



## Special Educational Needs and Disabled Children and Young People 0 – 25 Strategic Board Quality Performance and Finance Working Group

### Terms of Reference

#### Purpose

- To work collaboratively on reviewing processes, provision and services for Shropshire children and young people with special educational needs and / or disabilities to ensure positive outcomes and best value.
- To provide regular reports and recommendations to SEND 0 - 25 Strategic Board so that the board can monitor the delivery of the strategy for children and young people with special educational needs and/or disabilities.
- To provide input into the SEN Annual Report

#### Principles

- To work collaboratively as a partnership in order to evidence positive outcomes and support the establishment of best value services and provision across the 0 - 25 age range
- To ensure that:
  - children and young people with SEND and their parents and carers are provided with opportunities to participate in and/or co-produce the development strategy, policy/protocol and services and are given appropriate opportunities to provide feedback about SEND services, provision and strategies
  - feedback is used to inform the SEND Strategic Board to support the review of and to develop provision for SEND across the local area
  - partners understand the needs of children, young people and their parents and carers
  - provision meets the needs of children, young people, parents and carers
  - personalisation underpins everything that we do
  - budgets are used effectively and efficiently

#### Key Outcomes (deliverables)

The QPF group will support the development of the SEND strategy action plan, inform self-evaluation and ensure effective preparation for inspection through:

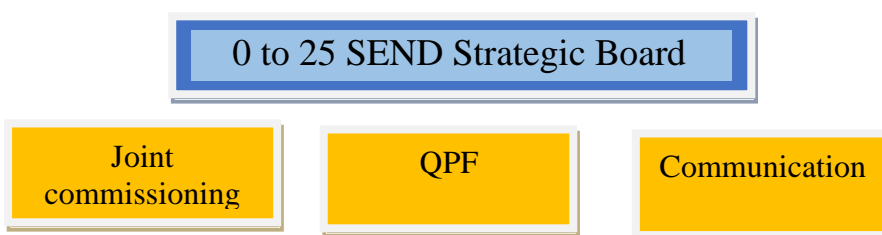
- ✓ Development of performance measures and establishing data sets to:
  - measure the success of the local area in implementing the Children and Families Act and Care Act
  - support the development of the JSNA in order to inform the commissioning process and service provision across the local area for SEND 0 - 25.
- ✓ Establishing key performance indicators for each agency to create an electronic dashboard so that key performance criteria and impact can be shared (to be accessible on the LO).
- ✓ Identifying existing opportunities across all agencies to quality assure process and provision and to identify gaps. This will facilitate appropriate support and challenge and identify training needs.
- ✓ Collate supporting policies and procedures and identify gaps.
- ✓ Collate and review training opportunities with regard to SEND and evidence the impact of training undertaken.

- ✓ Analyse feedback and complaints to inform future practice
- ✓ Establish an overarching budget monitoring system

**Accountability and Responsibility**

- The SEND QPF working group will provide regular reports on progress towards outcomes to the SEND 0 – 25 Strategic group.
- The Chair/s of the QPF group will sit on the SENCD 0 - 25 Strategic Board.
- The QPF chairs will ensure:
  - active contribution to meeting outcomes
  - effective communication on information from QPF to SEND 0 - 25 Strategic Board is in place as a two way conduit for information on SEND 0 - 25 Strategy
  - that they contribute to the regular work stream chairs meetings

**Reporting Lines**



**Membership**

NAME	ROLE	ORGANISATION
Julia Dean (Chair)	Service Manager, SEND	Shropshire Council
Tom Dodds (or rep)	Data	Shropshire Council
Marion Versluijs	Commissioning	Shropshire Council
Garry Dean	Education compulsory school age	Shropshire Council
Sue Carroll	Education Early Years	Shropshire Council
Sarah Sweeney	Education post 16	Shropshire Council
Sharon Mobbs	Social Care Lead SEND	Shropshire Council
Natalie Hughes	Parent and Carer Representative	PACC
Stephen Waters	Finance Business Partner	Shropshire Council
Leslie Perks	IASS manager	
?	Health (Data)	
Sally Crighton	Health Provider (CCN)	??
Steve Ladd	Children’s social care	Shropshire Council
Carole Croxford	Adult’s social care	Shropshire Council
Poppy Chandler	Principal Educational Psychologist	Shropshire Council
Sharon Graham	Early Help Manager	Shropshire Council

In addition - other representatives to be invited on an ad hoc basis according to specific topics.

**Frequency**

Meetings to be held on a half termly basis

**Administrative Support**

Gemma Breckell, SEN Development Officer    Email: [gemma.breckell@shropshire.gov.uk](mailto:gemma.breckell@shropshire.gov.uk)