



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

SEND Strategic Partnership Board

17 December 2019

13:00 – 15:00, Bronte and Varley Conference Rooms, 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, SEND Services, 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
Dianne Richardson	Headteacher, Swain House Primary
Jenny Cryer (1 st part)	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
Wendy Uttley	Down Syndrome Training and Support Services, and Parent
Nav Chohan	Principal, Shipley College
Peter Horner	Community Action/Young Lives Bradford
Duncan Cooper	Consultant, Public Health
Debbie Jowett	Team Manager, SENDIASS Bradford
Ayesha Akhter	Student, SENDIASS Bradford
Tony Sheeky (1 st part)	Health and Wellbeing Commissioning, CBMDC
Anna Smith (1 st part)	Senior Commissioning Manager, CCGs
Cath Dew (1 st part)	Service Manager, Prevention and Early Help, CBMDC
Rebecca Troth (2 nd part)	Lead Data Officer, IMT, CBMDC

Apologies

Name	Organisation
Ann Andrew	Principal, High Park Special School
Sharon Bowring	DMO Consultant Paediatrician, Airedale NHS Foundation Trust
Irfan Aslam	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

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 19 November 2019 were accepted as an accurate and true record.</p> <p>Matters Arising:</p> <p><u>CAMHS attendance/updates at SSPB (brought forward)</u> TA has spoken with SB – this is currently an internal governance issue to be looked at within Health about general attendance at the SSPB. Possibly updates can be provided without attending the meeting. The key however is that this needs to be introduced as part of strategic performance monitoring.</p> <p><u>Short Breaks</u> A meeting has been scheduled in early January to look at the ToRs.</p> <p><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>Action: ND to liaise with Communication team prior to publication on the Local Offer</p> <p><u>Guests from Hanson School</u> JC contacted the University of Huddersfield and the University of Leeds and passed on contact details to the young person. LD also made contact with a school in Castleford who are one of the only providers of an accredited GCSE in British Sign Language. This is in the early stages of discussion but an interesting possibility of how this may shape our services.</p>	<p>T/RS</p> <p>ND</p>
3.	<p>Carers Strategy (TS, CD, AS)</p> <p>TS introduced the draft Carers Strategy which had been circulated to members prior to the meeting. Page 18 was highlighted as the page which contains the main priorities through a plan on the page. The key objective was to consider the main things carers said that would make life better for them. The concept of the strategy is that it is an all age strategy which covers young carers, adult carers and parent carers. AS explained the purpose of attending today's meeting was to obtain feedback on the perspective from parent carers.</p> <p>Questions raised:</p> <ul style="list-style-type: none"> - Are we acknowledging that some parent carers see themselves as parents? - Can we look at the carers assessment to support charities and other 	

	<p>organisations in completing them, rather than carers having to undertaken multiple assessments?</p> <ul style="list-style-type: none"> - Is there a way to include those individuals who have multiple carer roles? E.g., caring for elderly parents and also caring for disabled children, this is a complex caring scenario with different needs. - How are we identifying young carers? And is there a way to identify those who have an EHCP? - Can we include information about the quality of programmes we are offering, rather than just the number of programmes? - In terms of those carers in education, how are we measuring their outcomes, and how do they compare with their peers? <p>The need to perhaps have a separate steering group of parent carers was mentioned.</p> <p>NC pointed out that we need to look at educational attainment levels at age 16 and at age 18. We also need to know how many people are in employment.</p> <p>The Manchester Strategy was discussed – a number of young carers become adult carers. This raises the question of if people are actually given a real choice if all the young carers become adult carers.</p> <p>The Chair summarised the discussion by emphasising that we need to meet the needs of carers without over assessing people and where CYP with an EHCP are involved, this should fall under the banner of an EHCP. There also needs to be further clarity in this strategy to ensure a better link with the short breaks that we offer.</p>	
4.	<p>Joint Commissioning Strategy (JC)</p> <p>JC presented two additional paragraphs for approval to be included in the strategy. This will provide more context as to what we are currently doing, including some joint commissioning and having two joint commissioning posts across the Local Authority and the CCG. These additional paragraphs were approved and will be added to the strategy document.</p> <p>Action: to circulate the revised Joint Commissioning strategy with the next Board papers</p> <p>There was a short discussion about the roles of the two joint commissioners and their current remit. One role is a Joint Commissioning Manager for LD, and one is for CAMHS. The Chair asked for clarity surrounding the two posts and how they demonstrate and evidence that their roles improve outcomes for CYP with SEND. The question of what mechanisms are in place to bring this information together was raised.</p> <p>Action: to invite the post holders to attend a future Board meeting</p> <p>DC informed the Board that this is currently being looked at as part of Health and Wellbeing with reference to school mental health champions. There was a question if this programme was specifically for schools, which it is, and reassurance was given by JC that this is a replicable model for colleges.</p>	<p>BM</p> <p>BM</p>

