**Greater Manchester**

**Special Educational Needs & Disability Board**

**TERMS OF REFERENCE**

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| ***Vision*** |
| * ***To make Greater Manchester the best place to grow up, get on and grow old and to be a place where all children have the best start in life and young people grow up inspired to exceed expectations.*** |
| **Ambition** |
| * ***Our ambition is that every child in Greater Manchester has the skills, opportunities and aspirations necessary to negotiate early childhood, primary and secondary school, and education and employment.*** |
| **Values** |
| ***Collaboration Empowerment Delivering*** |
| **Introduction** |
| The Greater Manchester SEND Board brings together partners who collaborate to co-produce projects. The work of the GM SEND Board is informed by the GM Children and Young People’s Plan which sets out the vision of making Greater Manchester a place where all children have the best start in life and young people grow up inspired to exceed expectations.  Most Local Areas are reporting significant budget pressures and subsequent resourcing issues for Special Educational Needs. In line with the Code of Practice for Special Educational Needs and Disability, this board will consider where it will be more efficient to work collaboratively, which could include commissioning services or provision across education, health and care regionally rather than through individual Local Areas.  The SEND and Alternative Provision Improvement plan sets out plans to change the special educational needs and disabilities (SEND) and alternative provision system in England. Nine regional experts will take part in the pilots to the proposed changes as part of the ‘Change Programme’ and 4 local authorities in Greater Manchester will be involved, with Manchester City Council as lead authority. |
| **Purpose** |
| The board will provide leadership and responsibility to drive the implementation of the GM ambition for improving outcomes and life readiness for all children and young people with SEND in Greater Manchester. The Board will identify key priorities and actions to be developed and implemented to provide a greater consistency for families across GM.  The board will monitor performance information and intelligence on outcomes and provision for children and young people with SEND across Greater Manchester and provide a forum for peer support, challenge, sharing practice, policy and discussion on improving services and performance. |
| **Objectives**   * To drive the implementation of the agreed work programme and provide challenge and support to peers and partners. * To actively pursue opportunities for collaboration, including through commissioning activity for strategic leadership of SEND. * Support projects to ensure the work is adequately resourced (time, quality, cost) against the overall aims. * Assess risks and ensure appropriate mitigating actions are in place. * Resolve all high-level project issues, escalating for resolution to relevant management teams as appropriate. * Take responsibility for local project communications. * Support with relevant experts from LAs to formulate plans for the workstream including deliverables, development, testing,  implementation, and communications. * Put CYP at the centre of all work. * Make decisions on projects to prepare CYP with SEND for adulthood so they are able to access suitable srvices and education and employment or training * Promote inclusivity pan-GM in all apsects of work |
| **Membership**  Members will attend to represent their areas of expertise and influence across the GM system, rather than to represent solely their direct employer/organisation.  Members from all ten Local Authorities will be Heads of Service and will be responsible for representing all LA functions across education, health, and social care.  Membership will include representation from GM parents/carers forum and GM young people with SEND and representatives from special school partnerships.  The board will also have representation from the GM ICB and NHS England.  The Board will invite representatives of other bodies or organisations as its agenda requires. |
| **Frequency**  Bimonthly meetings – both in-person and virtual |
| **Communications**  All meetings will be summarised in the form of minutes and action notes and a record kept of all reports/documents considered. These will be accessed via the GM send board teams channel.  The GM SEND Board will provide updates on request to the GM Directors of Children’s Services, GM Children’s Board. |
| **Working Methods**   1. Commit to a consistent attendance at Board meetings and to send a delegate to represent area. Mechanisms must be in place for the flow of information to and from the systems represented by the members of this board. 2. Commit to a culture that is inclusive, trusting, and purposeful and commit to the vision, values and principles of the board. 3. Communicate using clear, accessible, and open language ensuring that there are opportunities for others to contribute. 4. Provide information and written reports in advance of meetings, where relevant and requested. 5. Complete agreed actions and report back on progress. 6. Commit to working in partnership, respecting the role of other board members as equal partners. 7. Support accountability, responsibility and positive challenge in a blame-free way. |
| **Confidentiality and Conflict of Interest**  Board members must declare a direct personal or professional interest related to any item under discussion. If the board is considering sensitive or confidential information, such items must remain confidential within any agreed timescale. |
| **Scope**  Limitations of projects may include: change in policy, change in government, legislation, LA engagment, funding mechanisms, Change Programme outcomes |
| **Impact measures**  Impacts of individual projects will be considered and how they may be measured on an individual basis. |
| **Workstream/Structure/Governance** |
| See Apprendix A |
| **Review** |
| **Frequency and Date of last review** |
| Annually  December 2023 |

**Appendix A – Structure and Governance**

**GM Children’s Board**

**GM Directors of Children’s Services**

**NHS GM**

**SEND Oversight Group**

LA SEND Boards

CYP and P/C voice

Individual project task and finish groups

**GM SEND Board**