

SOUTHEND SEND STRATEGIC PARTNERSHIP BOARD

Friday 28th March 2021 12.30 – 2.30 pm
Via MS Teams

Please find Microsoft Team meetings support guidance below:

- MT Training: Videos and beginners guide:
 - <https://support.office.com/en-gb/article/microsoft-teams-video-training-4f108e54-240b-4351-8084-b1089f0d21d7>
 - <https://www.chorus.co/resources/news/microsoft-teams-a-beginners-guide-to-teams-in-office-365>
- Video Conferencing etiquette; Please....
 - Mute yourself when not speaking. (*background noise can be distracting and mask other speakers*)
 - Be on time; ideally a few minutes early. (*the meeting will start at the allotted time*)
 - Check that your technology works correctly before the meeting.
 - Enable your camera. (*we would love to see you*)
 - Try not to sit with your back to a window. (*the glare might make you a silhouette*)
 - Do not take other calls if you can help it (*it is easy to miss vital points when we are concentrating on other things*)

THE PAPERS FOR THIS MEETING ARE CONFIDENTIAL TO THOSE INVITED AND NOT TO BE CIRCULATED WIDER

A G E N D A

Timings provided are indications only

Agenda Item		Lead	Doc
12:30	1. Welcome and introductions	Michael Marks	None
12:35	2. Minutes of the last meeting	Michael Marks	2a) Minutes 25.03.21 FINAL DRAFT
12.45	3. Current perspective from partners Standing item	Michael Marks	None
1:00	4. My life: lived experience, views and wishes from a child and/or their family. Standing item	Gary Bloom	4a) My life: user story
1.10	5. Quality & Outcomes Framework For consideration & sign off	Gary Bloom	5a) Quality & Outcomes Framework
1.25	6. Future Work <ul style="list-style-type: none"> • Board approval of emerging themes and a scope for the SEND Strategy • Priorities for the next year 	Brin Martin	6a) Paper on emerging priorities for

			the SEND Strategy
1:55	7. Publication of Minutes Consider the draft publishing protocol.	Brin Martin	7a) Draft Publishing Protocol
2:10	8. SEND Operations Group highlight report Standing item.	Brin Martin	8a) SENDOPS Highlight report
2:15	9. Joint Commissioning Group Highlight report Standing item.	Caroline McCarron	9a) Commissioning highlight report
2:20	10. Actions and feedback: a) Review Action Log b) Feedback/actions for SENDOPS c) Feedback/actions for Joint Commissioning Group d) Report to next HWBB e) Other	Michael Marks	10a) Action log
	11. Any other business		
2:25	12. Future meetings and agenda items: Dates and times of future meetings: 5 th July 2021 10am – 12 noon <i>Chair to confirm preferred day and time for future board meetings so that the annual schedule can be agreed.</i>		
2:30	Close		

Attendance				
	Name	Job Title	Organisation	
Chair	Michael Marks	Executive Director, Public Health and Children's Services	Southend Borough Council	MM
Deputy Chair	Patricia D'Orsi	Chief Nurse CP&R and Southend	NHS Southend CCG	PD
	Amanda Wiley	Primary School Head Representative	Blenheim Primary School	AW
	Brin Martin	Director of Learning	Southend Borough Council	BM

Members	Caroline McCarron	Associate Director of Integration and Partnerships	NHS Southend CCG	CM
	Gary Bloom	Head of SEND	Southend Borough Council	GB
	Clare Costello	Secondary School Head Representative	Shoeburyness High School	CC
	Jackie Mullan	Special School Head Representative	SEN Trust Southend	JM
	Jeff Banks	Director	A Better Start Southend	JB
	Anna Cheeseman	Chair	Southend SEND Indep. Forum	AC
	Samantha Delve	Secretary	Southend SEND Indep. Forum	JR
	John O'Loughlin	Director of Children's Services	Southend Borough Council	JOL
	Dr Kate Barusya	Designated Medical Officer	NHS Southend CCG	KB
	Krishna Ramkhelawon	Director of Public Health	Southend Borough Council	KR
	Lynn Scott	Head Adult Social Care	Southend Borough Council	LS
	Owen Richards	Chief Officer	Healthwatch	OR
Guests	Carole Brooks	Independent Advisor	Carole Brooks Associates	CB
	Nicky Ficken	Communications Lead	Southend SEND Indep. Forum	NF
Apologies	Anna Cheeseman	Chair	Southend SEND Indep. Forum	AC
Administration	Carron Jacobs	SEND Project Officer	Southend Borough Council	CJ