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**MINUTES OF MEETING**

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

**Date: Monday 13 January 2025**

**Time:**  **10:00pm- 12:00pm**

**Location:** **Microsoft Teams**

**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 (NNICB) | NR |
| Mark Dale | Principal and Chief Executive | Portland College and Pollyteach School | MD |
| Adrian O’Malley | Director of Education | R.E.A.L. Education Ltd | AOM |
| Michelle Sherlock | Designated Clinical Officer | NNICB | MS |
| Andrew Board | Head Teacher | Carnarvon Primary School | AB |
| Orlaith Green | Group Manager, Psychology, and Inclusion Services | NCC | OG |
| Damian Murphy-Clarke | Parent / Carer | NPCF | DMC |
| Chris Jones | SEND Strategic Lead | NCC | CJ |
| Sarah Beatty | SEND Improvement Programme Business Administrator | NCC | SB |
| Claire Sampson | Head of Integrated Children’s Disability Services | NCC | CS |
| Helen Bray | Director of SEND | East Midlands Education Trust | HB |
| Diane Blood | Parent / carer | NPCF | DB |
| Stephanie Astil | Headteacher | High Oakham School | SA |
| Jenny Smith | Strength-based Practice Lead | NCC | JS |
| Jeanette Hallam | Co-Production Officer | NCC | JH |
| Maria Smith | Assistant Director of Children, Young People and Maternity. | NNICB | MS |
| Dr Amy Taylor | Designated Medical Officer for SEND for South Nottinghamshire and Nottingham City and Consultant in Paediatric Neurodisability and Community Child Health | Nottingham University Hospitals NHS Trust (NUH) | AT |
| Simon Dejonge | Deputy Chief Nurse | NUH | SD |
| Philip Walmsley | Divisional General Manager  Family Health Division | NUH | PW |
| Rhian Cope (Attending on behalf of Joesph Sullivan) | SEND Co-ordinator  Children’s, Families and Specialist Services Directorate | Nottinghamshire Healthcare NHS Foundation Trust (NHFT) | RC |
| Sarah Coltart | Children’s Occupational Therapy Service Organiser | NCC | SC |

**Apologies:**

| **Name** | **Role** | **Organisation** |  |
| --- | --- | --- | --- |
| Maxine Bunn | System Delivery Director | NNICB | MB |
| Margaret Lane | Head of Additional Learning Support and Designated Safeguarding Officer | Nottingham College | ML |
| Sue Batty | Service Director, Adult Social Care and Health | NCC | SB1 |
| Laura Redfern | Parent / carer | NPCF | LR |
| George Thomas | Childrens Senior Analyst | NNICB | GT |
| Joesph Sullivan | Care Group Director | NHFT | JS |
| Lisa Nixon | Safeguarding Lead (& Named Nurse for Safeguarding Children and Young People) | Sherwood Forest Hospitals NHS Foundation Trust | LN |
| Catherine Connolly | Manager | SENDIASS (ASK US) | CC |
| Laura Churm | Divisional Nurse Children and Neonates | Doncaster and Bassetlaw Teaching Hospitals NHS Foundation Trust | LC |
| Sophie Eadsforth | Head of Looked After Children, Leaving Care & Fostering Services | NCC | SE |
| Jamie Hutchinson | Head Teacher | Foxwood Academy | JH |
| Maria Ballantyne | Group Manager, Occupational Therapy, Adult Social Care and Public Health | Nottinghamshire County Council | MB |

