








## Commissioning Group – ACTION NOTES

Present	<b>Charlie Barker</b> (Co- Chair Regional Task Force) – Acting Chair for Anne Williams <b>Tony McDermott</b> (Family Forum) <b>Julia Erskine</b> (Family Forum) <b>Denise Allen</b> (Family Forum, Co - Chair Regional Task Force) <b>Gerry Flanagan</b> (Cheshire/ Merseyside) <b>Nick Morey</b> (Greater Manchester) <b>Vernon Watson</b> (Lancashire/ Cumbria) <b>Ian Crabtree</b> (Lancashire/ Cumbria) <b>Lynn James-Jenkinson</b> (Director NWTDT)	Apologies	<b>Anne Williams</b> (Chair, Salford ADSS) <b>Ibrar Riaz</b> (Self-Advocate Steering Group) <b>Gary Hargreaves</b> (Self-Advocate Steering Group) <b>Julie Nickisson</b> (Greater Manchester) <b>Sandy Bering</b> (Cheshire/ Merseyside) <b>Dave Spencer</b> (Valuing People/ CSIP) <b>Paddy Burke</b> (Self-Advocate Steering Group, Co- Chair Regional Task Force)	Date:	23.01.07
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ISSUE	ACTION	WHO	WHEN
Minutes last meeting	Minutes accepted as a true record		
Matters Arising	<p>Lynn provided copies of a report that has been written to go to the NW Directors of Children's Services regarding the possibility of extending subscription to NWTDT to children's services.</p> <p>Lynn has asked Anne Williams to make an introduction to the Children's Director in Salford. Charlie will attend the session with Lynn.</p> <p>Lynn provided an update of Regional responses to the letter sent to Partnership Boards by the Regional Task Force 21.07.06. Ian pointed out that errors @ how the information for Lancashire was recorded needed noting – Lynn agreed.</p>	<p>Lynn</p>  <p>Ann</p> 	Update next time – 25.05.07.
VOICE – Communication development	VOICE gave a presentation to outline the plans with regard to 'rebranding' the NWTDT.		

	 <p>The Commissioning group voted and agreed on a new logo for the Team which will be in use, along with the new website etc. on 1<sup>st</sup> April 2007. A relaunch event is hoped to be held 30<sup>th</sup> March 2007.</p>		
<p>Business Management Action Plan (Lynn JJ)</p>  	<p><u>Commissioning Group/ Advisory Group –</u>  Ian Crabtree was welcomed to the group representing Lancashire/ Cumbria Lead Officers group replacing Dave Spencer who is now the Regional Advisor for Valuing People Support Team/ Care Services Improvement Partnership.</p>  <p><u>Budget</u> – Lynn gave the group copies of the financial projections for 2006/2007 which at this point look to slightly under achieve financial targets of repaying 50%. It is anticipated that, at worst a surplus of £22,000 will be available to reduce the overall negative balance to budget sheet to £70,000.  Lynn also shared with the group initial projections for 2007/ 2008 building in an increase to subscription (to be confirmed) of 2.5%.</p>	<p>Lynn</p> 	<p>Update next meeting  25.04.07</p>

	<p>Subscriptions – Service Level Agreements still outstanding from  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.  Salford has reported that all Local Authority Subscriptions for 2006/2007 have been paid. Lynn is waiting for confirmation from Ashton, Leigh and Wigan regarding PCT subscriptions for this financial year.</p>	<p>Lynn</p> 	<p>Update next meeting  25.04.07</p>
<p>Inclusion Action Plan  (Lynn JJ)</p>	 <p><u>Regional Task Force –</u>  2006/2007 Regional Task Force dates - 5<sup>TH</sup> March, 6<sup>th</sup> July, 2<sup>nd</sup> November and 8<sup>th</sup> February 2008.</p> <p>15th December meeting concentrated on developing a self assessment tool to assist in gauging 'how good is your partnership board?'. This work will be developed</p>		



and information collated within the first 6 months of 2007. Findings will be reported back to the Regional Task Force.









The Regional Charter which was developed was taken to the Regional Health and Social Care Leads meeting in November where it received the support of the group. Dave Spencer is looking at how this can be linked through CSIP to initiatives @ NIMHE and will feedback to the Regional Task Force.








A copy of the signed Charter is available on [www.nwtdt.com](http://www.nwtdt.com) or from Sue Canavan at [Sue.Canavan@nwtdt.com](mailto:Sue.Canavan@nwtdt.com).

The March Regional Task Force meeting will review the work of the NWTDT this year against the priorities set and establish new priorities for 2007/2008.



National Forum - Ibrar was not available to feedback but had sent a report which Lynn circulated to the group.

	 <p>Self Advocates – see report –  <a href="http://www.nwtdt.com">www.nwtdt.com</a></p>  <p>Family Forum</p> <p>Family Forum reps have arranged have arranged a regional event and recently attended the Inclusion Conference and Kidequip events to circulate information to families.</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>Lynn/ Dave have been invited to talk to more Provider organisations in the North West about national policy development. The agenda for the Regional Health and Social Care Leads, at the meeting in March will be reviewing the approach needed to engage with Provider organisations in the Region to support development in line with Commissioning Plans. A Provider event will be held later in 2007.</p>	<p><b><u>ALL</u></b> Lynn</p> 	<p><b><u>NEXT</u></b> <b><u>REPORTS</u></b> <b><u>TO LYNN</u></b> <b><u>NO LATER</u></b> <b><u>THAN 1<sup>st</sup></u></b> <b><u>March</u></b></p>

<p>NWTD – update report June 2005</p>  	<p>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</p> <p>Report available on the NWTD website under Commissioning Group 24.01.07</p>	<p>Lynn</p> 	<p>At next available opportunity</p>
<p>Valuing People after 2006</p>  	<p>Dave was unavailable at the meeting due to having been asked to attend the Board meeting at Calderstones.</p>	<p>Dave</p> 	<p>Update next meeting 25.04.07</p>
<p>Any Other Business</p>	<p>Commissioning Group meetings for 2006/2007 have been set as follows – <b>25th April 2007, 1pm</b></p> <p>Janet Cobb will be attending to present a report about Health in the North West. <b><u>Dates of future meeting:- CROMPTON HOUSE BOOKED FOR ALL starting 1pm</u></b></p> <p>23<sup>rd</sup> August, 5<sup>th</sup> December and 14<sup>th</sup> March 2008</p>	<p>Janet</p> 	<p>25.04.07</p>

## Next Meeting - 25<sup>th</sup> April 2007, 1pm at Crompton House



Anne will be taking over as President of the Association of Directors of Social Services for 2007/2008.



Charlie will take over chairing the Commissioning Group for the next year.

### Proposed agenda

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

5. NWTDT – update report



- Lynn JJ



6. Health update  - Janet 

7. NWTDT – Budget Report  - Lynn JJ 

8. Regional Task Force Report  - Charlie 

9. National Forum Report - Paddy Burke has now been elected by the Regional Self Advocate forum to represent the Region along with Mark Shrimpton.

10. Valuing People after 2006  - Dave Spencer 

11. Any Other Business