

SEND Partnership meeting notes (Covid-19 period) 29/5/20

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
Ruth Shaw	Senior head of strategy change and delivery NHS Bradford District and Craven Clinical Commissioning Group (CCG)	RS
Tabia Afsar	Strategy change and delivery senior manager NHS Bradford District and Craven Clinical Commissioning Group (CCG)	TA

Apologies: Julia Elliott - Designated Clinical Officer NHS Bradford District and Craven Clinical Commissioning Group (CCG).

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 15th May were agreed and will be placed on the Local Offer.

Actions from last meeting:

- *JB will now progress links with the Early Help and Prevention service and make parents aware of available services. **JB is signposting parents to the Local Offer and Short Breaks survey. Further plans for webinar to support parents with children returning to school.***
- *JH will raise attendance at the virtual Regional SEND meeting at the meeting this afternoon. **JH has raised this and fed back to JE/RS regarding attendance of partners during these meetings, dates and joining details provided for future meetings.***
- *JH will check that communications regarding the changes to EHCPs and guidance for schools/providers produced by the SEN Team have been sent to Health colleagues as requested and resend if not received. **Action completed.***
- *SEND T&C team will follow up Thinking Big presentation with a 'you said we did' in response to questions raised. Responses almost completed. **RS to get a better understanding of Personal Health Budgets and will provide more detailed response once information obtained.***
- *JHe – to amend SEF data following initial meeting and look to draft new SEF format with support from IMT (Pam C) – timescale 3 weeks. **JE working with Pam C to draft new format and add data. Next SEF review meeting is 11th June.***

- *RS, JE, TA will check service specific Local Offer Annual Report feedback has been done for SP. RS sent back responses – **JH to check if SP received CAMHs response from SB.***
- *RS to ask SB for an update/next steps with the CAMHs review for the next meeting on 29/5/20. **RS provided a timeline re the progress of the CAMHs review:***
 - The Project Team will receive the first draft of the report on the 29th of May.
 - The sponsors to receive final draft version on the 10th of June, with further time to respond to the recommendations (Sponsors are Mark Douglas, Helen Hirst and Brent Kilmurray).
 - The Mental Wellbeing Partnership Board (MWPB) will receive the final report on the 25th of June. The MWPB will then develop an implementation plan based on the recommendations.
 - This implementation plan will be shared with the Executive Board in July.
 - The Health and Wellbeing Board will receive the final report and associated implementation plan in September.
- *RS – to update on progress with the Joint Commissioning Strategy at the next meeting on 29/5/20. **RS has blocked time out to start to look at this, to update on 12th June.***
- *Impacts and issues following the changes to EHCPs will be discussed at the monthly joint SEND Health/LA sub-group meeting. **Action on going.***

Updates on current general service developments:

JH gave an update on the meeting on 22nd June with Mark Cappa from Mencap re their project 'interns and outcomes' in relation to expanding the supported internship offer in Bradford. A special meeting of the Preparation for Adulthood Workstream will be convened in June to focus on this.

JH and Shahidur Rahman from the Commissioning Team have been attending regional virtual meetings re the SEND White Rose Framework Review, hosted by Leeds. JH has requested details of Out of Area placements, type of provision and costs to help inform the review.

The LA and CCG jointly commissioned SENDIASS service evaluation outcome will be relayed to the successful provider on 1st June with a contract start date of 1st July. JH is keen to work with the new provider and PFBA to develop a joint parental engagement plan. TA asked if there will be an opportunity for a joint communication from LA and Health. JH will suggest that there is a joint communication from commissioners.

JB updated on the follow up from the successful behaviour webinar for parents. Further conversations with parents are on going to look at what additional support they need to manage anxieties about children returning to school. JB also shared information about work across Y&H on children/young people's mental health and some good resources produced. JB will share these with the group.

TA updated that the Data sharing Agreement between LA and Health (DPIA) has now been signed off by the CCG and they are now delivering on this. The next step is to get sign off from all providers to finalise this. This will support data sharing and matching for children and young people with EHCPs.

RS shared that JE is progressing work to identify someone who can log EHCPs on to the GP system. There is a process but now need a physical body to do this. Funding has been found to support Primary Care and EHCPs.

JHe added that there is a meeting this week to match NHS numbers with UPNs, there are 300 cases outstanding following the initial data matching exercise. The aim is to have the full list matched by end June. This is really good progress and will support the work within Health to identify EHCP cases.

Key areas of priority work agreed to focus on as partners:

Communication and Co-production – parents/carers, children and young people (CYP)

JB shared that PFBA have asked parents/families what their top 3 areas are for concerns/further information. Responses were: EHCPs, managing finances and Behaviour. PFBA are looking at virtual workshops to deliver to parents.

JH suggested that this could be planned with the new SENDIASS provider as part of the broader parental engagement plan. JH will raise this after 1st June.

SEF review data and narratives and develop a smarter document with IMT support

A new draft new SEF format is being developed with support from IMT. JHe is leading on transferring appropriate data and narratives to the new format in readiness for the next review meeting on 11th June. Data and narratives will need updating as some data is now out of date; requests have been made to LA and Health services. The timescale for completing this work is July 2020.

EHCP guidance- understanding the impacts of this and informing services and parents/carers

JH updated on the EHCP QA Framework that Ben Allchin has produced. This is currently with Niall Devlin, Gary Saul and Charlie Lowe to consider next steps. JH has offered that her team can support with the EHCP QA meetings with the lead coming from the SEN Assessment Team.

Joint Commissioning Strategy and outcomes framework for CYP with SEND.

RS – not picked up any work on this yet, to agenda for the next meeting.

JHe – is in the process of confirming attendance and agendas for 2 sessions to develop an outcomes framework for CYP with SEND supported by the Council for Disabled Children (CDC). The sessions will be held virtually and will take place over one and a half days. The first day, Wednesday 24th June, will be in two parts – 10:00 to 12:00 then 13:00 to 15:00. The second day, Wednesday 15th July, will be an afternoon session only from 1pm to 4:30pm.

Actions agreed:

- RS to get a better understanding of Personal Health Budgets and will provide more detailed response for 'you said we did' feedback once information obtained.

- JHe – to amend SEF data following initial meeting and look to draft new SEF format with support from IMT.
- JH to check if SP received CAMHs response from SB.
- RS has blocked time out to start to look at Joint Commissioning Strategy, to update on 12th June.
- A special meeting of the Preparation for Adulthood Workstream will be convened in June to focus on Mencap Supported Internships project.
- JH will suggest that there is a joint communication from commissioners for the new SENDIASS contract.
- JB will share information/resources from Y&H on children/young people's mental with the group.
- Obtain sign off from all providers to finalise Data sharing Agreement between LA and Health (DPIA).
- NHS numbers with UPNs, there are 300 cases outstanding. The aim is to have the full list matched by end June.
- JH will raise joint parental engagement plan with SENDIASS and PFBA after 1st June.
- Data and narratives to be updated for the new SEF format. The timescale for completing this work is July 2020.
- EHCP QA Framework – JH liaising with SEN Assessment Team to progress joint Education, Health and Social Care reviews.

Next conference call meeting 12/6/20 10am – 11am