

SOUTHEND SEND STRATEGIC PARTNERSHIP BOARD

**Thursday 6th January 2022 10 am - 12pm
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*)

A G E N D A

Timings provided are indications only

	Agenda Item	Lead	Doc
10.00	1. Welcome and introductions	Michael Marks	None
10.05	2. Minutes of the last meeting	Michael Marks	2a) FINAL DRAFT Minutes 16.11.21
10.10	3. Current perspective from partners	All	None
10.20	4. Update from Peer Review	Brin Martin	4a) Paper expected
11.05	5. Accelerated Progress Plan	Gary Bloom	5a) APP monitoring tracker
11.20	6. SEND Partnership Risk Log	Caroline McCarron	6a) Risk Log
11.30	7. Voice of the Child	Jeff Banks	7a) VoC Paper
11.40	8. Joint Commissioning Group Highlight report For noting / brief comment	Caroline McCarron	8a) Commissioning highlight report

11.45	9. SEND Operations Group highlight report For noting / brief comment	Brin Martin	9a) SENDOPS Highlight report
11.50	10. Actions and feedback: a) Review Action Log b) Feedback/actions to other SEND Governance Groups not covered by action log	Michael Marks	10a) Action log
11.55	11. Any other business		
12.00	Close		

Future meetings:

Dates and times of future meetings

1st March 2022 10am – 12pm
17th May 2022 10am – 12pm
5th July 2022 10am – 12pm

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	NHS Alliance Director	NHS Southend CCG	PD
Members	Amanda Wiley	Primary School Head Representative	Blenheim Primary School	AW
	Alex Kubeyinje	Director of Children's Services	Southend Borough Council	AK
	Brin Martin	Director of Learning	Southend Borough Council	BM
	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
	Samantha Delve	Secretary	Southend SEND Indep. Forum	SD
	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
Administration	Carron Jacobs	SEND Project Officer	Southend Borough Council	CJ