

SEND Governance Forward Plan (January 2021)

Meeting Title	Meeting Date/time	Meeting Room	Deadline for Papers	Proposed Agenda Items	Responsible Officers
SEND Priority Leads Meeting	25 th Feb 2021 10-12	MS Teams		Update on all Priorities – progression and challenges Risk Register Update on key priority deadlines	
SEND Oversight Board	25 th Feb 2021 12.30-3pm	MS Teams			
SEND Priority Leads Meeting	11 March 2021 10-12	/MS Teams		Update on all Priorities – progression and challenges Risk Register Update on key priority deadlines	
SEND Programme Board	25 th March 2021 10-1pm	MS Teams	12th March 2021	Programme Updates Priority 1 – 4 SRO Report incl SEN2 data Communications & Engagement Report/ messages for SU SEND Performance KPIs/SEN2 Focus SEND Strategy sign off. private diagnosis of ASD/ADHD PEX Programme Governance Impact and Response to COVID & risk review QA report for first full cycle	Priority Leads JM/LN Jaime H Jaime H Jaime H Jaime H Lianne Nunn JM JM/LN JM /GB TW/SB

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Meeting Title	Meeting Date/time	Meeting Room	Deadline for Papers	Proposed Agenda Items	Responsible Officers
SEND Priority Leads Meeting	27 th April 2021 10-12	MS Teams		Update on all Priorities – progression and challenges Risk Register Update on key priority deadlines	
SEND Priority Leads Meeting	18 th May 2021 10-12	MS Teams		Update on all Priorities – progression and challenges Risk Register Update on key priority deadlines	
SEND Programme Board	28 th May 2021 10-1pm	Rose Room/ MS Teams	17th May 2021	Programme Updates Priority 1 – 4 SRO Report Communications & Engagement Report/ messages for SU Focus Outcomes framework and supporting action plan SEND programme evaluation making close of 1 st phase of strategy and opening of next phase Private Diagnosis of ASD/ADHD (GJ)	
SEND Priority Leads Meeting	23 rd June 2021 10-12	F01 Con Hse/ MS Teams		Update on all Priorities – progression and challenges Risk Register Update on key priority deadlines	
SEND Oversight Board	24 th June 2021 11.30-2pm	MS Teams			

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Meeting Title	Meeting Date/time	Meeting Room	Deadline for Papers	Proposed Agenda Items	Responsible Officers
SEND Priority Leads Meeting	15 th July 2021 10-12	Benjamin Britten/ MS Teams		Update on all Priorities – progression and challenges Risk Register Update on key priority deadlines	
SEND Programme Board	27 th July 2021 10-1pm	TBC MS Teams	15th July 2021	Programme Updates Priority 1 – 4 SRO Report Risk Register SEND Reform Grant Action Log Communications & Engagement Report/ messages for SU SEND Performance KPIs/SEN2 Focus	
SEND Priority Leads Meeting	16 th Sept 2021 10-12	TBC MS Teams		Update on all Priorities – progression and challenges Risk Register Update on key priority deadlines	
SEND Programme Board	28 th Sept 2021 10-1	TBC MS Teams	16th Sept 2021	Programme Updates Priority 1 – 4 SRO Report Risk Register SEND Reform Grant Action Log Communications & Engagement Report/ messages for SU SEND Performance KPIs/SEN2	

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Meeting Title	Meeting Date/time	Meeting Room	Deadline for Papers	Proposed Agenda Items	Responsible Officers
				Focus	
SEND Priority Leads Meeting	21 st Oct 2021 12-2	TBC MS Teams		Update on all Priorities – progression and challenges Risk Register Update on key priority deadlines	
SEND Oversight Board	22 nd October 2021 11am-1.30pm	MS Teams			
SEND Priority Leads Meeting	16 th Nov 2021 10-12	TBC MS Teams		Update on all Priorities – progression and challenges Risk Register Update on key priority deadlines	
SEND Programme Board	25 th Nov 2021 10-1pm	TBC MS Teams	15th Nov 2021	Programme Updates Priority 1 – 4 SRO Report Risk Register SEND Reform Grant Action Log Communications & Engagement Report/ messages for SU SEND Performance KPIs/SEN2 Focus	
SEND Priority Leads Meeting	14 th Dec 2021 12-2pm	TBC MS Teams			

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