Suffolk County Council

NHS Ipswich and East Suffolk Clinical Commissioning Group

NHS Great Yarmouth and Waveney Clinical Commissioning Group

NHS West Suffolk Clinical Commissioning Group

HealthEast

SUBJECT:	SEND Programme Board Terms of Reference

AUTHOR:	Wendy Allen
DATE:	Reviewed November 2021, to be reviewed November 2022

SEND Programme Board Membership	
Allan Cadzow (AC) **(Joint Chair**)	Director for CYP (SCC)
Lisa Nobes (LN) **(Joint Chair)**	Chief Nursing Officer, East and West CCGs
Ros Somerville (RS) **(Joint SRO)**	AD, Inclusion (CHW, SCC)
Lianne Nunn (LN) **(Joint SRO)**	Associate Director of Nursing- CYP and MH
Wendy Allen (WA)	SEND Programme Manager
Lawrence Chapman (LC)	CEO SENDAT
Codrutz Oris-Marsh	AD Children's Social Care and Youth Justice
Julia Illott	Engagement Hub Manager
Nicki Howlett (NH)	SENDIASS
Paul Hill (PH)/Sarah Gibbs (SG)/Nicola Rice (NR)	CFYP Suffolk Norfolk & Suffolk Foundation Trust
Sharon Jarrett (SJ)/Nicki Cooper (NC)	Public Health
Adrian Orr (AO)	AD, Education, Skills & Learning (CHW, SCC)
Rebecca Hulme (RH)/Tracy McLean (TMc)	Great Yarmouth & Waveney CCG
Nic Smith-Howell (NSH)	AD of Integrated Community Paediatric Srvs
Garry Joyce (GJ)	AD Children's Transformation (SCC/CCGs)
Sarah Nasmyth-Miller (SNM)	AD, ACS
Rowena Mackie (RM)	Head Teacher Northgate School
Tom Maltby (TM)	Head Teacher Holbrook Academy
Lynne Stabler (LS)	Head Teacher St Mary's
SPCF	Suffolk Parent Carer Forum
Attendees to support members	
Izzy Connell (IC)	Headteacher of SES – Priority Lead
Mark Gower (MG)	GY&W CCG DCO
Jack Walker	Ipswich East and West Suffolk CCG DCO
Kathryn Searle (KS)	Head of Quality CYP CCG
Clare Besley (CB)	Integrated Service Manager – Priority Lead
Fran Arnold (FA)	Head of Social Care Field Work – PLead
Francesca Alexander (FAl)	Head of SEND
Wendy Allen (WA)	Project Manager SEND Strategy

REMIT AND PURPOSE

- Be the driving force behind the implementation of SEND transformation plans ensuring pace and strategic direction.
- Provides support to the Sponsor and SRO leads in SCC and Health by providing strategic oversight and direction for all areas of SEND
- Provides support and challenge to SEND workstream project areas.
- Reports to and is accountable to SEND Accountability Board and Integrated Care Board on progress towards implementation of the SEND strategy and informs them of associated risks and issues.
- Serves as a strategic level link to associated service transformation such as LD, DSG funding reforms, associated health commissioning etc.
- Sets the direction of, and agrees the Suffolk SEND Strategy and is the body responsible for ensuring that it is delivered effectively.
- Receives the Suffolk Area SEND Self Improvement Plan.
- Monitors spend of SEND Reform Grant.
- Responsible for the delivery of the post inspection Action Plan and Statement of Action.
- Responsible for the actions arising out of the Lincolnshire Review
- Responsible for ensuring that the principle of co-production is embedded in all development work.
- Lead representatives from each partner organisations who are on the SEND Programme Board will be responsible for reporting directly to the appropriate governance board of their partner organisations. This will include the Ipswich and East Suffolk CCG Clinical Executive, West Suffolk CCG Clinical Executive, Great Yarmouth and Waveney Clinical Executive and Suffolk County Council CYP Directorate Management Team and Children's' Services Accountability Board.

