



SEND Voices Wokingham (SVW) CIO

Charity Number: 1201621

Report and Accounts

January 2023 to March 2024



● Introduction

SEND Voices Wokingham (SVW) is the independent Parent Carer Forum for the Borough giving a voice to families who have a child or young person aged 0-25 years with any Special Educational Need or Disability (SEND). We work in partnership with education, health, social care and other service providers to make sure the services commissioned meet the needs of children and young people with SEND in Wokingham. We represent parent carers experiences, views and priorities as well as running events and training courses for parent carers.

As the recognised Parent Carer Forum for Wokingham, the forum continues to evolve and grow. Our forum started in 2009 as a community group, then known as REACH Wokingham, which evolved in May 2019, to become SEND Voices Wokingham. After consultation with its members, in January 2023 SEND Voices Wokingham became a Charitable Incorporated Organisation (CIO).

Picture by Steve Smyth





● Overview of our Strategic Meetings

SVW continue to work with our strategic partners and were involved in 336 meetings across a wide range of SEND Education, Health and Social Care areas including:

- **Wokingham Area SEND Partnership Board**
- **Wokingham Area SEND Assurance Board**
- **Senior Leadership Meetings with Wokingham Borough Council**
- **Safety Valve workstream meetings**
- **Operational Meetings with Wokingham Borough Council**
- **Berkshire West SEND Joint Implementation Group**
- **Health Keyworker Programme & CAMHS LD Mental Health services**
- **Berkshire West CYP Mental Health Forum**
- **Wokingham Borough Council Children Services Overview & Scrutiny Committee**
- **Wokingham Borough Council Residents Equality Forum**
- **Wokingham Borough Council All Age Autism Strategy**
- **Wokingham Early Years Best Start in Life Group**
- **SEND Transport Forum**
- **SENDIASS Steering Group**
- **Wokingham Borough Council Short Breaks Steering Group**
- **Healthwatch**
- **NNPCF SE Regional PCF**
- **SE19 SEND Forum**

SVW played a very active role in the September 2023 and March 2024 meetings with Ofsted and CQC which is monitoring the outstanding action from Wokingham's Written Statement of Action. We are submitting termly 'Feedback from Families' reports to the Wokingham SEND Assurance Board and this year have particularly highlighted issues around SEND Team communications which is driving a new Communications Strategy, a SEND Team Customer Service Lead and work around email communications. SVW meet with the Lead Member for Children's Services, the Director of Children's Services and Chair of the Children's Overview & Scrutiny Committee. SVW have been involved with the recruitment of the new Director of Children's Services, SEND Team Manager and a SENDIASS team member. Work is progressing (more slowly) on other areas such as Short Breaks.

In addition, SVW have attended all Safety Valve and Operational Workstreams related to SEND. SVW attended over 540 hours of meetings ensuring that there was parent carer representation at the Safety Valve and SEND Improvement 5 workstreams that feed into this SEND Partnership Board ensuring that the parent carer voice is represented across all workstreams in the Borough. A Termly Feedback from Families report is produced by SVW and presented to the Wokingham SEND Assurance Board to ensure senior leaders across education, health and social care are aware of SEND families lived experience.

In total SVW has conducted in excess of 1492 hours of work across all workteams which is an annual increase of 25%.



● Overview of our Parent Carer Engagement

This year we have developed a Parent Carer Participation Group which meets virtually and face-to-face each term to increase parent carer engagement across all demographics and disabilities, including working with the Wokingham Equality Forum. The Parent Carer Participation group will also provide additional opportunities for WBC to meet with and have input into various strategic and operational pieces of work. This group supports expansion and reach, along with cultivating new parent carer representatives to support engagement opportunities for parent carers to feedback their views on what is going well and where service improvement can be made.

SVW have regular contact with over 1500 families via email, social media and through contacts with local schools and other local voluntary sector groups.

Our membership continues to grow and has increased this year by over 25% this year, representing all special educational needs and/or disabilities and all age groups 0-25 years. We are pleased to be able to continue to offer Max Cards (a national discount card) to all our members.

We provide half-termly updates on our activities to our members, which are also shared on our website and social media, and via other organisations to maximize reach and impact.



