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**MINUTES**

<i>Meeting</i>	<i>Date</i>	<i>Time</i>	<i>Location</i>
Partnership Board	21/09/2017	3-5pm	City Hall

**Present**

Cllr Helen Godwin, Cabinet Member for Children and Young People  
 David Hussey, Headteacher, member of Special Schools Partnership  
 Dom Wood, VCS Advocate, 1625 Independent People  
 Fiona Castle, VCS Advocate, Imayla CIC  
 Jacqui Jensen, Service Director – Care & Support, Children & Families, Bristol City Council  
 Jenny Theed, Director of Nursing & Operations, Sirona Care & Health (CIC)  
 John Readman, Strategic Director – People, Bristol City Council (Co-Chair)  
 Paul Bull, Headteacher, May Park Primary, member of Primary Heads Association Bristol  
 Richard Lyle, Programme Director, Community & Partnerships/Deputy Operations Director

**In Attendance**

Bonnie Curran, Policy and Partnerships, Bristol City Council  
 Jane Griffiths, Early Help Manger, BCC (Item 4)  
 Matthew Annable, Early Help Area Manager, North, BCC (Item 4)  
 Anne Colquhoun, Programme Manager, Children and Young People’s Public Health Team (on behalf of Becky Pollard)

**Apologies**

Jon Angell, Principal, Representative Secondary Heads’ Association  
 Lesley Woakes, Head of Primary Care & Public Health, NHS England  
 Lucy Driver, Head at St Pauls Nursery and Children’s Centre and Chair of the Early Years Heads group  
 Marilyn Harrison, Assistant Chief Officer, Bristol and South Gloucestershire LDU Cluster  
 Kirsty Alexander, GP Representative and Clinical Commissioning Lead for Maternity, Children & Young Peoples Services, CCG (Co Chair)  
 Becky Pollard, Director of Public Health, Bristol City Council

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**1. Welcome & Apologies**

A number of apologies were noted.

**2. Minutes and Matters Arising**

The minutes of the meeting 13<sup>th</sup> July were confirmed as accurate. Actions complete with the exception of those included in the apended action record.

NHS England bid update – NHS England have allocated a proportion of the total bid value. There are concerns that there is not enough to make the changes required. Health partners will be going back to NHS England. The Board offered support if required. Jenny Theed to report back to the Board on progress.

JSNA update from Becky Pollard - data will be clustered to localities in the next JSNA update.

There were no declarations of interest.

### **3. Special Educational Needs and Disabilities Challenge Group**

The SEND Challenge Group has been through a process of self assessment and has undertaken a SEND Survey for parents, carers and young people to help ensure their needs and aspirations are being met. This has informed the development of the current Improvement and Development Plan, which is actively monitored by the SEND Challenge Group. The Board discussed the current SEND data profile that was presented by Annette Jones.

Annette outlined some achievements, which include:

- Increased the number of services jointly commissioned
- Designated Clinical Officer is in post and is supporting Education and Health Care plans to be personalised to individual needs. There has been good progress completing EHCPs within 20 weeks and getting assessments from health professionals.
- Alignment of the 2 years old Health check and the Early Years Education check so Early Years Practitioners and Health Visitors are working more closely together.

Next steps agreed are:

- Improved use of local and national data
- Information sharing across Education, Health and Social Care including developing new management systems
- Promote Local Offer website, Findability
- Increase the number of Personal Budgets
- Produce an SEND JSNA Chapter

The process for quality assuring EHCPs was discussed. Annette noted work being done with the Participation Challenge Group to improve the voice of the child in this process.

The Board also discussed the NEET data attendance issues, querying whether partners across the piece are intervening early enough.

The Board requested a further update in early 2018.

Annette noted that the SEND Challenge Group feel they understand the local challenges and what the partnership need to achieve together, but know that they must continue with the good pace of improvement and development.

The Board were reminded that the SEND Challenge Group are also required to report to the Health and Wellbeing Board, which is stipulated by the SEN code of practice. This arrangement will continue as a minimum annually.

### **4. Childrens Services Transformation**

Jacqui Jensen presented the case for a whole system transformation of services for children, young people and families to ensure we can fulfil our vision and deliver good outcomes.

Jacqui pointed to effective early intervention and targeted services and social care services but raised concerns that there is not a seamless service centred around families. Professionals don't always know what additional services are available and parents are

unlikely to either. There was concern that thresholds to some service entitlement can mean that as need intensifies support drops.

Jacqui presented a vision for an integrated model of locality delivery that has the child and family at the centre. This would include integrated management / leadership, integrated systems and processes and integrated service delivery. The future model would be designed to ensure that vulnerable children are identified quickly, that they are protected from harm in line with their rights, and that there is capacity to deliver high quality social work.

The Board were invited to lead this transformation and the co development of a future model of working: the right child, right service, right time, right place.

Partners were supportive of the direction of travel and agreed that this programme of change should be a core part of the Board's business. It was agreed that a workshop to move this forward initially would be a helpful approach.

## 5. Highlight Reports

The Board noted the progress being made by the Challenge Groups.

## 6. Any Other Business

Board members invited to attend the EPIC awards for Children in Care.

<i>Agenda Ref. Item</i>	<i>Actions</i>	<i>Lead</i>	<i>Progress</i>
2	2.1 Jenny theed to notify the Board on any progress or developments relating to the NHS England Capital bid.	Jenny Theed	
3	3.1 Dom Wood and Annette Jones to explore data collection processes for youth homelessness and SEND	Dom Wood & Annette Jones	
	3.2 Annette Jones to share the self assessment with Board members	Annette Jones	
	3.3 Annette Jones to schedule reporting to the Health and Wellbeing Board	Annette Jones	
	3.4 Bonnie Curran to schedule update from SEND Challenge Group for January or March 2018	Bonnie Curran	Scheduled
4	4.1 Bonnie Curran to initiate a workshop with Board members to progress with Children's Services Transformation	Bonnie Curran	Scheduled for 4 <sup>th</sup> December
	4.2 Board members to prioritise attendance at the workshop or delegate attendance to an appropriate colleague.	Board members	
6	6.1 Slides for presentations to be circulated to the Board	Bonnie Curran	Complete