Linkages to Wider Programmes Relating to SEND

- Children's Alliance Transformation Programme
- SPB members who sit on associated programmes shown (see below) are responsible for informing those programmes on progress and developments within the SEND reform programme

AREA OF RESPONSIBILITY FOR MEMBERS

Allan Cadzow (Joint Chair)	Reports up to and down from the SEND Accountability Board, Children's Alliance Board, SCC Corporate Leadership Team, C&YPs Directorate Management Team.
Lisa Nobes (Joint Chair)	Reports up to and down from Integrated Care Board, Children and Young Persons Multi-Disciplinary Team and Children's Alliance board
Ros Somerville (joint SRO)	Overall responsibility for SEND Transformation for Suffolk County Council
Lianne Nunn (joint SRO)	Overall responsibility for SEND Transformation for Health Ipswich East & West
Garry Joyce	Lead for SEND commissioning and transformation for Health
Sharon Jarrett	Lead for public health improvement

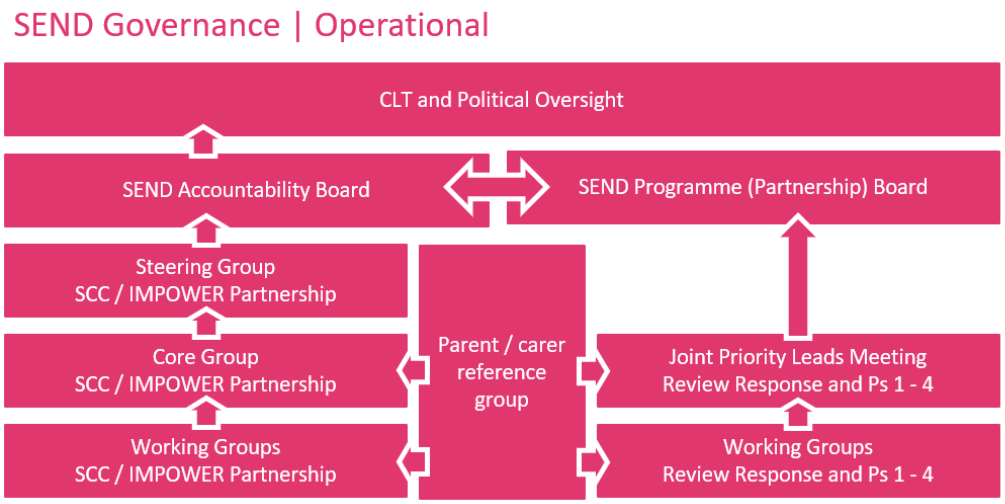
Wendy Allen	Supporting programme delivery, communication lead, reporting, budget control and documentation
Rebecca Hulme	Lead for Health in Waveney
Nic Smith-Howell	Lead for Integrated Community Paediatrics
Suffolk Parent Carer Forum	Representing parent/carer voice
Nicki Howlett	Representing and advising in relation to children, young people and parents
Walter McCulloch	Assistant Director of Social Care Early Help & Youth Justice Lead for Care on EHCP
Fran Arnold	Representing Social Care
Paul Hill/Sarah Gibbs/ Nicola Rice	Representing NSFT
Lawrence Chapman	Stakeholder representation for education
Rowena Mackie	Stakeholder representation for education
Lynn Stabler	Stakeholder representation for education
Tom Maltby	Stakeholder representation for education
Sara Nasmyth-Miller	Adults LD&A lead
Adrian Orr	Challenge to leadership in schools to ensure quality teaching and inclusion
Julia Illott	Young Persons Network

MEETING FREQUENCY AND ATTENDANCE

The Send Programme board meets every 2 months. All members are expected to attend and if not provide a suitable representative.

All meetings will be held at a time that allows for parent carer representation.

GOVERNANCE STRUCTURE



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