



SEND Strategic Board Governance Changes

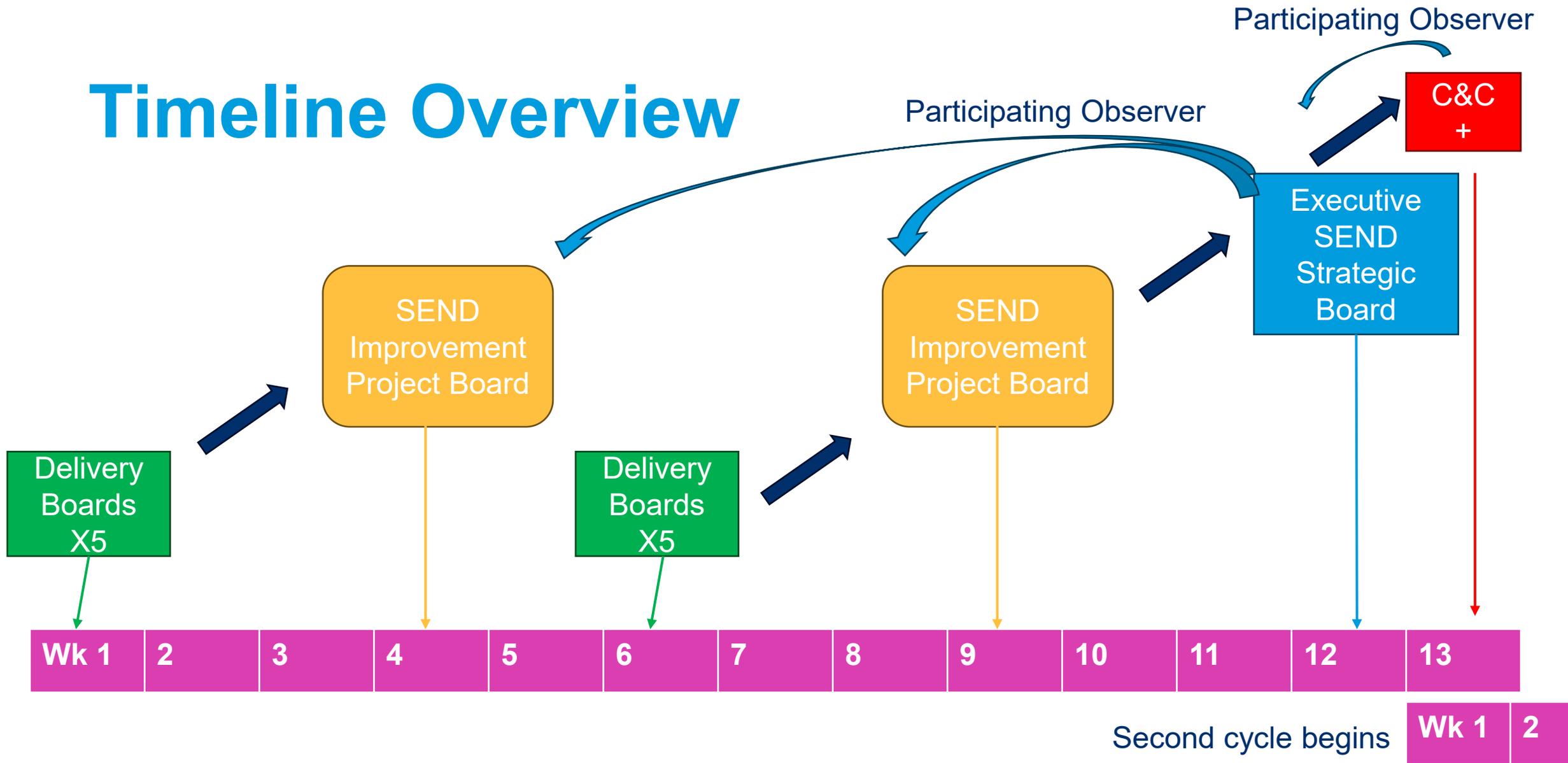
What are the changes?

October 2023

Changes to the SEND Improvement governance structure:

- 1. The 8 WSoA Improvement pillars will now be subsumed into the 5 key priorities of the SEND Strategy** – these 5 priorities will form the new improvement strands. *Important to note we will still be delivering on the WSoA but through the priorities of the SEND Strategy.*
- 2. There will be a SEND Improvement Project (SIP) Board** – this will be held every 6 weeks and will report on the 5 strategy priorities.
- 3. Every quarter the Executive SEND Strategic Board will meet** to hear progress and make necessary decisions (Exception reporting).
- 4. The Check and Challenge Group** will still meet after each Executive SEND Strategic Board (as previously).

Timeline Overview



Therefore, the purpose of the SEND Project Board and Executive SEND Strategic Board will be to:

- To ensure the requirements of the WSOA are responded to and implemented.
- To focus on the voice of the child, young person and parents / carers.
- To ensure any new national guidance is responded and implemented.
- To ensure that the new coproduced SEND strategy is implemented effectively.
- To identify and address risks and issues and escalate them each quarter for resolution.
- To escalate risks and issues that cannot be addressed by the Board to the Children's Continuous Improvement Board
- To make strategic level decisions or escalate these to the Children's Continuous Improvement Board and relevant governance routes.
- To promote good communication between and joint working by all stakeholders
- To ensure local area partners are aware and included in the ongoing monitoring visits as part of the WSOA.
- To focus on upcoming National guidance and changes brought about by the SEND Review and implement any Local Area Inclusion Plan when published.

