

CCGs working together

Airedale, Wharfedale and Craven CCG
Bradford City CCG
Bradford Districts CCG



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METROPOLITAN DISTRICT COUNCIL

Department of Children's Services

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SEND Strategic Partnership Board

Chair: Marium Haque

26 February 2019

Attendees:

Name	Organisation
Ali Jan Haider	Bradford CCGs
Dominic Wall	Southfield Grange Trust (Special School Rep)
Julie Bruce	Parent's Forum
Ann Andrew	High Park School
David Byrom	CBMDC
Ruksana Sardar Akram	CBMDC
Ruth Hayward	NHS Bradford and Craven CCGs
Mary Ryan	Strategic Commissioning Manager: In attendance on behalf of Jenny Cryer
Wendy Uttley	Down Syndrome Training and Support Service and a parent
Young Person	Voice of a Child
Lynn Donohue	CBMDC
Sharon Bowring	ANHSFT
Peter Horner	Community Action/Young Lives Bradford
Andy Crabtree	CBMDC
Wendy Fairman	CBMDC
Stephen Nyakatawa	CBMDC
Sally Townend	CBMDC (Transitions Service Manager)
Lorraine Hawkesworth-Quill	CBMDC (Respite CCHDT Services Manager)
Julia Elliot	BDCFT
Annette Jackson	BDCFT
Nav Chohan	ShIPLEY College (Principal)
Nick Smith	SENDIASS (Barnardos)

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Dianne Richardson	Headteacher Rep - Swain House Primary School
Rahila Nazir	CBMDC (SEND Dedicated Business Support Officer) – Note Taker

In Attendance:

Name	
Young Person	
Emma Hamer	CBMDC

Apologies:

Name	
Ian Morrel	Titus Salt
Jenny Cryer	CBMDC
Jim Hopkinson	CBMDC
Gareth Flemyng	Adult Social Care
Dianne Richardson	Headteacher Rep - Swain House Primary School
Angela Vinnicombe	Ingrow and Long Lee Primary School - Resigned
Marium Haque	CBMDC (Deputy Director, Education and Learning) - Chair
Anne Chester-Walsh	Interim Assistant Director (Children Social Care improvement)
Gail Grant	Riddlesden St Mary's Primary School
Mark Anslow	CBMDC (Prevention and Early Help)

Ref. No.	Action / Decision	Action Owner
1.	<p>Welcome, Introduction & Apologies</p> <p>Alijan chaired the meeting in Marium's absence. The Chair welcomed everyone to the meeting. Introductions were made and apologies noted.</p>	
2.	<p>Voice of a Child</p> <p>WU introduced YP.</p> <p>YP gave a presentation of himself, of his life experience and aspirations:</p> <ul style="list-style-type: none"> • Seeing himself as a human being • Has Down Syndrome but this does not define him • Educated in mainstream school • Interest in going to the Olympics – he is a special Olympian • Had a heart surgery at 3 months 	

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	<ul style="list-style-type: none"> • There is a 6% chance of getting a job • Currently works 4 hours per week at a youth club and 2 hours in a pub on a Sunday • "I am 98% the same as you". <p>The Chair thanked YP for his powerful, emotional and overwhelming presentation of his experiences. The Chair said he found it very moving and endearing to listen to. The meeting applauded YP for sharing his views. JB said that we should provide more opportunities for other young people to come and share their experiences.</p> <p>WU advised that she supports YP on a daily basis as she wants the best for him. However there are many challenges around work placements and employment. The meeting discussed the barriers/issues young people with disabilities can face. One of the perspective was that this was a result of cultural upbringing and organisational mindset which could be turned around with some small changes.</p> <p>Wendy has approached over 80 local businesses in Bingley, of which 5 were enthusiastic in providing work placements – but only one has reach fruition. YP also applied to Project Search but was unsuccessful. JB suggested that due to the lack of job opportunities an alternative route would be social enterprise. Wendy felt that Bradford Council could and should provide placements. The group agreed that the Preparing for Adulthood (PfA) Workstream (Sally Townend) would be appropriate to pick up on the issue of employment.</p> <p>Action: PfA Workstream (ST) to pick up Employment as an agenda item</p> <p>Nav Chohan requested that he invite pupils to share their experience from Shipley College to the next meeting.</p> <p>Action: NC to liaise with RN regarding inviting pupil(s) to share their experiences from Shipley College to the next meeting on 19 March 2019.</p> <p>On behalf of the Board the Chair thanked both YP and WU for their presentation.</p>	<p>ST</p> <p>RN</p>
<p>3. 3.1</p>	<p>Minutes of the Last Meeting & Matters Arising The minutes from the last meeting held on 8 January 2019 were accepted as accurate and true record.</p> <p>Matters Arising: Behaviour Support Pathway: A meeting has been arranged for 27 February with key partners to discuss on how to support parents and children & young people with behaviour issues. JB referred to behaviour pathway prior to going on a</p>	

