

County Durham Special Education Needs and Disabilities (SEND) Joint Commissioning Group

Terms of Reference – May 2019

Vision

Our shared vision is that all children and young people with SEND achieve the best possible outcomes through having every opportunity to take control of their lives, be as independent as possible and achieve to their full potential.

Objectives

To realise the shared vision the SEND Joint Commissioning Group will support progress toward 3 key objectives as outlined in the SEND interim Strategy:

- **Objective 1:** coordinated leadership and governance across the local area;
- **Objective 2:** securing high quality support which meets the needs of children and young people with SEND and their families; and
- **Objective 3:** ensuring that young people with SEND are well prepared for their adult lives and can live independently.

Scope

The key focus of the County Durham Joint Commissioning Group for SEND is to:

- Develop and deliver an Integrated Commissioning Strategy for Children and Young People with SEND.
- Establish a joint commissioning cycle for all relevant contracts held by both Clinical Commissioning Groups and Durham County Council.
- Ensure all opportunities for integrated commissioning are maximised.
- Identify and understand the needs of children and young people with SEND and their families across County Durham to inform commissioning activity.
- Ensure commissioned services are co-produced to understand family aspirations and meet identified needs
- Monitor the delivery of jointly commissioned services ensuring desired outcomes and value for money.
- Oversee robust performance and quality monitoring of services, with any performance or quality issues escalated to Joint Commissioning Group for Adults and Children.
- Ensure timely reviews of services are completed across all areas of commissioning which evidence impact and changes made as a result of each review.

- Provide effective management of the provider market, understanding barriers, capacity to ensure gaps in service provision for children and young people with SEN/D can be met.
- Assessing equality issues in relation to decommissioning of services;
- Examining emerging policy developments;
- Developing a strategic forward plan for commissioning and procurement activity, which will inform the Council's Market Position Statement.

Group membership

- Strategic Commissioning Manager, Durham County Council
- Commissioning Delivery Manager, North of England Commissioning Support
- Commissioning & Development Lead, NHS North Durham Clinical Commissioning Group,
- Designated Clinical Officer, NHS North Durham Clinical Commissioning Group
- Commissioning, Planning and Policy Officer, Durham County Council
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Meeting frequency

Meetings will be held six weekly.

Administration

Provided by the office of the Chair.

Agendas and minutes

Where feasible, the agenda and all supporting papers will be sent to members of the group 7 days prior to the meeting.

Should a member of the group wish to place an item on the agenda, any supporting papers should be made available, so they can be circulated to all members before the meeting.

A note of the meeting, covering key actions and issues, will be circulated electronically to all members following approval of the Chair, normally no later than five working days after the meeting has taken place.

Quorum

The meeting will be considered quorate if there are representatives from both the local authority and health.

Accountability and reporting arrangements

Members of the group are accountable to their own organisations and are expected to update their own individual management teams.

The SEND Joint Commissioning Group will report directly to the Joint Commissioning Group for Adults and Children

The terms of reference for the SEND Joint Commissioning Group will be reviewed periodically and at least annually.