

SEND Partnership meeting notes (Covid-19 period) - 02/10/2020

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
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 Elliot	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 18th September 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 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 to set out roles/relationships. This will be taken to next Coproduction workstream meeting.
- **Joint Commissioning Strategy** - updated draft strategy to Joint Commissioning workstream 5th October 2020 for further review and comments. RS is continuing to work on this with support from others in the group. RS has sent out Joint Commissioning Principles (2015) document for comments and possible inclusion. Luke has sent out the survey questions to the 3 tiers: commissioners, providers and parents, end date is 10/10/20 to inform 1-page document. JW has requested LA design team start on data infographics. JB feels this approach is making more sense from a parental perspective and different understanding of what Joint Commissioning means.
- **TA to arrange for Suzy from action4send to attend a future meeting.** TA trying to arrange meeting but no response as yet. To review next meeting. JE suggested to try via CCG Engagement Coordinator.
- **Local Area SEF went to September SSPB** and was well received. Storyboard from Alex Church still outstanding – this could be tied in with request from SSPB so only 1

document needed. JHe will send latest Storyboard template to JE. JW and Sarah Pawson are meeting with Alex and the CYP Mental Health Apprentices with a view to supporting wider Coproduction and meeting with the CYP SEND Ambassadors. JHe has forwarded the SEF data/frequency required for inspection to JE so that this can be collected on a more formal basis to feed into the quarterly SEF updates. The CCG are working with providers to confirm the reporting framework, meeting arranged for 19th Oct to take this forwards. RS stated that they cannot instruct providers but will do their best, PLT tracking can be provided monthly.

- **JH provided an update on meetings with Early Help and YOT managers.** Initial meetings have taken place with Lisa Brett and her managers – JH, JHe, JW and Charlie Lowe attended. Actions have been identified from both meetings to improve identification and understanding of SEND within the teams. Further follow up meetings are planned to improve links with SEND Services.
- **Draft Improvement Plan being developed by SEND T&C to be shared with group for input once completed.** Meeting with JE next Thursday to look at this together. Workstream action plans are being progressed aligned to SEF and Improvement Plan.
- **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. Done

- **CYP Outcomes/CDC work** – work is progressing to firm up the outcomes through parental engagement and also associated indicators (via the SEND Data and Intelligence Group). A review meeting is taking place with CDC 12th October on progress since the workshops.

Short Breaks –Two focus groups have taken place. The first one with Thinking Big was the 23rd September and the second one with AWARE on 1st October. Service Managers from Social Care attended both. In total 40 parents/carers attended and the feedback was very powerful. This will be pulled in to a 'you said we did' document and fed back to Kirsty Askew Head of Service. JH reported that feedback from parents/cares about short breaks is already impacting on the service delivery and positive changes. Parents do however need assurance that this is happening. Two more Focus Groups are planned with SENDIASS and an Asian Mums group requested via Thinking Big.

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

Action: JB to liaise with JW about involvement from the PFBA – to follow up next meeting.

JE reported some positive feedback from North Yorkshire in relation to multi-agency working with parents/carers to deliver a webinar. The webinar was to update parent/carers re the impact of Covid on key services. Education, SEN Assessment, SEND Family Hubs, Prevention & Early Help, Transport, Health, Disabled Children's team and transitions team all took part in the webinar.

Action: JE to share slides with group. Done

EHCP Compliance – JHe provided a compliance update. As of today the 20-week compliance is 46.6%. The DfE have suggested that if we hit a target of 50% by the end of the year they may take us off their 'watch list'. This is an improving trend towards the national figure of 60.4% (2019). A discussion took place about the DfE/NHSE quarterly review meeting last Friday, which JH, JB and RS attended.

CYP Mental Health Steering Group – JE updated on the work of the Steering Group and in relation to implementing the recommendations of the CYPMH review. A lot of resources have been developed to support parental engagement. JE asked the question “how best to engage and get some feedback from CYP and how information can be shared/utilised at a more system wide level?”

Action: JE and JB to initially look at how feedback can be co-ordinated to better capture the voice of CYP/parent carers, for wider discussion within the group.

Next conference call meeting: 16th October 2020, 10am to 11am