

## SPECIAL EDUCATIONAL NEEDS AND DISABILITIES - JOINT EXECUTIVE BOARD – FORWARD PLAN

Frequency: six-weekly

Standing Agenda items: At the discretion of the Chair, Standard items are:

- Welcome, Apologies and introductions
- Actions log - previous actions log approval, and review of open actions
- Parent Carer Forum Update
- SEND Improvement Programme Report
- Subgroup progress Reports
- Quality Assurance and Performance Report (quarterly)
- High Needs Block Recovery Plan (quarterly)
- Forward Plan
- AOB

Meeting Date	Issue	Lead	Presentation/Paper/Verbal	Comments	Outcome
19 Jan 22					
	Launch of Ordinary Offer of Education	Ellika McAuley	Presentation	For Noting.	Launch to commence on 19Jan22. Progress update evidencing impact report in 9-12 months.
	Revised Terms of Reference and Membership	Jackie Difolco	Paper	Decision requested for publication of Minutes on Local Offer website.	Agreed – Summary document only to be reviewed by Chair and published for a trial of two meetings then reviewed.
	Written Statement of Action –	Jackie Difolco	Presentation	For Noting	
	Implementation of CACI System	Beth George	Paper	For Noting	Agreed
	ISOS work – proposal for information and advice.	Mary Jarrett	Paper	For Noting	Agreed

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	Launch of Disability Register	Beth George	Paper	For Noting	Agreed for an update at the May meeting.
28 Feb 22 2.00 – 4.00pm					
	Assisted Travel Policy	Mary Jarrett	Presentation	For Noting	Future updates to follow.
	High Needs Block Recovery Plan	Jackie Difolco/Mary Jarrett	Presentation	For noting	Future updates back to the Board with the financial projections.
	SEND WSOA and SEND ToR	Jackie Difolco			
	SEND Commissioning Strategy	Charlotte Pomery		For Noting	DEFERRED to April 2022
13 April 22					
	Q3 Quality Assurance and Performance Report	Mary Jarrett	Paper	Discussion	
	Joint SEND Commissioning Strategy (Update)	Charlotte Pomery	Verbal	Noting	
	SEND Sufficiency Strategy (Update)	Charlotte Pomery	Verbal	Noting	
	SEND Exec Subgroup progress Report - PFA (BG) - Health (TM) - EHCP (MJ) - Coproduction (MJ)	MJ/TM//BG	Verbal	Discussion	
	Parent Carer Forum Update	Amanda Bernard	Paper	Discussion	

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Meeting Date	Issue	Lead	Presentation/Paper/Verbal	Comments	Outcome
	SEND Improvement Programme Report	Mary Jarrett Tim Miller	Presentation	Discussion	
23 May 22					
	Launch of the Disability Register	Mary Jarrett	Paper	Decision	
	ISOS Work	Mary Jarrett	Paper	Noting	
	High Needs Block (HNB) Recovery Plan	Jackie Difulco/Mary Jarrett	Presentation	Discussion	
	Q4 Quality Assurance and Performance Report	Mary Jarrett	Paper	Discussion	
	SEND Exec Subgroup progress Report - PFA (BG) - Health (TM) - EHCP (MJ) - Coproduction (MJ)	BG/MJ/TM	Verbal	Noting	
	Parent Carer Forum Update	Amanda Bernard	Paper	Noting	
	SEND Improvement Programme Report	Tim Miller Mary Jarrett	Presentation	Discussion	
4 July 22					
	Safety Valve	Jackie Difulco	Paper	Discussion	
	SEND Exec Subgroup progress Report - PFA (BG) - Health (TM) - EHCP (MJ) - Coproduction (MJ)	BG/MJ/TM	Verbal	Noting	

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	Parent Carer Forum Update	Amanda Bernard	Paper	Noting	
	SEND Improvement Programme Report	Tim Miller Mary Jarrett	Presentation	Discussion	
	SEND Exec Awayday	Mary Jarrett	Verbal	Discussion	<b>** Defer to August meeting **</b>
	Dispute Management	Mary Jarrett	Paper	Discussion	
8 Aug 22	<b>CANCELLED – Agreed by board members</b>				
	Q1 Quality Assurance and Performance Report	Mary Jarrett	Presentation	Discussion	
	SEND Exec Subgroup progress Report - PFA (BG) - Health (TM) - EHCP (MJ) - Coproduction (MJ)	BG/MJ/TM	Verbal	Noting	
	Parent Carer Forum Update	Amanda Bernard	Paper	Noting	
	SEND Improvement Programme Report	Tim Miller Mary Jarrett	Presentation	Discussion	
<del>19 Sept</del> 17 Oct 22	<b>Rescheduled from 19 Sept due to Bank Holiday – all items moved to Oct mtg</b>				
	SEND Exec Subgroup progress Report - PFA (SF/MJ) - Health (TM) - EHCP (MJ) - Coproduction (MJ)	Sophie Frais Tim Miller Mary Jarrett	Verbal	Noting	

