

KPCF Steering Committee Meeting Minutes (26/05/21)

Date of meeting: 26 May, 2021, 9:00 pm

Present:

Agnieska Czerwinska (AC)
Beverley Pass (BP) - Chair
Christine Flowers (CF)
Claudia Isaby (CI)
Noreen Ahmad (NA)
Rosy Farzana Ahmad (RA)
Tom Barkan (TB) - Minute Taker

Apologies:

Rob Harris (RH)
Kelly J (KJ)

Purpose:

Fortnightly steering committee meeting to share updates and discuss key goals.

Actions:

No outstanding actions.

1. Review of last minutes

TB confirmed that the last minutes have been updated and will be posted on the website once they have been reviewed.

2. Review of RBK / CCG/ AFC Meeting

BP recapped the KPCF's meeting with AFC, and highlighted how it was a good opportunity for the KPCF and AFC to lay the foundations for their working relationship going forward.

BP confirmed that AFC's Ashley Whittaker has sent through a proposed job description for the new parent participation officer at AFC. BP mentioned that although she agrees with the premise of the new parent participation officer, she plans on sending Ashley a few amendments, which include that the full-time role proposed by AFC should be changed to two part-time roles, one for Kingston, and one for Richmond. BP added that she is also in the process of rewriting the job description to ensure that it is more inclusive and accessible - particularly for parents - and omits the need for unnecessary qualifications such as university degrees.

3. Short Breaks Review

BP mentioned that the data from the KPCF's recent short breaks survey needs to be sent to AFC, so that it can be added to AFC's report before the short-breaks consultation ends. BP

highlighted that this is the KPCF's chance to provide a different perspective, which will add to the survey already conducted by AFC.

BP also mentioned that the survey should show what the actual options are for people who are not already accessing short breaks, not just a review of the options that are available.

TB agreed to send the survey results and analysis to the steering group, before they are added to a report and sent off to AFC.

4. Sleep Wise

TB confirmed that the KPCF will be hosting the second Sleep Wise event in partnership with Jan Jenner from Hunrosa tomorrow. NA agreed to introduce the KPCF and the workshop at the start of the event, and TB agreed to facilitate the questions at the end.

5. Finance Update

BP mentioned that AFC have offered the KPCF a monetary grant, which is an entirely separate funding stream from the grant the KPCF receives from Contact. BP added that as part of the grant, AFC would like to have a strategic meeting with BP and at least one other steering committee member once a month.

BP also mentioned that she is exploring ways for some of the steering committee members, particularly those who are putting a lot of work into the KPCF, to be remunerated for their time. BP added that one solution may be for funds to be allocated to specific projects - the number of required working hours to complete the project, and the subsequent financial capabilities of the KPCF to undertake it, could be measured before starting a project. BP also added that funds are likely to be allocated to projects where co-production with AFC is present, and that a certain amount of co-production with AFC's new parent participation officer is to be expected.

6. AOB

BP mentioned that she will unfortunately be unable to attend the quarterly partnership board meeting tomorrow.

The meeting concluded at 22:02.