

SEND Partnership meeting notes (Covid-19 period) - 16/10/2020

Present:

Jane Hall	Transformation and Compliance Manager, SEND Services CBMDC	JH
Joel Herbert	Transformation and Compliance Co-ordinator, SEND Services CBMDC	JHe
Tabia Afsar	Strategy change and delivery senior manager, NHS Bradford District and Craven Clinical Commissioning Group (CCG)	TA
Julia Elliot	Designated Clinical Officer, NHS Bradford District and Craven Clinical Commissioning Group (CCG).	JE

Apologies:

Julie Bruce	Manager, Parent's Forum/Vice Chair SEND Strategic Partnership Board	JB
Ruth Shaw	Senior head of strategy, change and delivery NHS Bradford District and Craven Clinical Commissioning Group (CCG).	RS

Purpose of the meeting:

Fortnightly meeting between Local Authority, CCG and Parents Forum (PFBA)/Vice Chair of SEND Strategic Partnership Board (SSPB) to progress priority SEND work, agree new priorities and how/who will take these forwards during the Covid-19 period.

To ensure that the positive working relationships and progress of the SEND Reforms do not lapse and continue to progress across the partnership.

Areas discussed:

Notes from last meeting 2nd October were agreed and will be placed on the Local Offer.

Actions from last meeting and updates:

- **MOU to go to SSPB 15th September and SEND Health Sub Group 26th August for discussion.** This has now been signed by both parties: PFBA and SENDIASS. Next step will be to discuss with other Parent Groups with the aim of producing a similar document to set out roles/relationships. This will be discussed at the Coproduction workstream meeting. TA asked if this could be shared with NYCC, JH feels it would be ok as the original was developed using a similar MOU from Rotherham.
- **Joint Commissioning Strategy** – JH has reviewed latest version sent by RS and added some further suggestions/comments and actions for T & C Coordinators to feed in to the document. All feel that this is now taking shape and a good strategy document is nearly completed. Agreed we now need to confirm the priorities, and state that these have been reviewed from the original Joint Commissioning and SEND Strategies (as part of the Commissioning Cycle). JE will share a 2-page document which aims to pull together feedback from engagement events and some data to help evidence the priorities and how they have been identified. We agreed the current 'boxes' section at the end of the strategy now don't work. A discussion took place about the draft info graphics, we agree to wait for the Oct Census data to ensure consistency and to request changes to some of

the pictures. A meeting is taking place on Monday with key leads in the CCG to look at Health data.

Action: JE agreed to feedback to RS on the discussion today and suggest the boxes are removed.

Action: JE to feedback to this group any additions from Health perspective for the info graphics.

- **TA to arrange for Suzy from action4send to attend a future meeting.** Agreed to remove his action as no response received.
- **Local Area SEF -** Storyboard from Alex Church still outstanding re CYP Mental Health Apprentices – JE/TA will raise this with RS. Some updates also needed to the Health narratives, JE will share these with TA and RS.
- **JH/JHe provided a further update on meetings with Early Help and YOT managers.** Meeting took place yesterday with Mark Anslow to look at data sets for Early Help and to look at matching Early Help/EHCP caseloads – this will be progressed over the next few weeks.
- **Draft Improvement Plan being developed by SEND T&C to be shared with group for input once completed.** Meeting has taken place to look at this together (T&C and JE for CCG). Next meeting is 6th November. JE to feedback on Health actions at next meeting to get wording correct. RS already looking at some of this following Integrated Assessment workstream discussion. Workstream action plans are being progressed by T & C Coordinators aligned to SEF and Improvement Plan.
- **Coproduction and Engagement** –short survey for families, operational leads, and strategic leads on their expectations on Joint Commissioning closed 10/10/20. Short Breaks Focus Groups on going x 2 completed with 41 attendees – SENDIASS this pm. JW is coordinating a 'you said, we did' document with all feedback. Interim review meeting with Kirsty Askew's team (Children's Disabilities Team) this pm. Also arranging 'Asian Mums' group via Thinking Big. Nothing as yet with PFBA – JH will pick up with JB when back at work. LM still pulling together Partnership Engagement Plan as agreed at Coproduction workstream. Task and finish group looking at coproduction values for next meeting.

Action: LM to coordinate responses for next Joint Commissioning Workstream meeting November – to agree 1-page document for Joint Commissioning Strategy.

Action: LM to bring Partnership Engagement Plan and Coproduction values to next Coproduction meeting for approval.

Action: JW to coordination Short Breaks feedback document to share once completed Focus Groups.

- **Discussion about Parental Engagement** – agreed we need a conversation with JB about how the parent groups work collectively to gather feedback from parents/carers and share their evidence base with Partnership colleagues. Feedback received from AWARE this week is being responded to by T&C but may also be helpful for other parent's groups. We need to agree how feedback will be shared as a 2-way process (with parents/carers and partner services) but also how this will be addressed through parental engagement by/with all partners and commissioned services

delivering impartial advice and guidance to parents/carers. We need feedback to be meaningful and shared in a way we can act upon it as a Partnership and have assurance that actions being taken are also being shared with parents/carers.

Action: JH to discuss recent examples with JB/PFBA and to agenda for next Partnership Meeting.

Action: JH/TA will pick up through quarterly contract management meetings with SENDIASS.

- **CYP Outcomes/CDC work** – JH and JHe gave feedback following the meeting with Philippa from CDC on Monday. A very positive meeting, CDC took lots of notes and seemed very pleased with the progress being made in Bradford following the 2 workshops. Philippa said she would feedback to DfE (Elaine Baulcombe) and will also discuss next phase of support- likely to know by November. Suggested areas were: embedding the CYP Outcomes Framework with strategic plans e.g. CYP Plan developments, EHCP quality assurance and Annual Reviews.
- **EHCP Compliance** – JHe provided a compliance update. As of today the 20-week compliance is 46.9%.

A.O.B

- JE asked about agenda items from a Health perspective for the SEND Strategic Partnership Board. JH will ask Sally Skipper to let JE and CCG colleagues have a copy of the new schedule for agenda/papers, but just need to send Sally any items for inclusion. The final agenda is approved by Mariam Haque.

Next conference call meeting: 30th October 2020, 10am to 11am