



CCGs working together
Airedale, Wharfedale and Craven CCG
Bradford City CCG
Bradford Districts CCG

SEND Strategic Partnership Board

19 November 2019

09:00 – 11:00, Room 104, MMT

Present

Name	Organisation
Marium Haque	CBMDC Deputy Director (Education & Learning) – Chair of SSPB
Julie Bruce	Manager, Parent's Forum
Annette Jackson	Designated Medical Officer, Consultant Paediatrician, BTHFT
Sharon Bowring	DMO Consultant Paediatrician, Airedale NHS Foundation Trust
Irfan Aslam	Deputy Director, Social Care, CBMDC
Niall Devlin	Strategic Manager, Integrated Assessment and Psychology, CBMDC
Lynn Donohue	Strategic Manager, SEND Services, CBMDC
Jane Hall	Transformation and Compliance Manager, SEND Services, CBMDC
Joel Herbert	Transformation and Compliance Co-ordinator, SEND Services, CBMDC
Ann Andrew	Principal, High Park Special School
Dianne Richardson	Headteacher, Swain House Primary
Dominic Wall	Executive Principal and SEND Lead, Co-op Academies Trust
Kerry McKenna	SENDIASS Service Manager, Barnardo's
Tabia Afsar	Senior Commissioning Officer, Bradford District and Craven CCGs
Lorraine Hawksworth-Quill	Service Manager, Children's Disabilities Service, CBMDC
Cath Dew	Service Manager, Prevention and Early Help, CBMDC
Ali Jan Haider (1 st part)	Director of Strategic Partnerships, Executive Lead for Bradford Districts CCG
Jenny Cryer (2 nd part)	Assistant Director – Performance, Commissioning and Partnerships, Children Services
Michael Purches (2 nd part)	Transformation and Compliance Co-ordinator, SEND Services, CBMDC
Young People and Staff (2 nd part)	Hanson School

Apologies

Name	Organisation
Nav Chohan	Principal, Shipley College
Ruth Hayward	Head of Commissioning, NHS Bradford and Craven CCGs
Peter Horner	Community Action/Young Lives Bradford
Wendy Uttley	Down Syndrome Training and Support Services, and Parent
Duncan Cooper	Consultant, Public Health
Ian Morrell	Headteacher, Titus Salt

Ref No	Action/Decision	Action Owner
1.	<p>Welcome, Introduction & Apologies The Chair welcomed everyone to the meeting. Introductions were made and apologies noted.</p>	
2.	<p>Notes of the last meeting: The minutes from the last meeting held on 15 October 2019 were accepted as an accurate and true record.</p> <p>Matters Arising:</p> <p><u>Behaviour Support Pathway Update</u> JB provided an update – Matthew Hodder (Affinity Trust) is finalising training events for parents and carers to take place in January to March.</p> <p><u>CAMHS (brought forward)</u> Discussion around whether Lisa Stead (Interim Service Manager) has a remit for CAMHS at this meeting. It was agreed it would be useful to have a CAMHS representative also in attendance. TA will ask RH to check with SB. Possible updates can be provided without attending the meeting with a quarterly update from the CAMHS provider and commissioner. To look at introducing this as part of strategic performance monitoring. Commissioning needs to be represented at this meeting.</p> <p><u>Out of Area Attendance Tracking</u> ND has met with Danielle Wilson to explore options available and have decided an external option is the most efficient. The decision is that we will be moving forward with Welfare Call.</p> <p><u>Supported Internships</u> JHe informed the Board that this has been picked up as part of the Preparation for Adulthood workstream and is being progressed and monitored through the action plan. JH is also now a member of the Project Search steering group and we will be inviting them to attend this Board in the New Year.</p> <p><u>SEND Strapline</u> This is currently out for consultation as part of the wider SEND Strategy consultation. At a meeting yesterday, one of our SEND Ambassadors suggested a strapline of <i>No limits!</i> which we will continue to discuss further in our interactions with CYP at school visits. JH fed back from the SEND Ambassadors meeting where there was a request from one of our ambassadors to attend a meeting with mainstream Secondary Headteachers to challenge them about attendance of CYP with SEND in mainstream settings.</p> <p><u>Terminology of Resource Provisions</u> LD has met with DR to discuss the new terminology of School Led Resource Provisions and LA Resource Provisions whilst phasing out the older terminology of DSPs and ARCs. LD has a communication document ready to be circulated which will include a transition period between the use of terms.</p>	TAR/RH

