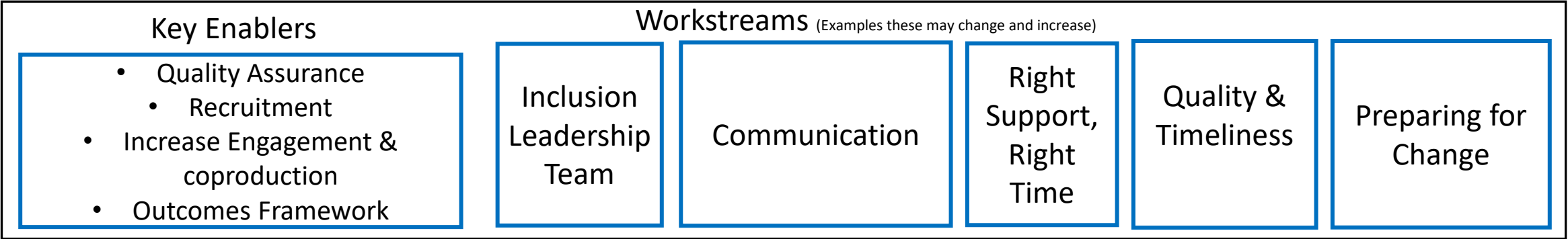
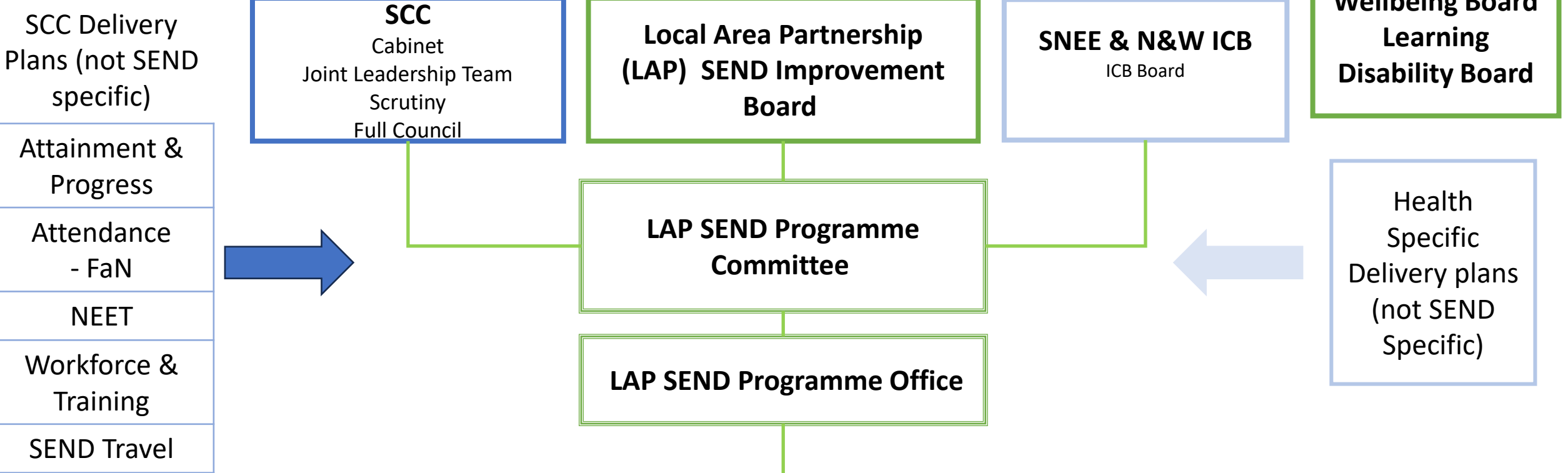


A vibrant, stylized illustration depicting digital and social connectivity. The top half shows a person in an orange hoodie holding a game controller, a person in a blue shirt using a laptop, and a person in a yellow hoodie sitting at a desk. The bottom half shows a person in a blue shirt holding a smartphone, a person in a yellow shirt holding a heart, and a person in a blue shirt holding a folder. The background is a mix of teal, yellow, and blue with white circles and wavy lines.

