


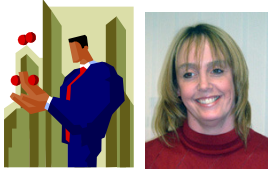


ISSUE	ACTION	WHO	WHEN
Minutes last meeting	Minutes accepted as a true record		
Matters Arising	<p>Work with Children's services – Lynn to draft a letter for Ann to send to NW Children's Directors</p> <p>Lynn has asked all Commissioning Group members to email a short biography, photograph and contact details for inclusion in the Commissioning Group section of the website so that everyone will know who is on the Commissioning Group, why and how they can be contacted. Lynn to circulate to those still not available prior to next meeting</p> <p>Feedback –questionnaire circulated, returns only from self-advocates and Ashton, Leigh and Wigan. Lynn has sent a reminder out.</p>	<p>Ann</p>  <p>Lynn</p>  <p>Lynn</p> 	18.08.06

Business Management
Action Plan (Lynn JJ)



Commissioning Group/ Advisory Group –



Team – Restructure complete and all agreements signed. Lynn now developing a similar agreement that will be used with all associates working for the team.


The Commissioning Group expressed their thanks to Lynn for this.



Budget – Lynn gave a report.

2005/2006 – we are still closing the accounts for this financial year. It looks like we may end the year £10,000 overspent, the reason for this related to expenditure which has been budgeted for in April being paid in March. This was unavoidable and accepted by the Commissioning Group.

2006/2007 – we are starting the year with a potential £40,000 overspend based on no further income other than subscription and based on the assumption that all team members will generate 50% of their annual costs. Income additional to subscription is already secured via

	<p>CSIP/ Valuing People and other contracts and historically the team have tended to generate sufficient income through the year to cover this.</p> <p>Subscriptions – Service Level Agreements have been returned by over 50% of subscribers. Greater Manchester PCT's have returned 5/14, Cheshire/Merseyside PCT's 7/15 and Lancashire/Cumbria PCT's 13/13. 17 of 21 Local Authorities have returned 17/21 signed Service Level Agreements. Lynn to continue to obtain agreements from those currently outstanding.</p> <p>Lynn and Phil to continue to meet with Keith Darragh and Charlie Roberts from Salford to monitor the budget and will report again next time.</p> <p>Business plan outlining activity and spend for the next year was supported by the Commissioning Group. This includes some support for Salford, St Helens, Cumbria and Cheshire who will be involved in the National 'Getting to Grips with the Money' programme. Ann explained to the group more about this programme. Information will be made available on the NWTDT website under Commissioning Group 26.4.6.</p>	<p>Lynn</p> 	<p>Update next meeting 18.08.06</p>
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	 <p><u>Communication</u> - Latest newsletter will be ready soon</p>		
<p>Inclusion Action Plan (Lynn JJ)</p>  	 <p><u>Regional Task Force</u> - 2006/2007 Regional Task Force dates - 3rd July, 13th September, 15th December.</p> <p>3rd July – the theme will be support for self-advocates and families to attend meetings. Feedback from these groups is telling us that services are encouraging people to be included but then not always providing the support for people to then attend the meetings and prepare for them that is needed. The Task Force will concentrate on trying to find solutions that it can recommend to Partnership Boards across the Region.</p> <p>13th September – the theme will concentrate on the self-advocate priority ‘give us a job and pay us the same’.</p>		

Gary and Charlie gave a report about the Regional Task Force meeting in March, available in the NWTDT Report on the website under Commissioning Group 26.4.6.



National Forum -

Ibrar gave a report on what had been happening at the National Forum – copy available on the website under Commissioning Group 26.4.6

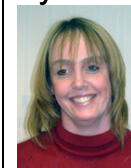


Providers – Had @ 4 responses, Lynn has not had time to action this yet but will follow these request up before the next meeting.



Self Advocates – Lead Officers have been asked to take note of the 3 big issues identified by the Regional Conference this year. See NWTDT report, available on the website under Commissioning Group 26.4.6

Lynn



The NWTDT will be supporting the development of a small business which will produce accessible information for people and which will link with drama/ arts and similar groups across the Region. Jason Rhodes (Conference Organiser) will lead this and will produce a booklet that explains who people can register as self-employed and run their own business – the business will be called IC Jason Rhodes and will produce the NWTDT reports etc. in more accessible formats than have been possible to date. IC Jason Rhodes will also be available to advise the Region on how to do this.



Family Forum



Caroline



Phil and



Lynne,

are leading a piece of work to look at how we might support this better this year and link to the work Nationally that Lynne is doing @ Family Leadership. Regional meetings do not seem to work well for families and so they will be concentrating on developing a data



Jason








Caroline











Phil



March 2007

	<p>base so we can get information to families quickly and in the latter part of the financial year will look at 2 events – one for families with young children and one for families supporting adults. We also intend to have a ‘big say’ consultation with families to find out as well as we can what NW families see as the issues for them and report on these at the end of the financial year. The Commissioning Group suggested we then host a large Regional Event for families and invite a Minister to listen to families. Lynn to develop a plan based on the ‘Big Say’.</p> <p>Family Forum representatives at the meeting agreed to this approach.</p>	 <p>Lynne</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>Business/ Activity plan agreed by the Commissioning Group – copy available on the website under Commissioning Group 26.4.6.</p>	<p><u>ALL</u> Lynn</p> 	<p><u>NEXT</u> <u>REPORT</u> <u>DRAFTS</u> <u>TO LYNN</u> <u>NO LATER</u> <u>THAN 1ST</u> <u>JUNE 2006</u></p>

	<p>HEALTH – Lynn to write to Trafford, Wirral and Wigan to request information about good practise in relation to health action planning. Lynn to include this in the Newsletter.</p> <p>Lynn to draft a letter to go to Partnership Board leads and Lead Officer asking that they review progress in relation to Health. The letter to go out from the Commissioning Group and the Valuing People Regional Lead Officer.</p>	<p>Lynn</p>  <p>Lynn</p> 	<p>Before next meeting 18.08.06</p> <p>Before next meeting 18.08.06</p>
<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 26.4.6.</p>	<p>Lynn</p> 	<p>At next available opportunity</p>
<p>Valuing People after 2006 (Julie Stansfield)</p>	<p>Interviews being held today to recruit the new Regional Advisor.</p>	<p>Lynn</p> 	

	<p>Julie and Lynn will ensure the Service Level Agreement is complete in order to support the new Regional Advisor</p>	<p>Julie</p> 	
<p>Any Other Business</p>	<p>Commissioning Group meetings for 2006/2007 have been set as follows – 18th August, 1pm Crompton House <u>3rd November. 10.30am Crompton House – NOTE</u> <u>CHANGE OF DATE AND TIME</u> 24th January, 1pm Crompton House</p>		

Next Meeting – 18TH August, Crompton House, 1pm

Proposed agenda

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

5. NWTDT – update report



- Lynn JJ



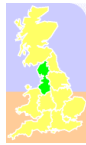
6. NWTDT – Budget Report



- Lynn JJ



7. Regional Task Force Report



- Charlie



8. National Forum Report



IbrarRiaz

9. Valuing People after 2006



– Newly appointed Regional Advisor

10. Any Other Business

Date of future meetings – 3rd November, 10.30 Crompton House
24th January, 1pm Crompton House – Ibrars Birthday