| **No** | **ITEM** |
| --- | --- |
|  | 1. **Welcome and introductions.** 2. **Minutes**   The Minutes were agreed as an accurate copy.   1. **Action log**   Action Log updated.   1. **Risk Log.**   MS Advised all risks have been navigated to the right forum. |
|  | **Voice of Young person**  Adrian O Mally shared Jasmines Feedback.  AT Reflected that although this is a positive outcome there are many children that are missing out on this experience.  AOM advised that there were 91 referrals just last week.  OG suggested looking at what we can take from this positive story to progress in mainstream schools, particularly the learning manager role.  DMC favoured this as this goes further than a family support worker.  PM Advised SEMH/Inclusion Conference is an opportunity to look at what we can learn from other areas of the education system.  **ACTION:**  **1. OG to contact AM to discuss what we can take from this positive story to progress in mainstream schools.**  **2. CJ to raise issue of SEND transport delays with SEND transport team at County Council.** |
|  | **Listening to the Local Partnership – Local Authority Children’s Occupational Therapy Service**  Sarah Coltart spoke about her national case worker award received and work that has taken place in the Local Authority Occupational Therapy Service  PM reflected that the work of SC’s team is excellent and advised that there has been an increase in future funding to DFG (Disabled Facilities Grant) to District Councils.  DMC gave credit to SC as he has received her advice on a personal level. |
|  | **PAIG Workshops**   * (AM 10February 2025 at Rushcliffe Arena) * (AM 13 March 2025 at Edwinstowe House)   **Claire Sampson presented the item.**  CS advised that the SEND consultants will be running the workshops.  Workshop 1 will be a PAIG review to discuss the effectiveness of the PAIG and to look at what are the challenges and if we are achieving what we set out to achieve and if not, how can we change this.  Workshop 2 will be used to develop our Annual Delivery Plan, with the option to develop subgroups.  There will be a draft agenda set for both workshops.  AOM Suggested for future meetings to send a survey on dates to ensure maximum attendance.  CS requested current sign up- This was currently at 14 accepted for Workshop 1 and 8 accepted for Workshop 2.  **ACTION:**  **1. SB to send out reminder around workshops.** |
|  | **Feedback from Annual Engagement Meeting with Ofsted/ CQC**  **PM Presented item.**  The annual engagement meeting took place in November 2024 in which Ofsted and CQC wanted to hear from the Local Partnership. Prior to the meeting the recently produced SEF was shared.This was an interim meeting due to reinspection’s currently being paused. The Meeting was 2 hours.   * Quality Assurance was highlighted that this is an area of challenge. * Data was spoken about to Ofsted and how far this piece of work has come and also reflected that there is more work to do in understanding the data and what this tells us.   The feedback from Mike Sheridan (Ofsted) included praise for the enthusiasm in the room, and he was pleased the conversation continued to come back to the child and young person and the outcomes. The feedback letter has not yet been received however when this is received, we will share this with PAIG.  AOM Flagged that he is unable to access the Data Dashboard, Other members were also having this issue. MS will escalate this with Simon Frampton.  RC raised that when the time comes that frontline staff will be spoken to by Ofsted and CQC are we confident that the messages are fluid.  PM Advised that when the inspection was thought to be imminent there were plans for Key messages to be shared to ensure the message is the same across the Partnership. There is communication across the Partnership.  OG Advised that it is important to tell the partnership what is happening but also to be told what is happening on the ground so that we are aware and can respond to that. OG advised the next Deepdive being held by the DFE has requested frontline staff to attend.  PM Stressed that the key focus should be the Outcomes, and these should be a shared ownership across the Partnership.  DMC Questioned if all PAIG Members have detailed their reach to show where do our voices come from and where do they go, this will ensure all areas are covered  MS advised there is an opportunity to develop a pen to profile.  It was agreed this could be explored through the workshop.  PM suggested having a communications subgroup.  NR asked if there is an opportunity at the 2 year on point to show PAIG and practitioners voices.  RC advised that we should be showing what has changed and what hasn’t changed and still needs to be worked on.  PM advised that the SEF would help with this.  CJ advised that comms would share stories that are provided.  PM requested if all PAIG members can look for positive stories or challenges.  RC Advised that MPs are trying to generate voices around SEND to feed back to government.  **ACTIONS:**  **1. SB to share Ofsted summary notes and feedback letter with the PAIG when this is received.**  **2. MS to escalate dashboard access issues with Simon Frampton.**  **3. All members to detail their reach before the Workshop.**  **4. SB to send all members the link for MPs collating voices**  **5. CJ to discuss with Colleagues in Comms and SRO’s whether there will be any comms 2 years after the inspection.** |
