

Steering Group Meeting

9th May 2019 - Bee Hive

9:30h - 12:30h



<b>Present:</b> DJ, JM, MR, JP, KS, HT, AN	
<b>Apologies:</b> TAR, SFG, TRR	
<b>Absent:</b>	
<b>Previous Minutes:</b> April 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>• Health Meet &amp; Greet planned before the summer break, date tbc</li> <li>• Legal Workshop in co-operation with Shoosmiths on the subject of Exclusions 16<sup>th</sup> July 2018</li> <li>• Workshop on PfA, Transitions PIP and Universal Credit date tbd</li> <li>• Special School Sufficiency Project Survey developed and publicised Events planned throughout Northants</li> <li>• Making Mainstream Work <ul style="list-style-type: none"> <li>• Joint event with IASS</li> <li>• HT,JP, KS,MR,AN in task and finish group</li> <li>• Funding secured</li> <li>• Plans changed - no longer planning a conference and developing a “Making Mainstream Work” toolkit instead</li> </ul> </li> <li>• Transition events organised by IASS,</li> </ul>	JM to look into hiring a suitable venue close to Newland House  Discuss Guidance for head teachers with VF  AN to follow up with Contact what workshops are still available through Contact  AN to contact Contact, DWP and Community Law to find facilitator  AN to share events on Social Media - done AN to liaise with IASS, how much does the LA know about changing boundaries within Multi Academy Trusts (DH, Isebrook example)  AN to check details, promote and see if NPFG could join event

<ul style="list-style-type: none"> <li>• Social Worker Training</li> </ul>	AN to contact LS to explore SW trainer for transitions team
<p><b>Financial Update (JM)</b></p> <ul style="list-style-type: none"> <li>• Monitoring Form prepared and ready to be submitted, Alison Shipley will sign MOU</li> <li>• £4400 left from contingency budget 237.00 left in current grant</li> <li>• Application for next grant prepared, ready to be sent. It will take 10 days for approval with funds expected in June 2018</li> </ul>	<p>All SGM to submit outstanding expenses Three signatories JM, AN and KS</p> <p>AN and JM to work towards deadline</p>
<p><b>Work Stream FBFs:</b></p> <ul style="list-style-type: none"> <li>• Carers Strategy Implementation Plan (AN)</li> <li>• SEND Curriculum (TR)</li> <li>• EM Peer Moderation EHCP (AN)</li> <li>• LD Service Launch (AN)</li> </ul>	
<p><b>Projects:</b></p> <ul style="list-style-type: none"> <li>• <b>NPFG You Tube Clip</b> <ul style="list-style-type: none"> <li>- Meeting to be scheduled with BH</li> <li>- JSA now contributing with EM material</li> </ul> </li> <li>• <b>Training video</b> <ul style="list-style-type: none"> <li>- Editing in process</li> </ul> </li> <li>• <b>Survey Monkey</b> <ul style="list-style-type: none"> <li>- Exclusion Survey closed at the end of April</li> </ul> </li> <li>• <b>Website enhancement</b></li> <li>• <b>Contact List</b> <ul style="list-style-type: none"> <li>- Professional list to be grouped into H, E &amp; SC</li> </ul> </li> </ul>	<p>DJ to take on production AN to forward previous correspondence &amp; material ALL to review footage and provide feedback JP to analyse and share summary report</p> <p>MR to update and share</p>
<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• NPFG business emails</li> <li>• Autism Strategy launch still pending</li> <li>• Eventbrite links</li> <li>• Sports for Fitness co-operation</li> <li>• SGM distribution list, according to TOR attendance at SGM is required or apology. If no contact</li> </ul>	<p>KS to set up “name_npfg.gmail.com” for TR, HT, JP, KS – done JP/KS to draft letter to officially log follow up AN to set up booking link and find out how to cancel bookings AN to discuss sponsorship and benefits, hire cost of Pavilion Fernie Fields with Rachel or Mark, receipt needed</p>

<p>has been made for 3 months, names will be removed</p> <ul style="list-style-type: none"> <li>• Recruitment project for EY NPFG Rep</li> <li>• Northamptonshire Carers</li> </ul> <ul style="list-style-type: none"> <li>• MR shared EDTEC summary, DfE is making £ 10 Million available to improve technology and infrastructures in school</li> </ul>	<p>AN to create recruitment post on FB</p> <p>AN to invite MM to SGM to discuss cares assessments etc.</p> <p>Carers Week 10-16<sup>th</sup> June – promote services available from Northamptonshire Cares to raise awareness</p> <p>MR to circulate full report</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> </ul>	<p>NPFG Reps to compile outstanding feedback forms highlighting the main points for e-bulletin mailings</p>
<p><b>Parent Engagement:</b></p> <ul style="list-style-type: none"> <li>• Please see updated engagement calendar</li> </ul>	<p>AN to finish Engagement feedback forms with many comments</p>
<p><b>IASS Update: (Nikki Taylor)</b></p> <ul style="list-style-type: none"> <li>• Team moved location again, now in corner on floor 1</li> <li>• Line Manager Gabi Atkinson moved to MASH, new interim Manager is Shawn ??</li> <li>• First joint commissioning with Health, IASS attended various health meetings, now receiving quarterly data for health, how are professionals referring parent cares to IASS and what are the outcomes?</li> <li>• NT working on data to see how robust the service is and what difference IASS is making, recruiting another case worker to support data project, ISP is CDC funded</li> <li>• Certain schools have been flagged up by IASS to LA, LA's hands are tight as Academy Trusts</li> <li>• Working with schools in pre-unitary model</li> <li>• Attending TAMS Conference in</li> </ul>	<p>NPFG to support IASS in an attempt to work with Academies</p> <p>HT to check school bulletin mailings on Friday for relevant</p>

<p>October at Kettering Conference Centre, targeted Adolescence Mental Health for schools, staff and pupils can work towards bronze, silver and gold recognition</p>	<p>content NiT to share further info with NCFG</p>
<p><b>Guest Speakers: none this month</b></p>	
<p><b>Future NCFG SGM Dates:</b> Thursday, 13<sup>th</sup> June 2019 Thursday, 11<sup>th</sup> July 2019 (lunch) All meetings 9:30 – 12:30h in C1 at the Bee Hive Harborough Road, Kingsthorpe Northants, NN2 8LR</p>	