

**SEND Strategic Partnership Board
Tuesday 25 January 2022
13:00pm- 15:00pm via TEAMS**

Present

Name	Organisation	Initial
Niall Devlin	Strategic Manager, Integrated Assessment and Psychology, CBMDC, Chair SSPB	ND
Julie Bruce	Manager, Parent's Forum, Vice Chair SSPB	JB
Stu Barratt	Transformation and Compliance Lead, SEND Services, CBMDC	SB
Mary Ryan	Strategic Commissioning Manager, Children's Services, CBMDC	MR
Julia Elliot	Designated Clinical Officer, Bradford District and Craven CCGs	JE
Ruth Shaw	Senior head of strategy, change and delivery NHS Bradford District and Craven (CCGs).	RS
Christina Holloway	Bradford District and Craven CCGs	CH
Annette Jackson	Designated Medical Officer, Consultant Paediatrician, BTHFT	AJ
Josh Wadsworth	Transformation and Compliance Co-ordinator, SEND Services, CBMDC	JW
Joel Herbert	Transformation and Compliance Co-ordinator, SEND Services, CBMDC	JH
Sally Skipper	Transformation and Compliance Co-ordinator, SEND Services, CBMDC	SS
Peter Horner	Community Action/Young Lives Bradford	PH
Ann Andrew	Head Teacher, High Park Special School	AA
Helen Willet	Head Teacher, Chellow Height School	HW
Andrea Walters	Head of Social Service -Keighley/ Shipley, CBMDC	AW
David Stephens	Service Manager CCHDT, Social Care	DS
Duncan Cooper	Consultant, Public Health, CBMDC	DC
Debbie Jowett	Manager SENDIASS	DJ
Sarah Flockton	Sufficiency officer, The Intelligence Insufficiency Team	SF
Nazmun Khan	Business Support Officer, SEND Services, CBMDC	NK

Apologies

Name	Organisation	
Sharon Bowring	DMO Consultant Paediatrician, Airedale NHS Foundation Trust	SBo
Diana Bird	Vice Principal, FE, Shipley College	DB
Ian Morrel	Head Teacher, Titus Salt School	IM

Ref No	Action/Decision	Action Owner
1.	<p>Welcome, Introduction & Apologies</p> <p>The Chair (ND) welcomed everyone to the meeting, introductions were skipped and apologies were noted.</p>	
2.	<p>Notes of the last meeting: Notes of the last meeting / Matters Arising</p> <ul style="list-style-type: none"> • Minutes of Last Meeting • Action Updates <p>All the actions are covered in the agenda item or schedule for next month's agenda, relevant papers were sent within the pack. Including an update under AOB around Warrington's involvement moving forward.</p> <p>ND announced that an imminent announcement by the Secretary of State and the House of Commons today is expected which confirmed that Bradford Council has voluntarily agreed to set up a trust to deliver Children's Social Care (CSC) services.</p> <p>ND shared the following key points based on colleagues' Q&A-</p> <ul style="list-style-type: none"> • The intention is to create a council-owned children's company, that is provided for Bradford Council, this will roughly take between 18 and 24 months to establish. • The expectation is to have continued support from SW the Children's Services Commissioner. • The key ambition is to continue to improve our Children's Services during the period of transition till the trust. • There will be a formal briefing from the Council leader later on today. • At the moment it applies to CSC only. • There has to be a continued monitoring arrangement with the trust to establish what was happening to ensure children are safe. • Social Care monitoring arrangement and SEND Inspection from DfE – these two processes are independent. • We are waiting for the formal confirmation that will be released this afternoon. The comms team are preparing briefings which will be shared with partners, schools and families as soon as possible. <p>ND reiterated that Bradford Voluntarily agreed that this would be a positive way forward and there was a joint decision between the local authority and DfE.</p>	
3.	<p>Open House Feedback and Next Steps</p> <p>JHe updated the agenda item-</p>	