Proposed Purpose – 5 Priority Delivery Boards

1) SEND IS EVERYONE'S BUSINESS	2) EARLY INTERVENTION & LIVED EXPERIENCE	3) NEEDS AND JOINT COMMISSIONING	4) INCLUSION	5) TRANSITION & PFA
AFI – 1,2,3	AFI - 2	AFI - 7	AFI - 4	AFI - 5
Pillar: Culture Quality Assurance	Pillar: Joint Working Community Engagement	Pillar: Joint Commissioning	Pillar: Graduated Response	Pillar: Becoming an Adult
WSOA Focus Area 3,4,7 15,16,17,18	WSOA Focus Area 5,6,8,9,10,11	WSOA Focus Area 1,2	WSOA Focus Area 11,12,13	WSOA Focus Area 14
Key dependency: Restorative Council AET Project	Key dependency: Family Hubs Project	Key dependency: Gamechanger Project SLCN/keyworker Project	Key dependency: Safety Valve Project Gamechanger Project AET Project SLCN/keyworker Project EHW Group	Key dependency:

Proposed Membership – Project Board

Board	Members (Accountable Officers)
<p>SEND Improvement Project (SIP) Board</p>	<p>Co-Chairs & Deputy – (one year tenure)</p> <ul style="list-style-type: none"> • Divisional Director of Education & SEND (RW) • Head of Women’s and Children’s Commissioning (HP). • <i>Deputy – (to be agreed at 1st meeting)</i> <p>SEND Strategy Priority Leads:</p> <ol style="list-style-type: none"> 1. SEND IS EVERYONE’S BUSINESS – Public Health Specialist (BB) 2. EARLY INTERVENTION & LIVED EXPERIENCE - Head of Service – Safeguarding & Reviewing (SE) 3. NEEDS AND JOINT COMMISSIONING – Strategic Commissioning Manager, ICB (SG) 4. INCLUSION - Head of Service, SEND & Inclusion (HS) 5. TRANSITION & PFA - Deputy Director of Adult Services (SO) <p>Members of the Project Board:</p> <ul style="list-style-type: none"> • Representatives of children and young peoples’ views (KH and reps from SEND CYP panel) • Co-chairs of SEND Family Voice Torbay Parent Carer Forum • Manager of SENDIASS (KG) • Designated Medical Officer, Child Health (JP) • Designated Social Care Officer (BY) • Divisional Director of Safeguarding (BT) • Divisional Director of Learning Academy (RS) • Head of Business Intelligence – Torbay Council (MG) • Head of Children’s Commissioning – Torbay Council (TT) • Representative from Schools Forum - tbc • Public Health Specialist – (JN) • <i>Participating Observer from the Executive SEND Strategic Board (rolling)</i> <p>Completing communications to board members and our families:</p> <ul style="list-style-type: none"> • SEND Project Manager (SB) • Torbay Council Communications Lead (JP)

Proposed Membership – Executive Board

Board	Members
Executive SEND Strategic Board	<p><i>Presenting to the board -</i></p> <ul style="list-style-type: none"><i>Reps from Young people and SFVT (to have an opening standing agenda item to present). (Participation Officer to feed CYP views – KH & co-chairs SFVT RB&KR)</i><i>Co-chairs of Project Board – Divisional Director of Education & SEND & Head of Women’s and Children’s Commissioning present the highlight report.</i> <p>Accountable Officers from the WSoA - Sitting on this board for decisions:</p> <ul style="list-style-type: none">DCS, Torbay Children’s Services (NM)Director of Public Health (LS – interim chair)Head of Commercial Services (TF)Director of Primary Care, Community and Mental health Commissioning (JT)Deputy Director for Out of Hospital Commissioning (SS)Chief Nursing Officer (Acting - SM)Director of Adults and Communities (JW) <p>Also on the Board:</p> <ul style="list-style-type: none">Children’s Alliance Director CFHD (BM)Chief Executive, Healthwatch, Devon (LW)Chief Executive, Community Development Partnership (MW)Representative from Local Education Board – tbc<i>Participating Observer from the Check and Challenge Group (rolling)</i>

Reporting

N.B Reporting may need to be amended once the Local Area Inclusion Plan template has been released by the DfE.

Board	Reporting
SEND Improvement Project Board	<p>An annual forward plan of agenda items is constructed by the Project Manager – following the sequence of actions defined in the SEND Strategy Action Plans.</p> <ol style="list-style-type: none">1. Priority Leads complete an update 6 weekly – 1 week before project board.2. Project Board Update is published one week before Project Board with the agenda and any additional papers needing to be heard.3. During/after Project Board 1 a highlight report is constructed for the Executive Board. <p>N.B - as there are 2 boards before an executive board numbers 1-3 above can be repeated – the second in the cycle can simply be an “update” on previous summary.</p> <p>The overview which is taken to the Executive Board can be coproduced with members during the meeting and circulated so all members feel part of the proposals being sent to the Executive Board.</p> <p>These highlight reports will include a data overview and an overview of risks and issues.</p>
SEND Strategic Executive Board	<p>One week prior to the Executive board a highlight report will be published.</p> <p>This report will also be sent to the Check and Challenge Group.</p> <p>Co-chairs of Project Board present the RAG rated highlight report and data overview alongside a list of risks and decisions required.</p> <p>After the meeting this is then published to the Project Board, Executive Board and Check and Challenge Group.</p>