

SEND Strategic Partnership Board
Tuesday 22 November 2022
10:00 - 12:00

Present

Name	Organisation	Initials
Niall Devlin	Assistant Director – SEND and Inclusion, CBMDC(Chair)	ND
Julie Bruce	Manager, Parents' Forum (Vice/ Co- Chair)	JB
Annette Jackson	DMO & Consultant Paediatrician, Airedale NHS Foundation Trust	AJ
Christine-Slater-Ham	Manager, Short Breaks Teams, CBMDC	CSH
Kellie Barker	Deputy Director, Operation, LD, Bradford District Care and NHS Foundation Trust	KB
Ali Jan Haider	Director, Integrated Health and Care, Bradford District and Craven Health & Care Partnership	AJH
Jack Skinner	Manager, PFA Front Door, Adult Social Care, CBMDC	JS
Julia Elliot	Designated Clinical Officer SEND, Bradford District and Craven Health & Care Partnership	JE
Robena Sheikh	SEND Parent Ambassador	RoS
Sally Skipper	Transformation and Compliance Co-ordinator, SEND Services, CBMDC (CE Lead)	SS
Joel Herbert	Transformation and Compliance Co-ordinator, SEND Services, CBMDC (IA Lead)	JH
Nazmun Khan	Business Support Officer, Transformation and Compliance, SEND Services, CBMDC	NK
Josh Wadsworth	Transformation and Compliance Co-ordinator, SEND Services, CBMDC (PFA Lead)	JW
Diana Bird	Principal, Shipley College	DB
Dawn Lee	Head of Community Children Services of Bradford District Care Trust (rep for Phil and Kellie)	DL
Peter Horner	Programme Manager, Community Action, Bradford District	PH
Emma Hamer	Strategic Manager, Intelligence and Sufficiency Service, CBMDC	EH
Amanda Stanford	Chief Nurse and Executive Director for Midwifery and Allied Health Professionals, ANHSFT	AS
Debbie Jowett	SENDIASS	DJ
Joanne Hilton	Deputy Chief Nurse, Bradford Teaching Hospital (rep Karen Dawber)	JHi

Apologies

Name	Organisation	Initials
Christina Holloway	Associate Director – Integrated Health & Care, Bradford District and Craven Health and Care Partnership	CH
David Stevens	Service Manager, CCHDT Team, Social Care	DS
Joanna Howes	Consultant, Public Health, CBMDC	JHo

Andrea Walters	Head of Service – CCHDT	AW
Wendy Uttley	Coordinator & Trainer, Down Syndrome Training & Support Service	WU
Sharon Bowring	DMO & Community Paediatrician, Airedale NHS Foundation Trust	SBo
Ann Andrew	Principal, High Park Special School, Bradford	AA
Lisa Brett	Head of Service, Early Help & Prevention and YJS	LB
Ruth Shaw		RS
Stu Barratt	Interim Strategic Manager – Integrated Assessment and Transformation and Compliance, SEND Services, CBMDC	SB

Ref No	Action/Decision	Action Owner
1.	<p>Welcome, Introduction & Apologies</p> <p>ND (the chair) welcomed everyone and an introduction took place. The apologies were also noted.</p>	
2.	<p>Notes of the last meeting / Matters Arising</p> <p>All the actions were discussed in the meeting and updated.</p>	
3.	<p>WSOA – Monitoring update (HAJ)</p> <p>HAJ chaired the partnership meeting between health and Social care and updated on the WSOA monitoring plan.</p> <ul style="list-style-type: none"> • First monitoring visit will take place on the 1st of December, 2022. The partnership methodically went through WSOA Actions and the final submission has to be by Thursday 24th November, 2022. • Progress and developments were reviewed. • The monitoring meeting with the DfE inspectors will be a 3 hour meeting with the core team and subject matters experts will also attend. <p>WSOA 1- positive works were already identified by the LA and more works need to be done from health side. Finally the joined up responses will be shared.</p> <p>WSOA2- the EHCPs as a whole positive progress but still more work to do.</p> <p>WSOA3 & 4- (0-19) SE will share a resume and will match with the provisions of early help/ school nursing and wider help. Challenges were identified and discussed in the health and Care partnership meeting. Redesigning of the neurodiverse pathways and enabling SENCOs to do referral will change the process and waiting time will increase.</p> <p>WSOA5- Evidence will be gathered to show the partnership joint commissioning work plan is active and progressing.</p>	

PH (Phil Hubbard) will help out on the 1st of December meeting. Enormous work went through the preparation and the partnership had a dry run already to line up the narratives.

EHCP Quality and Contribution- (JE) The Integrated Care Assessment Action Plan was developed. The workstream is up and running now. Bespoke health Action plan and Improvement plan were also developed and planned to work collaboratively with JHe/ CL's team. The SEND Clinical Lead has been confirmed as substantive and also has secured additional funding to build the rest of the team. The specialist pathways and trainings were also mentioned as they were identified as next steps.

WSOA 3 and 4 will be picked up as part of the discussions in the Children and people's programme research.


Health's work on the 'Single Point of Contact' and co-ordination around health advice has been recognised nationally as a best practice example on co-ordination on health advice in the EHCP process. The chair appreciated the hard work JE and the team did for the recognition.