Summary of Formal Governance Arrangements

- **Strategic: Local Area Partnership SEND Improvement Board** will meet quarterly to drive and evidence progression against the SEND Strategy Improvement Plan (which includes the LAP Priority Action Plan). It will assign, along with clear and measurable targets, accountabilities for all actions covering the areas of priority action and improvement and will hold assigned officers to account for delivery and impact of these actions. Reports to the Board will provide data, analysis and evidence of the impact of improvements on the lived experience of children and families. The focus and effective operation of the Board will be supported by Executives and led by an Independent Chair.
- **Operational: Local Area Partnership SEND Programme Committee** meets half termly to oversee operational delivery of the SEND Strategy Improvement Plan. The Committee will review and monitor the programme KPI's and outcomes and assist in resolving escalation from the SEND Programme Office. The focus and effective operation of the Committee will be led by the LAP Senior Responsible Officers.
- **Operational: Local Area Partnership SEND Programme Office** will meet monthly to co-ordinate the workstreams delivering the SEND Strategy Improvement Plan; to monitor the impact of workstream outputs, take mitigating actions and prepare evidence and progress reports for the Committee and Board. The focus and effective operation of the Programme Office will be led by the LAP Senior Responsible Officers.

Local Area Partnership SEND Governance



Local Area Partnership SEND Improvement Board

Terms of Reference

Local Area Partnership SEND Improvement Board assigns, along with clear and measurable targets, accountabilities for all actions covering the areas of priority action and improvement and will hold assigned officers to account for delivery and impact of these actions. Reports to the Board will provide data, analysis and evidence of the impact of improvements on the lived experience of children and families. The focus and effective operation of the Board will be supported by Executives and led by an Independent Chair.

Frequency

- Quarterly

Papers

Improvement Plan

Reports

- Data Analysis,
- Evidence of impact

Actions & Impact Log

Risk & Mitigation Log

Forward Plan

Members of the Board	
Independent Chair	Assistant Director (AD) Inclusion
Chief Executive, SNEE ICB	AD Social Care
Chief Executive Office SCC	AD Skills, Education & Learning
Chief Executive, N&W ICB	ICB AD CYP SNEE
Cabinet Member Education	AD Nursing CYP, Community Health
Cabinet Member Social Care	Head of Service Intelligence Hub
Cabinet Member Health	Education Providers Representation
Suffolk Parent Carer Forum Representative	AD Adults Services
Executive Director Children Services (DCS)	DfE Department Case Lead
ICB Director SNEE	DfE SEND Advisor
SENDIASS	NHS England Advisor
ICB Director Waveney	
	Coordination – Programme Manager

Local Area Partnership SEND Programme Committee

Terms of Reference

The role of this Committee is to oversee operational delivery of the SEND Strategy Improvement Plan. The Committee will review and monitor the programme KPI's and outcomes and assist in resolving escalation from the SEND Programme Office. The focus and effective operation of the Committee will be led by the LAP Senior Responsible Officers.

Frequency

- Half Termly

Papers

Improvement Plan

Reports

Data Analysis,

Evidence of impact

Actions & Impact Log

Risk & Mitigation Log

Forward Plan

Members of the Committee	
AD Inclusion (SRO)	SEND Programme Manager
ICB Director SNEE (SRO)	ICB Programme Manager
SPCF/Parent/Carer Rep	Workstream Chairs
Young Person Rep	AD Learning Disabilities (Adults)
SENDIASS Rep	AD Nursing CYP, Community Health
Education Providers Rep	Head of Programmes CYP
AD Social Care	
AD Skills, Education & Learning	
ICB CYP AD	
ICB Director Waveney	Coordination – Programme Manager/Project Manager

Local Area Partnership SEND Programme Office

Terms of Reference

The role of this Programme Office is to co-ordinate the workstreams delivering the SEND Strategy Improvement Plan; to monitor the impact of workstream outputs, take mitigating actions and prepare evidence and progress reports for the Committee and Board. The focus and effective operation of the Committee will be led by the LAP Senior Responsible Officers.

Frequency

- Fortnightly moving to Monthly

Members of the SEND Programme Office	In attendance
AD CYP Nursing & Community Health	Workstream leads and members as applicable
AD Inclusion (SRO)	Project Change Team
AD CYP ICB SNEE (SRO)	
ICB Director Waveney	
SEND Programme Manager	
Designated Social Care Officer	Coordination – SEND Programme Manager
Designated Clinical Officers SNEE & N&W ICBs	