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	<p>waiting list. JB advised that there could potentially be various types of behaviour relating to autism, ASD, SEMH etc and that the meeting would need to identify the types of behaviour and the support required.</p>	
<p>4.</p>	<p>Data Update (Emma Hamer and Andy Crabtree) EH updated that she is currently working on SEND sufficiency places and intelligence data agenda. Due to the potential Ofsted inspection the focus has shifted to Data after the Transformation and Compliance identified that there are discrepancies in the data. Data needs to be cleansed and validated and owned to ensure it is robust.</p> <p>EH tabled a paper "Bradford SEND Data Dashboard" outlining some key information and graphs: 'Population of Students with SEND within Bradford Schools (2018) The graphs show that there is a growing change in need and a need to meet these needs:</p> <ul style="list-style-type: none"> • The total population for all pupils in all schools within Bradford as at Jan 2018 was 103,772 • The percentage of pupils attending a Bradford school with EHCP/Statements in 2018 was 2.6% (compared with national figure 2.9%) • The percentage has increased by 0.6% since 2015 • The percentage of pupils receiving SEN support was 13.6% in 2018 (compared with the national figure 11.7%). <p>Total number of children and young people (0-25) with statement/EHCP (2018) maintained by BMDC.</p> <ul style="list-style-type: none"> • Figures include CYP in school, private day nurseries and post-16 education and training (0-25); • There has been a steady and significant increase of CYP receiving additional support through an EHCP since 2015; • Figures include CYP with statements or EHCPs maintained by Bradford who attend schools or other institutions outside of Bradford • In Feb 2019 there 3,688 EHCPs and 15,285 with SEN support <p>Types of school/education provider where children and young people with an EHCP maintained by Bradford are educated 2018 (in percentages)</p> <ul style="list-style-type: none"> • Data includes CYP with EHCPs in schools and post 16 • The majority of CYP with EHCPs are educated within mainstream school/providers <p>Population within Bradford Schools by Primary SEND Type (percentages)</p> <ul style="list-style-type: none"> • Data includes CYP being supported through SEN support and EHCPs • The figures only show the main or primary area of need for each child or 	

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- young person
- This data only shows CYP in schools and does not include post-16 providers.

Number of mediation cases and number of tribunal cases reported:

Percentage of new EHCPs issued within 20 weeks (2017)

- The timeliness of new EHCP plans is below acceptable standards. The national comparator figure for 2017 was 61.3%
- AC said that this will be a key area for improvement and will be highlighted in the Local Area SEND Inspection

September 2018	45.61%
October 2018	17.95%
November 2018	21.43%
December 2018	12.9%
January 2019	39.29%

These monthly cases should be handled with care as they relate to small numbers processed.

In response to the update the following issues/recommendations were made by meeting:

- Concerns were expressed regarding the number of CYP educated out of local authority (OLA) in specialist provision and requests made to supply this information to future meetings.
- Data should be provided for CYP who are Elected Home Educated (EHE) to identify their need. WF advised that the team is analysing attendance data.
- Dominic Wall questioned the categories of need on the report, AC outlined these were categories defined and measured by the DfE. DR informed that the schools use the SIMs system which records the types of need (drop down – select category of need) which reflect the DfE needs.
- Primary SEND Need: there is no quality assurance on need and type of provision. EH suggested that the EHCP panel meetings should identify specific need(s) and that the SEO should identify and check with school when carrying out an annual review.
- Sufficiency and availability of places – update required.

EH

EH/DW

EH

In relation to the compliance rate, monthly performance data will be produced. AC said that this opens up discussion about what monitoring information the Board would like to examine and focus on and what the issues are.

Alijan highlighted his concern regarding the compliance rate not being met especially in October 2018 and December 2018. The December rate was low due to the Christmas holidays. SN reported that the team is currently reviewing

