. missing paperwork so they may still be eligible for LHNF

4. Finance

a) Local School Partnership Budget 2023/24 & Future Years

CH shared the slide on 'Financial Extension – Local School Partnerships' (page 2 on the DSPL Board update PPT) and RH updated the proposal agreed in principal is for another years funding until



Summer 2025 and a piece of work is taking place to work on how to sustain the service after this. The school's element for 2024/25 is increasing to 80% and this will be communicated to schools this week. The board discuss this impact this would have on school's budget; HCC will be providing indicative figures to schools for next year.

b) DSPL budget 2023/24

2023/24 Carry Forward: The Local Authority have challenge the £47K carry forward and say only 10% of the budget can be carried forward. RH has responded and explained this is due to elements of the budget lines which have already been committed from the 2022/23 budget and not all invoices had been paid and has proposed to keep the £47k and is awaiting response. If they do not agree the budget will not be sustainable.

Admin Support Hours: CH raised AF's administration hours reduce by 4 hours at the end of August and shared the proposed to retain these to cover the current workload (see slide 3). The board members gave approval for RH & CH to review the budget to see if the resources are available to continue the hours short term and long term, subject to the outcome of the carry forward.

c) PoDS budget 2023/24

PoDS invoices will be sent to schools in September.

5. DSPL/PoDS Managers update & SEND Lead update:

CH/RM presented a PowerPoint presentation on the DSPL8 update and a copy will be circulated with the minutes. The following comments were discussed:

- RH queried why there are no secondary cases for Pupil Support Work & SEND School Family work; The average age is 9, however, there is more work with Secondary schools on the Gade/KLP side and CH will look into this.
- RM shared it was really valuable having the Early Years group from the Family Centre attend the Information Fayre.
- SPLD is a very significant need in schools and SENCo's have asked for support; HCC support has been decreasing and they won't be surprised when the service goes but there is a need
- Ask Sali has been very well received by SENCo's
- RM is organising Secondary opens mornings for primary SENCo's to attend to enable them to look limitations, interventions and realistic expectations.
- RM and CH will be offering V-SEND Training from next term. The board discussed V-SEND; some schools are seeing this as an additional piece of work with nothing being removed and some schools are using EduKey and Provision map and do not see the benefit of using V-SEND. RM will feed this back to Ask Sali.
- Longdean are creating a EBSA programme and have asked to attend the EBSA coffee morning, which is not appropriate as it is a parents group and CH has have agreed for them to come in to discuss the group to share ideas.
- LHNF panels are within budget; RM shared Early Years applications are difficult to compare as they are on different paperwork and the Early Years teacher is sharing information in the panels which is not on the paperwork.
- The FairHaven suite has been booked for the PoDS Conference on 25.04.2024. AF will add this to the agenda to discuss a theme for the conference.

Action – CH to ask KE to share the LSP Questionnaire link at the Dacorum Heads meeting

CH



Action - AF to share the data dash board with the minutes

Action - AF to add to the next board again 'Theme for PoDS Conference 25.04.2024'

AF
AF

6. Woodfield Outreach Service

Kate Marrs-Gant had given apologies for this meeting and a copy of the presentation will be share with the minutes. CH will ask Kate for an impact report with data for the end of the current contract and request a copy of the new contract.

Action - CH to ask Kate for an impact report with data for the end of the current contract and request a copy of the new contract

CH

7. DSPL Sub Group updates

a) Autism sub Group

This sub group has not met this half term.

b) Emotional Wellbeing & Behaviour sub group

The sub group minutes were pre-submitted and there were no further questions.

c) Early Years Sub Group

The sub group minutes were pre-submitted and there were no further questions.

d) School Family Worker sub group

This sub group has not met this half term.

8. LSP reshaping: DSPL & LSP in Dacorum

CH shared the Proposal for DSPL & LSP's (see slides 28-29). DF requested for the TUPE process to be added to the Risks. The board discussed the example restructure and agreed for DF and RH to meet in September, prior to the Strategic Planning meeting, to explore different scenarios and then bring it to the Strategic Planning meeting to work on a proposal for the board meeting.

Action – AF to organise a meeting in September for DF & RH to meet to discuss the LSP reshaping

AF

9. AOB

None

Dates for Board meetings 2023-24:

Day	Date	Time	Venue
Wednesday	11/10/2023	9:30am	Hobbs Hill Wood School
Wednesday	06/12/2023	9:30am	Hobbs Hill Wood School
Wednesday	07/02/2024	9:30am	Hobbs Hill Wood School
Wednesday	20/03/2024	9:30am	Hobbs Hill Wood School
Wednesday	08/05/2024	9:30am	Hobbs Hill Wood School
Wednesday	10/07/2024	9:30am	Hobbs Hill Wood School

There being no further business, the meeting closed at 11:30am.