

SOUTHEND SEND STRATEGIC PARTNERSHIP BOARD

**Tuesday 17th May 2022 10am - 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, introductions and apologies	Michael Marks	None
10.04	2. Declarations of interest	Michael Marks	None
10.05	3. Minutes of the last meeting	Michael Marks	3a) FINAL DRAFT Minutes 01.03.22
10.10	4. Action log and feedback: a) Review Action Log b) Feedback/actions to other SEND Governance Groups not covered by action log	Michael Marks	4a) Action Log
10.15	5. Current perspective from partners	All	None
10.30	6. SEND Green Paper & Consultation	Brin Martin	None

10.50	7. Southend SEND Strategy <i>Verbal Update</i>	Gary Bloom	None
10.55	8. Improvement Monitoring	Gary Bloom	8a) All plans monitoring tracker 8b) SEND Partnership risk log
11.05	9. Lighthouse Child Development Centre <i>Verbal Update</i>	Tricia D'Orsi	None
11.10	10. Child/Family Experience <i>Discussion on future progression</i>	Michael Marks / Gary Bloom	None
11.25	11. Joint Commissioning Group Highlight report <i>For noting</i>		11a) Joint Commissioning highlight report
11.30	12. SEND Operations Group highlight report <i>For noting</i>		12a) SENDOPS Highlight report
11.35	13. Voice of the Child <i>Verbal feedback - the Social Care Journey</i>	Ruth Baker	None
11.50	14. Terms of Reference <i>For review and sign off</i>	Michael Marks	14a) Updated Terms of Reference
11.55	15. Any other business Co Production Charter	Michael Marks	
12.00	Close	Michael Marks	
Future meetings: Dates and times of future meetings 5 th July 2022 10am – 12pm			

Attendance				
	Name	Job Title	Organisation	
Chair	Michael Marks	Executive Director, Public Health and Children's Services	Southend City 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
	Lissa-Marie Minnis	Children’s Social Work Director	Southend City Council	L-MM
	Brin Martin	Director of Learning	Southend City Council	BM
	Gary Bloom	Head of SEND	Southend City Council	GB
	Jackie Mullan	Special School Head Representative	SEN Trust Southend	JM
	Samantha Delve	Secretary	Southend SEND Indep. Forum	SD
	Philomena Johnson	Interim Chair	Southend SEND Indep.Forum	PJ
	Dr Kate Barusya	Designated Medical Officer	NHS Southend CCG	KB
	Krishna Ramkhelawon	Director of Public Health	Southend City Council	KR
	Lynn Scott	Head Adult Social Care	Southend City Council	LS
	Owen Richards	Chief Officer	Healthwatch	OR
Jeff Banks	Director	A Better Start Southend	JB	
Apologies	Caroline McCarron	Associate Director of Integration and Partnerships	NHS Southend CCG	CM
Guest	Ruth Baker	Head of Quality, Practice & Principal Social Worker	Southend City Council	
Administration	Jana Kenton	Note Taker	Southend City Council	JK