

SOUTHEND SEND STRATEGIC PARTNERSHIP BOARD

**Friday 20th October 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	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
10.10	4. Action log and feedback	Michael Marks	4a) Action Log
10.20	5. Current perspective from partners - challenges in service provision and delivery	All	None
10.35	6. Strategic Action Plan	Gary Bloom	6a) Final Southend SEND Strategic Action Plan
10.50	7. Governance	Liz Hunt	7a) Partnership Board briefing note
11.05	8. ICB update	Gemma Stacey	None

11.15	9. Feedback from Parent Carer Forum	Samantha Delve	9a) Summary - Partnership event 6.10.23
11.30	10. Autism Diagnostic Pathway Support and Autism in Schools project proposal	Gemma Stacey	10a) CYP Transforming Care - Autism Proposal Paper
11.45	11. Any other business	Michael Marks	
12.00	Close	Michael Marks	

Future meetings:

15/12/23
01/02/24
28/03/24
23/05/24
17/07/24

Attendance				
	Name	Job Title	Organisation	
Chair	Michael Marks	Executive Director, Public Health and Children's Services	Southend City Council	MM
Members	Amanda Wiley	Primary School Head Representative	Blenheim Primary School	AW
	Liz Hunt	Director of Education, Inclusion and Early Years	Southend City Council	LH
	Lissa-Marie Minnis	Children's Social Work Director	Southend City Council	L-MM
	Caroline McCarron	Deputy Alliance Director	Mid & South Essex ICS	CMc
	Gary Bloom	Head of SEND	Southend City Council	GB
	Cathy Braun	Head of Access and Inclusion	Southend City Council	
	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
Stephan Leibrecht	Head Adult Social Care	Southend City Council	SL	

	Carol Compton	Head of Service Integration, Youth and Family Services	Southend City Council	CC
	Owen Richards	Chief Officer	Healthwatch Southend	OR
Apologies	Giles Thorpe	Executive Chief Nurse	Mid and South Essex ICS	GT
Guests	Gemma Stacey	Designated Clinical Officer	Mid and South Essex ICS	GS
	Corrina Bielby	SEND Improvement and Intervention Case Lead (East of England)	Department for Education	CB
	Julie Lannon	Programme Manager,	A Better Start Southend	JL
Administration	Carron Jacobs	SEND Project Officer	Southend City Council	CJ