contact
For families with disabled children

National Network of Parent Carer forums
‘Our Strength Is Our Shared Experience’
Welcome

Welcome to this Contact Webinar

If there is a technical hitch, please do bear with us

Those of you joining by pc, laptop, tablet or smartphone should now be able to see this introduction slide
Timings and Questions

As there are so many attendees, it is not practical for verbal questions to be taken, therefore you will all remain ‘muted’ throughout.

If at any point you have questions, please use the question icon on your GoToWebinar tool bar on your screen.

• This will allow you to type your question in to the text box and submit this to the Webinar administrator.

• I will select as many relevant questions to answer as time allows, if similar questions are received I will condense these where possible.
Q & A

• Further relevant questions, not covered in the time allowed, will be answered and posted on the Contact website along with the recording of this Webinar, details of which will be circulated next week.

• At the end of the Webinar a short questionnaire will launch, please take the time to complete this as this will assist with future online training events.
NNPCF strategy
Putting our members at the heart of everything we do

Webinar 2: Our organisational strategy
The future is uncertain.

Since February, we have been thinking a great deal about the future of the NNPCF. Through a series of workshops between March and July we have looked to create a clear strategy for the next five years.

Burying our heads in the sand is not an option.

We’ve been listening, looking and learning...

We have been working with our membership and our stakeholders to co-produce our strategy with you.

...and we want your participation in what happens next

NNPCF steering group members have been keeping the regions up to date on our work. This webinar summarises what we have done and what happens next.
Contents

- Why do we need to review our strategy?
- Recap of our vision and mission, objectives and priorities
- Our organisation structure
  - Where are we now?
  - Should we be a separate organisation?
  - What sort of organisation should we be?
- What happens next?
An overview of our strategy

- **Vision and Mission**: This describes what we do, who we do it for, how we do it and why.
- **Objectives and Priorities**: These two items were covered in our first strategy webinar on 14th September. We will provide a summary today.
- **Organisation structure**: We are covering this today.

**Our members**

This describes what we are going to change and the work we are going to do to make our vision and mission a reality.
Why do we need to review our strategy?

We need to plan ahead for what happens next

- The implementation phase of the Children and Families Act has dominated our work since September 2014 (and before). With the end of this phase in March 2018 we felt this was a good time to review what we are here to do.
Why do we need to review our strategy?

You told us to!

- Feedback from our members and our stakeholders has told us that they want the NNPCF to have a sharper focus - we need to be able to explain more clearly the work we do and why we are doing it.
Our vision and mission, objectives and priorities

What we do, how we do it, who we do it for and why we do it.
Vision and mission: How did we do this work?

Co-production: our review starts and finishes with you, our members

1. Survey
   • Your aims and objectives
   • Talking to you

2. Drafted a vision and mission document
   • Workshop 1 - 2 March

3. Reviewed this with our members

4. Re-drafted to reflect your comments

5. To be formally adopted by vote at our conference
Our revised vision and mission

The National Network of Parent Carer Forums (NNPCF) is the independent national voice of parent carer forums.

**Our mission** is to deliver better outcomes for families living with special educational needs and disabilities (SEND). We aim to:

- create a culture of participation and co-production across the education, health, social care and the voluntary sectors. This means that we are involved in all aspects of designing, commissioning, delivering and reviewing services as an equal partner.
- empower our members to ensure that their voices are heard at a local, regional and national level
- inspire our partners by sharing good practice and knowledge.

**Our vision** is for the best possible opportunities and futures for all children and young people with SEND and their families.
Objectives and priorities: How did we do this work?

Co-production: our review starts and finishes with you, our members

1. Conference feedback
   - SEND survey
   - Regional meetings

2. Drafted a set of objectives and priorities

3. Shared this with our members and stakeholders

4. Re-drafted to reflect your comments
   - Created our “Talking Points”

5. To be reviewed in workshops at our conference
Our objectives and priorities

1. Co-production
   - Education Health and Care Plans
   - Preparing for Adulthood
   - SEN support (including exclusions)
   - Joint commissioning
   - Local area inspections
   - Short breaks
   - CAMHS
   - Engagement with Health partners

2. Effective implementation of key policies and legislation

3. Building the capability, capacity and sustainability of parent carer forums
Our organisation structure

What legal structure best enables us to deliver our vision, mission, objectives and priorities?
Our legal structure is simply the vehicle for us to deliver our vision, mission objectives and priorities.

