



MEETING

DATE/TIME OF MEETING:	19th February 2018
VENUE:	Progress House, Blofield.
ATTENDEES:	Robina Clarke, Emma Cliffe, Michael Millage (Chairman), Bernadine Pritchett and Mark Talbot
APOLOGIES:	Alison Holmes
MINUTE TAKER:	Caroline Payne

ITEM NO.	KEY POINTS DISCUSSED / ACTION TO BE TAKEN	NAME	ACTION COMPLETION DATE
1	<u>Welcome by Chairman</u> MM welcomed everyone to the meeting.		
2	<u>Apologies for absence</u> As above		
3	<u>Minutes of previous meeting</u> The minutes of the meeting held on 6 th December 2017 were agreed and confirmed as a correct record.		
4	<u>Matters arising</u> It was agreed to defer these to allow more time for discussion on item 5.		
5	<u>ARMC & its Role</u> MM said the meeting had been called as council members needed clarification on where ARMC's position was in the proposed new Association. EC felt that decisions were being taken without the management Councils approval. MT agreed and felt that NCC were instrumental in this. MM felt we should have a system in place to enable members to share all information. BP suggested Dropbox. RC said it would be helpful if everyone responded when emails were sent. MM said it had been a difficult time for himself and other Providers and apologised if members felt he wasn't representing the feelings of all.		

	<p>RC said it is now important to focus on ARMC and where we are going. BP agreed, regardless of what NCC proposed, ARMC must find a way forward.</p> <p>MM again said that NCC are talking to other organisations, Norfolk and Suffolk Care Support included. NCC have budgeted £500k over three years to fund a Norfolk Care Association and make it a legal entity. EC was concerned that there was still nothing in writing as to what NCC were expecting from the new model.</p> <p>RC said that SH's vision was to include training in the new Associations role.</p> <p>MM said that N&SCS will be organising the workshop and getting the right people together.</p> <p>BP proposed that ARMC writes to James Bullion and Steve Holland, NCC, copying in John Bacon, NIC, with the following:-</p> <p><i>Dear James and Steve</i></p> <p><i>We had an ARMC council meeting on 19 February 2018 and we discussed ARMC's future in the light of the possible changes to the generic care providers' umbrella association for Norfolk (NIC). We thought it important to include you in our plans and aspirations, hence this email.</i></p> <p><i>Looking ahead, ARMC will be continuing as usual in its current formalised set up as a legal entity with a formal constitution. We will continue to represent providers of mental health and learning disabilities care services across Norfolk with council meetings and open forums for providers. We would be happy to continue to work as part of an umbrella association as we currently do. We wish to work collaboratively with NCC and would like to be involved with the development of the terms of reference for any prospective additional providers' umbrella association.</i></p> <p><i>ARMC welcomes any funding when it becomes available. The administrative support we receive from Caroline Payne is imperative and most helpful and we would like it to continue should this be possible. Additionally, with marketing support we feel we could more effectively promote our services and increase attendance at our open forums thereby providing more providers with better support. As well as other marketing strategies, we believe the most effective way to promote ARMC would be by a dedicated marketing person speaking</i></p>		
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	<p><i>with providers by telephone.</i></p> <p><i>We would also welcome training opportunities for providers in matters such as when new legalisation comes into force e.g. like NCC did when the Mental Capacity Act came into force in 2005, GDPR, changes to CQC's inspections framework etc.</i></p> <p><i>With NCC's contacts and history of attracting good turn-outs, we propose that NCC organises a half-day workshop for providers where prospective changes to the umbrella providers' association can be communicated and providers have opportunity to learn what the umbrella association and the various specialist associations who make up the umbrella can do for them. Providers could also communicate the types of support they'd like. We would like the internal organisations including ARMC to collaboratively manage the agenda for the workshop and for ARMC to give a short presentation at the workshop. We believe other associations/representative bodies may also wish to do a presentation.</i></p> <p><i>We look forward to hearing your thoughts on this.</i></p> <p>All agreed with the content , CP will send.</p>		
6	<p>Financial Matters/bank account</p> <p>AH had sent an update. It was agreed this would be circulated to all members.</p>	CP	
7	<p><u>Consultation on proposed usual prices for residential and nursing care in Norfolk 2018/19</u></p> <p>A fair increase was proposed by NCC and all happy.</p>		
8	<p><u>Results from Providers – Costs spreadsheet WAA</u></p> <p>There had been 19 respondents to date. There are real variations in different services, homes varying from 6 bed to 36 bed. MM said that JB was going to look at the responses and look at evidence to create a new model as one size does not fit all. JB suggested an accountant also looks at the results.</p>	MM/JB	
9	<p><u>AOB</u></p> <p>MM asked if there was anyone prepared to deputise for him on the Safeguarding Adults Board. Nobody was in a position to do this at the current time.</p>		
10	<p><u>Dates & Venues for future meetings</u></p> <p>It was agreed to hold the next meeting at the Marsham Arms, Felthorpe. This will also be the AGM/Open Forum, 23rd April 2018. CP will book.</p> <p>The following date was fixed for 19th July – venue to be confirmed.</p>	CP	
NEXT MEETING			
DATE: 23 rd April 2018			

TIME: 10am
VENUE: Marsham Arms, Felthorpe.

Signed.....

Date.....

Chairman