



Steering Group Meeting

10<sup>th</sup> May 2017 - Bee Hive

9:30h - 12:30h

<p><b>Present:</b> DJ, AB, JM, MR, JP, AN</p>	
<p><b>Apologies:</b> VC, PM, HT, AMC, CB, SFG</p>	
<p><b>Absent:</b> VV</p>	
<p><b>Previous Minutes:</b> April minutes are still outstanding and will be signed off at the June meeting</p>	<p>AN to liaise with NT to upload to the NPF website</p>
<p><b>Events:</b></p> <ul style="list-style-type: none"> <li>• <u>20:20 Vision Event March 2017</u> <ul style="list-style-type: none"> <li>- more feedback opportunities required, Questionnaire 1 and 2 have been circulated and shared on the NPF Facebook page</li> </ul> </li> <li>• <u>SummerSENdsation 2017</u> <ul style="list-style-type: none"> <li>- Sunday, 11<sup>th</sup> June 2017</li> <li>- Northampton College</li> <li>- Community Grants received (£3150 from Northants Community Foundation and £ 750 from the Co-op Bank)</li> <li>- 60 providers signed up</li> <li>- separate over 16 section</li> <li>- no celebrity this year</li> <li>- lots of photo opportunities with volunteers in costumes</li> <li>- photographer avail to take family pics as well as photo booth</li> <li>- Ben Hallwood is capturing event for sound bite</li> </ul> </li> <li>• <u>Meet &amp; Greet Events</u> <ul style="list-style-type: none"> <li>- Need identified to repeat M&amp;G events in the North and South of the county</li> <li>- Dates to be decided</li> </ul> </li> </ul>	<p>JM to feedback from the 04/05/17 meeting</p> <p>AN to compile rota to man NPF stand with hourly slots</p>

<p><b>Parent Engagements</b></p> <ul style="list-style-type: none"> <li>• Wren Spinney PfA event (AN)</li> <li>• Bee Hive PfA event (DJ/AN)</li> <li>• NDA AGM – 13<sup>th</sup> June 2017 (AN)</li> </ul>	
<p><b>Financial Update (JM):</b></p> <ul style="list-style-type: none"> <li>- £3703.00 in bank account</li> <li>- £ 634.00 received from IASS</li> <li>- £ 750.00 received from Co-op</li> <li>- £ 480.00 to come from LA for 20:20 involvement</li> <li>- Monitoring sent off – receipt confirmed</li> <li>- Grant Application received and approved but awaiting funds, delayed by DfE due to system changes, expected 12<sup>th</sup> May 2017</li> </ul>	
<p><b>Projects:</b> <u>Data Collection / Survey Monkey</u></p> <ul style="list-style-type: none"> <li>• Questionnaire questions need to be discussed and uploaded onto Survey Monkey</li> <li>• Idea to upgrade Survey Monkey to received increased response figures for approx. £200.00</li> </ul>	<p>PM to look into legal implications for data collection/ storage AN to share draft survey questions at next meeting/ coms meeting</p>
<p><b>Ofsted / CQC Northants Inspection:</b></p> <ul style="list-style-type: none"> <li>• Call received and inspection date announced: 15<sup>th</sup>-19<sup>th</sup> May</li> <li>• Diana Choulerton – lead HMI inspector</li> <li>• Webinar for parent carers scheduled for Monday, 15<sup>th</sup> May</li> <li>• Facebook traffic very high at present</li> <li>• NCFG members to attend the face to face meeting on Tuesday, 16<sup>th</sup> at County Hall</li> <li>• DJ attending Leaders presentation and Self Evaluation meeting</li> <li>• Weekly schedule for inspectors has been received</li> <li>• Report to be expected in 6 weeks e.g. w/c 26<sup>th</sup> June</li> </ul>	<p>AN to share with NCFG members:</p> <ul style="list-style-type: none"> <li>- previous inspection reports</li> <li>- replies to recent SEND implementation surveys</li> </ul> <p>AN to compile and forward NCFG feedback summary, updated story board,</p>

<p><b>Website Management:</b></p> <ul style="list-style-type: none"> <li>• Meet the Steering Group page planned</li> <li>• DJ and AB's intro have been received</li> </ul>	<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><b>Next e-bulletin Mailing</b></p> <ul style="list-style-type: none"> <li>• Monthly summary of activities</li> <li>• Short Breaks Survey Monkey</li> </ul>	<p>AN to summarise achievements</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 high lighting the main points for e-bulletin mailings</p>
<p><b>Short Break Survey</b></p> <ul style="list-style-type: none"> <li>• Survey has been updated by JP and distributed – awaiting feedback</li> </ul>	
<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• 8<sup>th</sup> SEND survey deadline 31<sup>st</sup> May 2017</li> <li>• Transport is planning a Transport Forum in September 2017 – date t.b.a. NPFG to participate with market stall</li> </ul>	<p>AN to mail meeting invitation to SGM to meet on Tuesday, 23<sup>rd</sup> May for survey &amp; snack meeting at the Bee Hive. DJ to bring laptop with dongle LA discussion meeting Wednesday, 24<sup>th</sup> May 2017 - survey submitted</p>
<p><b>IASS Update: (Nikki Taylor)</b></p> <ul style="list-style-type: none"> <li>• Ofsted/CQC inspection</li> <li>- Busy sharing information and encouraging parent carers to participate in the webinar</li> <li>- Meeting times not inclusive</li> <li>- IASS is unable to open link via their systems</li> <li>- NT will share latest IASS annual report in preparation to inspection meeting</li> <li>• In House:</li> <li>- New administrator hired, starting</li> </ul>	<p>AN to share with all NPFG reps attending IASS inspection meeting - done</p>

<p>15<sup>th</sup> May 2017</p> <ul style="list-style-type: none"> <li>- Move to Angel Square imminent but may be temporary as LH is looking into finding separate location. There seems to be a 50:50 split to where independent support sits – separate or within the LA’s buildings.</li> <li>- Anne Wakeling’s contract is coming to an end 06/17 but there may be a possibility of extension. NT will continue with cover</li> <li>- Work load high, schools are recommending to parents to request EHCPs, challenge with LA refusing to access, tribunal numbers going up</li> <li>- Numbers of exclusions going up (Nationally and in Northants)</li> <li>- Plan to work with IASS into looking at SEND amongst Young Offenders</li> </ul>	<p>AN to repost on Facebook</p>
<p><b>Future NPFG SGM Dates:</b>  Thursday, 15<sup>th</sup> June 2017 – C1  Thursday, 6<sup>th</sup> July 2017 – C1</p> <p>All meetings 9:30 – 12:30h  at the Bee Hive  Harborough Road, Kingsthorpe  Northants, NN2 8LR</p>	