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	SEND Improvement Programme Report <b>and</b> updated/ new WSOA Key Performance Indicators	Tim Miller Mary Jarrett	Paper	WSOA KPI's - decision	Baselines on WSOA have been reviewed with targets proposed
	Safety Valve Update	Jackie Difolco Carl Edwards Mary Jarrett	Presentation	Discussion	
	Parent Carer Forum Update	Amanda Bernard	Presentation	Discussion	
	Q1 Quality Assurance and Performance Report	Mary Jarrett	Paper	Discussion	
	SEND Executive Temperature Check Findings	Jackie Difolco	Paper	Discussion and decision	Board member survey
	Preparation for Adulthood Strategic Action Plan	Vicky Murphy Jackie Difolco	Presentation	Noting	
	SEND Exec Away Day	Mary Jarrett	Verbal	Decision	
17 Oct 22	<b>Moved from 31 Oct mtg due to rescheduled mtg from 19 Sept.</b>				
	Q1 Quality Assurance and Performance Report	Mary Jarrett	Paper	Discussion	
	SEND Exec Subgroup progress Report - PFA (BG) - Health (TM) - EHCP (MJ) - Coproduction (MJ)	BG/MJ/TM	Verbal	Noting	
	Parent Carer Forum Update	Amanda Bernard	Paper	Noting	

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Meeting Date	Issue	Lead	Presentation/Paper/ Verbal	Comments	Outcome
	SEND Improvement Programme Report	Tim Miller Mary Jarrett	Presentation	Discussion	
5 Dec 22					
	Safety Valve Programme Update	Jackie Difolco	Verbal	Noting	
	SEND Exec Subgroup progress Report - PFA (BG) - Health (TM) - EHCP (MJ) - Coproduction (MJ)	Mary Jarrett Karel Stevens-Lee Andrea Kelly	Verbal	Noting	
	Parent Carer Forum Update	Amanda Bernard	Paper	Noting	
	SEND Improvement Programme Report	Karel Stevens-Lee Mary Jarrett	Presentation	Discussion	
	Autism in Schools Project	Ellika McAuley	Presentation	Noting	
	Summer Holiday Activity Report (SEND specific)	Andrea Keeble/ Erica Owusu-Boateng	Paper	Noting	
	SEND Exec Temperature Check	Jackie Difolco	Presentation	Discussion	

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19 Jan 2023					
	SEND Improvement Programme Report inc sub-group progress Reports <ul style="list-style-type: none"> <li>• PFA</li> <li>• Health</li> <li>• EHCP</li> <li>• Co-Production</li> </ul>	Mary Jarrett Karel Stevens-Lee Andrea Kelly	Highlight report/ Verbal	Noting	
	SEND training for Community Policing	Inspector Jas Kaur	TBC		
	SEND Power Forum Update	Amanda Bernard	Paper	Noting	
	Alternative Provision Offer	Caroline Brain/Gerry Robinson	Paper	Discussion	
	Safety Valve Programme Update	Jackie Difolco	Presentation	Discussion	
	Short Breaks Offer	Dennis Scotland	Presentation	Discussion	
	Evaluation of SEND Strategy	Mary Jarrett	Verbal	Decision	
27 Feb 2023					
	Safety Valve Programme Update	Mary Jarrett Jackie Difolco	Presentation	Discussion	
	SEND Improvement Programme Report inc sub-group progress Reports <ul style="list-style-type: none"> <li>• PFA</li> <li>• Health</li> <li>• EHCP</li> </ul>	Mary Jarrett Karel Stevens-Lee Andrea Kelly	Verbal	Noting	

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	Co-Production				
	SEND Power Forum Update	Amanda Bernard	Paper	Noting	
	Ordinary Offer of Education – Progress report	Ellika McAuley Janis Rogers			
	Q3 Quality Assurance and Performance Report	Mary Jarrett	Paper		
	SEND Audit Report (Islington PIP)	Rebecca Elgion	Paper		
19 April 2023					
	Review terms of reference	Jackie Difolco	Paper	Decision	
	SEND Improvement Programme Report inc sub-group progress Reports <ul style="list-style-type: none"> <li>• PFA</li> <li>• Health</li> <li>• EHCP</li> <li>• Co-Production</li> </ul>	Mary Jarrett Karel Stevens-Lee Andrea Kelly	Verbal	Noting	
	Parent Carer Forum Update	Amanda Bernard	Paper	Noting	
	Safety Valve Programme Update	Jackie Difolco Mary Jarrett	Presentation	Discussion	
5 June 2023					
	Q1 Quality Assurance and Performance Report	Mary Jarrett	Paper	Discussion	
	SEND Improvement Programme Report inc sub-group progress Reports <ul style="list-style-type: none"> <li>• PFA</li> </ul>	Mary Jarrett Karel Stevens-Lee Andrea Kelly	Verbal	Noting	



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	<ul style="list-style-type: none"> <li>• Health</li> <li>• EHCP</li> <li>• Co-Production</li> </ul>				
	Parent Carer Forum Update	Amanda Bernard	Paper	Noting	
	Safety Valve Programme Update	Jackie Difolco Mary Jarrett	Presentation	Discussion	
	Local Offer Review				