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	<p>the SEND Assessment Team's structure and system to address the back log and bring annual reviews up to date. The compliance rates need to increase in line with the code of practice.</p> <p>New formats and processes were being developed in line with the discussion at the recent Health Sub Group to help improve compliance rates. Urgent consultation will follow.</p> <p>RH said it would be helpful to know how much work need to be done during the compliance timeframe and felt frustrated following the multi-agency work done to complete the Plan which had made progress. AC pointed out that EHCP plans were not compliant, thee were issues around format, the supply and timing of health and other relevant information.</p> <p>SN advised that due to the issue of capacity, accountability, poor quality of EHCPs, a proposal has been agreed for additional capacity including SEOs and Caseworkers. AC referred to a 12 month recovery plan.</p> <p>Action: To update Data information as discussed and share at the next meeting on 19 March 2018</p>	<p>AC/WF</p>
<p>5.</p>	<p>Local Offer and the SEF Item was deferred to 19 March 2019 as Sarah Pawson was not available for this date due to prior engagements. Apologies had been noted.</p>	<p>Sarah Pawson</p>
<p>6.</p>	<p>EHCP Compliance Rate The current compliance rate is 39.2% for CYP with EHCPs. In order to improve compliance rate, a business proposal has been submitted for additional capacity within SEND Assessment Team. Currently the caseload is shared out by wards/district which is not perceived as a fair system as some districts have CYP with higher needs than others.</p> <p>A flowchart will be circulated to the multi-agency partners to outline improved processes.</p> <p>SB asked whether EHCPs were completed without health advice. RH said Health are now providing advice but this was not being tracked. CYP not known to some parts of health may be known to other parts of health. Lack of co-ordination outlined the need for a Health SPOC. Response to SEND section often not known. JB understood that Social Care as a minimum complete a Needs Assessment if the CYP is not known.</p> <p>WF reported that new documents not yet in circulation as being consulted upon.</p>	<p>SN</p> <p>Transformation and Compliance Team</p>

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	<p>After Easter there will be a launch to inform Headteachers and SENCOs of the new process / paperwork. DR asked that the Transformation and Compliance team approach headteacher's and ask about SENCO time committed, what qualifications SENCOs have and to get a list of SENCO attending (sign or lists). ST updated that the LA is supporting the provision of CDC training to multi-agencies across the District, which is scheduled to take place after Easter and members may benefit from attending.</p> <p>AJ commented on the recent changes for a secure IT system. It appears that GCSX is coming to an end of March and asked whether Health would be able to send information on a secure network to adhere to the safeguarding policy.</p> <p>Actions and update for next meeting:</p> <ul style="list-style-type: none"> • Lynn Donohue to follow up on the IT Secure system (GCSX0; • Breakdown of the assessment process • Changes to the documentations (copies of forms) • Details of the revised system • Outline the data / compliance rate to include numbers of plans (SN) • Accountability 	<p>LD</p> <p>Transformation & Compliance Team</p>
<p>7.</p>	<p>EHCP Documentation and Procedures As discussed and agreed above.</p>	<p>AC/WF</p>
<p>8.</p>	<p>Workstream Highlight reports:</p> <ul style="list-style-type: none"> • Integrated Assessment & Service Delivery • Joint Commissioning • Preparation for Adulthood • Co-production and Engagement <p>AC provided an overview on the 4 workstreams and that each workstream have had at least one meeting although some had had their second meeting. The workstreams have judged themselves as Amber and embedded the outcomes and identified the Risks to implementation and Actions taken to mitigate risks, however, not all complete. There is a lot of work going through the audit tool and the ToRs have been amended by Preparing for Adulthood.</p> <p>Three highlight reports were tabled:</p> <ul style="list-style-type: none"> • Joint Commissioning • Preparing for Adulthood • Co-Production & Engagement. <p>Action: The highlight report for Integrated and Assessment to be circulated.</p> <p>The Co-production & Engagement group also proposed to set up an additional group "Voice of a Child" to work across workstreams. PH advised Heather</p>	<p>Andy Crabtree and Workstream Chairs</p> <p>SN</p>

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	Wilson may be able to provide assistance.	
9.	<p>Local Area Audit Tools / SEF Updates SEND Reforms/SEND Local Area Inspection Preparation</p> <p>The SEF is a live document, evolving all the time and will inform the SEND inspection and drive service improvement.</p> <p>AC advised that the SEF will include feedback from both the Workstreams and the Audit Tool. The Health information on the CCG Audit Tool will be added to and refined (AJ/RH and SB).</p> <p>The findings of the attendance deep drive exercise will be shared with individual schools.</p>	AC
10.	<p>Update Reports to Overview and Scrutiny Committee and Health & Well Being Board</p> <p>AC fed back that a report on SEND Reforms was shared both at the Overview and Scrutiny Committee and Health and Wellbeing Board. The report provided an overview of the developments and progress in respect of the delivery of SEND reforms and SEND Action Plan against the areas of rapid improvement.</p> <p>The report also shares areas of improvement in SEND including:</p> <ul style="list-style-type: none"> • Compliance rate • Successful bid for resources / capacity • Quality of plans • Issues around draft pathways • Interim Programme for 12 months in be put in place with staffing to run the programme 	AC
11.	<p>A.O.B</p> <p>Training: JE asked that all information is communicated to key partners. AC and WF advised that they will brief further on the SEF and Action Plan at the next Board meeting.</p> <p>Action: AC to email powerpoint on SEND Inspection</p> <p>JB suggested contact with the SENCO Network and SENDIASS for their input / contribution.</p>	
12.	<p>Date of Next Meeting</p> <p>Tuesday 19 March 2019, 09:00 – 11:00 Room 104, MMT</p>	