3.	<p>Short Breaks (CD and LHQ)</p> <p>CD started by providing an overview of the short breaks services offered. We offer a Universal Service (Tier 1) for all. If a CYP has additional needs then a link work assessment is undertaken by the Specialist Inclusion Project Team. This will allow access to the Tier 2 Short Breaks Service provided by CD and her team. The services offered as part of this include: 3 hours per week of leisure and recreation; access to family based activities and weekend stays; and access to services for CYP such as Pineapples Summer Camps and Nellbank.</p> <p>CD informed the Board that access to Tier 2 Short Breaks is for those with additional needs <u>and</u> a learning disability. This was devised historically with budget constraints in mind.</p> <p>There was a general consensus from the Board that what is currently provided at Tier 2 is a very good service, but due to the narrow criteria, there is a large gap of CYP and their families who cannot access this.</p> <p>The Chair raised concerns that we have not moved forward to work within the new legislation. Our parameters seem to be locally agreed and not in line with national guidance or good practice. As a District, we need to move to where we need to be and we have to consult the parents and carers of our 18000 CYP with SEND.</p> <p>Several questions were raised by the Board around the Tier 2 services surrounding: the commissioning, contract management, reviewing and safeguarding processes of our providers; how we are meeting the needs of the wider SEND population; and how we take parents and carers views into account.</p> <p>LHQ then introduced the Tier 3 Complex Needs Specialist Short Breaks and some of the issues occurring in this service. One area is a lack of appropriately trained staff – all places used to have nurses but this is not happening anymore. This is also an increase in CYP attending with complex needs and it feels like we are not getting the appropriate support from Health. This was followed up by DW who referenced a national report that will shortly be published by the Royal College of Nursing about service providers providing support – the complexity of needs is vast and we need to be in a position to provide CYP with the best possible outcomes through appropriate governance and service design.</p> <p>The Chair summarised the discuss with 2 points:</p> <ol style="list-style-type: none"> 1) As a Board, we will commence a district wide review of Short Breaks as we must be led by the needs of the district. We can use the Parental Engagement events to help inform our new Short Breaks vision and statement. 2) There needs to be further consideration between the CCG and LA surrounding CYP with complex needs – looking at how we meet their needs through respite, in order to provide families and ourselves with the confidence that we can support needs. <p>Action: T&C team to meet with CD and LHQ to draw up ToRs and report back to the Board</p>	<p>JH/JHe/ CD/LHQ</p>
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4.	<p>Update on Health SPOC (ND and TA)</p> <p>ND and TA met to discuss the progress around the Health SPOC. The issues surrounding the consent form has been reconciled and we are currently reviewing our processes to ensure that we remain GDPR compliant. The next steps will be to go through historical matters such as 'child not known'.</p>	
5.	<p>Update on DCO recruitment (TA)</p> <p>Interviews were held on the 7th and 8th November and we were successful at appointing someone to this role. It was a positive recruitment process and involved JH from the Local Authority. The individual is currently going through pre-employment checks and we will be able to release the name of the person once these are complete.</p> <p>The role is a 30 hour post and the DMOs will be able to provide support when the DCO is not available. We will be looking to devise a work plan for the DCO in conjunction with the LA to ensure the correct priorities are there such as the SPOC and providing quality assurance, although it is important to note that a QA subgroup is currently meeting.</p> <p>The Chair thanked TA for the update and requested that the DCO be involved in the EHC Panel.</p>	
6.	<p>Workstream Highlight Reports (JH)</p> <p>All workstreams have been finalising their action plans to ensure that progress is made towards reaching the objectives in the SEND Strategy.</p> <p><u>Integrated Assessment</u></p> <p>The current EHCP compliance rates are 43.1% for the SEN Team, and 34.8% combined SEN and TAT. The Chair asked for clarification from ND as to what the issues are that are impacting our compliance. ND informed the Board that there were two weeks in August where the SEN Assessment Team were not able to work on plans and in September a new staffing structure was implemented. ND is expecting compliance to increase from this month and is still in the process of recruiting up to a full team of 15 staff. The target for compliance is 40% by the end of 2019, 60% by the end of 2020 and to exceed this is 2021.</p> <p>In responses to a question about Annual Reviews, ND informed the Board that new guidance has been issued to schools about focusing on significant updates taking place at the end of phase, unless there is a deterioration in the child or young person's needs. This term's focus has been on Y6 and Y11 pupils with 85% of parents returning a preference for school places. We have also been retraining our SEN team and looking at software and processes, with weekly meetings to monitor this. JB said that it would be good to share this with parents and carers and ensure this is on the LO.</p> <p>Action: ND to draft communication for parents and carers to be shared on the LO</p> <p>The other highlight reports were not covered due to time constraints but have been circulated to all members.</p>	ND

7.	<p>SEF Update (JH)</p> <p>JH thanked everyone who has contributed so far to the SEF. Since the last meeting we have received a comprehensive narrative and data pack from Health. The SEF was circulated to all parties who have provided data and narrative for this last Friday with a two week period given for returns. Once we have all of these, the executive summary will be written and we will be in a place to distribute this more widely.</p>	
8.	<p>Parental Engagement (JH)</p> <p>JH updated the Board on two November events that we will be hosting which will involve professionals from across the Local Area. Following this, we will be collating parent feedback into a <i>You Said, We Did</i> document which will be circulated to parents, carers and placed on the Local Offer.</p> <p>From January, there will be a rolling programme of monthly listening events happening in different locations across the District.</p> <p>JC informed the Board of a recent meeting held with parents and carers from LS29 and Councillor Khan.</p> <p>Action: JC to send the notes of this meeting to JH to feed into the <i>You Said, We Did</i> document</p>	<p>JC</p>
9.	<p>SEND Strategy – Consultation and Guests from Hanson School (MP)</p> <p>The SEND Strategy is currently out for consultation until the 11th December. There will be initial feedback presented to the Board at the next meeting, with the full report with outcomes and considerations presented at the meeting in January.</p> <p>MP introduced the two young people and two staff from Hanson School who were part of the initial coproduction of the SEND Strategy and LA Accessibility Audit. A question and answer session between the Board and the students then followed this.</p> <p>Some of the issues raised by the students were: issues surrounding school transport; that all CYP should be able to access core subjects; BSL as a first language should be considered as of the same importance as non-English speakers; support given within the classroom; and delays in being able to go to Further/Higher education when support is not in place.</p> <p>The Chair explained that she has oversight and responsibility for Education and Learning across Bradford and as such is interested in the comments made. We have a lot of work to do at Post 16 and University to enable all our CYP to reach where they need to be.</p> <p>Action: JC to follow up on support provided for deaf students at Universities</p> <p>Action: LD to follow up on issues raised around provisions within schools</p> <p>One of the students finished by saying: “I am a human being and I want to</p>	<p>JC</p> <p>LD</p>



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	be treated that way”.	
10.	A.O.B None	
	Date of Next Meeting: Tuesday 17 December at 13:00 – 15:00, Room 104, MMT	