	<ul style="list-style-type: none"> • The next steps are based on partners feedback and time frames or estimated time for completion of the projects. • Identified areas for improvement are already underway for example the QA framework. • Will be sharing feedback in an accessible way to parent carers and young people who were involved in the open houses. • Request to the board/partners to have a look at the presentation over and provide any feedback to SEN T&C • SENDT&C will be continuing to update the group probably every month. <p>ACTION – Board members to comment on/provide any feedback on Open Houses presentation to SEND T&C</p> <p>SB added the feedback that we have heard from a couple of partners mentioned that some of the timelines are quite ambitious. He suggested that there will need to be a bit of a careful thought process about if we're struggling to keep up with the pace of demand then the SSPB needs to be aware and committed to that and make a sensible decision on priority or the project timeline.</p> <p>SB notified there are a couple of them that will be tough to achieve and the SSPB needs to be aware of that. They will colour code the timelines for colleagues and will raise them by exception.</p> <p>MR suggested some earlier checking around the governance might help in project implementation. SB replied they will have a challenge session with CC in a couple of weeks. MR showed interest in participating in the meeting. PH suggested that on individual things we might need to just think about the realistic timeline focusing on the outcome. SB mentioned the workstreams would be the best place for a sense check and detailed granular conversation. RS suggested the balancing approach on time and challenging delivery. JB suggested for a better quality outcome we should continue to co-produce with the parents even though it takes a longer time. ND agreed with JB and suggested it is wise to work with the parents.</p> <p>Action: SB to bring back a list of projects that might need extending due to operational pressures.</p> <p>Action: SB to share the outcome of the meeting with CC at the Corporate Centre</p>	
4.	<p>Workforce Development Proposal (Task and Finish)</p> <p>A task and dinsic group was discussed to look at what the Workforce Development needs to look like and a final paper will come back in March. He would like to invite the CDC who have done a lot of work like this for other local authorities.</p>	

	 <p>4. Workforce Development Propo</p> <p>PH raised if this work is linking in with these sort of various other workforce groups across the system and especially to integrate safeguarding team's integrations and would the timeframe for the report be feasible by March?</p> <p>MR recommended that we get some of the key voluntary organizations that deliver many services to be a key part of that. JE & CR showed interest to be part of the Task and Finish Group.</p> <p>Action: SB to bring back a paper on Workforce Development in March Meeting</p> <p>Action: Group to share their feedback/ interest re: Task and Finish Group for the Workforce Development</p> <p>Action: PH to help link those voluntary organisations</p>	
5.	 <p>5. Exclusions Case Studies.pptx</p> <p>SB updated KS couldn't attend the meeting but has provided some of the case studies which were requested by the SSPB board. He suggested bringing back the case studies linking with exclusions and tribunals, to next month, with the updated tribunals' information with Charlie?</p> <p>Action: KS to bring back case studies to present info in February's SSPB Agenda</p>	
7.	<p>Masking in schools: Action Plan</p> <p>JW updated that the masking in the school action plan has been developed following PFBA's and AWARE's 'Masking in Schools' report and the recommendations that were presented in the November SSPB meeting. JW shared the draft action plan in the pack and requested the group to share their</p>  <p>6. Masking in Schools action plan</p> <p>further comments.</p> <p>ACTION: Partners to share comments and feedback to SEND T&C</p> <p>JB expressed the action plan was good to read and shared a few queries-</p> <ul style="list-style-type: none"> • Whether the training is mandatory for all school staff rather than just accessible? • Are academies included if so how to engage them? • Need a consistent response of children with Mask. • How will we ensure SENCOs have enough time? Is there a neurodiverse network that's SENCOs part of now? 	