Picture by Steve Smyth

This year we have run 24 events for Parent Carers:

We ran 24 Parent Carers events across the borough. This included the annual **Local Offer Live**, face-to-face this year. This popular event is a mixture of information stalls for parent carers and fun activities for the children and saw the highest attendance levels since the event started, with a record 98 families. The Local Offer Live day received lots of positive feedback from families saying how beneficial it is to have so much useful information and support available in 1 place, often providing solutions for families they had been told didn't exist! It is also another opportunity to hear directly from families what is working well and where things can be improved.

We hosted **11 SENDIASS training courses** throughout the year on the topics including EHCP Process, SEN Support at School, Effective Communication, Annual Reviews and Preparing for Adulthood. These continue to be extremely popular with families. Parents rated the courses highly, giving them additional knowledge and allowing them to engage and participate on an individual level more confidently with their child's EHCP/Annual review or school on SEN or Preparing for Adulthood issues.

We ran multiple parent carer feedback consultation surveys, including: our second **Annual Wokingham Area SEND survey**, as well as other surveys on **SEND Home to School Transport**, **SENDIASS training courses** and **EOTAS**. Our Annual SEND Survey has once again proved pivotal in informing work around all aspects of Wokingham Area SEND Improvement and is major contributor to the SEND Strategy which is currently being updated.

The 5 on-line **drop-in sessions** with the SEND Team and with the Senior Leadership Team from Wokingham Borough Council and the BOB Integrated Care Board (health) on SEND Strategy & Improvements and the Safety Valve Programme. These continue to be extremely popular with parent carers and provide robust debate and feedback to SEND Senior Leaders. We also hosted more specific focus groups on proposed Home to School Transport and EOTAS Policy changes. Following feedback from families around SEND Team communication issues from December 23 we organised termly SEND team drop-ins with WBC SEND team Senior Leaders for families to raise their individual concerns directly.

We attended **9 SENDIASS drop-ins/coffee mornings** to provide information, gather feedback on areas that need improvement and offer a cuppa for those waiting to see the SENDIASS team.





Pictures by Steve Smyth

Information for Parent Carers:

Information is a key area for families, and we often hear families say it is hard to find information locally. We are able to offer parent carers information through the following:

- **SEND Guide for parents** a quick and easy guide for parent & carers of children with Special Educational Needs and/or Disabilities (SEND) available both online and in hard copy.
- **Local Offer Live event** a face-to-face annual event, full of information stands of what is available in Wokingham for parent carers with children and young people with SEND.
- **Local Offer Guide** a booklet for parent carers and professionals to find services, organisations, help & support for children and young people with SEND. Available both online and in hard copy.
- **Information Leaflets** on When you child needs extra support in school, Short Breaks, Health Support and Early Years support for 0-5's.
- Coproduced a **Preparing for Adulthood guide** with Wokingham Borough Council and Health.
- Our **website** which is regularly updated with all our events and news items. www.sendvoiceswokingham.org.uk
- **Facebook page** with useful information, participation opportunities and our events. www.facebook.com/SendVoicesWokingham
- **Supporting events** for parent carers such as Carers Information days and SENDIASS drop-ins.



● Our Plans for April 2024 - March 2025

- Continued involvement with all aspects of the SEND Improvement and Safety Valve Programmes for Wokingham Borough – to ensure family views are included & heard.
- Continued involvement with Health and other strategic boards across WBC and the NHS – to ensure family views are included & heard.
- Provide opportunities for parent carers to feedback their experiences on specific workstreams via the Parent Carer Participation Groups.
- Host SENDIASS Training courses – to ensure families feel empowered and can participate individually.
- Support the SENDIASS and SEND team drop-ins.
- Regular drop-in events with SEND, Short Breaks and other support organisations – increasing the opportunity for parents to engage directly with Education Health and Social care leaders.
- Local Offer Live day – October 24.
- Repeat the Wokingham Area Annual SEND survey and SEND Home to School Transport surveys – to track how things are going and to help set our priority work and focus going forward.



