

**SEND Strategic Partnership Board**  
**Tuesday 24 May 2022**  
**13:00 - 15:00**

Present

Name	Organisation	Initials
Niall Devlin	Assistant Director – SEND and Inclusion, CBMDC ( <b>Chair</b> )	ND
Julie Bruce	Manager, Parents' Forum ( <b>Vice Chair</b> )	JB
Stu Barratt	Interim Strategic Manager – Integrated Assessment and Transformation and Compliance, SEND Services, CBMDC	SB
Julia Elliot	Designated Clinical Officer, Bradford District and Craven CCG	JE
Robena Sheikh	Parent Representative	RoS
Sharon Bowring	DMO Consultant Paediatrician, Airedale NHS Foundation Trust	SBo
Kate Welsh	Programme Lead – Education and Skills, CBMDC	KW
David Stephens	Service Manager CCHDT, Social Care	DS
Ruth Shaw	Senior Head of Strategy, Change and Delivery NHS Bradford District and Craven CCG	RS
Wendy Uttley	Coordinator & Trainer, Down Syndrome Training & Support Service	WU
Dawn Lee	Assistant General Manager for Children at Bradford District Care Trust	DL
Lisa Brett	Head of Service, Early Help & Prevention and YJS	LB
Sally Skipper	Transformation and Compliance Co-ordinator, SEND Services, CBMDC	SS
Joel Herbert	Transformation and Compliance Co-ordinator, SEND Services, CBMDC	JH
Christina Holloway	Associate Director – Integrated Health & Care, Bradford District and Craven CCG	CH
Debbie Jowett	Team Manager, Bradford SENDIASS	DJ
Andrea Walters	Head of Service – CCHDT ( <i>Second half of meeting</i> )	AW
Caroline Coady	Assistant Director, Council for Disabled Children ( <i>last part of meeting</i> )	CC

Apologies

Name	Organisation	Initials
Nazmun Khan	Business Support Officer, SEND Services, CBMDC	NK
Peter Horner	Community Action/Young Lives Bradford	PH
Ann Andrew	Head Teacher, High Park Special School	AA
Ian Morrel	Head Teacher, Titus Salt School	IM
Josh Wadsworth	Transformation and Compliance Co-ordinator, SEND Services, CBMDC	JW
Diana Bird	Vice Principal, Shipley College	DB

Ref No	Action/Decision	Action Owner
1.	<p><b>Welcome, Introduction &amp; Apologies</b></p> <p>The Chair</p>	
2.	<p><b>Notes of the last meeting / Matters Arising</b></p> <p>The minutes of the last meeting were agreed.</p>	
3.	<p><b>Key Inspection Feedback</b></p> <p>ND updated - First draft of the letter arrived. No surprises in the area. Final letter due in next 10 days. SB shared a power point on the screen but this is not available for circulation till after the letter comes out. Once the letter comes out SB will organise an all group briefing for staff.</p> <p>During the inspection, over <b>300</b> professionals were involved and as a district we had one of the highest amount parent/carers responses to the survey (<b>644</b>) Further engagement numbers: <b>65</b> face to face and/or telephone parent/carers <b>8</b> Early Years providers <b>74</b> EHCP cases <b>8</b> Educational Settings</p> <p>During the inspection, inspectors felt Bradford knew itself well. Lots of examples of good progress and developments were identified, whilst also identifying and discussing areas for improvement.</p> <p>SB highlighted quality of our EHCP's and annual reviews were highlighted as an area of concern as was communication. A resource paper to address this will be included.</p> <p>SB gave an overview of some of they key areas we need to address.</p> <p><b>Quality of EHCP's</b> SB updated on our Sector Led Improvement work with Warrington and our work on Quality Assurance. Social Care input in EHCPs we have site on and plan to look at a DSCO role within social care.</p> <p><b>Children's Democracy</b> This is an area that we need to further develop and we are</p> <p><b>Use of SEN Portal</b> Over 500 assessments have been done on the portal in the last 6 months but need to look at expanding the portal and a further paper will come back on this.</p>	

	<p><b>Short Breaks:</b> Short breaks team now set up to review EHCP CYP access to short breaks. Anticipated around an extra 750 families may need short breaks support.</p> <p><b>School Pupil Place planning:</b> Ofsted felt we need to get better at this and take a longer term view on this.</p> <p><b>Local Offer Website:</b> This is a priority project it is felt technology has changed since our last Local Offer and Ofsted agreed with that.</p> <p>JE updated from a health side and said there are work areas for health to pick up on. JE confirmed the health and care partnership are sited on this. JE confirmed health partners felt the inspectors were fair and they will work closely with partners on the action plan.</p> <p><b>Timescales</b> It is anticipated the final letter will be out early June and SB will share a link to the letter with the board. We will then have 70 days to look at developing an Action Plan, which will address the WSOA and how we will improve these.</p> <p><b>Action; SENDT&amp;C to bring the improvement plans will come back to the SSPB.</b></p> <p><b>SEN Support:</b> Alice Ngondi and SCIL team working with multi academy trusts to review this area of work. Ofsted felt we did not know ourselves as well as we could. Ofsted felt young people do well in KS1 and KS2 but then performance drops off at KS3. RS rased her concerns as a parent in this area around performance drop off.</p> <p><b>Action; SENDT&amp;C to plan dates for staff briefings once inspection letter is available.</b></p>	
4.	<p><b>CYP Governance</b></p> <p>Kate Walsh did an update on the CYP governance structure and its links to the Bradford Wellbeing Board. Under the Bradford Wellbeing Board it is proposed to have a Children and Young Peoples Executive who will pick up the CYP Plan for the district and the SSPB will link into this.</p> <p><b>Action: KW to take away action point re how this is being communicated with families and CYP.</b></p> <p>JE added the emphasis needs to be on future planning and prevention and early help and asked where Early Help and prevention and public health sits in the model. Kate confirmed she is working with public health but confirmed Kate Lighstead did not sit in public health.</p>	