	<p>ND replied that</p> <ul style="list-style-type: none"> • LA can strongly suggest and recommend but actually can not make it mandatory unless there's a statutory thing that underpins it. Academies are included and each year Local authority will let all the schools be aware of the free training or with paid training. • We are in the very bottom quartile, in terms of his absence nationally. Local authority shares clear guidance to all schools but academies follow their own admissions authority, and unless it comes to statutory areas such as where a child requires attendance order, then they look at authority. • SENCOs are given training in network meetings from LA in every half term. • RS is currently working with the local CCG to look at neuro-diversity within Bradford and developing free training for all schools to meet the needs of children who have neuro-diverse difficulties. • The local authority agrees 100% that SENCOs need to be given adequate time to do the role. <p>JE asked to know if the mental health schools team and Children-peoples mental health team had been engaged in the development of the action plan and who is leading on those areas? How is the plan being delivered? JW replied RD's is the key contact and will be engaged with LS and other people including JE. JW also mentioned delivery plan will be developed based on the individual actions owners discussions. RS suggested contacting Joanne Tooby (CCG) to discuss mental health areas.</p> <p>ACTION: JW to discuss action plan with JT, HW and RD</p>	
8.	<p>Sussex Tool</p> <p>DL stated the context of the Sussex tool and shared a presentation.</p> <ul style="list-style-type: none"> • Sussex tool is an evidence-based tool that gives an understanding of the needs of the children in special schools. • It allows them to plan the right nursing dependency skills based on the complex needs projections. • They use this tool on an annual basis working closely with school nurses and the special educational needs team in the special schools to collect information and then look at the themes and trends coming out of it. • The team is a multiskilled team working with 4-19 years age group of children and young adults in special schools who have complex disabilities focusing on the quality of life and health. • The Sussex tools allowed collect lots of information and also allow to look back years for information. In 2017 there were 1003 pupils in the special schools and now 1539 pupils and the projected figure for 2022 will be 1620. 	

- When the Sussex tool is completed, it looks at three different types of needs
 - Complex and fluctuating health needs (e.g. complex epilepsy)
 - Complex and long term health conditions (e.g. complex Neuro-disability)
 - Everyday complex health care need
- Projections also allow the LA to identify gaps in staffing arrangements. For example - in 2022 to that 1620 projected pupil they are going to be a 6.64 full-time equivalents nurses gap in the special schools.
- They offer Quality training to school colleagues and care planning
- They deliver out at the short break and respite settings twice a month and they also go out to family homes if that's needed as well.
- Safeguarding work spiked in special schools
- Next Steps- Demand capacity issues to build up the project case with RS

DS asked DL to share the breakdown on the Safeguarding intervention regarding the rise in the safeguarding figures to compare with CCHDT info. DL mentioned in 2017 safeguarding wasn't even a criterion for the tool but they specifically added that for the Bradford Care Trust and are in the middle of tidying all the data. So she appreciated the question and would like to compare those data once it is collected. ND suggested DL, DS meet and would be interested in how to unpick the safeguarding spike. ND would like to invite DL once the Data is being collected on the Safeguarding issues.

SS asked how the Sussex tool correlates with the social care support to those families? Because the standard direct payment package perhaps doesn't take into account the severe needs or more complex cases. AW raised do the schools see the same spike on safeguarding issues because that should correlate too?

AA mentioned there has been a spike in all of the special schools.

JB would like to have wider support for families and the number of career assessments.

ND wanted to know more about the increase in complexity around the level of the developmental needs which could help feedback into the sufficiency review. DL raised in terms of sufficiency sometimes special schools are not seemed to be clear on the number of the projections. ND mentioned we will know by 15th February how many children will be going to special schools in years 6 to 7.

JE raised whether different areas of Sussex tool information could break down more in terms of understanding those 3 broad criteria. DL mentioned that if there are particular things around neuro-disability that they might