WSOA 3- SE worked closely with DL, Michele and with the care trust colleagues on the robust action plan i.e. improve antenatal visits, 2 and half year visits, early issues for families, specialist nursing training, expanding family hubs as part of the Start for Life Programme specifically for SEND etc.

JW clarified following the monitoring visit the WSOA will be published on the LO websites and only 150 words will be updated for each of the objectives.

JW and ND reiterated that lot of the updates on the **WSOA 2** will depend on the recruitment of the new 24 permanent roles including Annual Review Officer, SEND Auditors, SEND Market Lead, Children and Young people and participation.

4. **Short Breaks- (CSH)**


 4 - Short Breaks
 Service Update.pptx

The attached ppt on short breaks was shared and discussed.

DJ asked when this service will be offered to the children from mainstream schools? Due to resources they are currently targeting the primary schools and encouraging the special schools and resource provisions to enrol for the enrichment programme. ND clarified they are targeting the special schools as their children have highest level of need and next approach will be to align with the main stream schools.

DJ suggested CSH to visit SENDIASS and share the info (awareness sessions) to keep the caseworkers updated.

Action: DJ to liaise with CSH arranging the awareness sessions for the SENDIASS

CSH also clarified tier 3 CCHDT offer and mentioned the Short Breaks provision hasn't got an open referral as yet. The CCHDT short breaks process comes under their assessment criteria and comprehensive reviews including short breaks. Questions were raised by AJ around the funding issues as well. ND clearly stated under the Disability Act if any children was assessed and displayed eligibility for the services LA is bound to offer it.

PH enquired whether the Short breaks team was linked in with the carers resources in their parent carer assessment process. SS reassured that the carers resources were consulted before starting this short breaks services. It was clarified that the EHCP process and the short break assessment will be joined up eventually.

SS flagged that this short break services is the best example of 'you said we did' outcome of the consultations with the parents carers a few years back. She also formally thanked CSH and the team for listening to the carers voice. SS urged to keep the coproduction work going and listening to the parents carers voice not only to those parents who got the services but also to those who couldn't access the services.

5. Parents Carers Voice and Participations



5a - CYP survey responses word doc.c



5b - NEW SEND Engagement Plan 202




5c - Parent Carer Group Network Quest

The attached ppts were shared.

The CYP Voice survey and Parents carers surveys analysis reports were also shared and discussed. Outreach work started since September 2022 and visited 6 settings to gather the young people's voice and views. Planning to do a pilot CYP voice forum within schools. From April 2023 there will be specific LO webpage for children and young people's voice.

SS also shared the attached engagement plan and discussed thoroughly.

The chair appreciated the thorough presentation and appreciated the the co-production works so far and JE also echoed ND.

6.	<p>Vital Signs (JW)</p>  <p>6 - Performance Vital Signs SEND October2</p> <p>JW shared and presented the vital signs ppt which is also a living document and still under development. The Vital signs will be brought to the SSPB on a regular occurrence. It was noted that the sections will not change but as mechanisms like the Annual Review portal and the Quality Assurance framework are introduced how the local area report on these is subject to be change.</p> <p>EH – the last three years there was a strategic plan for the sufficiency of children and young people which is published annually. ND shared the latest plan’s link link. EH showed her appreciation as the vital signs is reflecting now what is in the strategic plan. The sufficiency team has applied for the SEND Free schools and most likely will find out the positive results in January 2023. DL shared concern around the nursing capacities linking with the strategic plan. Both ND and JE agreed that wider collaboration (among the strategic workstreams) needs to happen when forward planning.</p> <p>Action: EH to update on the SEND Free school applications status in the new year (Jan/ Feb 2023)</p> <p>Action: The SSPB to get confirmation from PR (Picklu Roychoudhury) re: new schools and to follow up actions</p> <p>Action: JE and EH to meet and to find out further link between IMT and DIG group</p>	
	<p>A.O.B</p> <p>PfA Prospectus (JW)</p> <p>https://localoffer.bradford.gov.uk/public/images/images/1670229621.pdf</p> <p>The above PFA Prospectus link as shared and mentioned that there were still some changes to be made to this. JW requested the group to share this fantastic resource to the parents carers and all relevant groups. The chair also appreciated the stakeholders’ hard work that went into the prospectus.</p> <p>Local Offer – Audit</p> <p>In line with the WSOA1 there will be a Quality Assurance group to Audit the LO webpage. This will be linked with SkillsHouse, Cities of Learning, Digital Badges. Young people will be encouraged to get involve with the auditing of LO pages and after successful completing they would receive a ‘digital badge’ recognising the skills they will develop in assisting with the audit.</p>	

	<p>Date of Next Meeting: Tuesday 13 December 2022 10:00 – 12:00 Microsoft Teams</p>	
	<p>New Actions:</p> <p>Action: DJ to liaise with CSH arranging the awareness sessions for the SENDIASS</p> <p>Action: EH to update on the SEND Free school applications status in the new year (Jan/ Feb 2023)</p> <p>Action: The SSPB to get confirmation from PR (Picklu Roychoudhury) re: new children’s home and to follow up actions</p> <p>Action: JE and EH to meet and to find out further link between IMT and DIG group</p>	