Picture by Steve Smyth

Full Name	SEND Voices Wokingham
Also know by	SVW
Charity Number	1201621
Charity Activity	SEND Voices Wokingham is the independent Parent Carer Forum, Wokingham Borough, who give a voice to families who have a child or young person aged 0-25 years with any Special Educational Need or Disability (SEND). Working in partnership with education, health, social care, and other service providers to ensure the services commissioned meet the needs of children and young people with SEND in Wokingham.
Charitable Objective	To relieve the needs of children and young people, including their parents, carers and families, who have disabilities and/or special educational needs in Wokingham and the surrounding areas, in order to improve their quality of life, promote their inclusion in their Local communities and to help and support them to reach their full potential.
Public Benefit	We declare that we have had due regard to the Charity Commission guidance on public benefit in exercising our power and duties.
Financial Reserves	The Board of Trustees have resolved that a balance of £20,000 being the equivalent of 5 months expenditure should be held in reserve since the payment of income grants is subject to an annual application process that delays receipt of funds. The remainder of the General Reserve is available to support the work of the Charity.
Trustees	Matthew Booth (Chair of Trustees) Tim Bharucha Lynn Boba Jenny Hooper Debbie Jacobs (resigned 31/8/2023)
Employees	Terri Walsh Joint CEO Sarah Clarke Joint CEO Debbie Jacobs Participation Lead (started 1/9/23)
Membership	862 parent carers living in the Wokingham Borough representing 1500+ children and young people aged 0-25 years with SEND, a +25% annual increase.
Social Media Reach	13,155 a +37.1% annual increase.
Contact Information	Email: info@sendvoiceswokingham.org.uk Website: www.sendvoiceswokingham.org.uk



Financial Statement SEND Voices Wokingham - January 2023 to March 2024

Receipts and Payments Accounts Jan 2023 to March 2024	Unrestricted Funds	Restricted Funds (Contact)	Restricted Funds (WBC)	Total
Receipts	£	£	£	£
Contact (DfE) Grant	0	19887.00	0	19887.00
WBC Grant	0	0	17500.00	17500.00
Other	2800.00	0	0	2800.00
Total Receipts	2800.00	19887.00	17500.00	40187.00
Payments				
Infrastructure	0	3772.02	0	3772.02
Events with families	0	2228.68	1031.63	3260.31
Meetings with families	0	583.9	175.14	759.04
Training (internal)	0	838.15	330	1168.15
Developing Info & Resources	0	0	0	0
Out of pocket expenses & Mileage	0	581.96	134.29	716.25
Staffing Costs - internal	0	7361.04	6043.47	13404.51
Staffing Costs - meetings with stakeholders	0	4511.25	2133.75	6645.00
SVRBWM support	619.31	0	0	619.31
Misc	1050.00	10.00	0	1060.00
Total Payments	1669.31	19887.00	9848.28	31404.59
Surplus (Deficit)	1130.69	0.00	7651.72*	8782.41
* Surplus due to not being able to obtain a suitable office space - costings were broken down as follows: Office space £3600.00, Office phone line £260.00, Office IT support £500.00, Office Laptop £600.00 = Total £4960.00 and £2000.00 being allocated for Ofsted/CQC inspection work (inspection date unknown).				
Net Movement in Funds				
Bought forward at 1/1/2023	0	0	0	0
Transfer between funds	0	0	0	0
Carried forward at 31/3/24	0	0	0	0
Statement of Assets and Liabilities	Unrestricted Funds	Restricted Funds (Contact)	Restricted Funds (WBC)	Total
Cash at bank and in hand	10019.54	0	0	10019.54
Reserves	23000.00	0	0	23000.00
Asset retained for charity's use	0	0	0	0
Liabilities	0	0	0	0
Total assets less Liabilities	33019.54	0	0	33019.54

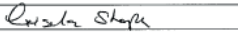
INDEPENDENT EXAMINERS REPORT

At the request of the Trustees of SEND Voices Wokingham, I have examined the receipts and payments account for the reporting period ending 31st March 2024, along with the related paperwork.

I have no concerns and have come across no other no other matters in connection with the examination to which attention should be drawn.

Gisela Sharp

11th September 2024

Section A	
Independent Examiner's Report	
Report to the trustees/ members of	Charity Name SEND VOICES WOKINGHAM
On accounts for the year ended	31 MARCH 2024
Set out on pages	1-2
Responsibilities and basis of report/	<p>I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/3/2024.</p> <p>As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").</p> <p>I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.</p>
Independent examiner's statement	<p>I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:</p> <ul style="list-style-type: none">the accounting records were not kept in accordance with section 130 of the Charities Act; orthe accounts did not accord with the accounting records; orthe accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination. <p>I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.</p> <p>* Please delete the words in the brackets if they do not apply.</p>
Signed:	
Name:	Gisela Sharpe
Relevant professional qualification(s) or body (if any):	FCCA
Address:	16 LINCOLN GARDENS

IER

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Oct 2018

Section B	
Disclosure	
Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).	
Give here brief details of any items that the examiner wishes to disclose.	

IER

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Oct 2018