



Steering Group Meeting

20th April 2017 - Bee Hive

9:30h - 12:30h

<p>Present: DJ, HT, AB, AN, AMC, JM, DAD, SFG, PM,</p>	
<p>Apologies: CBR, JOM, MR, VV, VC</p>	
<p>Absent:</p>	
<p>Previous Minutes: March minutes have been signed off</p>	<p>AN to liaise with NT to upload to the NPFG website</p>
<p>Events:</p> <ul style="list-style-type: none"> • <u>20:20 Vision Event March 2017 evaluation</u> <ul style="list-style-type: none"> - 3day event, 14th/22nd/30th March 2017 at the Park Inn - overall positive feedback - well organised - attendance varied - contributions good but not enough to write a strategy, further follow up opportunities will be available via Survey Monkey • <u>SEND Area Inspection Peer Review</u> <ul style="list-style-type: none"> - Other LA and PCF reps are participating in the peer review in Northants w/c 18th May 2017 - Suggested for reviewers to visit Bee Hive PfA event on ?? to engage with paren carers and YP - Parent engagement opportunity suggested at the Bee Hive • <u>SummerSENDSation 2017</u> <ul style="list-style-type: none"> - Sunday, 11th June 2017 - Northampton College - Northants Community Foundation grant application received – decision available on 5th May - Provider numbers have doubled currently at 50+ - Separate section for 16+ planned 	<p>Follow up meeting scheduled for 4th May 2017 – JM attending</p> <p>DJ to share the consultation post on the NPFG Facebook page - done</p> <p>NiT to collect names for Peer Review Inspection</p> <p>AMC to look at technical requirements for life chat</p>

<ul style="list-style-type: none"> - Free event but workshops are bookable via Eventbrite as limited spaces - Idea to offer golden raffle ticket to win donated laptop by TESCO • <u>Meet & Greet Events</u> - Need identified to repeat M&G events in the North and South of the county - Dates to be decided 	
<p>Financial Update (JM):</p> <ul style="list-style-type: none"> - £7500 grant received, working order changed this year, first new grant application, then monitoring form, paid off as application was approved within one week - additional £700 applied for from Co-op Banking – awaiting to hear - £480.00 contribution received from LA for NPFG participation in 20:20 event 	
<p>Projects: <u>Data Collection / Survey Monkey</u></p> <ul style="list-style-type: none"> • Questionnaire questions need to be discussed and uploaded onto Survey Monkey • Idea to upgrade Survey Monkey to received increased response figures for approx. £200.00 	<p>PM to look into legal implications for data collection/ storage AN to share draft survey questions at next meeting/ coms meeting</p>
<p>Communication</p> <ul style="list-style-type: none"> • Draft has been compiled for A5 poster, double sided with easy read image boxes on the reverse • Voting outstanding if photographs or PECS images will be used 	<p>The next coms meeting has been set for 24th April 9:30-12:30h when this project will be finalised</p>
<p>Website Management:</p> <ul style="list-style-type: none"> • Meet the Steering Group page planned • DJ and AB's intro have been received 	<p>ALL are encouraged to write a short introduction and why they became involved with NPFG (voluntary publication) AN to summarize the website suggestions for discussion with NaT at Web Alert</p>

<p>Next e-bulletin Mailing</p> <ul style="list-style-type: none"> • Monthly summary of activities • Short Breaks Survey Monkey 	<p>AN to summarise achievements</p>
<p>Training</p> <ul style="list-style-type: none"> • Parent Participation Training will run as soon as 10 delegates have been identified 	
<p>Future and recent NPFG representation</p> <ul style="list-style-type: none"> • Please see attached updated meeting log and parent engagement calendar 	<p>NPFG Reps to compile Feedback Form highlighting key points and action steps. AN to log key points for e-bulletin mailings</p>
<p>Short Break Survey</p> <ul style="list-style-type: none"> • No progress from previous month 	<p>AN to finalise</p>
<p>Matters Arising:</p> <ul style="list-style-type: none"> • PM stepped back as co-chair due to work commitments, AB was nominated and unilaterally voted to take over from PM. She will continue to share the chair role with DJ • DAD attended the Sensory Impairment consultation event in Kettering. Please see detailed Feedback Form for all info and actions • Data Protection law has changed • AN has been given a large roller banner FOC 	<p>AN to change contact email for PM</p> <p>AN to share event presentation when available - done KS to be invited to SGM for further update DAD to re-establish contact with NAB and serve as LINK member Schools have Disability Risk Assessments which currently does not include VI requirements – DJ to raise at next DCYPDG and obtain numbers of VI children and YP in Northants</p> <p>PM to look into storage systems AN to raise this at next regional meeting, CAF guidelines? AN to meet with AMC re data storage systems</p> <p>Red Bull to quote for new, larger banner with existing NPFG artwork</p>

<p>Guest Speaker: Mark Major, CEO Northamptonshire Carers</p> <ul style="list-style-type: none"> • Carers Strategy completed, Mark shared current document with forum • Gaps have been identified • Shortage of funding around £70.000 compared to last cycle • Commissioning currently out for tender, Northamptonshire Careres are bidding amongst others to provide the services • HD leaving NCC • Further complications as LA now in imperga due to County Council elections • More detailed Feedback Form regarding Carers Commissioning has been compiled • Northants Carers celebrating 25 years this year, lots of fund raising events planned • Latest brochure of Carers Activities shared • Separate parent carer database now available (2000 – t.b.c.) 	<p>DJ to raise disappointment with current process at DCYPDG,</p> <p>AN to write to HD to see if NPFG can be part of the decision making panel – done – request declined</p> <p>AN to share feedback form</p>
<p>Future NPFG SGM Dates: Wednesday, 10th May 2017 – C1 Thursday, 15th June 2017 – C1 Thursday, 6th July 2017 – C1</p> <p>All meetings 9:30 – 12:30h at the Bee Hive Harborough Road, Kingsthorpe Northants, NN2 8LR</p>	