



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

SEND Strategic Partnership Board

25 February 2020

13:00 – 15:00, 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
Wendy Uttley	Coordinator and Parent, Down Syndrome Training and Support
Jane Hall	Transformation and Compliance Manager, SEND Services, CBMDC
Joel Herbert	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
Peter Horner	Community Action/Young Lives Bradford
Debbie Jowett	SENDIASS Team Manager, Barnardos
Sharon Bowring	DMO Consultant Paediatrician, Airedale NHS Foundation Trust
Julia Elliot	Designated Clinical Officer, Bradford CCGs
Ann Andrew	Principal, High Park Special School

Apologies

Name	Organisation
Ruth Shaw	Head of Commissioning, NHS Bradford and Craven CCGs
Sasha Bhatt	Head of Commissioning (mental wellbeing), NHS Bradford and Craven CCGs
Irfan Alam	Deputy Director, Social Care, CBMDC
Kirsty Askew	Head of Service, Children with Disabilities, CBMDC
Ali Jan Haider	Director of Strategic Partnerships, Executive Lead for Bradford Districts CCG
Jenny Cryer	Assistant Director – Performance, Commissioning and Partnerships, Children Services
Duncan Cooper	Consultant, Public Health

Ref No	Action/Decision	Action Owner
1.	Welcome, Introduction & Apologies The Chair welcomed everyone to the meeting. Introductions were made and apologies noted.	
2.	Notes of the last meeting: The minutes from the last meeting held on 28 January 2020 were accepted as an accurate and true record.	

	<p>Matters Arising:</p> <p>(Brought Forward) A request was made for Social Care to allocate named people to provide brief updates for the monthly narratives in the headline data report. Action (ongoing): JH to send KA a reminder to take this request back to the Social Care leadership team.</p>	<p>JH / KA</p>
<p>3.</p>	<p>Highlight Reports</p> <p>This meeting looked at the workstream highlight reports in detail as they were not covered at the previous meeting due to time constraints.</p> <p><u>Integrated Assessment workstream</u></p> <p>JHe presented the Integrated Assessment highlight report and the EHCP key indicators data. The chair said it would be good to have a five minute slot at each SSPB meeting on indicators.</p> <p>Action: Arrange fixed item slot of indicators for SSPB agenda Action: Prepare Indicator data for each SSPB meeting</p> <p>In terms of data for persistent absence for EHCP, it was pointed out that it would be useful to compare this with the national average.</p> <p>A conversation took place about the recording of attendance. Attendance figures for children having an EHCP apply between the ages 5 to 16 as that it is the compulsory school age. Attendance cannot be considered before the age of 5.</p> <p>The chair emphasised that Headteachers who are not coding attendance correctly could be prosecuted as the register is a legal document. The chair explained that some schools have been prosecuted for this.</p> <p>The current reported EHCP 20 week issue compliance rate is 23.1%. This rate includes the original backlog cases which are being progressed, which impact on the overall compliance rate as more plans are completed. It was noted that 160 plans have been completed between Jan-Feb this year. Of these, 37 plans were compliant and 123 plans were non-compliant of the 20 week timescale. It is envisaged that the backlog of the non-compliant plans will be completed by the end of March. There are currently two separate teams dealing with the plans: one for the backlogs (TAT) and one for the current plans (Integrated Assessment). The chair stated that once the backlog is addressed, we should see a significant increase in the compliance rate. But it must be noted that the rate is cumulative as has to take into account the effects of the first three months (Jan-Mar). Later in the year, it is envisaged there will be improved compliance rates.</p> <p>It was noted that there are now more EHCPs than previously and the figures are rising.</p> <p>The chair highlighted that the statutory compliance requirement for phased transfers had to be completed by 15th February and these were all met for the first time in six years. This is demonstrative of the impact of the changes</p>	<p>BM JHe</p>

which have been taking place to ensure improved compliance across key functions in respect of EHC Plans & Assessments. It was also noted that the team are also on track to complete the end of March deadline for the Post 16 phase transfers.

Preparation for Adulthood workstream

JW presented the Preparation for Adulthood highlight report to the meeting.

JB noted that in terms of the Transitions Pathway, the text needed to reflect that the chair of the Parent's Forum (JB) and SNOOP (MN) created the pathway together.

