

<b>Present:</b> DJ, JM, MR, AN, HT,	
<b>Apologies:</b> KS, AMC, JAM, COB, TR	
<b>Absent:</b>	
<b>Previous Minutes:</b> May minutes have been signed off	AN to liaise with NT to upload to the NPFG website – done
<b>Events:</b> <ul style="list-style-type: none"> <li>• <u>NPFG AGM</u> <ul style="list-style-type: none"> <li>- Planned for July as “Meet the NPFG Team”</li> </ul> </li> <li>• <u>CAF Workshops</u> <ul style="list-style-type: none"> <li>- Moving towards Adulthood Wednesday, 12<sup>th</sup> September 2018 Coronation Park Pavilion, Corby</li> <li>- Coping with Support October Date tbc Daventry - venue tbc</li> </ul> </li> <li>• <u>Meet &amp; Greet with Health Professionals</u> <ul style="list-style-type: none"> <li>- Lunch time session</li> <li>- Kettering venue</li> <li>- Early October promotion asap through RA and SH</li> </ul> </li> <li>• <u>2 day Feedback Conference</u> 23<sup>rd</sup>/24<sup>th</sup> November 2018 10:00-14:00h Kings Park Conference Centre 50 delegates, guest speaker, feedback on SEND Strategy</li> </ul>	<p>Fran Dancyger and Jan Eastwood are the Contact delivery partner</p> <p>Emma Weatherdon is the Contact delivery partner – awaiting date suggestions</p> <p>AN site inspection at Kafe Bloc and Cornmarket Hall Kettering</p> <p>Venue tentatively booked AN to create safe the date post Event promotion to start in September</p>
<b>Parent Engagement:</b> <ul style="list-style-type: none"> <li>• AN updated the engagement calendar</li> <li>• More involvement of SGM required</li> </ul>	

<p><b>Financial Update (JM)</b></p> <ul style="list-style-type: none"> <li>- Receipt of Monitoring Form has been confirmed, feedback expected in July 2018</li> <li>- Receipt of 2018/19 application has been confirmed and approved. Payment imminent</li> </ul>	<p>All SGM to submit outstanding expenses</p>
<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>- Proud moment summary (SummerSENDSation event, Res. Short Break assurance, OPP for Transport and involvement in SEND Strategy) were discussed and submitted to DN for inclusion in NNPCF document for the Minister</li> <li>- Social Care engagement suggested on a quarterly basis</li> <li>- Polo-Shirts order has been received</li> <li>- EM Training opportunity on Solutions to Social Care Challenges, 12<sup>th</sup> July 2018 in Leicester has been shared but timing not parent carer friendly so it is unlikely we will have representation</li> <li>- Recent Contact webinar on legal structures is now available for viewing. DJ and AMC participated but not relevant to NPFG as focus was on Charitable Trusts</li> <li>- DJ to follow up on Capital Funding plans / Sufficiency project</li> <li>- DJ to follow up on Ofsted / CQC inspection suggestions</li> <li>- SEND Strategy – more input required with Action Planning starting in September 2018</li> </ul>	

<p><b>Projects:</b></p> <ul style="list-style-type: none"> <li>• <b>GDPR</b> <ul style="list-style-type: none"> <li>- NPFG is fully compliant Contact details have been reduced by a 1/3. Research showed details held were non engaging therefore regarded as minimal loss</li> <li>- Data Control Policy has been drafted, sign off at policy review at AGM in July</li> </ul> </li> <li>• <b>NPFG Clip</b> <ul style="list-style-type: none"> <li>- Meeting to be scheduled with BH before summer hols</li> </ul> </li> <li>• <b>Training</b> <ul style="list-style-type: none"> <li>- Webinar recording is being looked at as part of an EM regional project to create a training resource</li> </ul> </li> <li>• <b>Database</b> <ul style="list-style-type: none"> <li>- Development of database with professional contacts still pending</li> </ul> </li> <li>• <b>Website Management</b> <ul style="list-style-type: none"> <li>- Project still pending</li> </ul> </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>AN to summarize website enhancement ideas and liaise with NT</p>
<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>• Short Break Board <ul style="list-style-type: none"> <li>- Delighted with decision to continue residential short break provisions in Northants until March 2019. A Focus Group has been set up with numerous parent carer representatives to look at various service models available in the UK to shape services for April 2019 onwards</li> </ul> </li> <li>• EMRN <ul style="list-style-type: none"> <li>- Please see separate Feedback Form</li> </ul> </li> </ul>	<p>NPFG Reps to compile outstanding feedback forms high lighting the main points for e-bulletin mailings</p>

<p><b>Public Relations:</b></p> <ul style="list-style-type: none"> <li>- None this month</li> </ul>	
<p><b>IASS Update: (Nikki Taylor)</b></p> <p>The IASS Manager post is to be advertised - NT will apply for post</p> <ul style="list-style-type: none"> <li>- It is planned for the team to move from Learning Skills and Education (LSE) to Safeguarding and Quality Assurance (SQAS). Team welcomes the move and relocation as it may provide closer links with governance which hopefully makes challenges more effective. It will also demonstrate IASS's impartiality with greater impact</li> <li>- Working on Exit Strategy with Independent Support with final meeting scheduled for 10<sup>th</sup> July.</li> <li>- CDC's contract will focus on IASS development, IASS Northants will apply for funding to work with young people, developing relationships with schools and young offenders with SEND</li> </ul>	
<p><b>Guest Speaker: Rachel Akers – Sian Heale -</b></p> <ul style="list-style-type: none"> <li>- Meet and Greet idea good starting point, Kettering location, invitations disseminated via RA and SH, promotion asap as diaries fill up fast – booking system</li> <li>- Key people role have been shared</li> <li>- Initiative “I want great care” is obtaining feedback including SEND</li> <li>- Regular meetings with acute care team – NPFG feedback opportunity</li> <li>- Hospitals have different policies - challenge</li> <li>- Clinical records at NHFT have a SEND template introduced in 2017, not completed by all</li> </ul>	

<p>personnel, hand icon appears if this section is completed to highlight SEND</p> <ul style="list-style-type: none"> <li>- Commissioners to coproduce specifications to deliver services</li> <li>- Using self assessment tool which feeds into NHS England</li> <li>- Early October target to improve Service User Involvement</li> <li>- Parent participation in recruitment and selection processes</li> <li>- Big NHS Funding Review, Northants part of it</li> <li>- National Children’s Survey coming out – funding provisions for children’s services, looking at funding for emotional needs</li> </ul>	
<p><b>Future NPFG SGM Dates:</b>  Wednesday, 11<sup>th</sup> July 2018 – C1 (lunch)  Wednesday, 5<sup>th</sup> September 2018 – C1  Wednesday, 10<sup>th</sup> October 2018 – C1  Wednesday, 14<sup>th</sup> November 2018 – C1  Wednesday, 12<sup>th</sup> December 2018 – C1  All meetings 9:30 – 12:30h  at the Bee Hive  Harborough Road, Kingsthorpe  Northants, NN2 8LR</p>	<p>(September meeting with Social Care guests)</p>