



MEETING

DATE/TIME OF MEETING:	21st June 2017
VENUE:	Independence Matters, Ipswich Road, Norwich
ATTENDEES:	Robina Clarke, Emma Cliffe, Alison Holmes, Michael Millage (Chairman), Bob Pritchard, Mark Talbot and Thomas Shaw.
APOLOGIES:	Bernadine Pritchett
MINUTE TAKER:	Caroline Payne

ITEM NO.	KEY POINTS DISCUSSED / ACTION TO BE TAKEN	NAME	ACTION COMPLETION DATE
1	<p><u>Welcome by Chairman</u> MM welcomed everyone to the meeting.</p>		
2	<p><u>Apologies for absence</u> Bernadine Pritchett.</p>		
3	<p><u>Minutes of previous meeting</u> The minutes of the meeting held on 5th April 2017 were agreed and confirmed as a correct record.</p>		
4	<p><u>Matters arising</u> (5) CP had written to John Bacon, Chairman of NIC to request £500 to assist with the ARMC marketing strategy. There had been no response to date. RC agreed to raise as an agenda item at the next NIC meeting.</p> <p>RC said that at a recent meeting with Steve Holland, NCC, SH had indicated that a new strategy could possibly be implemented to ensure that NIC was self- funding via training programmes. John Bacon, Chairman of NIC will be meeting with SH to discuss further.</p> <p>(10) RC said that NIC had discussed NOPCHA affiliation and it was agreed that NIC would need to know their strategy and policies. JB will be contacting Tim Armitage, Chairman to discuss their potential affiliation.</p> <p>MM wondered if there were any other Associations who could be affiliated to NIC to create a wider relationship with organisations.</p>		

5	<p><u>Safeguarding/Training</u> MM is waiting for an update from the Trust. Independence Matters may be able to offer some places to outside organisations on their in-house training.</p>		
6	<p><u>Website</u> CP had updated the website with the new constitution and code of practice and also uploaded the minutes as signed off. Bob Pritchard's profile has also been added. CP will add AH profile as soon as it is received.</p>	AH	ASAP
7	<p><u>Cost of Care – WAA</u> MM said that the next meeting is planned for 18th July.</p> <p>Homecare for WAA has been included in the new Framework. MM said this had created a more competitive situation and controlled market place.</p> <p>MM explained that the Homecare market was block and spot contracts combined. There had been a competitive tendering process and some Providers were not part of the framework. Respite and supported living has still not been agreed.</p> <p>It was agreed that ARMC needed to be aware of NCC's intent regarding the cost of care for WAA and MM will write and ask the intentions and how residential service users will be funded. Some Providers will look at out of county clients as their funding structure was clearer.</p> <p>The issue of the pre-banding Providers was discussed. A number of Providers had come forward who had service users on pre-banding contracts.</p> <p>A meeting has been arranged to meet with Providers to join together to challenge NCC on this issue. MM said that some pre-banding contracts were being paid at higher rates.</p> <p>It was agreed that NCC should be contractually obliged to pay the current rate.</p>	MM	
8	<p><u>Sleep-ins</u> MM informed the group that Oliver Court had recently paid a Solicitor and obtained a comprehensive view on sleep-ins. This information could be shared if a contribution to the cost could be found. MM said he would ask SH.</p> <p>It was agreed to ask Providers to share any advice they had received.</p> <p>EC said that some organisations had put their staff on salaries and issued new contracts to cover day and sleep-in shifts.</p>	MM	
9	<p><u>Marketing Strategy</u> Not discussed. Will await outcome of request to NIC for</p>		

	financial support.		
10	<p>Correspondence MT circulated various newspaper articles pertaining to the care sector. MM had recent email correspondence with NCC which he agreed to forward to CP to share with members.</p> <p>RC said that a meeting she had been invited to with social workers had been changed. RC will endeavour to find out the situation going forward.</p>	MM RC	
11	<p>Financial matters/Treasurer MT had been in touch with Barclays and it transpires that more forms need to be completed to re-open the closed bank account. EC had been acting as temporary Treasurer but could not continue with the role as she is Hon Secretary. AH agreed to take on the role of Treasurer with CP's support to create the end of year accounts. The forms were circulated to the signatories for completion.</p> <p>CP agreed to find John Turners (ex-treasurer) phone number to enable contact to collect the historical account.</p>	CP	
12	<p>AOB TS advised of a new Quality and Standards of Care Consortium. The first meeting to take place on 4th July. TS said the invitation to Providers was being sent out by N&SCS but all agreed it should also go via Welcome to the Week. TS will forward to CP for inclusion.</p>	TS,CP	
13	<p>Venue for future meetings It was agreed to book the Marsham Arms for the meeting in September. CP will do.</p>	CP	
14	<p>Date for next meeting – as below</p>		

NEXT MEETING
DATE: Wednesday 13 th September
TIME: 10am
VENUE: TBC

Signed.....

Date.....

Chairman