

KEY	
White	Action required
Amber	Outstanding/overdue action
Blue	Completed and closed

SEND PROGRAMME BOARD ACTION LOG						
Action No.	Meeting Date	Action	Owner	Deadline	Progress	Action Status
166	20-Jan-20	All board members to visit schools across Suffolk to see the YP in their own environment. Please ask Susie Tulk to help co-ordinate.	All	24/03/2020	on hold due to COVID, Jul-21 - consider from September 2021	Ongoing
203	27-Jul-21	KPI1 - AC & NH to discuss PC survey and possible include Healthwatch survey	AC/NH	Jul-22	28/09 NH to arrange meeting. NH to discuss with SPCF to develop, KPI review to start April-22	
204	27-Jul-21	KPI's to be reviewed alongside work with KS,SB & following outcome from the SEND Independent Review	SB/KS/GB	Jul-22	Outcomes meeting scheduled for 16/02/22. KPI review to start April-22	
207	28-Sep-21	Paul Hill to Contact KS regarding Health Outcomes	PH & KS	Jul-22	Follow up in January 22. KPI Review to start April-22	
209	28-Sep-21	SEND Report & Integrated plan will be produced in Easy Read	WA & JI	Dec-21	WA to contact Nicola Warwick, Initial discussions with IMPOWER Work to commence Feb-22. Work is underway with SCC Comms team. Slight delay due to capacity and vacancy for SCC Communication officer in LO team. Work will recommence Apr-22. Consider if this is still necessary, due to vacancy and capacity in comm this has not been progressed.	In progress
212	25-Nov-21	L Nunn and R Hulme to discuss linking together regarding commissioning for bereavement support	L Joyce & R Hulme	Mar-22	Amendment R Hulme & L Joyce re Suffolk Wide approach, connect PH - Chris Pyburn. LJ to follow up	Ongoing
215	25-Nov-21	Board members to follow up pledges to YPN (See minutes for detail)	All	Mar-22	Update needed, on agenda for May-22	In progress
217	24-Jan-22	Session for colleagues across, Health, Education & Social Care to map case study Amy to new model pathways and review differences	WA, LN, KS, HH, SB	May-22	28/04/ - WA Emailed colleagues to arrange a session. 25/05 Chased colleagues	
218	24-Jan-22	AC & LN to discuss Health Accountability Board and join up	AC & L Nobes	Mar-22	Update due at PB May	
219	24-Jan-22	WA to widen communication of the Integrated Plan	WA	Feb-22	Easy read version has been delayed due to capacity, work will restart April 2022. Communication has been strengthened across partnership meetings, with attendance at team meetings across CYP. Update re work with IMPOWER and Kate Dodd, request to close action as now part of on going comms plan.	In progress
221	31-Mar-22	NH to email Paul Hill re case mentioned on not receiving help after self-harming (once permission has been sought).	NH/PH	May-22	Update due at PB May	

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222	31-Mar-22	LJ to meet with SPCF & YPN rep to see if the Family Friendly Test can be used for YP.	LJ/TW/JI	Jul-22		
223	31-Mar-22	Follow up regarding email address on Local Offer to request EHC Needs	WA	May-22	SPCF agreed interim change whilst process for email	Completed
224	31-Mar-22	WA to email for feedback on KPI's	WA	Apr-22	Email sent 20/04, reminder sent 29/04, KPI working group meeting arranged 5 May 2022	Completed
225	31-Mar-22	WA to request updates to LO Website are shared with SPCF to communicate widely	WA	Apr-22	Request sent to Leigh Ramsey 29/04/2022	Completed
226	31-Mar-22	Request for green paper to be sent to Programme Board	WA	Apr-22	Sent 31/03/2022	Completed
227	31-Mar-22	SPCF to follow up with Rebecca Hulme re Waveney equivalent for the NDD Pathway	SW/TW	May-22	Update due at PB May	