

County Durham Special Education Needs and Disabilities (SEND) Strategic Partnership

Terms of Reference – June 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 Strategic Partnership will support progress toward 3 key objectives set out in the SEND 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 SEND Strategic Partnership is to:

- Ensure the local area fulfils its statutory duties in line with the SEND Code of Practice.
- Implement the local area Written Statement of Action (WSOA) and ensure impact is evaluated.
- Be assured that robust quality assurance is in place to ensure consistent, high quality service development and delivery across the local area including hearing and responding to the direct feedback from children and families on their experience of local area services.
- Ensure each area of SEND provision is adequately monitored and evaluated for impact.
- Provide effective leadership, support and challenge for operational workstream groups and related activity within the wider SEND governance arrangements.
- Take strategic oversight of SEND performance dashboard and quality assurance information and act to address areas where performance or quality requires improvement.
- Consider and disseminate learning from local area inspections, revisits and reviews to inform practice improvement and preparation for internal and external scrutiny.

Group membership

- Head of Early Help, Inclusion and Vulnerable Children, DCC
- Head of Education and Skills, DCC
- Head of Strategy, Transformation and Partnerships, DCC
- Head of Adult Services, DCC
- Head of Commissioning, DCC
- Strategic Manager for SEND and inclusion, DCC
- Quality Improvement Manager, EHIVC, DCC
- CYPS Operational Support Manager, DCC
- Commissioning Delivery Manager, CCG
- Head of Commissioning and Strategy, CCG
- 2 x parent/carer representatives via MCT
- 3 x schools' representatives elected by Chair of Durham Association of Primary Heads (DAPH), Chair of Durham Association of Secondary Heads (DASH) and Chair of Durham Association of Special Schools.
- Further education representative
- Strategic Manager, Families first South, Children's Social Care
- Principal Educational Psychologist, EHIVC, DCC
- Performance Lead Officer, DCC
- Children's Centre Improvement, Equalities and Inclusion, DCC
- Dawn Barron, Strategy Officer, DCC

Meeting frequency

Meetings will be held bi-monthly. We seek to avoid school holidays and meet at a time suitable for MCT representatives.

Administration

Provided by DCC via Quality improvement Manager / CYPS Operational Support Manager.

The Partnership will be chaired by Head of Early Help, Inclusion and Vulnerable Children.

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 each of the following; local authority, health, a representative from schools and parents.

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 Strategic Partnership will report directly to the Integrated Steering Group for Children as part of wider partnership governance arrangements.

The terms of reference for the SEND Strategic Partnership will be reviewed periodically and at least annually.

Regular updates will be provided to relevant portfolio holders in Durham County Council by Heads of Service from Children and Young People’s Services.

Date and time of meetings

Date	Time	Venue
3 June 2019	10am – 12pm	Briefing Room (1/34-35), County Hall
16 July 2019	1pm – 3pm	Conference Room 3/16-17, County Hall
10 September 2019	1pm – 3pm	Conference Room 3/16-17, County Hall
7 November 2019	10am – 12pm	Beaumont Room 1 / 80 -81, County Hall
8 January 2020	12:30pm	Committee Room 1A, County Hall
2 March 2020	12:30pm	Mtg Room 3/16-17, County Hall
11 May 2020	12:30pm	Committee Room 1A, County Hall
6 July 2020	12:30pm	Committee Room 1A, County Hall
7 September 2020	12:30pm	Committee Room 1A, County Hall
3 November 2020	12:30pm	Committee Room 1A, County Hall