







Commissioning Group – ACTION NOTES

Present	Charlie Barker (Co- Chair Regional Task Force) – Acting Chair for Anne Williams Tony McDermott (Family Forum) Denise Allen (Family Forum, Co - Chair Regional Task Force) Lynn James-Jenkinson (Director NWTDT)	Apologies	Anne Williams (Chair, Salford ADSS) Ibrar Riaz (Self- Advocate Steering Group) Gary Hargreaves (Self- Advocate Steering Group) Julia Erskine (Family Forum) Julie Nickisson (Greater Manchester) Gerry Flanagan (Cheshire/ Merseyside) Sandy Bering (Cheshire/ Merseyside) Nick Morey (Greater Manchester) Vernon Watson (Lancashire/ Cumbria)	Date: 03.11.06
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Dave Spencer (Valuing People/ CSIP)
Paddy Burke (Self-Advocate Steering Group, Co- Chair Regional Task Force)

ISSUE	ACTION	WHO	WHEN
Minutes last meeting	Minutes accepted as a true record		
Matters Arising	Lynn has written to the Directors of Children's services.	Lynn 	
Business Management Action Plan (Lynn JJ)  	<u>Commissioning Group/ Advisory Group –</u> Given the poor attendance at this meeting it was agreed that any decisions requiring attention prior to January 2007 would be made at the Chair's discretion.  <u>Budget</u> – Lynn is meeting again with Salford finance department prior to Christmas. A number of regional events have been cancelled or postponed as a		

	<p>result of lack of numbers. This has had some effect on the budget projections but is not an issue for concern at present. Lynn felt the team we still on target to achieve the financial targets which had been agreed.</p> <p>Subscriptions – Service Level Agreements still outstanding from</p> <p style="padding-left: 40px;">North and South Trafford PCT's – with Jim Campbell Stockport PCT and Local Authority – with Janet Pearson Oldham PCT – with Terry Hevicon-Holland Ellesmere Port and West Cheshire PCT's – with Helen Garry</p> <p>All in the process of being signed. Lynn to chase and report to next meeting.</p> <p>Lynn has contacted Lead Officers regarding outstanding subscriptions and is awaiting an update from Salford and Ashton, Leigh and Wigan PCT.</p>	<p>Lynn</p> 	<p>Update next meeting 24.01.07</p>
<p>Inclusion Action Plan (Lynn JJ)</p>	 <p>Regional Task Force –</p>		



2006/2007 Regional Task Force dates - 15th December.










15th September meeting concentrated on the self-advocate priority 'give us a job and pay us the same'. A Regional Charter was developed which is now being taken to the Regional Health and Social Care Leads meeting in November. Dave Spencer is looking at how this can be linked through CSIP to initiatives @ NIMHE. A copy of the signed Charter is available on www.nwtdt.com or from Sue Canavan at Sue.Canavan@nwtdt.com.









The December Regional Task Force meeting will concentrate on developing a self-assessment tool for Partnership Boards.

Lynn was asked to check Regional responses to the letter sent to Partnership Boards by the Regional Task Force 21.07.06 and report back to Charlie this week to agree next steps. Feedback from Partnership Boards to be brought to the December meeting.



National Forum - Ibrar was not available to

	<p>feedback.</p>  <p><u>Self Advocates</u> – see report – www.nwtdt.com</p>  <p>Family Forum</p>    <p>Caroline Phil and Lynne, Family Forum reps have arranged to meet to with Phil to develop communication plans etc.</p>		
<p>Activity Action Plan</p>  	 <p>Update report to be provided at all Commissioning Group meetings to be circulated to all stakeholders.</p> <p>HEALTH – Janet Cobb will write to health leads in all areas to review the use of Health Action Plans and to</p>	<p><u>ALL</u> Lynn</p> 	<p><u>NEXT</u> <u>REPORTS</u> <u>TO LYNN</u> <u>NO LATER</u> <u>THAN 1st</u> <u>December</u></p>

	request information about good practise in relation to health action planning. Due to PCT reconfiguration it has been difficult making contact with Health Leads etc. Janet will present her report to the Commissioning Group meeting now in April 2007	Janet 	Feedback outcomes to April 2007
NWTDT – update report June 2005  	Recommendations accepted. Report to be circulated to Self-Advocate Steering Group, Family Forum, Lead Officers and Task Force by Lynn. Exerts to also be included in the Newsletter Report available on the NWTDT website under Commissioning Group 3.11.6	Lynn 	At next available opportunity
Valuing People after 2006  	Dave was unavailable at the meeting due to having been asked to attend the conference in Oldham which Ivan Lewis was speaking at.	Dave 	Update next meeting 24.01.07
Any Other Business	Commissioning Group meetings for 2006/2007 have been set as follows – 24th January, 1pm Crompton House Lynn has asked a social marketing company to assist with how the NWTDT is seen locally and regionally. Lynn will arrange a presentation of their ideas for the	Lynn 	24.01.07

	next Commissioning Group meeting in January.		
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Next Meeting - 24th January 2007, 1pm at Crompton House



Anne will be chairing the meeting.

Proposed agenda

1. Attending
2. Apologies
3. Minutes of last meeting
4. Matters Arising

5. NWTDT – update report



- Lynn JJ



6. NWTDT – Budget Report



- Lynn JJ



7. Regional Task Force Report



- Charlie



8. National Forum Report



Ibrar Riaz

9. Valuing People after 2006



- Dave Spencer

10. Marketing Presentation – VOISE – Cath Titherington

11. Any Other Business

Dates of next meeting – Dates for 2007/2008 to be agreed for Commissioning Group for April/ July/ October/January 2008.

Dates for 2007/2008 to be agreed for Regional Task Force for March/ June/ September/ December and March 2008.