




## Commissioning Group – ACTION NOTES





Present Anne Williams  
Sandy Bering  
Anne-Marie Whiteside  
Denise Allen  
Nick Morey  
Charlie Barker

Apologies Jonathon Hurley  
Frank Hurley  
Martin Routledge  
Caroline Tomlinson  
Dave Spence




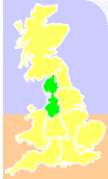



Date: 22.06.05


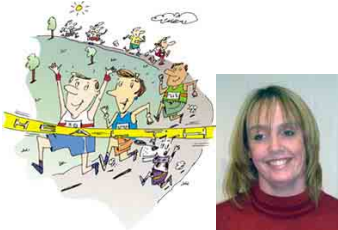



ISSUE	ACTION	WHO	WHEN
Minutes last meeting	Minutes accepted as a true record		
Matters Arising	A revised Business Plan has been circulated including requested amendments.		
NWTDT – the next year! (Presentation Lynn JJ) <div style="display: flex; align-items: center; gap: 10px;">   </div>	<p>Lynn talked through her initial thoughts with regard to the issues facing NWTDT and the Commissioning Group over the next year.</p> <p>The group requested that consideration is also given to the involvement of Non-Executive Directors in PCT's as well as Local Elected Members. Lynn and Charlie have had some initial discussions about how the Task Force may assist with this.</p>	Lynn JJ <div style="text-align: center;">  </div>	<p>Via Regional Task Force meeting 11<sup>th</sup> November 2005</p> <p>Report back to Commissioning Group Jan 06</p>





	<p>Associate Trainers – Lynn to bring recommendations to next Commissioning Group @ wider recruitment of Associate Trainers. Lynn to link with Customer Care Officers @ recruitment of independent investigators for guidance on protocols etc.</p> <p> <u>Budget</u> –</p> <p>Lynn circulated a report regarding the budget including projections for next year. The financial situation still requires focussed attention. Lynn is working closely with the team to look at opportunities for income generation etc. Lynn to update each meeting and discuss with Regional Leads.</p> <p>Subscriptions – letters/ invoices have gone out now to current subscribers. The Commissioning Group asked Lynn to write to Independent/ Voluntary Sector providers to establish the level of interest should the Commissioning Group decide to widen the subscription opportunities next financial year. This must be done in conjunction to developing skills and experience across the team. Report back to next meeting.</p>	<p>Lynn </p> <p>Lynn </p> <p>Lynn </p>	<p>28.09.05</p> <p>28.09.05</p> <p>28.09.05</p>
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	<p>NWTD is now funded by adult social care organisations. The Commissioning Group agreed that the team could continue to work with Children's services where there was capacity within the workload. Anne and Charlie to link to Children's Directors through ADSS to ascertain the level of interest should the Commissioning Group decide to widen the subscription opportunities next financial year. Anne to write to Children's Trusts again. Update next meeting</p> <p>Lynn and Phil to continue to meet with Keith Darrough and Charlie Roberts from Salford to monitor the budget.</p> <div data-bbox="674 890 801 1042"> </div> <p><u>Communications/ Marketing</u></p> <p>Newsletter – draft ready to go to printers</p> <p>Calendar – updated for newsletter and on website. Fliers to be produced for events.</p>	<p>Anne</p> <div data-bbox="1619 284 1742 470"> </div> <p>Charlie</p> <div data-bbox="1619 555 1742 694"> </div> <p>Lynn</p> <div data-bbox="1619 778 1742 938"> </div>	<p>28.09.05</p> <p>06.09.05</p>
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	<p>Website – Phil to recommend improvements to website. Initial plans for next Commissioning Group meeting.</p>	<p>Phil</p> 	<p>28.09.05</p>
<p>Inclusion Action Plan (Lynn JJ)</p>  	<p>Action Plan approved.</p>  <p><u>Regional Task Force</u></p> <p>Lynn has met with Charlie and a meeting has been planned for Lynn and Charlie to meet with Martin to discuss plans @ Task Force. Self-advocate reps have been elected, Family Forum and Lead Officer reps are due to be elected early October prior to next meeting.</p> <p>Lynn has approached Peter Kinsella with a view to Peter facilitating the Task Force and assisting in developing a new Constitution for the group. This will be the focus of the next meeting 11<sup>th</sup> November.</p> <p>Charlie and Lynn have discussed to possibility of the Task Force facilitating a conference that could include Elected Members and Non-Executive Directors etc. to look at shared issues across the NW. Lynn to draft some plans for further discussions.</p>	<p>Lynn</p>  <p>Martin</p>  <p>Charlie</p> 	<p>Meeting 18.07.05</p> <p>Task Force Meeting 11.11.05</p>

	 <p><u>Providers –</u> To be reflected in discussions @ developing a new Constitution for the Task Force and subscription opportunities for NWTDT.</p>		
<p>Activity Action Plan</p> 	<p>Action Plan approved.</p>  <p>Update report to be provided at all Commissioning Group meetings to be circulated to all stakeholders.</p>	<p>All leads</p>	<p>Sections to Lynn for next Commissioning Group NO LATER than 01.09.05</p>
<p>NWTDT – update report June 2005</p> 	<p>Report 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>

<p>Valuing People after 2006 (Martin Routledge)</p> 	<p>Martin has met with Dean Repper (Director NW CSIP) to commence discussions. Martin and Rob Grieg have also met with Anne Williams and Charlie Barker to ensure all parties are happy with the proposals for post 2006 and links to NWTDT. Some details @ governance need to be agreed with Dean. Martin is arranging for Lynn and he to attend a team meeting with CSIP to start to get to know each others programmes. Martin to feedback to next Commissioning Group meeting.</p>	<p>Martin</p> 	<p>28.09.05</p>
<p>Any Other Business</p>	<p>None</p>		

**Next Meeting – 28<sup>th</sup> September 2005, 1pm, Crompton House.**

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. Valuing People after 2006



– Martin Routledge



8. Any Other Business

9. Date of next meeting – **11<sup>th</sup> January 2006, 10.30am, Crompton House**