



AI-powered SEND document drafting

Multi-purpose, Human In The Loop document drafting
for EHCPs, PfAs, EHCP Annual Reviews and more

Introducing Nexa EHCP+ Innovations

Developed in partnership with local authority SEND teams, Nexa EHCP+ Innovations is a multi-purpose AI-assisted drafting service that helps professionals produce high-quality first-draft EHCPs, EHCP Annual Reviews, PfAs and more.

Designed around real SEND workflows, it synthesises source documents into **fully-localised** drafts based on your templates, highlighting gaps and inconsistencies and providing clear traceability back to source information. SEND professionals retain full ownership and professional judgement at every stage.

Nexa EHCP+ Innovations helps teams meet statutory timescales, improve plan quality, and focus capacity where it matters most – supporting children, young people and families.

**Faster
drafting**

**Better
quality plans**

**Improved
consistency and
transparency**

**Reduced
administrative
costs**

**Stronger
statutory
compliance**

**More time for
children and
families**

“Unlike other apps, we built Nexa to be hyper-localised to the way a council works today, giving SEND teams the power to make changes to how plans are generated.”

Alix Cunnell
Chief Product Officer

A proven delivery model for adoption and impact

NEXA

Secure authoring and collaboration platform

A modern, web-based application for drafting and reviewing EHCPs, designed for SEND teams.

- AI-assisted EHCP draft creation
- Structured EHCP document types and rules
- Support for different SEND plan formats
- Role-based access and permissions

EHCP+ Innovations

Implementation & Enablement support

Expert, hands-on support to align the platform to your organisation and templates.

- **Discovery:** map workflows
- **Local configuration:** co-design templates and rules
- **Enablement:** guided onboarding and coaching
- **Knowledge transfer:** train-the-trainer and readiness check

The Nexa EHCP+ Innovations Difference

Capability	Nexa EHCP+ Innovations	Alternative platforms
AI-generated draft EHCP	✓ First draft generated	✓ First draft generated
Draft Annual Reviews and PfA Plans	✓ First draft generated	✗ EHCPs only
Add new SEND documents whenever needed	✓ First draft generated	✗ EHCPs only
Use your exact template and council owned configuration	✓ Council-controlled output	✗ Fixed output
Time to implement changes to structure or style of documents	✓ Immediate self-service	✗ Weeks/months
Integrates with case management systems	✓ Coming soon	✗ Not expected
Includes consultancy support, stakeholder engagement, national community of practice	✓ Included	✗ Drafting tool only

Multi-purpose SEND AI app

Generate EHCPs, PfAs, EHCP Annual Reviews, and more

 nexa

CORE

+ New Document

 Manage Documents

 People

 Tags

ORGANISATION ADMIN

 Policies & Rules

 Users

 Audit Log

SYSTEM ADMIN

 Document Types

 Organisations

DEVELOPER

 Testing

Hey John! 

Document Types

Create and manage document types

 Search document types...

 Filter by category...

 Export

+ Create Document Type

 EHCP - Your Council

1 template

1 active

Sections: 0

Global options: 0



 EHCP - Annual Review

1 template

1 active

Sections: 10

Global options: 0



 EHCP - Pfa

1 template

1 active

Sections: 10

Global options: 0



Create plans quickly and easily

Select the child and document type

New Document

Create a new document from scratch or use a template

Document Setup

Person *

Yas Balik

Bind this document to a person so documents stay grouped.

