

REPORT TO SEND STRATEGIC PARTNERSHIP BOARD

Title:	Highlight report from SEND Operations Group
Report by:	Carron Jacobs SEND Project Officer SBC
Meeting Date:	28th May 2021

1. Summary of progress and actions since last period

SENDOPs met on 14th May 2021 and considered the following items.

Update Ofsted & CQC Re-Visit

There was a short discussion on the initial feedback from inspectors.

SEND Summit

A highlight report was presented for review. The following next steps were agreed on developing a new strategy:

- The Board to agree and refine the priorities
- The SEND Scrum will take the lead on wider consultation with a number of smaller engagement sessions with partners and young people.
- The SEND Strategy timescales were agreed with the aim to sign off fully at the Health & Well Being Board on 08.09.21

The following steps were agreed on updating the Self Evaluation Framework (SEF):

- A more accessible version of the SEF is needed for operational purposes.
- A summary is needed which can be shared wider and is accessible to users and parents.
- The SEF should be a living document and kept under regular review.
- The SEF may need to be revised once the outcome of the re-visit is known.
- Sign off by the Board is needed.

The Forward Plan

The draft forward plan was presented to SENDOPS for discussion and review. Agreement was reached that it will serve as the agenda planning framework for all 3 high level Governance meetings (SSSPB, SENDOP's and Joint Commissioning). Other actions will be added such as dates for policy reviews, new operational strategies, annual reports and training. It is currently being updated and aims to be available for full review by the Board in July 2021.

Local Offer Review Group

SENDOPS reviewed the notes from the recent meeting (26.04.21) and noted:

- The Terms of Reference have been provisionally agreed with anticipated sign off at the next meeting in June.
- There has been some disruption within the group with issues being brought to the meeting that are outside of its remit, or ability to respond to.
- The commitment to add wider representation from the community, Faith and Voluntary Sectors and Independent Living providers.

- The group will be leading on developing a SEND Co-Production Charter, the revision of the POET survey, a Local Offer Survey and Voice of the Child and Young Person work.
- The current website is able to meet the statutory requirements however there will be further discussion about the website platform – does it meet requirements or is an alternative web host needed?

Voice of the Child Task and Finish Group

SENDOPS noted this now sits under the Local Offer Review Group as a sub group.

SENDOPS provided direction on the gathering of user stories. SENDOPS also provided clarity on presenting lived experience stories from families, children and young people within governance meetings. Agreement was reached that user stories to be presented directly to the board. Any recommendations for learning or direction will be fed back by SSPB to SENDOPS.

SENDOPS recommended that user stories are linked to what is being discussed on the SSPB agenda and should use technology where possible (for example live streaming into board meetings, AI robots, Apps etc)

SSIF shared information about a pilot “mini” Parent Carer Forum they are developing in a primary school. This will be rolled out in other schools if successful.

Communications - Publication of papers

SENDOPS considered the draft protocol that sets out the expectations for the publication of papers from the three main governance groups. SENDOPS discussed the implications of producing actions and decisions and suggested alternatives to full minutes being published; such as a summary.

2. Risks & Issues

Risk	Impact	Mitigating Actions
Capacity - additional resources are required across the wider SEND partnership to keep up the momentum and continue to improve both outcomes and impact for CYP and families	High – The additional capacity provided by Carole Brookes Associates was recognised and needed moving forwards as staff across the SEND partnership were at full capacity.	Managers to consider and put forward suggestions re level of resource to provide capacity.
The work of the Communications Task & Finish group has not progressed as anticipated due to lack of capacity.	High –The Comms strategy or communications plan has not been fully developed. There is insufficient support for key messages and campaigns	Need to agree ongoing resource to undertake this to support the partnership
Outstanding piece of work to incorporate Health data into the SEND profile	High – is there sufficient capacity within OPIT	Need to agree resource to undertake this and confirm content.

3. Proposed priorities and activities for next period

Activity and outcome	By when
Engagement sessions to include partners across the local area plus parents, carers, children and young people who will play key role in the development of the SEND Strategy.	June 21
SEND strategy drafted and presented to board.	05.07.21
Updates to the SEF in-line with Summit and Re-Visit feedback	05.07.21
Forward Plan agreed and updated and available for full review by the Board	05.07.21
Quality and Outcomes Framework - task and finish group was postponed to 20.05.21	Full discussion of the final document at SENDOPS in June.

4. Recommendations / Discussion / Decisions required from Partnership Board

Board to consider the emerging priorities from Written Statement of Action, the Summit; the revisit and our own priorities and lead on distilling these down to key priorities for the new SEND Strategy.
Board to confirm spotlight themes for the lived experience stories at each meeting for inclusion onto the forward plan
Board to consider, amend or provide clarity for the publishing papers protocol where required and sign off.