



Steering Group Meeting

9. June 2016 - Bee Hive

9:30h - 12:30h

<p><b>Present:</b> PM, DJ, JM, MR, AN, AMC, HT, MS, VV, CP</p>	
<p><b>Apologies:</b> VC, JS, MW, VV</p>	
<p><b>Absent:</b> CP, JH, CW, JSP</p>	
<p><b>Previous Minutes:</b> May Minutes have been signed off</p>	<p>AN to liaise with NT to upload to the NPF website</p>
<p><b>Events:</b></p> <ul style="list-style-type: none"> <li>• CAF Sleep workshop           <ul style="list-style-type: none"> <li>- scheduled for 20<sup>th</sup> Oct</li> <li>- venue booked</li> <li>- to qualify for a free place participation in our SEND survey is required</li> <li>- places will be allocated on first come first serve basis operating a waitlist, overbooking by 5 agreed</li> <li>- only open to parent carers – no professional bodies</li> </ul> </li> <li>• AGM           <ul style="list-style-type: none"> <li>- Scheduled for September 2016</li> <li>- Possibly 27/28th</li> <li>- Venue tbd</li> <li>- Utilising CAF workshop on SEND Reform</li> <li>- Inviting NCC personnel to provide local update incl. recent restructures</li> </ul> </li> </ul>	<p>AN to confirm with ET, request description, design poster, e-bulletin mailing, registration log</p> <p>ALL to think of suitable venues for 40 pax Suggestions so far include: Decco Park Inn Picturedrome Abbey Centre</p>

<p><b>Financial Update (JM):</b></p> <ul style="list-style-type: none"> <li>Monitoring Form has been approved</li> <li>Grant application has been approved awaiting funds in the next few days</li> </ul>	<p>ALL to hold onto expenses for the time being until funding has been received</p>
<p><b>Projects:</b> <u>Data Collection / Survey Monkey</u></p> <ul style="list-style-type: none"> <li>A questionnaire will be distributed to the existing database and Facebook contacts via survey monkey. Aim is to gather membership data in regards to age, disability, location and accessed/required services</li> </ul>	<p>ALL to compile a list of questions/ areas which should be included ready for discussion in the Task and Finish Group following the Steering Group Meeting in June. PM to look into legal implications for data collection/ storage AN to liaise with NT to update membership form PM to obtain membership docs from JP in a format which allows to make changes.</p>
<p><b>Membership:</b></p> <ul style="list-style-type: none"> <li>The updated Membership Chart has been circulated and amended where necessary – please find attached.</li> </ul>	<p>ALL to check the attached chart and forward relevant forms to AN for central filing and log updating</p>
<p><b>Website Management:</b></p> <ul style="list-style-type: none"> <li>Meet the Steering Group page planned</li> <li>WebAlert has shared the latest website traffic statistics (May). AN has forwarded info to DJ who offered to analyse and file</li> <li>Website Task and Finish Group has been established. DJ, HT, AMC are interested to meet with NT. JM liaised with NT and the suggested timeframe to meet before the end of July can't be met by NT due to personal commitments. Next step to be discussed</li> </ul>	<p>ALL are encouraged to write a short introduction and why they became involved with NPFG (voluntary publication)</p> <p>AN to liaise with NT re</p> <ul style="list-style-type: none"> <li>- publishing future and past meeting logs</li> <li>- easy read version, enhanced type face, colours, languages</li> <li>- link NPFG Facebook page with NPFG web page</li> </ul>
<p><b>Next e-bulletin Mailing</b></p> <ul style="list-style-type: none"> <li>share success and past achievement collated for Monitoring Form</li> <li>Event Promotion <ul style="list-style-type: none"> <li>- Sleep workshop</li> <li>- AGM</li> </ul> </li> </ul>	<p>AN to compile and liaise with NT</p>

