



Steering Group Meeting

15th June 2017 - Bee Hive

9:30h - 12:30h

<p>Present: DJ, JM, KS, MR, HT, AN</p>	<p>KS was (re)-introduced – good to have you back!</p>
<p>Apologies: VC, PM, JP, AB, COB, AMC, SFG</p>	
<p>Absent:</p>	
<p>Previous Minutes: April and May minutes have been signed off</p>	<p>AN to liaise with NT to upload to the NPFG website - done</p>
<p>Events:</p> <ul style="list-style-type: none"> • <u>SummerSENDSation 2017 – post event evaluation:</u> <ul style="list-style-type: none"> - Biggest SEND event in the county, 730 attendees, 75 providers - After summer holidays official debrief meeting - Some funds left over - All activities provided worked really well – lots of new experiences - Feedback form successful, prize draw on 15th June at Shooting Stars meeting - Northampton College worked brilliantly as venue - Northampton Community Foundation Grant Monitoring due first week of August - “What difference did the grant make to the beneficiaries? - Sound bite fab – Kier omitted from sponsor list – to be added - Julia to send list of publication channels for future events - Age ration exercise did not work - Call for annual repeat?? - Jo A – prizewinner - 60 people returned questionnaire - Feedback will be analysed at post event evaluation meeting 	<p>AN to write statement of family experience - done</p> <p>All participants to submit a sentence or two for Monitoring document</p>

<ul style="list-style-type: none"> • <u>20:20 Vision</u> - 15/06/17 next SEND Leads meeting - feedback good but not enough substance to draft the strategy, strategy needs to be done by 9th July • <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>Parent Engagements</p> <ul style="list-style-type: none"> • Daventry Hill School (AN) • Fernie Fields Sports Day (AMC) • High Five Kettering (AN) • Inclusion Network Meeting Kettering (AN) • Inclusion Network Meeting, Northampton (PM) 	<p>PM had to cancel participation</p>
<p>Financial Update (JM):</p> <ul style="list-style-type: none"> - £12.000 balance at present - first £ 7500 needs to be spent by end of September - website fees to be included in first part of the grant - Northants hosting EMRN meeting in September - Possibility to using Discretionary Grant for NPFG logo-ed Poloshirts 	<p>AN to research venue locations/ quotes</p> <p>AN to obtain quotes (2XL, 10L, 10M)</p>
<p>Projects:</p> <p><u>Data Collection / Survey Monkey</u></p> <ul style="list-style-type: none"> • JP draft on Survey Monkey to be reviewed • 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</p> <p>DJ to attend training on new data legislation end of August and feedback</p> <p>DJ to invite Rachel Sansome to next September NPFG meeting</p>

<p>Website Management:</p> <ul style="list-style-type: none"> • Project still pending 	<p>AN to summarize website enhancement and liaise with NT in the summer holidays</p>
<p>Next e-bulletin Mailing</p> <ul style="list-style-type: none"> • Ofsted / CQC report • Monthly summary of activities • Short Breaks Survey Monkey 	<p>AN to summarise achievements</p>
<p>Future and past NCFG Representation</p> <ul style="list-style-type: none"> • Please see attached updated overview of representation. 	<p>NCFG Reps to compile outstanding feedback forms high lighting the main points for e-bulletin mailings</p>
<p>Guest Speaker: Esther Stimpson – Healthwatch Officer</p> <ul style="list-style-type: none"> - Statutory funded through National Government and Local Government to provide feedback from service providers from Health and Social Care - Report to CQC - Annual report (April 2015-March 2016) shared as hard copy - Next annual report (April 16 – March 2017) will be available as PDF download only due to cost - New parent survey findings seeking 9000 view will be available shortly - Working on focus group for babies under 1 year of age - Involved in ASD project with 1:1 interviews - Healthwatch is part of the Young Healthy Mind Partnership Board and the ASD subgroup – last meeting was Oct 2016. Work on Autism Strategy required - SummerSENdsation exercise: How did you feel the last time you visited the doctor, dentist, hospital? This was addressed to children and YP but parents were talking over children/YP, placing words in their mouths and making assumptions – danger! - KGH review at Skylark Ward, not many activities for the over 6 	<p>JM to follow up on next date</p>

<ul style="list-style-type: none"> - CQC requesting reports with Nene and Corby CCG to give feedback <p>In House:</p> <ul style="list-style-type: none"> - Team of 7: Kate Holt – CEO, Jo Spencerley, Sonia Bray and Esther Stimpson are all Healthwatch Officers with Esther’s focus on Family, Children and YP engagement plus 3 support staff 	
<p>IASS Update: (Nikki Taylor)</p> <ul style="list-style-type: none"> - Moved to Angel Square, great premises and amenities but “hot desking” amongst other things not working. Open telephone conversations are affecting the service delivery. Confidentiality and Impartiality are in question - to be discussed at next governance meeting on 24th June - NIT attended the Senel Conference, passport to employment idea was shared - Goodwill Solutions are working with ex offenders to secure work, similar work to Olympus who have currently 150 companies on their books - Meeting with NAS 	<p>AN to share with all NPFPG reps attending IASS inspection meeting - done</p> <p>NiT to forward documents to AN - done</p> <p>AN to distribute – done</p> <p>NIT to forward LSE (Learning Skills & Education) structure when available</p>
<p>Future NPFPG SGM Dates: Thursday, 13th July 2017 – C1 Thursday, 7th September 2017 – C1 Thursday, 5th October 2017 – C1 Thursday, 9th November 2017 – C1 Thursday, 7th December 2017 – C1</p> <p>All meetings 9:30 – 12:30h at the Bee Hive Harborough Road, Kingsthorpe Northants, NN2 8LR</p>	