


**CaPa Participation Group  
Steering Group Meeting  
Monday 6<sup>th</sup> November 2017 12-2pm**

ITEM	DISCUSSION	ACTION
Introductions	Attendees: Ashley (chair), Charlie, Jane, Carrie and Sam (mins) Apologies: Mo, Paula, Tina	
Last meeting	Minutes reviewed and agreed. No outstanding matters.	
Meetings coming up	<ul style="list-style-type: none"> <li>- 'Generating Income after end of grants – Eastern region' meeting postponed until new year.</li> <li>- Contact/NNPCF AGM 27<sup>th</sup>/28<sup>th</sup> November in Manchester. Mo and Ash to attend as parent reps. Tickets booked but accommodation still to be arranged. Ashley to check with Mo that they are still ok to attend.</li> <li>- Local Offer Peer Review workshop 29<sup>th</sup> November in Stevenage – due to location nobody available to attend.</li> <li>- Thurrock SEND conference 19<sup>th</sup> March 2018 provisional date</li> <li>- SEND Inclusion Meeting 7<sup>th</sup> December at Beacon Hill Academy – Ashley and Jane to attend as parent reps.</li> <li>- Thurrock Sensory Service Conference 18<sup>th</sup> December Stanford Le Hope Primary – Jane, Tina and Paula to attend.</li> </ul>	Ashley      Sam to confirm attendees
Support Groups Feedback	Treetops Forum still to be re-started after Janet moved. Charlie will be picking this up after Christmas. Carrie to look at attending the ADHD support group in Tilbury after Christmas. Link group will be reducing to once a month. Sam to find out if Nikki is still attending Panel.	Sam
Eastern Region Meeting Feedback	Sam went through the minutes from the latest Eastern Region Meeting. There was an informative session with Heather Yaxley from Ofsted and Charlie Palmer from DfE. Sam also covered the Contact rebrand and advised about the new parent booklet available to parent carers direct from them. Next meeting in February 2018. Minutes attached.  ERPCF minutes 2017.9.28 Sep (2).doc	
Transforming Care Meeting Feedback	Ashley attended as parent rep however it is aimed at adults with most of the funding coming from NHS England. Ashley met recently with Simon Dickinson and Clare Moore about the Thurrock Autism Pathway and is now waiting for another date to meet – Charlie will attend the	

	next meeting with Ashley.	
Latest DfE survey	The group gave feedback for the latest DfE survey which Sam will enter online. There were some questions which we do not have information about and Ashley requested Sam to email Malcolm about these.	SF
Autism Action Group	Meeting being held at Medina Road on 15 <sup>th</sup> November to put together a Market Position Statement. Ashley to attend.	
Any other business	Ashley asked Sam to sign off emails from herself as Chair (rather than from Sam as Admin) to maximise their impact especially emails to Malcolm.	Sam
Next Steering Group Meeting	Sam to email on FB group to sort out Xmas get together and next steering group meeting.	SF