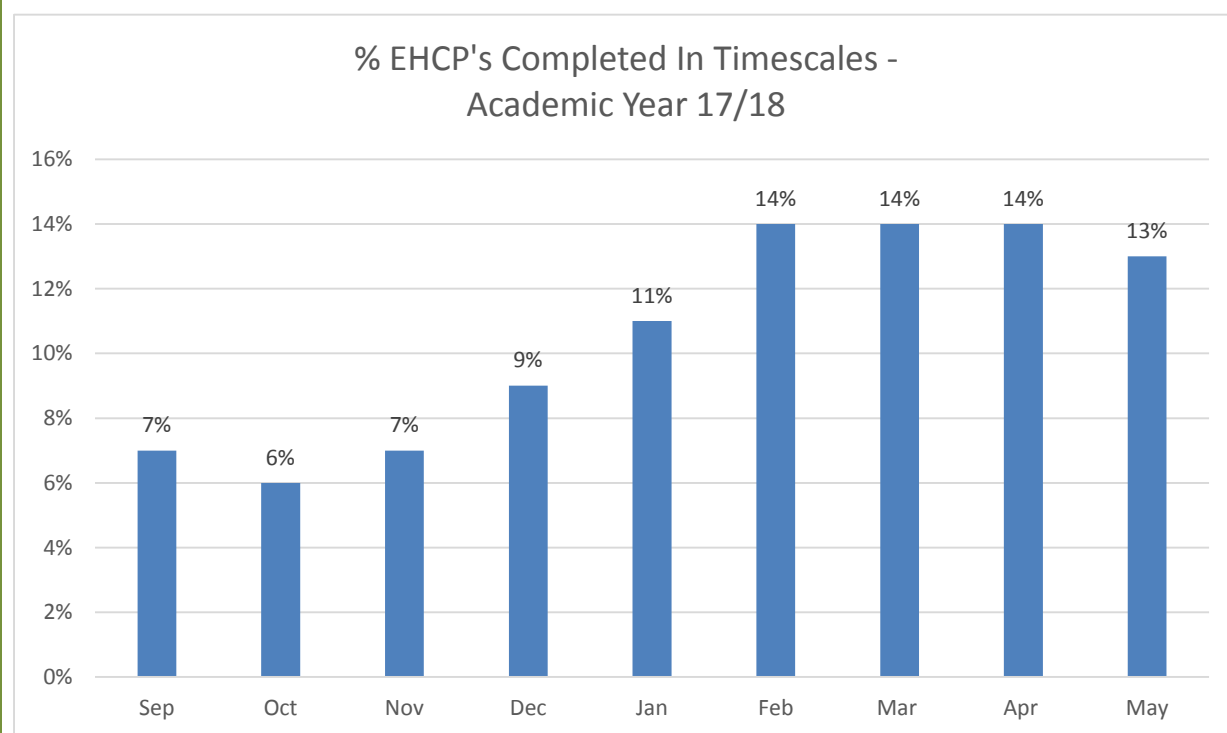


## % of Education Health Care Plans (EHCP) completed within the required timescale

### Why is this important?

Completion/conversion of the EHCP within required timescales in order to establish and secure best possible outcomes across education, health and social care. DfE requested all Statements of SEN to transfer to EHCP by 31<sup>st</sup> March 2018 for all Local Authorities (LA), Norfolk had 68 cases remaining of a total caseload of approximately 4500; i.e. Local Authorities' had 3.5 years to convert all cases and Norfolk started that time period with in excess of 4500 and converted 99%+ within timescale. Of the remaining 68 cases at end of March 2018 there is only 1 remaining case at end of August 2018.

### Performance



### What is the background to current performance?

- Although improved from performance in 2016 (5.8%), the %EHCPs completed within the 20 week timescale still lags significantly behind the national average.
- The number of EHCP plans issued has increased from 501 in 2016 to 726 in 2017 (calendar year)
- Referral rates have increased to over 1000 per year (previous years average referrals were 650)
- DfE targets for all LA's is 90% and the national average had been 55%. These are the interim (55%) and stretch (90%) targets for Norfolk, therefore.
- Last full quarter performance was 14% for Norfolk with 3 quarters remaining to increase performance to 55%. Current performance, year to date, is within a range of 12.3% and 15.1% (including/excluding exceptions respectively).

### What will success look like?

- The percentage of EHCP completion/conversion continues to increase month by month so that by December 2018 55% are completed within the required timescale, average performance for the calendar year. With a 90% target starting January 2019.

### Action required

- Additional staffing capacity currently in place
- Ongoing changes to process to ensure reduced duplication and increased efficiency
- Professional reports provided to LA on time

Responsible Officers

Lead: Michael Bateman, Head of Education High Needs SEND Service

Data: Jackie Goodson, Synergy Systems Officer, Education Achievement