

## Project Initiation Document

<b>Overall Project Name</b>	Development of an Integrated Health, Social Care and Education Service for children with disabilities and/or special educational needs.		
<b>Project Sponsor</b>	Joyce Thacker		
<b>Organisation</b>	RMBC, Children and Young People's Services (CYPS)		
<b>Project Manager</b>	To be appointed		
<b>Organisation</b>	To be confirmed		
<b>Start Date</b>	November 2013	<b>Completion Date</b>	April 2015

<b>Workstream Project Name</b>	Involving families with children with disabilities or special educational needs in the development of the new integrated SEN service.		
<b>Project Sponsor</b>	Project Manager (to be appointed)/Joyce Thacker		
<b>Project Manager</b>	Naveen Judah, Chair of Healthwatch Rotherham Board		
<b>Organisation</b>	Healthwatch Rotherham		
<b>Start Date</b>	November 2013	<b>Completion Date</b>	April 2013 (initial work)

<b>Name</b>	<b>Role</b>
<b>Melanie Hall</b>	Project Lead
<b>To be confirmed</b>	Project Officer

### Background to the proposed work

The SEND green paper proposes major reforms to the way children and young people with disabilities or identified as having a special educational need are given help. The proposals in the Green Paper are wide-ranging and cover the circumstances of the child with the most complex needs to a young person who is falling behind at school. These proposals are part of a wider set of reforms that will benefit this group of families and their children.

By 2014, children and young people who would currently have a statement of SEN or learning difficulty assessment will need a single assessment process and 'Education, Health and Care Plan' for their support from birth to 25 and therefore all the services would work together with the family to agree this which reflects the family's needs and ambitions for the child's future covering education, health, employment and independence.

The new service to be developed as part of the overall project will ensure high quality early identification and intervention for all children where they need it, and will provide an effective integrated support for children with a range of, or the most complex of needs. It is expected that this new integrated service will be more accessible to parents and less costly to run with more information being available about the services and expertise available locally. The overall project will build on the work that has already been undertaken in determining the requirements in the SEND green paper.

This work stream project will involve a range of staff such as health visitors, staff from early years settings and those currently working with children and young people with special educational needs such as the children's disability team and the portage

service. So the organisations involved include RMBC, CCG, and Public Health.

The project links to the Health and Wellbeing Strategy priorities – starting Well, Developing Well, Living and Working Well and will help tackle in the longer term the issues identified within Ageing and Dying Well.

### **Background Documents**

Children and Families Bill 2013

SEND green paper

Health and Wellbeing Being Strategy 2012-2015

The details of this specific consultation and engagement project are detailed below in the objectives and project scope.

### **Objectives**

These objectives are specific to Healthwatch Rotherham:

1. To work with the overall project manager in developing an integrated health, social care and education service for children and young people with disabilities and/or a special educational needs.
2. To engage with existing services such as SEN Team, Portage Service, Health Visitors, to undertake a desk top exercise of recent consultation with parents and/or children with disabilities and/or special educational needs in Rotherham and determine the key findings and action taken from such consultation (so not to duplicate).
3. To facilitate the involvement of children, young people and their parents/carers in the development of an integrated SEN Service.
4. To undertake consultation with children, young people with disabilities and/or special educational need and their families to influence the development of the new service.
5. By undertaking such consultation HWR will be helping parents shape the new service and contribute to the development and improvement of individual pathways for children and young people with specialist educational needs.
6. HWR to present the findings of the consultation in the form of an evidenced based report with recommendations to the Project Board and to CYPS.
7. The consultation will also enable the overall project to make a judgement about the quality and range of existing information available for parents and the report will make recommendations as to how such information could be improved.

### **Scope**

1. Utilise the existing consultation undertaken by SEN services identifying the key issues and actions taken as a result.
2. Engage with existing SEN parent /carer groups both locally and nationally to determine current issues.

## Scope

3. Undertake consultation with children, young people and their parents/carers about the existing SEN Services and obtain their views on:-

- (a) the current services they receive both good and bad;
- (b) how existing services can be made better based on their experiences;
- (c) how helpful the current information provision is and what could be better
- (c )what gaps there are in the current services.
- (d) the priorities for the new service that they feel would meet their needs better.

4. Engage where appropriate professionals working with children and young people about their views on the current SEN Services and priorities for the new service.

5. Collate the findings from the engagement/consultation and highlighting key findings, making recommendations for changes / new provision.

6. Feedback to those consulted including how their views have influenced the changes to the service.

7. Report on progress of this project to the overall Project Manager and maintain regular communication.

## Deliverables

- 1. A detailed project plan developed by HWR about the consultation to be undertaken approved by the Project Manager and Sponsor.
- 2. A report on the key findings of the consultation undertaken and how this can influence the new integrated service.

## Business benefits

The new service is shaped by parents and young people.  
The consultation undertaken is independent from the existing SEN services.  
Previous consultation undertaken is collated ensuring parents don't suffer from consultation fatigue.  
Parents and young people are empowered to put their views forward and recognise how they can influence change.  
Parents feel confident to challenge any poor or dated practice and make recommendations for change.  
The project will contribute to achieving financial and resource efficiencies in the new service and value for money.  
All stakeholders contribute to the overall effectiveness of the new integrated service.

## Assumptions

Healthwatch Rotherham has the capacity to undertake this project within their existing resources.

**Assumptions**

Assistance from existing Disability/SEN Services to determine current position and understanding of consultation already undertaken.

**Constraints**

Timescales for consultation project in the context of the wider project.

**Risks**

Consultation does not highlight changes required against the green paper requirements.

Buy-in from other statutory organisations required eg. Health Services.

**Stakeholders**

<b>Stakeholder</b>	<b>Interest in project</b>	<b>Governance role</b>	<b>Communication</b>
Service Users SEN	Will be affected by the outcome	Must be kept informed	Participate in consultation
Health and Wellbeing Board	Key level of influence in outcome	Decision making body	Regular update reports through project manager.
Councillor Lakin	Key level of influence in outcome	Must be kept informed. Decision at each stage.	Highlight reports through project manager.
Senior Managers across Health and Social Care	Key level of influence in outcome	Must be kept informed part of developments.	Keep informed of developments
Strategic Commissioning, Manager	Will provide resources/assistance as required	Must be kept informed	Keep informed
Community Engagement Teams	Will support the consultation.	Must be kept informed	Keep informed
RMBC Communication Team	Will support the consultation in relation to publicity	Must be kept informed	Keep informed
CYPS Directorate Leadership Team (DLT)	Findings of the consultation.	Decision making body	Report.

**Staff Resources**

Project Lead 0.5 days a week for oversight

Project Officer 5 days per week

Project Officer (commissioning team) 0.5 days a week for support if required

**Outline estimates of time and cost**

A separate project plan to be developed by HWR.