



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

# SEND Strategic Partnership Board

28 January 2020

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
Niall Devlin	Strategic Manager, Integrated Assessment and Psychology, CBMDC
Lynn Donohue	Strategic Manager, Specialist Teaching & Support Service, CBMDC
Jane Hall	Transformation and Compliance Manager, SEND Services, CBMDC
Joel Herbert	Transformation and Compliance Co-ordinator, SEND Services, CBMDC
Michael Purches	Transformation and Compliance Co-ordinator, SEND Services, CBMDC
Batool Menaz	Transformation and Compliance Project Officer, SEND Services, CBMDC
Josh Wadsworth	Transformation and Compliance Co-ordinator, SEND Services, CBMDC
Dianne Richardson	Headteacher, Swain House Primary School
Jenny Cryer	Assistant Director – Performance, Commissioning and Partnerships, Children Services
Kirsty Askew	Head of Service, Children with Disabilities, CBMDC
Ruth Shaw	Head of Commissioning, NHS Bradford and Craven CCGs
Peter Horner	Community Action/Young Lives Bradford
Dominic Wall	DAP Representative, Headteacher
Debbie Jowett	Team Manager, Barnardos
Rebecca Troth	Lead Data Officer, IMT, CBMDC
Julie Hackett	Tutor (Project SEARCH), Co-op Academy Southfield
Young People	Project Search Supported Internship

## Apologies

Name	Organisation
Ann Andrew	Principal, High Park Special School
Sharon Bowring	DMO Consultant Paediatrician, Airedale NHS Foundation Trust
Irfan Alam	Deputy Director, Social Care, CBMDC
Mark Anslow	Service Manager, Social Care, CBMDC
Ian Morrell	Headteacher, Titus Salt
Ali Jan Haider	Director of Strategic Partnerships, Executive Lead for Bradford Districts CCG
Wendy Uttley	Down's Syndrome Training and Support Services, & Parent Rep
Duncan Cooper	Consultant, Public Health

Ref No	Action/Decision	Action Owner
1.	<p><b>Welcome, Introduction &amp; Apologies</b> The Chair welcomed everyone to the meeting. Introductions were made and apologies noted.</p>	
2.	<p><b>Notes of the last meeting:</b> The minutes from the last meeting held on 17 December 2019 were accepted as an accurate and true record.</p> <p><b>Matters Arising:</b></p> <p>(Brought Forward) <u>SEND newsletter</u> ND updated the Board that this will be published via the Local Offer website. There was a request from the Board that this is designed by the Communications team to ensure reader accessibility in terms of language and ease of access for parents and non-educationalists.</p> <p><b>Action: ND to liaise with the Communication team prior to publication on the Local Offer</b></p>	<b>ND</b>
3.	<p><b>Data Dashboard Deep Dive</b></p> <p>RT presented data from the dashboard. JHe explained that there is now a new addition to the dashboard in the form of a health tab which we are getting monthly updates on. There is one template for the health team to fill in and this is fed into the dashboard on a monthly basis. There are on-going meetings with health to look at how we can get live health data into the dashboard but this is will be a longer term project.</p> <p>A question was raised as to whether the dashboard will be presented to Inspectors. The chair said through the focus groups, questions will be asked and the answers could be provided through the dashboard. It will allow us to manipulate the data and provide information at cohort and pupil level. We will need to show OFSTED how we use the data in the decisions that we make. The chair emphasised that the fact we are now sharing data and are progressing data discussions with health is progress.</p> <p>A lengthy discussion took place about waiting times for ASD assessments and CAHMS. Concerns were raised that these do not appear to be improving and in fact are getting worse. The chair stated that waiting times need to be addressed as a matter of urgency and the Board requested that a plan of action with clear timescales on when compliance times will be met needs to be provided so that the Board can monitor progress.</p> <p>RS stated that there is capacity to meet current demand levels; however this does not address the backlog of cases. A lot of work is being done with providers and commissioners but the backlog still needs to be addressed. The chair asked the question of what we could do as a board? How could we help the process?</p> <p>RS stated that there was already a full time project manager dealing with the</p>	<b>RS</b>

autism waiting list and gave an update on actions being taken to address the waiting list.

The chair stated that it was clear there were a number of actions that were taking place. However as yet there is no indication of impact. Timescales for when we expect to see a reduction in waiting times alongside when the CCG anticipated compliance with NICE standards were needed. This will be a key area of focus for the SEND Inspection and hence this action plan needs to be place.

JB stated that we needed to share actions being taken with the families on the autism waiting lists, they needed to know we are listening to them and how we will address the lengthy waiting times with the work we are doing.

RS stated that she would share a progress report to the group and we would invite the project manager to the next meeting.

**Action: RS to send report and invite autism waiting list project manager to next SSPB meeting.**

RS

A question was raised as to what proportion on the waiting list are EHCP holders. A diagnosis may perhaps improve the plan and provision.

RS stated that nationally, 70% of CYP with a diagnosis have a plan.

Another question raised was how do we address the backlog and also manage the new referrals therefore preventing a new backlog.

It was highlighted that historically there was a very low level of specialist provision in Bradford, however this is now growing as the LA has developed a significant number of new educational specialist places. This is an area that will continue to be reviewed to ensure the level of provision remains adequate.

The discussion highlighted that Inspectors will ask health practitioners if a CYP has an EHCP, therefore it was important to know if the CYP was on an ASD or CAMHS waiting list.