	<p>want to consider breaking down further they can include it in this year's Sussex review.</p>	
<p>9.</p>	<p>Social Work Update Report (DS)</p> <p>DS shared the CCHDT Report (on pre and post-covid) based on the query raised by colleagues in the December meeting.</p>  <p>8. CCHDT Report for the SEND Strategy</p> <p>AA asked about the referral numbers and was curious to know if the changes in assessment criteria could have affected it? DS appreciated the question and would like to explore further to find out the answer.</p> <p>AA appreciated the improved team works between Social Care (complex health and disabilities teams) and the CCHDT which was not in place before. AW mentioned her role involved in both areas and also knowledge of working in the Local authority Social Workers team might have helped to bond the team works better which perhaps wasn't strong before.</p> <p>MR asked (Teams Chat) if there is a piece of work to look at data and analysis in terms of linking the information DS and DL presented into the JSNA analysis to understand where an increase in demand is coming from? Could we think about that as a next stage for the development of the JSNA report on SEND? AA replied information from EA1 notifications will also help in the early identification of needs in the local area.</p> <p>ND asked DS these questions to reply in the next meeting-</p> <ol style="list-style-type: none"> 1. Can there be a discussion with the special school nurses about how the Sussex tool can be used to help match the assessed needs of children with complex health needs and disabilities? 2. When will Wedgewood be back to full capacity? 3. When will the BEST service be restored? 4. What is happening with the sufficiency reviews of specialist short break provision? 5. The governance for sign off of direct payment (is it still the EHC P panel?) 6. What work is being undertaken to reduce the waiting list for family supports services? 7. Update on what is happening with regards to positively engaging in annual reviews with <p>Action: DS to provide answers to ND's questions in February's meeting</p>	

10.	<p>Joint Commissioning Workstream To be discussed in the next meeting</p>	
11.	<p>PFA Update Vital Signs Report To be discussed in the next meeting</p>	
12.	<p>Quality Assurance Thematic Review (Child Protection)</p> <p>SB updated that this is a very serious report which included 52 children's cases being written those have both an Education Health and Care Plan and subject to a Child Protection Plan. They are seeking annual reviews for these cases. SB shared the key and relevant points about what they are going to be doing over the days and weeks ahead on these cases and will update the board on the progress.</p> <div style="text-align: center;">  <p>11. Thematic Review v2.0.pdf</p> </div> <p>SB announced they have written for setting up a vulnerable and complex review panel that he will chair, and these cases are going to go back through that over the next 6 to 8 weeks for them to then go to the EHCP panel that they have all they need.</p> <p>SB will be working with all involved to make sure that the plans that come out of these reviews are fully reflective of where those young people are. SB met with social care leads as well and DJo has given his full support. Appreciating the report ND formally thanked SB.</p> <p>SB's next priority auditing works are-</p> <ul style="list-style-type: none"> • Developing the Quality Assurance Framework with the Colleagues and with Warrington • looking at those children who are electively home educated • Children who are looked after alongside children who are in and out of care • Children in Need <p>AW requested the full review pack and suggested doing a joint thematic audit with colleagues from the Children's Social Care which will help identify the gaps quickly and also for good shared practice.</p> <p>JE appreciated the report and suggested replicating them from a health's perspective. ND mentioned there is no issue of showing the children's cases to JE as a member of the QA group but should not be shared widely with health.</p> <p>Action: To include QA Thematic Review as an agenda for the next three months in the SSPB meeting</p>	

13.	Highlight Reports - Workstreams, Transformation Projects by exception	
14.	AOB- None	
	<p>Date of Next Meeting:</p> <p>Date of Next Meeting: 28 March 2022 13:00pm – 15:00 pm via TEAMS</p>	
	<p>New Actions:</p> <ol style="list-style-type: none"> 1. Action: SB to bring back a list of projects that might need extending with Three workstreams to review their project timeline and feedback on their sense check 2. Action: SB to share the outcome of the meeting with CC at the Corporate Centre 3. Action: SB to bring back a paper on Workforce Development in March Meeting 4. Action: Group to share their feedback/ interest re: Task and Finish Group for the Workforce Development 5. Action: PH to help link those voluntary organisations 6. Action: KS to bring back case studies to present info in February's SSPB Agenda 7. Action: DS to provide answers to ND's questions in February's meeting 8. Action: To include QA Thematic Review as an agenda for the next three months in the SSPB meeting 	