	<p>ND confirmed governance matters and our board members are keen to see this is right. ND also confirmed it would be good to have further input.</p> <p><b>Action: KW happy to attend SSPB to keep the board updated on the development of the plan.</b></p> <p>LB felt each board needs to think about prevention and early help.</p> <p>JE raised concerns that prevention and early help was not in the model.</p> <p>KW confirmed there are three pillars in development; the CYP &amp; Families Executive, the CYP plan and the Child Friendly City Development. It is planned to draft the plan in July and August and engage with CYP through this work.</p> <p>SBo expressed concerns that most these boards do not include parent/ carers or CYP.</p>	
<p>5.</p>	<p><b>SEND Green Paper Updates.</b></p> <p>ND confirmed the Green paper identifies some of the problems and offers solutions. The Govt is suggesting to standardise areas like the EHCP templates, how funding is set out, what schools need to do before they can apply for an EHCA. There is a shift towards standardisation and collation of outcomes nationally.</p> <p>ND encouraged everyone to be part of the consultation whether as an individual or as a collective voice.</p> <p>SB offered workstreams an opportunity to comment on the green paper as a local area. SB asked SSPB's agreement to put the dates in the diary.</p> <p><b>Action: SB to set up consultation events for the SEND Green Paper for partners interested in giving a collective response.</b></p> <p>WU welcomed new SENCO qualification and whether this is sole role of an officer or if they can teach too. WU also welcomed the template for the EHCP and early intervention at the earliest point and a clear pathway for all children with all disabilities.</p> <p>A discussion took place on parent's choice on school places and WU confirmed it should be inclusive but many parent's know this is not the case for many SEN families. The Green paper is very clear to schools that the expectation is Inclusion and there will be much clearer guidance to schools on what they should do for SEN CYP.</p> <p>DJ felt some families would benefit from a tailored list of schools who could meet need but equally felt some families may want another school which is not on the list and they may have to fight harder.</p>	

	RS expressed concern with school league tables. ND confirmed school's who usually perform well usually perform well across all pupils.	
6.	<p><b>Vital Signs Updated Pack</b></p> <p>JH updated on the Vital Signs pack which came to SSPB in 2021 and in January 2022. The slides will be shared moving forward with the board. SB confirmed there are some data sections that need updating.</p> <p>SS confirmed the vital signs have been coproduced with families, first through the Open Houses and more recently with the SEND Ambassadors and will be updated into a family friendly format and shared through the local offer and social media to facilitate transparency on how services are progressing.</p>	
7.	<p><b>SEND Strategy 2022-2024 (next steps)</b></p> <p>SB confirmed we will coproduce the SEND Strategy to be available by the end of this year. SB confirmed we want more distributed leadership to provide more sign off by other parties instead of it just being held by the local authority. SB confirmed it would include Ofsted findings and other priorities for the local area.</p> <p><b>Action: SENDT&amp;C to plan meetings around the strategy for around 6 weeks.</b></p>	
	<p><b>AOB</b></p> <p>- <b>Council for Disabled Children review of CCHDT (DS/CC)</b></p> <p>DL- Rasied concerns School nurses and health visitors are being asked to complete MARFs for short breaks referrals. DL not sure this sits right. DL concerns this takes up too much time and is not right with EHCP kids.</p> <p>DS says short breaks should be really clear to families how to access short breaks and at present most families feel the need to get a referral from the CCHDT team.</p> <p>Caroline Cody Assistant Direct from the Council Disabled Children joined the call to update- Caroline also is lead for DCSO model at the CDC. CDC will be facilitating a review of CCHDT. The review will focus on 3 areas;</p> <ol style="list-style-type: none"> <li>1) Existing practices.</li> <li>2) Strategic Visioning Workshop</li> <li>3) Coproduction workshops</li> </ol> <p>The SSPB will be kept updated on the progress of this piece of work.</p> <p>DL asked for public health and commissioners to be involved and also rasied concerns about staffing issues and would like school nurses to be further involved.</p> <p>No communication has gone out yet to families but this would follow soon.</p>	

	<p>- <b>Masking report update (JB)</b> JB asked for an update on the masking report which the PFBA have been involved with.</p> <p><b>Action: SB to bring the update to the next meeting</b></p>	
	<p><b>Date of Next Meeting:</b> Tuesday 28 June 2022 13:00 – 15:00 Microsoft Teams</p>	
	<p><b>New Action:</b></p> <ol style="list-style-type: none"> <li>1. <b>Action; SENDT&amp;C to bring the improvement plans will come back to the SSPB.</b></li> <li>2. <b>Action; SENDT&amp;C to plan dates for staff briefings once inspection letter is available.</b></li> <li>3. <b>Action: KW to take away action point re how this is being communicated with families and CYP.</b></li> <li>4. <b>Action: KW happy to attend SSPB to keep the board updated on the development of the plan.</b></li> <li>5. <b>Action: SB to set up consultation events for the SEND Green Paper for partners interested in giving a collective response.</b></li> <li>6. <b>Action: SENDT&amp;C to plan meetings around the strategy for around 6 weeks.</b></li> <li>7. <b>Action: SB to bring the update to the next meeting (re: Masking report)</b></li> </ol>	