|  | **Forward Plan**  **CJ Presented the item.**  OG requested themes for future meetings to be able to dive into a specific area.  CS suggested including this in the survey sent to PAIG members. CS also reflected on how we can include education in reports for the forward plan.  AOM Advised that as the Education system is so wide this would need to be requested for a specific area.  PM advised the dashboard will help to identify the area that the report is required. |
|  | **Any Other Business**  **Opened to PAIG Members for their sector voice and challenges.**  SA Advised that there are several voices that can be heard from her school alone. SA feels it is disjointed between frontline staff and there are lots of pieces of work taking place at frontline level and would be interested to see if this is reflecting into meetings.  MD Stressed that we should be focussing on mainstream schools as they are at the front line 5 days a week. The PAIG should set time aside for making sense of the data. MD also stressed the issue of Childrens mental health.  AT advised the system is in crisis and we need to move from a diagnosis-based approach to a needs approach. Nottinghamshire in comparison to other areas is not doing too badly, there is still an issue around the difference in waits between City and County.  DB There is frustration for schools and parents when feeling like the child needs a special school place, the mindset must change to allow need to be met in mainstream and can there be an increased budget for this.  AOM in a previous PAIG we were shown the little difference in a special school and mainstream environments so questioned if it is not the environment what needs to change.  OG We are trying to look at the resource available at schools and how can we combine this. We can look at children with similar needs and share provision. We have the potential as a group to have a voice to be able to show the picture and the strategy.  SA Agrees with the mindset shift needed.  RC is conscious of the public health side of the partnership and how does their voice feed into PAIG. RC advised there is work happening to roll out more training and we are mapping work to make sure the message is the same, we are also working with ICDS on the quality of reporting.  Maria Ballantyne provided the below update via email on Preparation for Adulthood:   * **Adolescent into Adulthood Workshop: NCC’s** Corporate Leadership Team commissioned a workshop in November 2024 to help refocus the PFA project to support the Council's budget pressures mitigation work. ​ * **Protocols and Pathways:** The Design and Graphics team are progressing the new PfA guidance to align with the SEND Partnership branding material. Comms will produce and print 1,000 copies of the A4 booklets and leaflets for use in schools.  ​ * **Referral Pathways:** The recommendations of the referral pathways report are being implemented to refine the process for receiving referrals by the Customer Service Centre (CSC). Work has commenced to update the CSC script to include new information on the assessment of need criteria to support the CSC advisors in directing referrals to the most appropriate services. ​ * **PfA Performance Reporting:** The PfA dashboard is being developed to produce operational and management reporting data to support the PfA team to plan and manage demand for its services. In addition, management reporting data is also being developed to assess the costs of financial care packages and impact on resources.​ * **Health Pathways:** Work is ongoing to develop a shared understanding with our health partners and to establish a joint agreement to improve outcomes for young people receiving Continuing Healthcare (CHC) funding packages in a timely manner. ​ * **Accommodation:** Project team have successfully completed a workshop and prepared a report. Work is underway to remodel the accommodation tracker tool being developed to help refocus the accommodation and escalation meetings to support the planning for more complex cases.​   **CJ asked what theme we would like to discuss at the March PAIG Meeting.**  MS suggested if demographics is a good place to start.  PM advised if we are looking at SEND Demographics, we should specify an area to talk about and determine what we want to know- PM suggested children that are educated outside of school.  AT Suggested the 18-25 group as a group that we do not know a lot about.  DMC Agreed and advised this feeds into the need in locality and there was very little provision for 18-25.  RC Agreed as there are big gaps, and some areas have no services to transition to for 18-25.  It was agreed to look at the 16-25 age group.  OG, we need to be able to demonstrate what our biggest area of need is and be able to provide this for front line staff and inspectors. Looking at what provision is being used where will also link into Transport.  Jenny Smith introduced Jeanette Hallam to the group and requested any suggestions for visits from PAIG Members. |
| **8.** | **Close** - the meeting closed at 11.36pm |

**Meeting Schedule**

The meeting dates are currently scheduled as follows:

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| --- | --- | --- |
| **Date** | **Time** | **Location** |
| Friday 21 March 2025 | 10.00am- 12.00pm | The Bridge Skills Hub, Worksop |
| Friday 9th May 2025 | 10.00am- 12.00pm | Newstead Centre, Newstead Village |
| Monday 7th July 2025 | 13.00pm-15.00pm | Edwinstowe Business Centre. |