Action: JW to correct text on highlight report and Transitions Pathway to reflect it was created by Parent's Forum and SNOOP

JW

It was stated that the pathway needs to reflect everything in the EHCPs and expectations. It needs to look at what is ahead for the young person. Schools will be using this scaffolding diagram and this could also be used at annual reviews. It was felt that this could work well; it could be a piece of good practice coming from Bradford Council.

JW stated that there was also a higher level pathway to the transitions pathway. It was currently being trialled at three schools and feedback was hoped to be received by Easter. The chair suggested that we put this on the agenda for May for a young person/s with SEND to look at the pathway and provide feedback. The SEND Ambassadors could review this for us.

Action: Put on May Agenda – SEND Young person's feedback on pathway

JW / BM

The chair said that we will need to train providers on the pathway. CB said the pathway needs to cover all SEND and inform the young person what options are available.

Co-Production workstream

JH presented the Co-Production highlight report to the meeting. The overall RAG rating is Amber for this workstream and a lot of progress is being made with regards to engagement and co-production with parent/carers and children and young people. Communication with parents/carers is improving and feedback for services being captured through the monthly Parental Listening Events and 'you said, we did' feedback. Feedback from parents/carers and schools is that "things are starting to happen" and some parents are attending multiple listening events and getting involved with the SEND Parent Ambassadors. Following on from the SEND Strategy launch, young people have designed the SEND 'No Limits' logo and this is currently with the Comms team.

In addition we are developing an 'obsessions tracker' around the SEND strategy. This will have key indicators which will help us to measure and report on progress and impact.

Joint Commissioning workstream

JH presented the Joint Commissioning highlight report to the meeting. We are still at an early stage with joint commissioning and have been trying to get a collective view as to our key priorities and challenges in terms of what is expected of us as a Local Area by the DfE, under the Code of Practice. At the moment we are not compliant and this is an area of risk for the SEND Inspection. The Joint Commissioning Strategy was agreed for 1 year and this will need revisiting to help us to focus on the key areas we need to progress.

The new SENDIASS contract is being jointly funded and commissioned between the Council and CCG for April 2020.

JB stated that there is a need to look at personal budgets (PBs). JH explained that this is an action under the current action plan and JW has been taking a lead on this more recently. We are trying to pull together information from Education, Health and Social care to establish who has PBs and how these are reviewed. Information has been requested from Health and we have Education and Social Care data. JW has done some research on good practice and visited Calderdale LA. A guidance document is being drafted to share at the joint commissioning meeting in April.

JH explained that a contracts log has been devised and sent out to the Joint Commissioners who attend the meetings. The aim is to collate the services we commission relating to SEND, the contract and contract management details, what are the outcomes for children/young people and how do we measure these.

JH stated that we are trying to understand as partners how we are commissioning and contract managing services, how we are measuring performance and impact, what data is received/used to inform commissioning processes and to help inform discussions about future joint commissioning. There is a concern that contracts may historically be 'rolled over' without full understanding of performance and need. We also need to understand the impact of the (x3) joint commissioning posts on SEND outcomes.

A multi-disciplinary JSNA data and intelligence workshop was held on 5th February, led by Public Health, from which an action plan is being developed to identify needs and help to drive forwards needs led commissioning.

Composite Report

JH presented the composite highlight report to the meeting. She noted that the top 3 risks and issues still had a red rating but a lot of work was being done in the background. There were some ambers with individual workstream progress and events as per the highlight reports.

PH questioned whether we could have 4 top risks in the composite report instead of 3. PH suggested that we should add Joint commissioning to the top risks and issues, this was supported by the group. The chair agreed with this and it was agreed that there would be four key risks / issues in the next report.

	Action: Arrange item for future meeting with WU and Sam	BM
6.	<p>A.O.B</p> <p>ToR Short Breaks Steering Group: JH explained that the ToR document has been distributed to the group and Steering Group set up.</p> <p>JB informed the group that the SEND review team has chosen Yorkshire and Humber. If anybody wanted to feed into this, they should send JB an email. It was said that the Behaviour Support workshops were very popular and there were waiting lists for these. More workshops will be run with Matthew Hodder. JB would like with SENDIASS to offer something to SENDCos in terms of behaviour support. After that, JB would like to present to SSPB about the workshops. It is in the action plan to do some joint training.</p>	
	<p>Date of Next Meeting: Tuesday 31 March at 09:00 – 11:00, Room 104, MMT</p>	