<p>5.</p>	<p>Parent and Carer listening events (JH)</p> <p>A <i>You Said, We Did</i> document collating the feedback and responses from the events held during June to October was produced. This has been circulated to parents and carers via the various parent groups and published on the Local Offer.</p> <p>In November, two listening events were held here at MMT where we had 28 attendees for the morning session and 14 for the evening session. These events provided an opportunity for parents and carers to provide feedback through group table workshops which were facilitated by professionals from across the Local Area. The feedback from these events has been collated into a <i>You Said, We Did</i> document and will shortly be published on the Local Offer website.</p> <p>We are now moving forward with a rolling programme of monthly events which will be held at different venues across the District from January to June.</p> <p>JB mentioned that from conversations with parents and carers, the conversations have started to be more positive in relation to services for CYP with SEND across the District</p> <p>The Chair requested that a report with the thematic issues to be brought to the Board at a future meeting</p> <p>Action: T&C team to pull together a report with the key themes</p>	<p>JH</p>
<p>6.</p>	<p>SEND Strategy (MP)</p> <p>MP reported that there was a month's consultation period to gain feedback on the revised SEND Strategy. A lot of feedback was received - the online SNAP survey provided 64 responses. There was also a lot of feedback on Facebook. The view was there was quite a lot of input from the right people. However most comments received were not specifically about the strategy, and were on areas such as lack of provision. Parents felt positive about having the opportunity to provide feedback and they felt they were being listened to.</p> <p>A few straplines to replace 'One Child, One Plan, Best Outcome' were considered and the best one appeared to be 'No Limits'. However the chair suggested that we take a few straplines to a meeting with children/ young people and get their views and suggestions for other ideas. They could also help with the design and logo of the strapline.</p> <p>Action: MP to take the suggested straplines to the next SEND Ambassadors meetings.</p> <p>The chair pointed out this was to be part of the 0-25 agenda therefore one of the suggestions should read 'Everyone included' not just 'Every Child included.'</p> <p>It was stated that it was vital to know what objectives were important to parents and carers. The data could be broken down by parents and professionals.</p>	<p>MP</p>

	<p>It was noted that there was an IT error that prevented the questionnaire being sent out without the SEND strategy. This was resolved after 2 days. However this could explain why a number of respondents chose the option 'Don't know/Unsure' if they never saw the SEND strategy. It was suggested that the respondents who chose the 'Don't know/Unsure' option before the strategy was sent out to be taken out of the sample. This would reduce the sample size but the sample would be of better quality. There was a request for further analysis into the responses of these.</p> <p>Action: T&C team to undertake an analysis of the 'Don't know/Unsure' responses and report back to the Board</p>	<p>MP/JHe</p>
<p>7.</p>	<p>SEF Update (JHe)</p> <p>The SEF is in the final stages of revision and will be circulated this week to all Board members for approval. Thanks were given to everyone for their support in pulling together the data and narrative for this, and for comments through the revision process.</p>	
<p>8.</p>	<p>Highlight reports (JH and JHe)</p> <p>Copies of all the highlight reports were circulated prior to the meeting with the following areas referenced:</p> <p>Joint Commissioning – this is still red but there is positive on-going work with this. For example, the recent commitment from Health to joint commissioning of the new SENDIASS contract and joint work to update the JSNA. The Joint Commissioning action plan is being reviewed through the workstream.</p> <p>Coproduction – we have recently changed one of the top three risks to include 'responsiveness of services'. With the rolling programme of parent/carer listening events, it is hoped we can continue to take on the feedback and adapt our services to meet the need of children, young people and their families.</p> <p>Integrated Assessment – is still focused on the compliance rates, backlog and quality of EHC plans. The historic backlog of plans has reduced from over 600 to 201, and will be under 200 by the end of this calendar year.</p> <p>Preparation for Adulthood – a lot of collaborative work has happened between education, transitions, and health colleagues on producing transition guidelines.</p>	
<p>9.</p>	<p>Data Dashboard (RT)</p> <p>RT presented to the Board the work undertaken on the Data Dashboard since the last presentation. This included the creation of the front page Key Indicators which services will be asked to update narrative on a monthly basis prior to presentation at the Board.</p> <p>The Chair asked for suggestions from the Board into what areas to do a deep-dive of the data on a Quarterly basis. E.g., exclusions.</p>	

	<p>Action: Agenda item for next meeting on Data Dashboard – specifically EHE and Exclusions. Book the Hockney Room.</p> <p>It was felt that there was the need to arrange a separate workshop looking at the Data Dashboard.</p> <p>A question was raised around Exclusions and The Chair informed the Board that there is an intention to look at publishing an annual report on permanent and fixed-term exclusions which will be presented each November at the Headteacher’s forum. This will also include a three year trend. The report for November 2019 will now be produced in February and will be presented to the Board in due course once it had been through the appropriate channels.</p> <p>The Chair thanks RT for the on-going work on the Dashboard and explained that the work has been recognised by the DfE & NHSE and therefore is something that we should be proud of within the District.</p>	BM
10.	<p>A.O.B</p> <p><u>Parent Preference</u> DR raised the issue of parents being put off schools by staff when visiting. ND and The Chair are happy to challenge any schools on this.</p>	
	<p>Date of Next Meeting:</p> <p>Tuesday 28 January at 09:00 – 11:00, Room 104, MMT</p>	