We must decide what these are first and then chose the right organisation structure

NOT the other way around
Keeping perspective

Our legal structure is not a critical part of what we do:

- It’s not an objective in its own right
- Changing our legal structure does not help a single young person

So, we should only change our legal structure if there are compelling reasons to do so.
The evolution of the NNPCF

- **2008** The official start of parent carer forums and participation
- **2013** The NNPCF becomes a formally constituted group
- **2014** NNPCF membership stands at 55,000 and the Children and Families Act becomes our overwhelming focus
- **2017** NNPCF membership now over 80,000
- **2018+** The end of the implementation period for the Children and Families Act and a new chapter for parent participation

The mists of time
Local parent groups start self-organizing into proto-forums
The current situation

- At the moment, the NNPCF is a “constituted group”. This means that we have a constitution that governs what can and cannot do and sets out how we make decisions.
- Our current constitution was adopted by our AGM in 2013
- This means that the NNPCF is not a separate “legal entity”. A legal entity is an organisation that exists in the eyes of the law and can enter into legal and contractual arrangements.
- Therefore, the NNPCF is dependent upon Contact (previously Contact A Family) as the contract holder from the Department for Education and our host charity for all of our legal undertakings.
The current situation

The Department for Education have a contract with Contact to deliver strategic participation services for parents and carers.

Legally, the NNPCF operates as a part of Contact.
Do we need to be a separate legal entity? The case for

The NNPCF is the independent voice of parent carer forums.

Our key stakeholders regard us as an independent organisation.

Our legal structure doesn’t reflect this.

HMRC guidance indicates that key NNPCF steering group members are going to be required to be employees going forward.

We need to be a separate legal entity to employ people.

Being an independent organisation would give us more control about who we do business with and how we do business with them. Currently, we are part of a contract awarded by the DfE and legally we have little control over who runs that contract and how they chose to do it.
Do we need to be a separate legal entity? The case against

There is an extra administrative burden to being independent.Currently, Contact provide us with much of our administrative support such as bank accounts, accounting, HR and audit. We would have to manage and pay for this ourselves.

There is a risk that the extra effort of being independent will distract the NNPCF from our core purpose - being the voice of parent carer forums and working to improve the lives of our children.
Our recommendation

The NNPCF steering group recommends that we should set up as a separate legal entity.

The requirement for key NNPCF steering group members to be employees means we must have legal entity that can enter into employment contracts.

We understand the associated burdens and risks and believe they can be managed and mitigated.
What sort of legal entity should we be?

- We considered two types of legal entity:

Charitable Incorporated Organisation (CIO)

Vs

Community Interest Company (CIC)
Charitable Incorporated Organisation

- A charity that is governed by the Charity Act and is regulated by the charity commission.
- It has limited liability.
- It must deliver a charitable purpose and there are constraints on certain activities most notably campaigning and lobbying.
- It is run by trustees who cannot be paid for their work as trustees.
- It can access charitable funding and there are some tax benefits.

A Community Interest Company

- A company that is governed by the Companies Act and is regulated by Companies House.
- It has limited liability.
- It must pass a community interest test which means that it cannot operate for financial advantage, the benefit of employees or political purposes.
- It is run by directors who can be paid for their work as directors.
- It can access different sources of funding such as issuing share capital.
Our recommendation

The NNPCF steering group recommends that we should set up as a Community Interest Company.

We feel it is critical the people who run the NNPCF are parent carers drawn from our membership with close links to the regions.

We believe they should be paid for their time and effort, otherwise the NNPCF risks becoming elitist. CIC directors can be paid. Charity trustees cannot.
What happens next?
How do we agree these changes and how do we implement them?
How should we think about this and our relationship with Contact?

Divorce?

Leaving home?
What might this look like in the short term?

The Department for Education will have a contract with Contact to deliver strategic participation.

We would either be a subsidiary of Contact or have a sub-contract with them.

We will NOT have a contract directly from DfE.
How do we implement?

