

Present: PM, DJ, JM, MR, PT, JS, AN	JS re-joined the Steering Group and was welcomed back
Apologies: VC, HT, JP	JP has sent update which was discussed with SGM
Absent:	
Previous Minutes: November Minutes have been signed off	AN to arrange uploading on the NPF website
<p>Events:</p> <p><u>SummerSENdsation 2015</u></p> <ul style="list-style-type: none"> The record of the debrief minutes have been discussed, and slightly altered <p><u>Series of Parent Engagement events</u></p> <ul style="list-style-type: none"> The plan is to engage with existing support groups during the day and evening. A calendar will be discussed at the next meeting with a rota allocating the NPF reps. who will represent NPF at In addition to the above PM suggested 3 events North, Central and South Northants Family Film event at the Picturedrome was suggested as family engagement event 	<p>AN to file with event docs</p> <p>AN to liaise with NT to see if email addresses from the registration document can be imported into the NPF address book for mailing purposes. Conduct mailing in the New Year with option to stop communication</p> <p>AN to compile a wish list NT to assist with parent groups at schools with DSP units</p> <p>AN to contact Community Law Service to see if they are interested in joining one or all of these events</p> <p>AN to look into hire cost and dates</p>

<p>Financial Update (JM):</p> <ul style="list-style-type: none"> • Current spent indicates £4964.00 left in current grant, including £500.00 allocated to training, £300 to update the DVD and £1000 for events • Discretionary grant application was successful. The application was for £1279.00 to purchase 2 further i-pads with covers and software, an air printer and to pay for 500 NPFG flyers 	
<p>Website Management:</p> <ul style="list-style-type: none"> • Update of personal stories is required 	<p>ALL are encouraged to write a short introduction and why they became involved with NPFG (voluntary publication)</p>
<p>Training:</p> <ul style="list-style-type: none"> • Social Media Training has been requested. JP made contact with CS who proposed a 5 week online “Social Media Boot Camp” Participants are required to commit 30 min per day to complete online tasks, tutoring is avail. through out the course. 	<p>ALL SGM to express an interest in the training. If enough participants, the training will start in the New Year</p>
<p>Future NPFG representation</p> <ul style="list-style-type: none"> • Please see attached updated overview of future representation. 	<p>ALL to check if meeting schedule is up to date PM to add Core Asset Stakeholder meeting AN to publish meeting log on the NPFG website</p>
<p>Past NPFG Representation:</p> <ul style="list-style-type: none"> • Engagement on the Education and Health working group has been lost. PT and NT used to represent NPFG • EMRN FBF /minutes are avail on Request • AN attended Personal Health Budget event organised by MPower, slides and notes are avail on request 	<p>AN to contact lead to reinstate PT AN to follow up with NT</p>

<p>Matters Arising:</p> <ul style="list-style-type: none"> • DVD footage will be updated with out additional filming (short term improvement) • Filming may be required at future events (long term project) • NCC is currently conducting several consultations regarding the 78 million mandatory savings, NPFG will be represented at the consultation events 4th/5th January 2016 For info and bookings email : democraticsupport@northamptonshire.co.uk • KF proposed changes to the SNIX policy. The proposal includes data sharing with relevant children’s services. Current database is to be questioned as no SGM received individual notifications • Idea arose to compile an “Engagement Policy” to outline NPFG requirements and conditions. There seems to be a lack of understanding from professionals that ad hoc consultation inflict huge challenges for NPFG members • Need for parent carer updates to clarify NPFGs role and engagement for website publication • Ofsted consultation has been mailed to parent carer database via the latest “e-bulletin” • JS raised concern about Social Workers recommendation on how DLA should be spent. No guideline is currently know. DJ to raise this issue at DCYPBG 	<p>AN to obtain permission to copy footage on the CAF website AN to liaise with the local offer team re SummerSENdsation footage Once the DVD has been improved the plan is to upload the footage onto the NPFG website/ You Tube</p> <p>ALL to look at the NCC website and provide feedback AN to post easy read version on the NPFG Facebook page</p> <p>AN to include the event on the meeting log</p> <p>AN to post proposed changes to the policy on the NPFG Facebook page once available</p> <p>AN to draft “policy” outlines including meeting times, advance notices etc. NT recommended to liaise with the voluntary sector for ideas</p> <p>AN to write introduction, past activities, where we are at present and future vision Draft to be shared with NT for input</p> <p>Such parent carer engagement via NT will be called e-bulletin from now on</p> <p>JS to approach the Fostering Network to see if a document regarding DLA usage is available or flag the need for guidelines for Foster Carers</p>
--	--

<p>Guest Speaker:</p> <ul style="list-style-type: none"> • None this months 	<p>AN to compile a list of outstanding guest speakers to be prioritised at the January meeting</p>
<p>IASS Update: (Nikki Taylor) <u>Parent /Carer Engagement</u></p> <ul style="list-style-type: none"> • Roadshows <ul style="list-style-type: none"> - Currently planning various road show events for YP focussing on online safety - events will take place in Kingsthorpe, Raunds and Daventry - guest speaker will be Simon Austin - Northgate students have been involved in the planning of these events and will participate as ambassadors/ champions - Retro Games on offer • YP conference <ul style="list-style-type: none"> - 2nd March 2016 - Venue Saints Rugby Ground - targeted for year 9 and 10 - aiming to encourage independence and teaching life skills - subject matters include: cyber safety, relationships, finance, benefits, study skills, responsibilities • Parent conference <ul style="list-style-type: none"> - 17th March 2016 - Venue Park Inn hotel Northampton - Details to be finalised 	<p>NT to forward flyers electronically for sharing on the NPFG</p>

<p>Any other business:</p> <ul style="list-style-type: none"> • NPFG brochures to be displayed at Northampton General Hospital and Kettering General Hospital in the Children's Outpatients areas • PM provided AN with contact details at NAB in order to engage with parent carers representing the "sight loss" disability group • AN will attend Lincolnshire's Parent Forum 10th Anniversary celebration event on 4th Feb 2016. The Minister Edward Timpson has confirmed his attendance at the event. An introduction to the EMRNF including NPFG will be presented by Therese Lord • An evaluation of Core Assets project is required as contract expires March 2016 • AN shared a summary sheet of CAF publications collected at the National Conference • JM will look at the NPFG membership packs to check if policies etc. are up to date • PM and DJ thanked Steering Group members for their commitment in the last year 	<p>AN to take leaflets to KGH</p> <p>?? to take leaflets to NGH</p> <p>AN to draft the NPFG section, PM and DJ to approve</p> <p>AN to liaise with DN to give EM feedback to Edward Timpson at the LPCF event in February</p> <p>AN to scan and share on Facebook</p>
<p>Future NPFG SGM Dates:</p> <ul style="list-style-type: none"> • Every second Thursday has been agreed to be most suitable with a 9:30 start • 14.01.2016 proposed for the next meeting 	<p>JM to check availability at the Bee Hive</p>