

<b>Present:</b> PM, JM, DJ, MR, KS, PT, VC, AW, AN	
<b>Apologies:</b> CB, LG, JP	
<b>Absent:</b>	
<b>Previous Minutes</b> have been approved and signed off by PM	
<b>Events:</b> <u>Health &amp; Social Care</u> <u>Post Event Evaluation</u> <ul style="list-style-type: none"> <li>- Statistics have been shared with SGM immediately after the event,</li> <li>- Good attendance not quite 50/50 split as intended</li> <li>- Workshop notes have been compiled by Beth Colby and are attached.</li> <li>- It was suggested to involve Nikki Harvey, SALT in the North of the County in the solutions process for SALT</li> <li>- Schools did not know about event</li> <li>- Signage to Celebration Suite bad, future events to prepare NPFPG signage / arrows etc.</li> <li>- Donation request had poor result total amount received £26.70</li> </ul>	<p>All SGM present at the event to compile a plus/ minus chart of what they thought worked well and what didn't</p> <p>Workshop facilitators to proof read their sections and highlight solutions</p> <p>KS to provide contact details</p> <p>AN to liaise with JP re database. PT to forward list of head teachers for cross referencing</p> <p>AN to send gentle follow up to market stool holders</p>
<b>Database Management:</b> <ul style="list-style-type: none"> <li>- Urgent need to train more SGM</li> </ul>	<p>JP to update on latest development. AN to liaise with JP/Nathan</p>
<b>Financial Update (JM):</b> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> part of the Grant (£7,500) has been received</li> </ul>	<p>ALL to think about plans/activities for 2015</p>

<ul style="list-style-type: none"> <li>• Training allocation (£1,000) has not been touched for 2014/15. It was suggested to put together a training for Associate Members in Parent Participation.</li> <li>• Parent Expenses have not been claimed, – in case of an underspent, funds may be withdrawn!</li> <li>• Application for the Discretionary Grant has been sent off and has since been received. Thanks were expressed to JM for putting the application together with very short lead time</li> </ul>	<p>All to provide expense claims</p> <p>CB to advise cost for laptop repair</p>
<p><b>NPFG Membership/ Policies</b> Correspondence currently says to return forms if parents would like to be involved, otherwise parents will be added to general database. PM suggested to change clause saying “contact us if you don’t want to be a member”</p> <p>SGM have returned their signed policy checklist</p>	<p>JP/AN to change</p> <p>AN to compile chart and chase outstanding SGM</p>
<p><b>Parent Representation</b> <u>Health Work Stream (KC/CB):</u></p> <p><u>Social Care working group</u></p> <p><u>Transport Focus Group (PM/KS/CB):</u> DJ and KS attended , policies with regards to post 16 mobility DLA were discussed, adverse weather plans, decisions need to be made earlier. Communication with parents have been discussed, schools are not using protocol correctly, suggestion was made for dedicated phone line. Question was raised who governs school closures. Linda Pratt no longer in post, plans for more independent travel training to help people access public transport</p>	<p>PM will chase next meeting</p> <p>KS/CB/DJ to explain ruling</p>

<p><u>High Needs Panel (JP):</u></p> <p><u>Healthwatch Advocacy Consortium (PM)</u></p> <p><u>T4S (KS):</u> Transport issues resolved, issue was related to Statement. KS updated SGM on Education Entitlement Service, in need of improvement, Alison Shipley does not manage EES, EES can only be accessed by email. Parents are encouraged to come to NPPS for support</p> <p><u>Regional :</u> Next meeting 4.12.14 in Derbyshire. AN and JM scheduled to attend. Sarah Lee, the new Regional Advisor will be introduced</p> <p><u>Carers Support Commissioning Group(LG):</u></p> <p><u>Local Offer (VC):</u></p> <p><u>EHC Transition/Transfer (AN):</u> Minutes from November meeting has been shared and is available from AN. Next meeting scheduled for 06.01.15 AN/NT to attend.</p> <p><u>Core Asset Recruitment Day</u></p>	<p>No update</p> <p>No update</p> <p>No update</p> <p>No update</p> <p>AW to feedback – any other SGM attended?</p>
<p><b>Website:</b> KS and PM cleaned up Northantspfg website and deleted all out of date information. All emails were forwarded to the enquiries email address and have been responded to in the meantime. AN in urgent need of training on new website</p>	<p>PM to continue to check info@ email and forward relevant correspondence to enquiries@ for AN to action</p> <p>AN to arrange training date with JP/Nathan in the New Year</p>