PERSON SELECTED

Yas Balik

Ref EHCP-2024-002

TYPE
Child / young person
DOB 02/11/2018

Tags

ADHD x

Dyslexia x

Due Date

29/01/2026



Document Title

EHCP-02-RDXXW

Choose Document Type



EHCP - Your Council

Sections: 10

Use



Preparation for Adulthood

Sections: 10

Use



EHCP - Annual Reviews

Sections: 10

Use

Create plans quickly and easily

Select the child and document type

Choose Document Type



EHCP - Your Council

Sections: 10

✓ Selected

Use



Preparation for Adulthood

Sections: 10

Use



EHCP - Annual Reviews

Sections: 10

Use

Upload supporting files



Drag and drop files here
or use the file selector below

Select files

Choose Files

No file chosen

Supported: PDF, DOC, DOCX, RTF, TXT

 EXAMPLE 3 EHCNA social care advice Nov 2024.docx

X

 EXAMPLE 3 EP advice Dec 2024 04.04.2020.docx

X

 EXAMPLE 3 Medical Advice Oct-2024 04.04.2020.docx

X

 EXAMPLE 3 SALT OT Advice Oct-2024 04.04.2020.docx

X

Generate document

X Cancel

Create plans quickly and easily

Review and edit the plan with a rich text editor



CORE

+ New Document

Manage Documents

People

Tags

ORGANISATION ADMIN

Policies & Rules

Users

SYSTEM ADMIN

Hey John!

Yas Balik Full

Yas (Balik) - child

ready Updated 11/12/2025, 12:38:16

Back

Export PDF

Export Word

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Words: 3219 · Chars: 21543/500k

General Information

Child/Young Person's Details

Surname:

Balik

First Name:

Yasmina

Citations and Files

Source Files (4)

Hide



EXAMPLE 3 EHCNA so...

application/vnd.openxmlfor
officedocument.wordprocessingml.docume

View



EXAMPLE 3 EP advice ...

application/vnd.openxmlfor
officedocument.wordprocessingml.docume

View



EXAMPLE 3 Medical A...

application/vnd.openxmlfor
officedocument.wordprocessingml.docume

View



EXAMPLE 3 SALT OT ...

application/vnd.openxmlfor
officedocument.wordprocessingml.docume

View

Citations (38)

1

EXAMPLE 3 SALT OT Advice

Oct-2024 04.04.2020.docx

YAS will require 10 contacts per
year from an Occupational

Create plans quickly and easily

Modern UI, explainability with citations

 nexa

CORE

+ New Document

 Manage Documents

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Hey John! 

Section A

Views, Interests and Aspirations of the Child and Parents/Carers

All About Me

- I love singing, music, Lego, tea sets, Barbie play and books. I really enjoy numbers and letters, and I even taught myself to read when I was two years old.[1]
- I like playing pretend games at home with my toys and characters.[2]
- Sometimes I show how I feel in big ways. I can be very affectionate, and I enjoy making people laugh and smile. I recently sang a love song to a family friend.[3]

My Journey

- I was diagnosed with Autism Spectrum Disorder in April 2022.[4]
 - I stayed in nursery for an additional year because I need more time and support to learn and grow. Sometimes I find it hard to communicate. I often use learned phrases or repeat what others say[5], and I don't always respond when someone calls my name.
 - I can have very big feelings, and my emotions can overwhelm me. I can have lots of meltdowns in a day, and when this happens I sometimes kick, pinch, pull hair or throw things.[6]
- I do not always understand danger and may do unsafe things, like lying down in the road.[7]

User controlled content generation

Generate content exactly how your council needs it

The screenshot displays the Nexa AI interface, which is divided into a sidebar on the left and a main content area on the right.

Sidebar:

- Logo:** nexa
- CORE:**
 - New Document
 - Manage Documents
 - People
 - Tags
- ORGANISATION ADMIN:**
 - Policies & Rules
 - Users
 - Audit Log
- SYSTEM ADMIN:**
 - Document Types
 - Organisations
- DEVELOPER:**
 - Testing
- User Profile:** Hey John!

