






## Commissioning Group – ACTION NOTES

Present	<b>Charlie Barker</b> (Chair and Co-Chair Regional Task Force) <b>Lynn James-Jenkinson</b> (Director NWTDT) <b>Allan Hurst</b> (Self-Advocate Steering Group) <b>Denise Allen</b> (Family Forum, Co-Chair Regional Task Force) <b>Dave Spencer</b> (Valuing People/CSIP) <b>Tony McDermott</b> (Family Forum) <b>Mubarak Darbar</b> (Lancashire/Cumbria) <b>Ibrar Riaz</b> (Self-Advocate Steering Group) and Matt Lever (Support) <b>Julia Erskine</b> (Family Forum) <b>Ian Crabtree</b> (Lancashire/Cumbria)	Apologies	<b>Sean Dempsey</b> (Self-Advocate Steering Group, Co-Chair Regional Task Force) <b>Gerry Flanagan</b> (Cheshire/ Merseyside) <b>Julie Nickisson</b> (Greater Manchester) <b>Sandy Bering</b> (Cheshire/ Merseyside) <b>Nick Morey</b> (Greater Manchester) Ian Crabtree (Lancs/Cumbria)	Date: 14.4.8
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ISSUE	ACTION	WHO	WHEN
Minutes last meeting	Minutes accepted as a true record		
Matters Arising	<p>Lynn and Charlie, along with Gav Cross (NWTDT) attended a meeting of the NW Children's Directors Group, 18.2.8.</p> <p>Charlie will write again to the chair of the group after Easter if we have heard nothing back @ subscription programme for Children's Services and representative to meet with LSC/CSIP.</p> <p>Lynn to circulate a copy of the presentation to Commissioning Group members with the notes from today. It would be helpful if lead officers could make links with their children's service colleagues.</p>	<p>Charlie</p>   <p>Lynn</p> 	<p>After Easter</p>  <p>With notes from today</p>
<p>Business Management Action Plan (Lynn JJ)</p>  	<p><u>Commissioning Group</u> – Greater Manchester and Cheshire/ Merseyside Lead Officers need to nominate a second rep for the Commissioning group.</p>  <p><u>Team</u> – Lynn has made contact with the Social Exclusion Task Force at the Cabinet Office with regard to the payment difficulties which we are trying to find legal and flexible ways of responding to. We have</p>		

fed these issues regularly to DWP as often the greatest barrier to people getting real employment.



Budget – at present heading for an 18k surplus to balance sheet which will bring our overall surplus down to 35k. The initial plan was that the surplus to balance sheet would be repaid by April 2009 and therefore we are in a good position to achieve this.

Subscriptions – Service Level Agreements still outstanding from

- North and South Trafford PCT's – with Jim Campbell
- Oldham PCT – with Terry Hevicon-Holland
- Ellesmere Port and West Cheshire PCT's – with Helen Garry (now Mary Kirkham)

Lynn to continue to chase and report to next meeting.

Charlie confirmed ADASS support for NWTDT for a further 3 years. Lynn has contacted Richard Jones (Lancashire) and has a statement from NW ADASS to confirm this.


Lynn




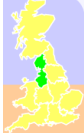













Lynn




Update next meeting

	<p>An uplift of 2.3% for subscriptions 2008/2009 was agreed in line with PCT uplifts. Lynn to advise Salford and Ashton, Leigh and Wigan Finance Departments.</p> <p>A cancellation policy was also agreed following a spat of recent 'free' events where people have booked places and not turned up, this is particularly irritating when there is a waiting list for many events and food etc. still has to be paid for.</p> <p>It was agreed that –  Free events are only available to NW – outside NW/ no shows and cancellations (up to 2 weeks before) will be charged £50 to cover admin/ venue and food costs unless we have managed to give the place to someone else. We will also only allow 2 places per subscriber area to free events with others going on a waiting list to try to make sure we get a better spread representing the Region at these networks. This information will go on all future booking forms and confirmation letters.  Paid events – no shows and cancellations (up to 2 weeks before) will be charged full price unless we are able to fill the space with someone from the waiting list, this will be put on booking forms and confirmation letters too.</p>	<p>Lynn</p> 	<p>ASAP</p>
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	 <p><u>Communication</u> - Website continues to be worked on.</p>		
<p>Inclusion Action Plan (Lynn JJ)</p>  	 <p><u>Regional Task Force</u> -</p> <p>There have been 2 meetings this quarter –8<sup>th</sup> February @ Valuing People Now Consultation and 29<sup>th</sup> February @ Advocacy/ funding/ LINKs and accessibility issue for Local Authorities.</p> <p>The next meeting in May will have accessible housing as its theme.</p>  <p><u>National Forum</u> - Our NW Big Issues were fed up to the National Group by our representatives there. Charlie asked that a copy of the big issues from the Family Forum and Self-Advocates Forum be distributed and folk reminded of them regularly.</p>	<p>Lynn</p> 	<p>As appropriate</p>

	 <p><u>Self Advocates</u> – Lead Officers have been asked to take note of the 3 big issues identified by the Regional Conference this year.</p>  <p><u>Family Forum</u> - The big issues from the Regional conference have also been circulated.</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><b><u>ALL</u></b> Lynn</p> 	<p><b><u>NEXT REPORTS TO LYNN NO LATER THAN 1st May 2008</u></b></p>
<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>Lynn</p> 	<p>At next available opportunity</p>

	Report available on the NWTDT website under Commissioning Group.		
<p>Valuing People</p> 	<p>How good is your Partnership Board guide was launched at self advocates conference in Jan/ Feb, larger version with good practise guide will be ready to circulate end April 2008.</p> <p>Rob Grieg will take over as CEX of National Development Team in May 2008  Deborah Moore is leaving her post as half time National VPST lead, Sue Carmicheal will take over full time until a replacement for Rob is recruited when she will take a break.  The Regional CSIP Director from the Midlands will take over from Sue  Linda Jordan and Nicola Gritson are going to lead the 'Getting a Life' Programme.</p> <p>Locally, Dean Repper has left his post as NW Regional CSIP Director, Simon Rippon is currently standing in.</p>		
Any Other Business	Commissioning Group meetings for 2007/2008 have been set as follows –		

	13 <sup>TH</sup> JUNE, 19 <sup>TH</sup> SEPTEMBER, 12 <sup>TH</sup> DECEMBER, 20 <sup>TH</sup> MARCH 09  1pm Crompton House		
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**Next Meeting – 13th June 2008, 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