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**MINUTES OF MEETING**

**SEND Partnership Assurance and Improvement Group (PAIG)**

**Date: Tuesday 2 July 2024**

**Time:**  **1:00pm- 3:00pm**

**Location:** **Rufford Suite, County Hall**

**Co-chairs: Peter McConnochie / Nicola Ryan**

**Present:**

| **Name** | **Role** | **Organisation** |  |
| --- | --- | --- | --- |
| Peter McConnochie | Service Director, Education, Learning and Inclusion | Nottinghamshire County Council (NCC) | PM |
| Nicola Ryan | Deputy Chief Nurse | Nottingham and Nottinghamshire Integrated Care Board (ICB) | NR |
| Laura Redfern | Parent / carer | Nottinghamshire Parent Carer Forum (NPCF) | LR |
| Mark Dale | Principal and Chief Executive | Portland College and Pollyteach School | MD |
| David Phillips | Head Teacher | Chilwell School | DP |
| Adrian O’Malley | Director of Education | R.E.A.L. Education Ltd | AOM |
| Michelle Wilson (for Michelle Sherlock) | Associate Designated Clinical Officer | ICB | MW |
| Louise Lester | Consultant in Public Health | NCC | LL |
| Helen Bray | Director of SEND | East Midlands Education Trust | HB |
| Jamie Hutchinson | Head Teacher | Foxwood Academy | JH |
| Diane Blood | Parent / carer | NPCF | DB |
| Sophie Eadsforth | Group Manager, Looked After Children, Leaving Care & Fostering Services | Nottinghamshire County Council (NCC) | SE |
| Joseph Sullivan (Deputy for Amy Eagle) | Directorate General Manager – Children, Families & Specialist Services Care Unit | Nottinghamshire Healthcare NHS Foundation Trust | JS |
| Dr Emma Fillmore | Consultant Paediatrician, Divisional Director Family Health | Nottingham University Hospitals NHS Trust | EF |
| Orlaith Green | Group Manager, Psychology, and Inclusion Services | Nottinghamshire County Council (NCC) | OG |
| Damian Murphy-Clarke | Parent / Carer | Nottinghamshire Parent Carer Forum (NPCF) | DMC |
| Mandy Stratford | Early Years Strategic Manager | NCC | MS |
| Nicky Palmer | Senior Practitioner Early Years | NCC | NP |
| Maria Ballantyne | Group Manager, Occupational Health | NCC | MB |
| Becky Sampson | Team Manager | NCC | BP |
| Chris Jones | SEND Strategic Lead | NCC | CJ |
| Jenny Hallam | Co-production Officer | NCC | JH |

**Apologies:**

| **Name** | **Role** | **Organisation** |  |
| --- | --- | --- | --- |
| Helen Lappin | Deputy Head of Children's Commissioning & Transformation | Nottingham and Nottinghamshire ICB | HL |
| Amy Eagle | Care Group Director | Nottinghamshire Healthcare NHS Foundation Trust | AE |
| Maxine Bunn | System Delivery Director | Nottingham and Nottinghamshire Integrated Care Board (ICB) | MB |
| Lisa Nixon | Safeguarding Lead (& Named Nurse for Safeguarding Children and Young People) | Sherwood Forest Hospitals NHS Foundation Trust | LN |
| Margaret Lane | Head of Additional Learning Support and Designated Safeguarding Officer | Nottingham College | ML |
| Andrew Board | Head Teacher | Carnarvon Primary School | AB |
| Michelle Sherlock | Designated Clinical Officer | Nottingham and Nottinghamshire ICB | MS |

