

SEND Partnership meeting notes (Covid-19 period) - 18/09/2020

Present:

Joel Herbert	Transformation and Compliance Co-ordinator, SEND Services CBMDC	JHe
Jane Hall	Transformation and Compliance Manager, SEND Services CBMDC	JH
Ruth Shaw	Senior head of strategy, change and delivery NHS Bradford District and Craven Clinical Commissioning Group (CCG).	RS

Apologies:

Julie Bruce	Manager, Parent's Forum/Vice Chair SEND Strategic Partnership Board	JB
Tabia Afsar	Strategy change and delivery senior manager, NHS Bradford District and Craven Clinical Commissioning Group (CCG)	TA
Julia Elliott	Designated Clinical Officer, NHS Bradford District and Craven Clinical Commissioning Group (CCG).	JE

Purpose of the meeting:

Fortnightly meeting between Local Authority, CCG and Parents Forum (PBFA)/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 4th September were agreed and will be placed on the Local Offer.

The SEND Strategic Partnership Board (SSPB) and associated workstream are now up and running again as normal via virtual meetings. The first SSPB took place on 15th September and was well attended. Alex Church attended the SSPB and gave an over view of the work of the CYP Mental Health Coproduction Apprentices, which was well received. Alex was asked to do a 1 page overview of the work and impact on waiting lists/times for partners to share wider. This will also be helpful for the CDC review meeting to evidence Coproduction within Health (CCG).

The revised SEF was also shared with the SSPB and was well received and V 44 signed off. There are still some gaps in data and narratives but this is a working document and will be reviewed at SSPB quarterly.

A conversation took place about LD commissioner and the issues discussed previously in these meetings. Both RS and JH have attempted to get a response with little feedback or explanation. We agreed that this should now be escalated by AJH in his meeting with MD.

Actions from last meeting:

- **MOU to go to SSPB 15th September and SEND Health Sub Group 26th August for discussion.** This was approved at the SSPB on 15th September and will now be

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.

- **Any feedback to RS by 7th September for next Joint Commissioning workstream on 14th September.** Draft strategy went to Joint Commissioning workstream on 14th September. RS is continuing to work on this with support from others in the group. JH has contacted LA design team and instigated a request to include the info graphics. RS to identify where she needs input from JH/LA colleagues. Draft to go back to Joint Commissioning workstream on 5th October.
- **RS to action further review of draft strategy and content by 14th September.** As above.
- **TA to arrange for Suzy from action4send to attend a future meeting.** TA has been in contact with Suzy and is awaiting confirmation on what meeting she can attend. To follow up with TA at next meeting.
- **JHe to request further information as agreed with JE from GT and to add to SEF by 7th September.** Storyboard from Alex Church outstanding – this could be tied in with request from SSPB so only 1 document needed.
- **JH to escalate issues re Early Help and YOT information.** Initial meetings have been scheduled with Lisa Brett and her managers later today – JH, JHe, JW and Charlie Lowe are invited.
- **Draft Improvement Plan being developed by SEND T&C to be shared with group for input once completed.** JHe will arrange a meeting with CCG colleagues to share and discuss next steps. Individual workstreams to review action plans to align with the improvement plan priorities and any audit findings (e.g. PfA).

Coproduction and Engagement – LM has drafted a short survey for families, operational leads, and strategic leads on their expectations on Joint Commissioning. This will be shared at the Health SEND sub-group on 23rd September to aid with responses from both health commissioners and health providers.

Action: LM to circulate survey via the Health SEND Sub-group, CCG colleagues to request completion by commissioners and providers.

Short Breaks survey – following the recent short breaks survey, we are holding four focus groups to discuss the outcomes further. The first one with Thinking Big is planned for the 23rd September and the second one with AWARE on 1st October.

Action: JW to circulate the PowerPoint for the focus groups to JE, TA, JB

Action: JB to liaise with JW about involvement from the PFBA

CYP Outcomes – JH updated on the further engagement with CYP only 5 responses were received which was disappointing. JW will follow up with Parents Groups to see if we can gather any additional feedback following the CDC work.

Action: RS to check contact for CCG Social Media to support this.

EHCP Compliance – JHe provided a compliance update. As of today the 20 week compliance is 45.4%. This is now an improving trend towards the national figure of 60.4% (2019). A discussion took place about the quality of plans and how we can take forwards the

joint quality assurance process and measure progress. JH has raised this with ND and CL and the T&C Coordinators have undertaken a dip sampling exercise January – June.

The EHCP survey for completed plans is now up and running and will be reviewed quarterly by the T&C team.

Action: JH to agenda at next SEND Health Sub Group meeting for discussion and next steps.

Meetings - We agreed to keep the fortnightly meetings going as these are welcomed by partners and to cease the weekly meetings unless a specific issue was raised.

Next conference call meeting: 2nd October 2020, 10am to 11am