

Southend SEND Partnership Board

Action Log - 05.07.2021

Action No.	Description	Owner	Date Added	Due Date	Status
12	Produce a Quality & Outcomes Framework reporting template.	Gary Bloom	20/01/2021	Original due date 1/3/2021. Moved to 05/07/2021 then to 05/10/2021	Open
27	Capture and share details of local activities and support available for families	SSIF and Tracey Thompson	25/03/2021	05/10/2021	Open
35	Present to the next SSSPB meeting a paper on agreeing the Q&O framework to include proposed KPI's and recommendations on how the work can be sustained and maintained outside of a T&F group	Gary Bloom	28/05/2021	Original due date 05/07/2021. Moved to 05/10/2021	Open
38	SEND Scrum to take forward the SEND Strategy priorities and word them in an outcome based way	SEND Scrum	28/05/2021	05/07/2021	Open
39	Provide stakeholders oversight of the Health Alliance group by circulating documents regarding place plan & locality strategy.	Patricia D'Orsi	05/07/2021	12/07/21	Open
40	Provide MM a list of current members of the Voice of the Child group to consider direction of additional membership	Jeff Banks	05/07/2021	05/10/21	Open
41	Provide MM clarity on a project lead / identified community lead for Voice of the Child work including scope of work	Jeff Banks	05/07/2021	05/10/21	Open
42	Circulate SEND Strategy presentation slides to board members for further input / feedback	Caroline McCarron	05/07/2021	06/07/21	Open
43	SEND Scrum to consider feedback, revise the proposed timeline, include consultation and assign activity from timeline to ensure SEND Strategy signed off by September 2021	Gary Bloom	05/07/2021	06/07/21	Open
44	SSIF input welcomed re strapline, vision statement and the writing of a foreword	SSIF	05/07/2021	31/08/21	Open
45	Convene a special meeting of the board over summer to look over draft strategy before consultation.	Carron Jacobs	05/07/2021	05/08/21	Open
46	Identify a comms colleague to chair the comms T&F group	Michael Marks /	05/07/2021		Open

		Tricia D'Orsi			
47	Comms group to provide regular updates to the board	Caroline McCarron	05/07/2021	05/10/2021	Open
48	Ensure Joint Commissioning Group Highlight report given sufficient time on the next agenda	Carron Jacobs	05/07/2021	05/10/2021	Open