

## **SEND Steering Board**

**19 December 2019, 10.00 - 11.00 am**

**May Room, Town Hall**

### **Present:**

Kevin McDaniel - Director of Children's Services

Alison Crossick - Associate Director for Inclusion (Interim)

Debbie Hartrick - Designated Clinical Officer SEND, Clinical Commissioning Group

Karen Cridland - Director of Children's Service, BHFT

Helen Hannam - Deputy Headteacher, Manor Green School

Hannah Golec - Business Support Team Leader (minute taker)

### **Apologies:**

Jean Hobson - IAS Service Manager for Windsor and Maidenhead

PaCiP

## **Minutes**

### **Introduction**

This SEND Steering Board meeting was planned to discuss the outcome letter from Ofsted following the SEND Revisit, 14 - 16 October 2019.

Following the outcome letter there were two strands to discuss:

1. The wider publication of the official letter and how that process is managed
2. The two areas identified as not having made sufficient progress and how we proceed with addressing those areas

Following previous conversations about the structure of the Steering Board, Kevin McDaniel and Sarah Bellars will discuss this. The Steering Board was informed that Sarah Bellars has been appointed as the Director of Nursing and Quality, Clinical Commissioning Group.

The Ofsted letter was disseminated to the key agencies on Tuesday 17 December 2019 and Ofsted will publish it on their website on Tuesday 24 December 2019. The content of the letter is similar to what we were expecting. Four requests for changes were submitted to Ofsted from the draft letter. Two date corrections were accepted, but the challenge from CAMHS about use of data and clinical evidence vs "creative initiatives" in the ADHD section was not accepted, and Ofsted opted to keep their own language in the letter.

The two areas where Ofsted concluded that the local area has not made sufficient progress in addressing the significant weaknesses were as follows:

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1. *Poor joint commissioning arrangements that limit leaders' ability to ensure that there are adequate services to meet local area needs*

This identified that although there is a Joint Commissioning Board, there is not a joined up strategy. We need to address the waiting times for OT.

2. *The inequality of services and variability of experience for children and young people with SEND and their families*

This identified that we need to do more to meet the needs of children and young people, including improvements to the 19-25 services which is considered the weakest area.

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### **Communication**

There is a requirement to publish the letter on the RBWM council website and for the CCG to publish it. The CCG will publish it on their website, and BHFT have links to the CCG website through their own website. Achieving for Children proposes to put it on the Local Offer, and link that to RBWM.

The Council has the intention to write a covering report which will go through the scrutiny process in January 2020. It would be useful to have the DfE perspective included. The system has changed this year as the letter will not be presented at cabinet as there is no decision to make, so instead it will just be presented at scrutiny. Following scrutiny it will be more widely publicised. We need to consider how to disseminate it to parents and carers. It was agreed to send it to SEND IASS and Rose Road (PaCiP) with a link to the Local Offer.

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### **Addressing the two areas and Action Plan**

Debbie Hartrick noted the Joint Commissioning Board is currently a useful board as there are a lot of issues that can be rectified and addressed without escalation. The Joint Commissioning Board includes coproduction, multi-agency discussions, and the agreement on whether or not to escalate decisions.

Karen Cridland stated that the Joint Commissioning Board should be renamed as BHFT is a provider and not a commissioner. It was agreed that it does need to be refreshed and more providers should be invited to attend.

Integrated therapies is a subgroup of the Joint Commissioning Board.

It was noted that we need to have a structure chart of all the boards, showing the reporting lines for each board. At the top should sit the action plan, and the details of which sub groups will carry out what tasks / actions. There are essentially three tiers: locality, East Berkshire and then the Integrated Care System. It will be proposed that the

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SEND Steering Group meets every quarter, and then the task and finish groups meet monthly.

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### **Occupational Therapy**

Karen Cridland noted that in the short term funding has been agreed to review the waiting list and for additional resources, and those with the longest wait will be seen first. In the long term, the model itself will be reviewed.

Karen Cridland noted BHFT do not know how many children they should be seeing, but they are not getting out to educational settings to support the schools. Approximately 50% of referrals for OT from schools are rejected. More support is needed for schools to allow them to manage the needs of the child / young person internally, and there is some additional work to do with both parents and schools around when an OT referral is required.

### **ASD and ADHD**

Berkshire CCG have commissioned Attain. They are also looking at the procurement of a digital platform for ASD assessments, but this is only short term funding that is available.

Karen Cridland noted that ADHD is also concerning. There is a shift in expectations that we need to support children's needs instead of getting a diagnosis.

### **Action Plan**

The actions need to be ready by mid-January 2020. It was agreed that Karen Cridland will be responsible for addressing OT, ASD and ADHD and that Kevin McDaniel and Alison Crossick will be responsible for the actions around joint commissioning and the 19-25 age bracket.

OT already has an action plan. It was agreed to use actions from existing action plans.

The Written Statement of Action in its current form is now parked, however the replacement monitoring scheme will revisit the letter.

Alison Crossick is meeting with Charlie Palmer, DfE, on 19 December 2019 (PM). It is thought he may ask when they will expect to see progress and impact. Charlie Palmer will also likely ask about the action plan, which should usually be produced four weeks after the publication of the letter.

### **Actions:**

- Kevin McDaniel will send the outcomes to each agency and ask for the actions that address each area.
  - If we are using actions that sit in other action plans, we should include a link of where it comes from so we know the updates.
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- If 50% of OT referrals are being turned down, we need to consider what we can do locally to support schools, parents, children and young people.
  - We should include the action plan in the Comms plan.
  - Kevin McDaniel will discuss the Steering Board Structure with Sarah Bellars and the task and finish groups.

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**Other updates:**

Debbie Hartrick updated the Steering Board that a DCO for LD has been appointed, with a March 2020 start date.

PaCiP: Rose Road is managing the PaCiP website, comms and membership groups. They will act as a coordinator to find representatives for meetings, but will not attend meetings themselves. They have considered the option of using coffee morning through the schools for parents and carers to find out more about PaCiP.

It was noted it would be useful for Alison Crossick to discuss with Charlie Palmer the parent carer forum and its sustainability. In the interim, Jean Hobson will be liaising with Rose Road and parents / carers to represent IAS and PaCiP, and will be invited to attend the SEND Steering Board meetings. In the long term both PaCiP and IAS should attend the Steering Board.

Alison Crossick is stepping down from her interim role. Kevin McDaniel and the Steering Board thanked Alison for all her effort and the progress she made with the Written Statement of Action and driving forward improvement.

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