

## SEND Strategic partnership Board Action Log

As of 16.11.21

Action No.	Description	Owner	Date Added	Due Date	Status
25	Ensure Comms group includes a broad cross section of representative partners	CMc	25/03/21	28/05/2021	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	GB	28/05/2021	05/07/21 amended to 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	JB	05/07/2021	05.10.21 amended to 16/11/21	Open
46	Identify a comms colleague to chair the comms T&F group	MM/PD	05/07/2021		Open
49	Arrange for the DfE and NHSE advisors to observe a future board meeting.	GB/CMc	05/10/2021	01/03/2022	Open
50	A paper on lessons learned from transport issues; what we and other partners can learn with other contracts / commissioning services	BM?	05/10/2021	tbc	Open
51	link with health colleagues across Essex for consistency re training / support for transport staff for pupils with medical needs	PD/KB	05/10/2021	tbc	Open
52	submit a short briefing update on banding. SEND Scrum will determine when this will be presented and add details to the forward plan	GB	05/10/2021	tbc	Open
53	determine items for the forward plan and what needs to be sighted at this meeting (including changes that started some time ago) clarity must be given as to whether items are coming to board for decision or shaping.	Scrum	05/10/2021	tbc	Open
54	circulate to members draft v12 of the strategy, with clear routes for receiving further comments and additional feedback.	GB	05/10/2021	07/10/2021	Open
55	Members to share v12 of the strategy with wider teams / partners providing final feedback to GB by Friday 5/11	all	05/10/2021	05/11/2021	Open
56	present final version of the Strategy to the next board	GB	05/10/2021	16/11/2021	Open
57	Circulate current version of APP to members for additional input	CJ	05/10/2021	08/10/2021	Open
58	confirm the response made to NHSE/DfE and circulate final APP to the Board once submitted	GB	05/10/2021	11/10/2021	Open
59	Ensure that Joint Commissioning reporting records original completion dates for priorities and RAG rates accordingly.	CMc	05/10/2021	16/11/2021	Open
60	A discussion with data leads from health and SBC and agree what is needed to enable Board to have scrutiny, challenge oversight of action plan / APP activity.	CMc/GB	05/10/2021	16/11/2021	Open

61	Inform Board what capacity or additional short-term resource is needed to set up dashboards and produce them on an ongoing basis going forward.	CMc/GB	05/10/2021	16/11/2021	Open
62	provide VoC paper for the next meeting	JB	05/10/2021	16/11/2021	Open
63	Ensure agenda includes an item to cover risk log	CJ	05/10/2021	16/11/2021	Open