| **No** | **ITEM** |
| --- | --- |
|  | **Welcome, Introductions and Apologies.**  **Actions arisen from previous meeting.**  **Minutes – Any amendments contact** [**SEND.Improvement@nottscc.gov.uk**](mailto:SEND.Improvement@nottscc.gov.uk) |
|  | **Voice of Young person**  A poem was read by PAIG Member Laura Redfern, Laura was thanked for bringing this child’s voice to the PAIG. |
|  | **Listening to the local area Partnership**  Highlights or Strengths and challenge from around the partnership include:   * A Short break review taking place- looking from a new perspective and linking in with family Hubs. * East Midlands Education Trust working to signpost what they can offer but also signposting what the LA can offer. * SEND feels embedded in all areas in health the children’s services are coming together. * PINS Project has been taking place across 40 schools. This will lead to bespoke training for schools. * Within Early Years there is a piece of work started across the partnership Identifying EHCP weren’t quite right and looking at how we can make this better. The challenge is we feel like a forgotten age group. * The ICB Has been visiting schools when capacity allows. * In Health there is a financial challenge. A strength identified there has been work taking place looking at children outside general paediatric areas another strength noted was the recruitment of Tracy Pilcher, who has extensive SEND Experience and Tracy is chairing the children young people Board for NUH. * A strength currently is the quality of communication between different schools. A challenge is making sure all different partnerships hold joint accountability across the SEND Partnership. * There has been streamlining to processes in adults between outside agencies, and an increase in staffing means the capacity to go out to schools. Continuing healthcare is a challenge and getting into more schools. * A strength was identified as the Governance bridge in the specialist sector works well. Successes were highlighted as the special school games which was sponsored by nimbus disability. Currently Portland are in talks with Nimbus and Derby University around creating SEND Passport. Portland has more venues opening. * At REAL a strength has been the transition new learners and being able to create an individual bespoke pathway for the child. A challenge is more numbers coming through which is disheartening. * There is a challenge for mainstream providers and the support needed to prepare for the cohort of children with previously a special school need. * A strength is that there is an audit of the quality of EHCP, and the challenge is how we embed the learning from this.   **ACTIONS:**   1. **Bring to future PAIG agenda the support required for mainstream providers to prepare for the cohort of children with previously a special school need.** 2. **Members agreed ‘Listening to the local area Partnership’ will be a 15 minutes agenda item on future PAIG Agendas.** |
|  | **EHCP processes and EHCP Annual Review processes**  **The paper was shared with the PAIG, however due to the absence of key staff from work the paper was not presented.**  The group agreed that the item and paper should come back when a colleague is able to present the item.  There has been staff changes within the team and a proposed review has not yet taken place. There is a piece of mapping work taking place which would also be beneficial for the PAIG to see. It was highlighted that there is an increased percentage of ECHPs being completed, however it is making sure this is sustainable. The Group agreed that we need to see the trajectory, how the staff level is going to affect the EHCPs.  **ACTION: The paper should be brought back to the PAIG in September with an update on the review of the EHCP process.** |
|  | **Findings of the 2024 Parent Carer Survey**  **Jenny Hallam and Damion Murphy-Clark presented the item.**  Overall, there is a higher level of dissatisfaction reported compared to the Ofsted / CQC inspection survey. Compared to the 2023 inspection survey the number of responses were down to 657 compared to 1100. Both surveys took place during the Spring term. PAIG members were asked what they can do on the back of this report amongst their services.  **ACTIONS:**   1. **PM to speak to the managers of services in NCC and share this survey.** 2. **Jenny Hallam and the NPCF to work together on developing a model pro-forma for services to use to record their responses to the survey.** |
|  | **Preparation for Adulthood Protocol and Pathway**  Maria Ballantyne presented item.  **ACTIONS: It was agreed that PAIG members would let Chris Jones have any feedback on the document who would then pass onto Maria.** |
|  | **Joint SEND Commissioning Strategy**  Louise Lester presented item. This has been developed by the County Council, Nottingham City Council and the Nottingham and Nottinghamshire Integrated Care Board. |
| **9.** | **Any Other Business- Meeting Arrangements**   * Continue to meet in person. Move locations, if possible, Meetings to include a break. * British Transplant Games 2024 are being hosted in Nottinghamshire (1-4 August).   **ACTIONS:**   1. **SD to look for alternative venues around the county for future PAIG meetings.** 2. **EF To send Information regarding British Transplant Games and this will be sent out to PAIG Members.** |
| **10.** | **Close** - the meeting closed at 15.00pm |

**PAIG meeting schedule:**

The meeting dates are currently scheduled as follows:

|  |  |  |
| --- | --- | --- |
| **Date** | **Time** | **Location** |
| Monday 30 September 2024 | 1.00pm-3.00pm | County Hall, Rufford Suite TBC |
| Tuesday 19 November 2024 | 1.00pm-3.00pm | County Hall, Rufford Suite TBC |
| Monday 13 January 2025 | 10.00am-12.00pm | County Hall, Rufford Suite TBC |
| Friday 21 March 2025 | 10.00am- 12.00pm | County Hall, Rufford Suite TBC |