Main Content Area:

Prompts

Prompt Writing Guide

- Available Variables
- Best Practices for Prompts
- Handling Tables in Outputs
- What Happens Behind the Scenes

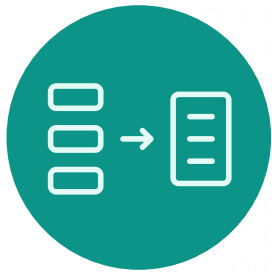
System Prompts

- Citation Extraction (System)**
 - System role/instructions for citation extraction stage.
 - v3 Active
 - Edit Versions
- Plan Generation (System)**
 - System role/instructions for plan generation stage.
 - v18 Active
 - Edit Versions
- Plan Evaluation (System)**
 - System role/instructions for plan evaluation stage.
 - v2 Active
 - Edit Versions

User Prompts

- Citation Extraction (User)**
 - User prompt template for citation extraction.
 - v3 Active
 - Edit Versions
- Plan Generation (User)**
 - User prompt template for plan generation.
 - v14 Active
 - Edit Versions
- Plan Evaluation (User)**
 - User prompt template for plan evaluation.
 - v2 Active
 - Edit Versions
- Plan Regeneration (User)**
 - User prompt template for regenerating plans with feedback.
 - Uses Plan Generation system prompt
 - v3 Active
 - Edit Versions

How Nexa turns evidence into review-ready drafts



1

Evidence ingestion

PDFs, documents and images are ingested and added to the evidence set.



2

Evidence synthesis

Relevant facts and citations are extracted from across all sources, deduplicated and organised by topic.



3

Policy-driven drafting

Document structure, rules and standards are applied via the defined document type.



4

Automated quality checks

Drafts are automatically assessed against defined quality, completeness and compliance criteria and regenerated where needed.



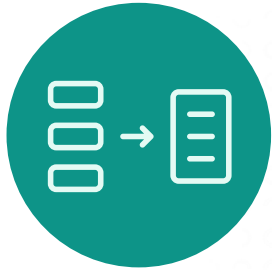
5

Human review

The result is a review-ready first draft, ready for human judgement and editing within the platform.

Flexibility and configurability by design

Rather than hard-coding workflows, Nexa enables **you** to define how documents are drafted, structured and governed – and to evolve those definitions over time as your needs change.



Document types

Define the types of documents you produce, including their structure, required sections and output format.



Policies and rules

Apply the standards, language rules and compliance requirements that will be enforced automatically.



Templates and formats

Control document layout and formatting, including versioned templates and export options.



Quality criteria

Define what “good” looks like, including completeness, accuracy and compliance thresholds.



Access and roles

Control who can configure document types, manage policies and generate drafts.

Features & Benefits

Foundations and governance

What it is	What it does
Role-based access control	Manage organisation and user permissions precisely, ensuring staff and external partners only access what they need.
Secure audit trails	Automatically record all key actions and updates, providing a complete history for governance and transparency.
SSO & Security	Single-Sign On via Microsoft Entra and ISO 27001/Cyber Essentials Plus assurance ensure enterprise-grade security.
Configurable retention	Set automated retention, deletion, and export policies to meet data protection and organisational requirements.
Best in class AI governance	UK-based, no data is used for training, and a dedicated agentic flow removes all PII sent to the LLM.

Features & Benefits

User-facing capabilities

What it is	What it does
Multi-Purpose SEND Hub	Single interface for EHCPs, Annual Reviews, PfAs, and custom local templates.
Centralised User Roster	Link service users to documents with quick-view details on diagnoses and key identifiers.
Smart Source Ingestion	Drag-and-drop ingestion of professional advice (PDF/DOCX) for rapid data gathering.
Prompt-Assisted Authoring	Rapidly generate structured first drafts from source materials for professional refinement.
Integrated Citation Tracking	Statements linked to source evidence for instant verification and total traceability.
Localised Policy Guardrails	Enforce local rules and prose styles (e.g., 1st person) to capture the child's voice.
Organisation Branding	Custom DOCX styling ensures exported plans match local branding and formatting.
Operational Timeline	Centralised view of team activity, generated documents, and live case status

Features & Benefits

Quality, reporting & insight

What it is	What it does
Agentic QA Evaluation	Performs a high-level "audit" of every EHCP, simulating a senior caseworker review to ensure quality before final approval.
Iterative Regeneration	Automatically refines drafts based on identified quality gaps, ensuring every plan is "right first time".
Citation Attribution	Links every regenerated statement back to original professional reports (Speech Therapy, Health, etc.) for full traceability.
Template Guardrails	Enforces organization-specific structures, ensuring the AI agent never deviates from the legally required local format.
Insight dashboards	Support continuous improvement by providing visibility into drafting speed, volume, and bottlenecks.
Statutory compliance	Supports compliance with statutory timelines through streamlined workflows and tracking.
Data export	Full self-service export function (JSON/CSV) allows data to be extracted for further analysis or archiving.

