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| <b>Present:</b> DJ, JM, MR, AN, HT, DAD  |  |
| <b>Apologies:</b> KS, PM   |  |
| <b>Absent:</b>   |  |
| <b>Previous Minutes:</b><br>April minutes have been signed off   | AN to liaise with NT to upload to the NPF website – done   |
| <b>Events:</b> <ul style="list-style-type: none"> <li>• <u>Meet &amp; Greet with Health Professionals</u><br/>Date to be discussed</li> <li>- Possibly at NHFT venue</li> <li>• <u>CAF Workshops</u></li> <li>- Moving towards Adulthood<br/>Wednesday, 12<sup>th</sup> September 2018<br/>Coronation Park Pavillion, Corby</li> <li>- Coping with Support<br/>October Date tbc<br/>Daventry Hill School, tbc</li> <li>• <u>NPF AGM</u></li> <li>- Planned for July as “Meet the NPF Team”</li> <li>• <u>2 day Feedback Conference</u><br/>23<sup>rd</sup>/24<sup>th</sup> November 2018<br/>10:00-14:00h<br/>Kings Park Conference Centre<br/>50 delegates, guest speaker,<br/>feedback on SEND Strategy</li> </ul> | <p>RA and SH will join the June SG meeting when this project will be discussed</p> <p>Fran Dancyger and Jan Eastwood are the Contact delivery partner<br/>AN site inspection</p> <p>Emma Weatherdon is the Contact delivery partner – awaiting date suggestions</p> <p>Send invitations asap</p> <p>Venue tentatively booked<br/>AN to create safe the date post<br/>Event promotion to start in<br/>September</p> |
| <b>Parent Engagement:</b> <ul style="list-style-type: none"> <li>• AN updated the engagement calendar</li> <li>- we aim for 2 engagements per months</li> <li>- funds for hospitality available</li> <li>- reps are required to purchase snacks, ensure supplies or</li> </ul>   | <p>SGM please liaise with AN to advise which events you can cover</p> <p>AN to contact admin of “Parents Talking Aspergers” re future engagement opportunities</p> <p>KS feedback form clarification</p>   |

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| <p>literature, NPFG presentation is available from AN,</p> <ul style="list-style-type: none"> <li>- Feedback form is essential to share parent carer comments</li> <li>- NPFG reps are responsible for data log on i-pads</li> <li>-</li> </ul>  | <p>Brackley or Blisworth?</p> <p>AN to present at Touchpoint meeting in Wellingborough, DJ to present in Northampton</p>   |
| <p><b>Financial Update (JM)</b></p> <ul style="list-style-type: none"> <li>- Monitoring Form has been completed and submitted</li> <li>- 2018/19 application has been submitted – awaiting feedback from Contact and funds</li> <li>- 2018/19 activities have been discussed:<br/>Two half day Feedback Events<br/>Two Meet &amp; Greets<br/>Monthly drop in sessions<br/>Two Contact workshops<br/>Parent Participation Training for new SG members</li> </ul>  | <p>All to hold expense submission until funds have been received</p> <p>Question of young people’s forum has been clarified: Northants has two: Shooting Stars and Young Healthwatch</p> |
| <p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>- Two new commissioners in post and in charge of running, new Interim Chief Exec – Andrew Quincey</li> <li>- Short Break Tender process – 4 part delivery model: <ul style="list-style-type: none"> <li>• Sleep</li> <li>• SEND</li> <li>• Residential</li> <li>• Non Residential</li> <li>• Transport payment issues have been raised with some drivers not being paid for 3 months, reason is most likely new payment system IIP Gold which was implemented on 1<sup>st</sup> April 2018 and not insolvent LA</li> <li>• Parent carers anxious re residential short break provisions. NPFG continues to work on Short Break Board – final decision is expected Friday, 25<sup>th</sup> May 2018</li> <li>• Challenges with social workers</li> </ul> </li> </ul> |  |

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| continue and have been shared with DJ to raise   |  |
| <p><b>Projects:</b></p> <ul style="list-style-type: none"> <li>• <b>GDPR</b></li> <li>- ICO registration imminent</li> <li>- Every attempt to comply with new regulations for deadline 25<sup>th</sup> May 2018</li> <li>- Currently 186 confirmed</li> <li>- 217 outstanding with 152 not regularly engaging</li> <li>• <b>NPFG Clip</b></li> <li>• Meeting to be scheduled with BH before July</li> <li>• <b>Training</b></li> <li>• Scheduled for Jan 2019 based on 10 participants</li> <li>• Development of database with professional contacts</li> </ul>  | <p>Policies are currently updated and will be signed off at AGM in June</p> <p>AN to liaise with BH re availability</p> <p>MR to email current “patchy” list to NTaylor for assistance</p> |
| <p><b>Website Management:</b></p> <ul style="list-style-type: none"> <li>• Project still pending</li> </ul>  | AN to summarize website enhancement and liaise with NT   |
| <p><b>Future and past NPFG Representation</b></p> <ul style="list-style-type: none"> <li>• Please see attached updated overview of representation</li> <li>• <u>Autism Strategy Steering Group</u> Final meeting 30<sup>th</sup> May 2018 on the subject of workforce delivery. Draft strategy is currently being reviewed by the Strategy Steering Group. Work with NPFG representation continues in 4 subgroups looking at: <ul style="list-style-type: none"> <li>- Better Awareness</li> <li>- Clear diagnosis pathways</li> <li>- Full role in society</li> <li>- Seamless transition points</li> </ul> A few versions are expected with the final one scheduled to go to Cabinet in November 2018. </li> </ul> | NPFG Reps to compile outstanding feedback forms high lighting the main points for e-bulletin mailings  |
| <p><b>Public Relations:</b></p> <ul style="list-style-type: none"> <li>- Double NPFG feature in summer edition of SNIX</li> </ul>  |  |

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| <p><b>IASS Update: (Nikki Taylor)</b></p> <ul style="list-style-type: none"> <li>- Recent issue with parent carer re impartiality prompted discussion regarding location again</li> <li>- IASS bid for SEND part of Short Break tender was discarded as not a separate entity, further discussions will take place to ensure delivery of SEND support</li> <li>- Budget remains the same</li> <li>- Currently looking at new ways to broaden the engagement/service:</li> <li>- More support</li> <li>- More engagement with parent carers and young people</li> <li>- More group work</li> <li>- Continue to deliver 4 workshops for year 5 parents in Northampton, East - South and North Northants</li> <li>- Discussions around payment for translation services for non English speaking parent carers of children with SEND. Main language is Romanian and Italian, access to CALS (County Access Language System) but who's budget should the service be allocated. EHC Team would be most logically</li> </ul> |  |
| <p><b>Guest Speaker:</b></p> <ul style="list-style-type: none"> <li>- none this month</li> </ul>   |  |
| <p><b>Future NPFSG SGM Dates:</b><br/> Wednesday, 13<sup>th</sup> June 2018 – C1<br/> Wednesday, 11<sup>th</sup> July 2018 – C1 (lunch)<br/> Wednesday, 5<sup>th</sup> September 2018 – C1<br/> Wednesday, 10<sup>th</sup> October 2018 – C1<br/> Wednesday, 14<sup>th</sup> November 2018 – C1<br/> Wednesday, 12<sup>th</sup> December 2018 – C1<br/> All meetings 9:30 – 12:30h<br/> at the Bee Hive<br/> Harborough Road, Kingsthorpe<br/> Northants, NN2 8LR</p>  | <p>(June meeting with Health guests)<br/><br/> (September meeting with Social Care guests)</p> |