






Commissioning Group – ACTION NOTES

Present	Anne Williams (Chair, Salford ADSS) Ibrar Riaz (Self-Advocate Steering Group) Tony McDermott (Family Forum) Charlie Barker (Co- Chair Regional Task Force) Nick Morey (Greater Manchester) Vernon Watson (Lancashire/ Cumbria) Dave Spencer (Valuing People/ CSIP) Denise Allen (Family Forum, Co - Chair Regional Task Force)	Apologies	Gary Hargreaves (Self- Advocate Steering Group) Julia Erskine (Family Forum) Julie Nickisson (Greater Manchester) Gerry Flanagan (Cheshire/ Merseyside) Sandy Bering (Cheshire/ Merseyside)	Date: 18.08.06
	Lynn James-Jenkinson (Director NWTDT)	Not in attendance	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	Work with Children's services – Lynn, Anne and Charlie meeting later today to finalise letter to Directors of Children's Services. Lynn to circulate and copy to Commissioning Group Members.	Lynn 	Before next meeting
Business Management Action Plan (Lynn JJ)  	<p><u>Commissioning Group/ Advisory Group</u> –</p>  <p><u>Team</u> – Dene Donalds was recruited to work with NWTDT to take a strategic lead @ workforce development issues. Lynn circulated a short biography to the Commissioning Group and thanks Nick, Tony and Ibrar for helping interview candidates. Dene will start on the 11th September.</p>  <p><u>Budget</u> – Lynn gave a report. 2006/2007 – Lynn has met with Keith Darragh who is happy with the progress made. At this point last year we had a potential 70k overspend on top of the 84k surplus to balance sheet and ended the year almost balancing</p>		

the budget. This year we are heading for a +40k surplus to balance sheet which means we are on target to refund 50% of the overspend to Salford as agreed.

Subscriptions – Service Level Agreements still outstanding from

- Bury PCT and Local Authority – with Nick Morey
- North and South Trafford PCT's – with Jim Campbell
- Stockport PCT and Local Authority – with Janet Pearson
- Central and East Cheshire PCT's – with Mary Kirkham
- Oldham PCT – with Terry Hevicon-Holland
- Ellesmere Port and West Cheshire PCT's – with Helen Garry






All in the process of being signed. Lynn to chase and report to next meeting.

Lynn to email Lead Officers with regard to outstanding subscription invoices for this financial year and report back next time.

Lynn



Update next meeting
3.11.6

	 <p><u>Communication</u> - Latest newsletter has been distributed.</p>		
<p>Inclusion Action Plan (Lynn JJ)</p>  	 <p><u>Regional Task Force</u> - 2006/2007 Regional Task Force dates - 3th September, 15th December.</p> <p>3rd July – the theme was about the support for self-advocates and families to attend meetings. The Task Force has written to all Partnership Boards to ask about how they support people to attend meetings. Lynn to circulate a copy of the letter with the notes from today.</p> <p>13th September – the theme will concentrate on the self-advocate priority ‘give us a job and pay us the same’.</p>	<p>Lynn</p> 	<p>With the notes from today</p>

Ibrar, Tony, Denise and Dave agreed to meet with Lynn to plan a piece of work to ask Partnership Boards to self-assess progress and to develop stronger links with the Task Force. This is to include – who is invited/ attends, how LDDF has been spent, whether the Partnership Board controls the Learning Disability Budget (devolved powers)



National Forum -

Ibrar reported that there have been no meetings since last time. The next meeting is on 5th and 6th September.



Providers – Lynn and Dave are looking at how we might better link with Providers. Possibly through the In Control provider development network.



Self Advocates – Lead Officers have been asked to take note of the 3 big issues identified by the

Lynn



Arrange before next meeting.

Regional Conference this year as a result sub regional Lead Officers meetings have included some discussion time about the 3 big issues and the November Regional Lead Officers Group will concentrate on 'give us a job and pay us the same'.

Ibrar invited Anne, Charlie, Dave and Denise to the last day of next years Regional Self-Advocates conference on behalf of the Steering Group. All accepted the invitation for 2 February 2007 at Pontins Blackpool. Ibrar to give more details nearer the time.



Family Forum



Caroline



Phil and



Lynne,

Phil arranged a meeting of the Family Forum representatives to discuss how to better support families across the Region and are developing a plan to do this. Tony and Denise will report back to future meetings.

Ibrar



When information is ready.



Phil

Activity Action Plan



Update report to be provided at all Commissioning Group meetings to be circulated to all stakeholders.

HEALTH – Janet Cobb will write to health leads in all areas to review the use of Health Action Plans and to request information about good practise in relation to health action planning. This letter will go out from the Commissioning Group and the Valuing People Regional Lead Officer. Janet will do this once the PCT reconfiguration has ‘settled’

Lynn and Dave will draft a letter to go to Professional Executive Committees, Chairs of Partnership Boards, Directors of Adults and Children’s services, PCT CEX’s, Public Health bodies and Rob Grieg to raise the profile of access to health care and people with a Learning Disability, the issues affecting children and adults

ALL
Lynn



Janet



Lynn



Dave











Anne

NEXT
REPORTS
TO LYNN
NO LATER
THAN 1st
December

Feedback outcomes to 24th January meeting

Letter to come to next meeting 3.11.6

	<p>Anne will ask Dave Clemmett to forward a copy of the Health report done in Salford to circulate to the Commissioning Group and with the letter referred to above.</p>	 Lynn 	
<p>NWTDT – update report June 2005</p>  	<p>Recommendations accepted.</p> <p>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</p> <p>Report available on the NWTDT website under Commissioning Group 18.8.6.</p>	<p>Lynn</p> 	<p>At next available opportunity</p>
<p>Valuing People after 2006</p>  	<p>Dave Spencer has been appointed as the new Regional Advisor and was welcomed to the Commissioning Group in his new capacity.</p> <p>Dave and Julie will ensure the Service Level Agreement with CSIP is complete.</p>	<p>Dave</p> 	<p>Update next meeting 3.11.6</p>
<p>Any Other Business</p>	<p>Lynn to send a list of Commissioning Group members</p>		

	email/ contacts with the notes. Commissioning Group meetings for 2006/2007 have been set as follows – <u>3rd November. 10.30am Crompton House – NOTE</u> <u>CHANGE OF DATE AND TIME</u> 24 th January, 1pm Crompton House		
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Next Meeting – 3rd November. 10.30am Crompton House – PLEASE NOTE TIME OF MEETING IS EARLIER THAN USUAL.



Anne will be on annual leave and



Charlie 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



IbrarRiaz

9. Valuing People after 2006



– Dave Spencer

10. Any Other Business

Date of ne meeting – 24th January, 1pm Crompton House – Ibrars Birthday