

SEND Partnership meeting notes (Covid-19 period) 24/07/2020

Present:

Jane Hall	Transformation and Compliance Manager, SEND Services CBMDC	JH
Joel Herbert	Transformation and Compliance Co-ordinator, SEND Services CBMDC	JHe
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

Apologies: Ruth Shaw (RS)

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 10th July were agreed and will be placed on the Local Offer.

Actions from last meeting:

- Joint Commissioning Actions:
 - JH, JE and JB agreed to feed into meeting re CDC feedback (RS is on leave) and will suggest a task and finish group to take this forwards. **JH,JB and JE fed back to Joint Commissioning Workstream on 13th July. Membership and TOR are to be reviewed at the next meeting in August. Action: JB will send out an expression of interest to parents to see who would be interested in joining the workstream.**
 - JB will ask Regional colleagues how other areas have managed this with parents. **JB has done this. Only 3 LAs sent back information and only a few have parents on workstreams as equal partners, with only 1 involved with Joint Commissioning. JB reiterated that to involve parents in joint commissioning they need to be able to understand the language used, to fully participate. This needs to be a starting point as per CDC recommendation.**
 - RS to circulate draft joint commissioning strategy to group for initial feedback. **RS sent this to group, all to provide feedback to Ruth.**
- Quality Improvement Plan – to review for next meeting. **On agenda today.**

- Transforming lives Board - JB to add this to discussion agenda with AJH and MD. **No further information or responses received to date. JE has raised questions about the LD/ASD lead. JB will pick up with MD.**
- JW is meeting again with Pat in 2 weeks to look at plans following the PfA audit. **PfA audit tool has gone out to PfA members and selected others for completion. Findings will help to prioritise support from Pat Bullen, Y &H Lead.**
- CDC presentation - JE will send Health slides to JHe for Monday am to share with Niall Devlin. **Done.**

Other updates from last meeting:

JH/JHe – Compliance rates are improving and seeing more compliant plans since March 2020. Current compliance rate is now 41.7% YTD – this is positive news again.

Engagement plan template - Luke M - has sent out the to co-production workstream members to complete and return to review any overlaps or gaps. This will be progressed along with the co-production values by the workstream as per CDC recommendations.

JH/JW - have updated the SEND Ambassador information on the LO to reflect the feedback from the CDC. This will be further updated once the MoU is completed.

JH/JHe - have circulated the slides from the CDC workshop on 15th July, next steps will be to pull recommendations into respective action plans and agree action owners. JH/LM have pulled together recommendations from the first workshop and sent to the group to review.

JHe - has pulled together a document with the agreed outcomes and what data we currently have and will raise this at the next SEND Data and Intelligence Group meeting on Monday.

Mencap Supported Internships Programme- there have now been 15 new applicants through Connexions this week since the meeting with Mark Capper and sharing this with PfA members.

JB - reported that there has been progress on the Memorandum of Understanding (MoU) between PFBA and SENDIASS. This will form the basis for working relationships between the 2 services and other parents groups including the SEND Ambassadors. Action: JB will forward to JH as final draft.

JE- Health Quality Improvement Plan – all agreed this is a good piece of work and sets out the key priorities and risks for Health and actions to address these. JH asked if timescales can be added to priority/ high risks areas so that these can then be lifted into the wider improvement plan for September following finalisation of the SEF.

SEF review – next meeting is 30th July. JE and Gordon Todd (Health Data analyst) have been working with SEND T&C to update data and narratives under the new format.

.Agenda items from partners:

JE - has pulled together a draft Health/LA 'Commissioning structure'. JH has sent some amends this morning. JH has also asked PA to DCS for any children's/adults commissioning structures. JH reported that there are some interim changes within the LA so things are likely to change for September.

JE – raised the issue of not having a CYP engagement map/structure across the Local Area. JH agreed this is not easily identified, although some areas are known such as Local offer, SIP/The Crew, Youth Services links made with Heather Wilson. Action: JE agreed to work with VS to try to map out from a Health perspective.

JE/JH - are meeting with Alex Church on Monday to discuss coproduction apprentices for CYP Mental Health and potential for joint commissioning apprentices for SEND. JH noted that recent data for CAMHs shows a significant reduction in waiting times (days) from Q1 last year. A good news' narrative will be helpful for the SEF.

JH/TA - have asked that SENDIASS capture in their quarterly reporting the impact of joint commissioned services with service users and as providers so that we can see what difference this makes going forwards.

Actions agreed:

- JB will send out an expression of interest to parents to see who would be interested in joining the Joint Commissioning Workstream.
- All to provide feedback to Ruth on draft Joint Commissioning Strategy.
- Transforming lives Board - JB to add this to discussion agenda with AJH and MD
- All to review recommendations from the first workshop and sent to the group.
- JE to add timescales to priority/high risk actions in the Quality Improvement Plan.
- JHe will raise outcomes document this at the next SEND Data and Intelligence Group meeting on Monday.
- JB will forward final draft MoU between PFBA and SENDIASS to JH as final draft.
- JE agreed to work with VS to try to map out CYP engagement/coproduction from a Health perspective.

Next conference call meeting 7/8/20 10am – 11am