- Our vision and mission state **what** we want to achieve, what the NNPCF is here for - *this is set by our membership*

- Our **strategy** is **how** we want to achieve our vision and mission in this current environment - *set by our membership*

- A **business plan** describes the practical things an organisation will do to deliver the strategy - *implemented by the NNPCF steering group*

- This can be either day to day **operations** or **projects** to deliver change. We will set a budget to enable this - *run by the steering group*

- We have metrics or KPIs to track operations and project reporting to track change - *reported to our membership*
Voting on our strategy

- We are going to ask all forums to vote on key elements of our strategy prior to our conference and AGM on the 27th and 28th November.
- There are five motions and each forum will have one vote to cast on each motion.
- Voting is open from 19th of October until the 18th of November.
- Votes will take place electronically.
- We believe this is the most democratic way of voting because it allows everyone, including forums that cannot attend the conference, to have their say.
- It is vital that you engage your members in this decision.
Motion 1: Our Vision and Mission

1. Does your parent carer forum approve the adoption of the following wording as the new vision and mission for the NNPCF?

The National Network of Parent Carer Forums (NNPCF) is the independent national voice of parent carer forums.

**Our mission** is to deliver better outcomes for families living with special educational needs and disabilities (SEND). We aim to:

- create a culture of participation and co-production across the education, health, social care and the voluntary sectors. This means that we are involved in all aspects of designing, commissioning, delivering and reviewing services as an equal partner.
- empower our members to ensure that their voices are heard at a local, regional and national level
- inspire our partners by sharing good practice and knowledge.

**Our vision** is for the best possible opportunities and futures for all children and young people with SEND and their families.
Motions 2, 3, 4 & 5
Do we want to set up a CIC and authorising the NNPCF steering group to do this

2. Does your parent carer forum agree that the NNPCF should set up a new Community Interest Company (CIC)?

3. Does your parent carer forum agree the NNPCF should transfer its operations to the new CIC?

4. Does your parent carer forum authorise the NNPCF Steering Group to set up a CIC?

5. Does your parent carer forum authorise the NNPCF Steering Group to transfer operations of the NNPCF to the new CIC?
At our AGM on the 27th of November, we are going to be holding a series of workshops to develop our strategy in a number of key areas.

Between 18th September and 15th October, we asked our membership to vote on those topics that they felt were the most important.

The topics that got the most votes were:

- SEN Support
- Preparing for Adulthood
- Capacity and sustainability of forums
- Transport

We will run 45 minute focus groups on each of these to gather your experiences, translate these into our key national messages and agree what we will do to change things.
Implementing our strategy

Once our AGM has agreed a strategy for the NNPCF the steering group will:

- Create an 2 year business plan to implement the strategy. This will include:
  - Our key positions and policies and how we will co-produce to deliver change
  - How we will participate with our members
  - How we will communicate with members and stakeholders
  - A budget

- We will also create the metrics, key performance indicators and project reporting to make sure we stay on track. We will share these with our membership and stakeholders.
“This is not the end. This is not even the beginning of the end. But it is perhaps, the end of the beginning.”

There’s still a lot to do and we need your help to do it.
Parent-carer participation and the NNPCF have come a long way.

However, we all know that there is still a huge amount that we need to do.

In co-production with our membership, we have created a strategy that prepares the NNPCF for the next phase in it’s development that will:

- Articulate a clear vision and mission
- Deliver agreed objectives and priorities that will benefit children and young people with SEND and their families
- Create an organisational structure that enables and supports this

“The end of the beginning”
Our journey starts and ends with our membership

Through looking at your governance documents, surveys, conference feedback, regional meetings and surveys we have co-produced our strategy with our membership.

We have shared our progress with you and incorporated your excellent feedback.

And our membership has the final say on our strategy:

Make sure your forum votes on the AGM motions. Voting is open from today until the 18th November. Details will be sent out by e-mail, facebook and on the website.

Here is the link to vote:

https://fame.op-online.co.uk/q.asp?sid=461&k=jboehzwcfi

Please come to our conference and AGM on the 27th and 28th of November to shape our policy and positions on the areas that are most important to you.
Thank you and Questions
Thank You!

• Thank you for attending with us today
• A short questionnaire will launch at the end of this webinar
• Please take the time to complete this - it will help us plan future online training events including other topics you would like to see
• The recording of this Webinar, presentation and questions will be on the parent participation Resources page of Contact’s website next week - an email confirming this will be sent to you once this is available