

## SOUTHEND SEND STRATEGIC PARTNERSHIP BOARD

**Thursday 22<sup>nd</sup> June 2023 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	<b>1. Welcome, introductions and apologies</b>	Michael Marks	None
10.04	<b>2. Declarations of interest</b>	Michael Marks	None
10.05	<b>3. Minutes of the last meeting</b>	Michael Marks	3a) FINAL DRAFT Minutes
10.10	<b>4. Action log and feedback:</b>	Michael Marks	4a) Action Log
10.20	<b>5. Current perspective from partners</b>	All	None
10.35	<b>6. Ofsted &amp; CQC SEND Inspection Report</b>	Liz Hunt	6a) Ofsted & CQC SEND Inspection Report
11.05	<b>7. Risk Log</b>	Gary Bloom	7a) SEND Partnership risk log
11.20	<b>8. Voice of the Child</b>	Caroline McCarron	None

11.35	<b>9. SEND Operations Group highlight report</b>	Gary Bloom	9a) SENDOPS highlight report
11.45	<b>10. Any other business</b>	Michael Marks	None
12.00	<b>Close</b>	Michael Marks	
<b>Future meetings:</b> TBC			

<b>Attendance</b>				
	<b>Name</b>	<b>Job Title</b>	<b>Organisation</b>	
<b>Chair</b>	Michael Marks	Executive Director, Public Health and Children's Services	Southend City Council	MM
<b>Members</b>	Amanda Wiley	Primary School Head Representative	Blenheim Primary School	AW
	Liz Hunt	Director of Education, Inclusion and Early Years	Southend City Council	LH
	Maria Crowley	Interim Director Children, Mental Health & Neurodiversity	Mid and South Essex ICS	MC
	Caroline McCarron	Deputy Alliance Director	Mid & South Essex ICS	CMc
	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
	Krishna Ramkhelawon	Director of Public Health	Southend City Council	KR
	Tara Poore	Director	A Better Start Southend	TP
	Carol Compton	Head of Service Integration, Youth and Family Services	Southend City Council	CC
	Owen Richards	Chief Officer	Healthwatch	OR
<b>Apologies</b>	Lissa-Marie Minnis	Children's Social Work Director	Southend City Council	L-MM
	Stephan Leibrecht	Head Adult Social Care	Southend City Council	SL
<b>Administration</b>	Carron Jacobs	SEND Project Officer	Southend City Council	CJ