Health colleagues were asked to provide progress reports at the next meeting and to provide details of when we will see impact and reductions in waiting lists.

**Action: Put ASD and CAMHS waiting lists on the agenda for the next meeting for a detailed discussion about plans to address these and timescales.**

BM

RT presented data on exclusions as part of the deep dive discussion. In the current academic year to date 2019/20, there have been 45 permanent exclusions, 2 of these were at primary level (year 5 and 6). There have been zero permanent exclusions for CYP with an EHCP. All CYP who are permanently excluded all go to a PRU. A lengthy discussion took place about the exclusions data presented.

DW highlighted that there was a huge correlation of fair access cases that

	<p>fail and that win. The pupils attending schools that are less inclusive continuously fail with fair access and the pupils attending those schools where there is good practice in retaining fair access pupils consistently succeed in retaining them.</p> <p>RT presented data on Elective Home Education (EHE). There are currently approximately 570 CYP home educated across the district. 19 electively home educated CYP have an EHCP. The question was asked do we have systems in place to ensure that these CYP are having their needs met? The chair explained the LA role with regards to EHE. It was noted that annual reviews were done, however we have no authority to contact the parents in between the reviews and it was up to the parents to make contact with the LA if they wished.</p> <p>JH explained the key headline indicators and narratives – Children Missing Education (CME) with EHCP, EHE with EHCP, Children Looked After (CLA) with EHCP, Children on a Child Protection Plan with EHCP and Children in Need (CIN) with EHCP. A request was made for Social Care to allocate named people to update the monthly narratives.</p> <p><b>Action: KA to take this request back to the Social Care leadership team.</b></p> <p>EHCP compliance rate - it was noted that over 400 of the 600 ECHP backlog cases have been cleared so good progress was being made by the TAT (Targeted Assessment Team). The compliance rate for 2019/20 was at 28.1% which includes the backlog. If the backlog was removed, the compliance rate would be 36.4%. The figure that is published in May will be 28.1% and will have to include the backlog.</p>	<p>KA</p>
<p>4.</p>	<p><b>Short Breaks Review (JH)</b></p> <p>JH and KA have had discussions about the short breaks offer. JH presented a report on short breaks with recommendations. The question was raised does what we currently offer meet the wider population of parents / carers? Bradford Council 3 years ago did a wide engagement with parents / carers and this now requires a refresh to inform the commissioning of providers to meet current/future needs. The current Short Breaks Statement is up to 2020 and we now need to look at our offer going forwards.</p> <p>It was discussed that we will need to undertake a wide ranging consultation using questionnaires and focus groups. The timescale for this is February to July. The purpose is to have a short breaks offer that meets the current needs of CYP. The chair stated that the steering group must be comfortable with the terms of reference and what it can do. JH stated that we cannot build this into the parent / carer listening events as will need a specific focus, so will need to be separate.</p> <p><b>Action: Set up a short breaks steering group with new TOR.</b> <b>Action: KA to identify service lead.</b></p>	<p>JH KA</p>
<p>5.</p>	<p><b>SEND Strategy (MP)</b></p>	

	<p>MP presented the comparison with overall figures of the online survey results of the SEND strategy as previously reported with the readjusted figures (from when the link to the strategy document is included). This was requested by the board at the previous meeting.</p> <p>MP shared a one page summary document of the revised SEND strategy with the SEND parent ambassadors. The chair felt that we should also have one with different wording to be made with the CYP SEND ambassadors.</p> <p><b>Action: Take summary SEND Strategy to CYP SEND ambassadors and produce a simpler version.</b></p> <p>The Board was informed that ‘SEND No Limits’ was chosen as the strapline for the new strategy by the SEND Ambassadors. A logo design is being developed with the SEND Ambassadors.</p>	<b>MP</b>
6.	<p><b>Highlight Reports</b></p> <p>There was insufficient time at the meeting to discuss this item. Members were asked to read the papers and send any questions to JH.</p> <p><b>Action: Put highlight reports at the beginning of the agenda at the next meeting.</b></p>	<b>BM</b>
7.	<p><b>Project Search</b></p> <p>Julie Hackett from Co-op Academy Southfield attended the second part of the meeting along with two Project search interns to talk about their Project Search experience. Supported Internships are based at NEXT Distribution at the NEXT warehouse. Last year 5 individuals secured a job at NEXT.</p> <p>A video was shown to the Board about Project Search - PS Toftshaw video 2019.</p> <p>Project Search is currently recruiting to 12 places on the next programme.</p> <p>The chair asked the young people about their views on Project Search. They both said ‘do it – it benefits life more’. “I prefer it to college. Might get qualification through college but don’t have experience to obtain a job”. It was noted that Project Search recruitment was on the Local Offer website.</p> <p>Julie stated that this was not the only model of Project search. There were now over 60 in the UK and still expanding and was getting better and better. People with high productivity did well in Project search. It gives young people with disabilities the chance to benefit themselves in terms of a job and money. It empowers them in having the choice to go to work and making the choice that was right for them.</p> <p>The recruitment criteria is a learning disability, autism spectrum, aged 18-25, need an EHCP (not exclusive), have to be a service user but do not have to go to a special school. DW shared that work is underway to ensure that this is developed further so that more young people with complex SEND are able to access supported internships.</p>	



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	The Chair thanked the young people for sharing their experiences about Project Search with the Board.	
8.	<b>A.O.B</b> None	
	<b>Date of Next Meeting:</b> Tuesday 25 February at 13:00 – 15:00, Room 104, MMT	