Real outcomes, real impact

Operational

Efficiency that empowers
the workforce

Reduced Agency Spend: Increased internal capacity and speed minimize reliance on high-cost external drafting agencies.

Lower Administrative Burden: Automation of repetitive drafting tasks frees staff for direct family support.

Improved Staff Wellbeing: Faster workflows and reduced backlogs significantly lower workplace stress.

Consistent Quality: Standardised templates and AI QA ensure uniform excellence across the entire team.

Strategic

Compliance, financial control
and trust

Reduced Tribunal Failures: Legally robust, evidence-led plans that minimise successful challenges.

Financial Sustainability: Lower agency costs and reduced tribunal legal fees deliver measurable budgetary relief.

Public Trust & Transparency: Clear communication and timely, high-quality plans rebuild confidence with families.

Regulator Readiness: Comprehensive audit trails and reporting provide a secure posture for inspections.

AI Governance

Nexa uses AI within a controlled, policy-driven framework designed to support accountability, transparency and human oversight. AI is applied to specific drafting tasks, governed by defined document types, policies, rules and quality checks, rather than using open-ended prompts.



Policy-controlled generation

AI drafting is governed by defined document types, templates, policies and generation rules.



Evidence-anchored outputs

AI-generated drafts are based on extracted evidence from source documents, with explicit citations linking content back to the original material.



Built-in quality evaluation

Each draft is automatically assessed against defined quality, completeness and compliance criteria, with controlled regeneration where required.



Human-in-the-loop

AI produces a first draft only. Review, editing and final approval are always performed by users.



Audit and traceability

All document activity is logged, including source documents, applied policies, generated outputs and user actions, supporting audit and assurance requirements.

Security



Delivered as SaaS on AWS cloud infrastructure, backed by our SLA



UK Data Residency: All data stored and processed in AWS London (eu-west-2).



AI Safety: PII tokenization prevents sensitive data exposure to AI models.



Certifications: ISO 27001:2022 and Cyber Essentials Plus accredited.



API-First: RESTful JSON API for seamless integration with existing case management systems.

Onboarding & Support

Onboarding

A structured 16-week path to effective change and impact

- Weeks 1-4 (Discovery): Kick-off, technical setup, and workflow mapping.
- Weeks 5-8 (Localisation): Co-design workshops and template configuration.
- Weeks 9-12 (Embedding): Weekly huddles and caseworker adoption support.
- Weeks 13-16 (Impact): Leadership evaluation and "train the trainer" sessions.

Support

Standard Service Desk available 9am-5pm, Monday to Friday.

Why GovMetric?

GovMetric builds software that solves real customer problems across public-sector automation, compliance and citizen experience.

We've worked in the sector for over two decades, helping our customers to manage citizen-facing, regulated processes as they come under increasing demand and scrutiny. Spanning citizen feedback, complaints management and compliance automation, our products work together to improve efficiency, reduce risk and deliver better citizen outcomes.



GovMetric CX

Citizen feedback
and experience
management



CaseTracker

Complaints and
correspondence
management



Octavia

AI-powered
complaint
handling



Nexa

Automated
document drafting
for compliance

What next?

If you're exploring ways to automate document drafting, you can visit our website to:

- Find more case studies from public-sector organisations
- Watch video testimonials from customers
- Learn about emerging trends in AI and public sector automation and compliance.
- Find upcoming webinars and events

When you're ready, get in touch for a conversation about how we can help.

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