<p><b>Next NCFG Meeting Dates:</b>  Tues 20.01.15 – 9:30-12:30h  Tues 24.02.15 – 12:30-14:30h</p>	<p><b>Attention</b>  Thur 08.01.14 – 12:30 – 14:30h SGM has been changed to 20.01.15! Venue to be advised as the Bee Hive is not avail on the 20<sup>th</sup> Jan.</p>
<p><b>Guest Speaker – None this months</b></p>	<p>All SGM to forward names of people who approached NCFG for an opportunity to present to NCFG – AN to compile a list to prioritise at next meeting</p>
<p><b>Info share:</b>  Co-production DVD - LG</p>	<p>AN to contact LG to ask to forward to new SGM</p>
<p><b>NPPS Update: (Anne Wakeling)</b>  <u>NPPS Rebranding</u></p> <ul style="list-style-type: none"> <li>- As of 1. Jan 2015 NPPS will be know as IASS (Information Advice and Support Service) in Northamptonshire</li> <li>- New directive is given to support YP opposite to parents, personalisation will be key, new resource allocation, assignment of individual case workers, revised quality standards can be viewed on the IASS website, separate Governance working in partnership with NCC.</li> </ul> <p><u>Independent Support</u></p> <ul style="list-style-type: none"> <li>- Memorandum of Understanding (MOU) as well as the Referral Protocol has been signed off with Core Asset</li> <li>- 2 year funding period, focus on EHC process</li> <li>- All requests for IS should be addressed to NIASS to ensure continuity</li> <li>- Aim to increase capacity – recruitment drive, involving local organisations such as Northamptonshire Carers and Autism Concern, Low Down and Service Six as delivering partner</li> <li>- Advice Line will operate with</li> </ul>	<p>AW to forward Core Value document if avail</p> <p>AN to liaise with JP/Nathan to publish core asset docs on NCFG website and add link</p>

<p>extended cover</p> <p><u>Local Offer Portal Testing – Feedback:</u></p> <p>Launch due in December</p> <ul style="list-style-type: none"> <li>- Planned launch event co hosted with Healthwatch</li> <li>- Next portal testing event is scheduled for 18/12/14</li> <li>- Main challenge seems to be that once info is put on the system it can't be altered, no key word search facility, currently no on site feedback button</li> <li>- PT shared her experience with the system and AW will take this feedback to Kathy Forsdyke</li> </ul> <p><u>Road Show</u></p> <ul style="list-style-type: none"> <li>- Plan of Multi Agency event in the New Year including Local Offer, Healthwatch, Northamptonshire Carers and IASS Northants</li> </ul> <p><u>Parent Seminars</u> IASS Northants will be organising parent seminars around the "Transition" to EHC Plans</p>	<p>AW to advise date and timings pls</p> <p>AW to advise dates pls</p>
<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• PT shared the opportunity to present to parents at the Dyslexia Northampton AGM in March 2015</li> <li>• Issues with CBU posts on social media continue. Plan for KS/JM to meet with CBU in order to resolve misunderstandings.</li> <li>• SENCOs meet at the Inclusion Meeting (frequency?) NPFPG to make contact and see if NPFPG can present at the next event.</li> </ul>	<p>PT to advise date and timings AN to supply NPFPG flyers to PT to take to other forums</p> <p>Since KS has other priorities AN/JM will arrange meeting in the New Year.</p>

