







Commissioning Group – ACTION NOTES

Present	Charlie Barker (Chair and Co-Chair Regional Task Force) Tony McDermott (Family Forum) Dave Spencer (Valuing People/ CSIP) Denise Allen (Family Forum, Co - Chair Regional Task Force) Gerry Flanagan (Cheshire/ Merseyside) Julia Erskine (Family Forum) Lynn James-Jenkinson (Director NWTDT) Janet Cobb (NWTDT)	Apologies Not in attendance	Vernon Watson (Lancashire/ Cumbria) Gary Hargreaves (Self-Advocate Steering Group) Julie Nickisson (Greater Manchester) Sandy Bering (Cheshire/ Merseyside) Ibrar Riaz (Self-Advocate Steering Group) Nick Morey (Greater Manchester) Paddy Burke (Self-Advocate Steering Group, Co- Chair Regional Task Force)	Date: 25.4.7
---------	--	------------------------------------	--	--------------




ISSUE	ACTION	WHO	WHEN
Minutes last meeting	Minutes accepted as a true record		
Matters Arising	<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>Website under construction, logo etc. launched, brochure is being produced at present.</p>	<p>Lynn</p>  <p>Ann</p> 	Before next meeting
<p>Business Management Action Plan (Lynn JJ)</p>  	<p><u>Commissioning Group/ Advisory Group</u> –</p> <p>Concern was expressed about poor attendance at the Commissioning group. Lynn will speak to Phillippa and Dene who support the Self Advocate Steering Group to check if there are any support issues for self-advocates attending the Commissioning group. Lynn will resolve this is to be the case.</p> <p>Greater Manchester and Cheshire/ Merseyside Lead Officers need to nominate a second rep for the Commissioning group.</p>	 <p>Dene and</p>  <p>Phillippa</p>	









Team – New agreements are in place with current and new associates/ core members which are continuing to give NWTDT wider flexibility and access to a wider range of skills and knowledge which reflect the needs of the Region. Many of the team are involved in supporting and informing national programmes which is ensuring the NWTDT remains at the front of developments in services. Dave Spencer confirmed that the NW is still the envy of the other Regions because of the NWTDT.



Budget – Lynn presented the budget report. We ended the year with 28k surplus to balance sheet which means that we over achieved our target of repaying 50% of the outstanding overspend. 75% was achieved. The Commissioning group thanked members of the Team for the effort that has been put into resolving the issue and protecting the NWTDT. Charlie has written to Team members on behalf of the Commissioning group to express these thanks.

	<p>Subscriptions – Service Level Agreements still outstanding from</p> <p>North and South Trafford PCT's – with Jim Campbell Stockport PCT and Local Authority – with Michelle Tynan Oldham PCT – with Terry Hevicon-Holland Ellesmere Port and West Cheshire PCT's – with Helen Garry (now Mary Kirkham)</p> <p>Lynn to continue to chase and report to next meeting. Tony offered to speak again to Jim Campbell and Janet advised that she thought Mary Kirkham had replaced Helen as Commissioner for West Cheshire at least.</p> <p>07/08 Subscriptions – inflate in accordance with SLA i.e. in line with Central Government inflation assumptions. Lynn to confirm with Keith Darragh and action invoicing to PCT's and LA's.</p> <p>Charlie to ensure that the NW ADSS discuss NWTDT before the next financial year commences to confirm their ongoing commitment to subscription.</p>	<p>Lynn</p>  <p>Lynn</p>  <p>Charlie</p> 	<p>Update next meeting 23.08.07</p> <p>Within the next week.</p> <p>Update next meeting 23.08.07</p>
--	---	---	--

	 <p><u>Communication</u> - Latest newsletter has been distributed. Website and Brochure under construction for circulation within the next month.</p>		
<p>Inclusion Action Plan (Lynn JJ)</p>  	 <p><u>Regional Task Force</u> - 2006/2007 Regional Task Force dates - 5TH March, 6th July, 2nd November and 8th February 2008.</p> <p>The Regional Task Force focused upon developments as a result of Breaking the Cycle and were disappointed at the outcomes. Self Advocates and Families didn't feel their voices had been heard. The Regional Lead Officers meeting (29.6.7) is focussing on this again and Family Forum/ Self Advocate Reps have been invited to take part. Dave was asked to link the key messages from this day to Charlie for inclusion in a key note speech Charlie is giving to the In Control Regional Conference in September and also to link to the ADSS regionally and nationally.</p>	<p>Dave</p>  <p>Charlie</p> 	<p>After 29.6.7</p> <p>September 2007</p>

The Regional Task Force has evolved into, what feels like, a more effective group and is looking forward to developing stronger links with Partnership Boards in the next year.



National Forum -

Neither Paddy nor Mark were able to attend today. Lynn to check whether support is an issue for one of them to attend through Phillippa and Dene who support the Self Advocate Steering Group.



Self Advocates – Lead Officers have been asked to take note of the 3 big issues identified by the Regional Conference this year.



Family Forum

The big issues from the Regional conference have also been circulated.



Dene and



Phillippa

Activity Action Plan



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

HEALTH – Janet presented a verbal report about current issues in relation to Health. This report will be finalised and attached to the notes from this meeting.

The Commissioning group will write to all PCT's outlining these concerns and raising awareness. Lynn to draft and pass to Janet and Dave to complete and circulate through NWTDT.

NWTDT/ VPST will arrange a regional Health conference later in the year (Sept/ Oct) to identify a regional way forward.

ALL
Lynn



Janet



Lynn



Janet



Lynn











Dave



NEXT
REPORTS
TO LYNN
NO LATER
THAN 1st
June

Lynn to draft this week. Dave and Janet to circulate prior to next meeting 23.08.07

<p>NWTDT – update report</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.</p>	<p>Lynn</p> 	<p>At next available opportunity</p>
<p>Valuing People</p>  	<p>The Regional Development Fund which is commissioned through NWTDT is still to be confirmed, initial plans have been developed which are being written into the Business Plan for this year. The SLA will be confirmed as soon as the available budget is confirmed – Dave to action</p> <p>The Regional Advisor post will be full time for the next financial year.</p> <p>The VPST priorities for this financial year include –</p> <ol style="list-style-type: none"> 1) How effective are Partnership Boards? 2) The Role of Care Management 3) NHS Campus <p>These priorities reflect the concerns already raised through self advocate/ family forum and lead officer</p>	<p>Dave</p> 	<p>Update next meeting 23.08.07</p>

	<p>groups and have been built into the activity of the NWTDT for the next year also.</p> <p>Dave told the Group that he also takes a national lead @ transport and will be developing a programme which we will be contributing to.</p> <p>Dave will also be looking to develop a Regional Network to support the Self Advocate priority @ relationships and friendships. Julia mentioned a useful link she had who had done so good local work in this field. Dave/Julia to share contacts.</p>	 <p>Dave and Julia</p> 	
Any Other Business	<p>Commissioning Group meetings for 2007/2008 have been set as follows –</p> <p>23rd August, 5th December and 14th March 2008</p> <p>1pm Crompton House</p>		

Next Meeting – 23rd AUGUST 2007, 1PM CROMPTON HOUSE



Anne has taken 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. NWTDT – Budget Report  - Lynn JJ 

7. Regional Task Force Report - Charlie



8. National Forum Report Paddy Burke or Mark Shackleton



9. Valuing People - Dave Spencer



10. Any Other Business