<p><b>Parent Participation Training</b></p> <ul style="list-style-type: none"> <li>Once we have recruited 10+ SGM/AM we will organise foundation training.</li> </ul>	<p>AN to liaise with CAF to find alternative trainer to DC</p>
<p><b>Future NPFG Representation</b></p> <ul style="list-style-type: none"> <li>Please see attached updated overview of future representation.</li> </ul>	<p>AN to send EMRN minutes and feedback form to PM/DJ/JM</p> <p>AN to log minutes and feedback forms over the holidays and follow up on anything outstanding</p>
<p><b>Past NPFG Representation / Outstanding Feedback:</b></p> <ul style="list-style-type: none"> <li>Lincs 10<sup>th</sup> Anniversary Event – AN</li> <li>The Autism Experience - AN</li> <li>Education and Health working group – AN</li> <li>SEND Lead/ PCF event East Midlands – AN</li> <li>DCYPDG – DJ</li> <li>Rainbow PCF – 30<sup>th</sup> Anniversary Event – AN</li> <li>Charlie Palmer, DfE – White Paper presentation - PM Feedback:</li> </ul> <p>+Looking at making education greater  + regional school commissioners  +worry that there will be less inclusion in mainstream schools, academies can be choosy of what pupils they take  + progress 8 for key stage 4-8 based on pupils progress in Maths and English  + changes will affect schools in the next 5 years  + guidance for parents needed  + experience of parents needs to be captured  + trend to move away from Parent Governors on Governing Bodies</p>	<p>Feedback Forms to be completed  AN to share with SGM when avail.</p> <p>PM/DG to investigate underperforming schools/academies in Northants</p> <p>PM/AN to share presentation slides when available</p>

<ul style="list-style-type: none"> <li>• Pat Bullen Regional SEND Lead update:</li> <li>+ Social Care Training for SEND</li> <li>+ Ongoing peer support</li> <li>+ EHC Pathways</li> <li>+ Local Offer moderation</li> </ul>	
<p><b>Any other business:</b></p> <ul style="list-style-type: none"> <li>• LO enquiry re MAX card, more businesses participate in Northants, LA unable to purchase cards, FACT and Mapplefield Friends are offering the card to purchase for £ 5.00 which entitles the card holder to discounts at nationwide venues. Participating partners in Northants include: Bezerk, Hallobaloo, Kettering Swimming Pool, Riverside Hub</li> <li>• In addition to Sleep workshop we may hold a talk on Sleep. PM and HT attended an event 2 years ago in Bugbrook (?)</li> </ul>	<p>AN to contact Cerebra as possible facilitator</p>
<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• Short Breaks <ul style="list-style-type: none"> <li>- no communication has been received from DP, short breaks provisions are capped at 3 days over the summer months, fee has increased from £10.00 to £20.00.</li> <li>- Action for Children have taken over some provisions</li> <li>- Current gap in Daventry</li> <li>- Current gap for the under 8 years and over 18 years</li> </ul> </li> <li>• Autism Outreach <ul style="list-style-type: none"> <li>- current petition led by parent group to reinstate these services</li> <li>- misinformation leaked causing stress amongst parent cares</li> </ul> </li> </ul>	<p>DJ to raise parental concern at DCYPDG</p>

<ul style="list-style-type: none"> <li>• Independent Support Governance Meeting scheduled for 6. July 2016 has been cancelled.</li> <li>• NPFG has sent a letter to Martin Bull at CDC requesting clarification on the IS structure in Northamptonshire</li> <li>• PM is working with Peter Chilvers and Pat Bullen on a new project to look into school transport and to collate best practises</li> <li>• DJ updated on the personal transport budget available for 4-16 year olds</li> <li>• Meeting cost at the Bee Hive has risen but it was decided we will continue to hold NPFG SGM here as convenient location for all regular members</li> </ul>	<p>PM to follow up meeting suggestion</p> <p>DJ to forward document to AN AN to distribute to SGM</p>
<p><b>IASS Update: ( )</b></p> <ul style="list-style-type: none"> <li>• No rep available</li> </ul>	
<p><b>Guest Speaker:</b></p> <ul style="list-style-type: none"> <li>• None this month</li> </ul>	
<p><b>Future NPFG SGM Dates:</b></p> <p>14<sup>th</sup> July 2016 – C1 followed by lunch  8<sup>th</sup> September 2016 – C1  13<sup>th</sup> October 2016 – C1  10<sup>th</sup> November 2016 – C1  8<sup>th</sup> December 2016 – C1</p> <p>All meetings 9:30 – 12:30h  at the Bee Hive  Harborough Road, Kingsthorpe  Northants, NN2 8LR</p>	

