



MEETING

DATE/TIME OF MEETING:	6th December 2017
VENUE:	Independence Matters, Ipswich Road Community Hub
ATTENDEES:	Alison Holmes, , Michael Millage (Chairman), and Mark Talbot
APOLOGIES:	Robina Clarke, Emma Cliffe, Bob Pritchard, Bernadine Pritchett.
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 13 th September 2017 were agreed and confirmed as a correct record.		
4	<u>Matters arising</u> Covered in new agenda items		
5	<u>Safeguarding/Training</u> MM had met with Gary Page, Chairman of the Norfolk and Suffolk NHS Foundation Trust who is keen to incorporate training opportunities into the sector. They are currently looking at on-line training that could be offered to ARMC members. Some of their training could not be shared. AH said that Independence Matters had already been offered training via the Trust, some being quite low level and other very high level. AH will check whether IM had done an analysis of what is needed and report back.	AH	
6	<u>Outreach Services</u> MM had met with Maureen Begley and Steve Holland regarding the new contracts for outreach services. MM had been given a list of Providers who had previously held contracts for this service. The new contract had been awarded to Together for Mental Wellbeing. Staff were being TUPE'd over to the new Provider. MM felt that this created less diversity in provision and risks to the sector and suggested that we invite the		

	<p>Providers who had previously held contracts to a meeting to discuss working collaboratively with a view to approaching the new contract holder to offer their services. It was agreed that MM and AH would meet with Cashain David, Director of Operations at Together for Mental Wellbeing.</p> <p>In the first instance it was agreed that CP would contact Providers and invite them to a meeting on either 12th or 22nd January, also offering one to one meetings on those days if desired. CP will draft a letter to go out to Providers and circulate for approval.</p>	CP	
7	<p><u>Meeting with MP's</u> MM and RC had met with Norman Lamb. NL suggested that ARMC talk to other MP's. CP had written to other MP's. Chloe Smith had responded and it was agreed that MT will contact CS to arrange a meeting. If those two MPs would be involved then we could look at approaching other MP's directly.</p>	MT	
8	<p><u>Cost of Care – WAA</u> MM will be attending a meeting on 7th December to look at the new Cost of Care Model. MM produced a draft spreadsheet with various headings of costs involved with providing care. Those present felt there were a number of missing categories, including the cost of regulation, cost of insurance, assistive technology, care home staff training, meaningful activities, security and safety, costs of supporting carers and quality of customer experience to name but a few.</p> <p>AH will send the CHP to MM. AH will also do some work on the CHP, list the items missing, and let MM have amendments. MM will then consider how to share the document.</p>	AH MM	
9	<p><u>Update from H&SCCF meeting</u> MM had requested a meeting to discuss Day Care and Dom Care. Meetings had been set up. MM felt questions needed to be asked about representation. Health representatives do not attend the meetings and MM and others feel that the right representatives need to attend these meetings to have a solid forum in which to negotiate.</p>		
10	<p><u>Update from NIC</u> MM said that NCC do not see NIC as representative of the whole sector and are looking at other models and talking to other organisations, Norfolk and Suffolk Care Support included. NCC have budgeted £500k over three years to fund a Norfolk Care Association. A CEO would be appointed. Discussion ensued as to how a mandate could be put together to represent the whole sector. MM said it was important to demonstrate that all representative bodies could work together. MM said that independent sub groups would be retained (i.e. ARMC). It was agreed to hold a workshop with all involved to discuss NCCs requirements and MM said we could put together a package to create what we do in the future. MM agreed to discuss with John Bacon, Chairman of NIC. It was also agreed to invite Steve Holland to attend. AH agreed to put</p>		

	together a draft programme.		
11	Marketing Strategy NCC had agreed to fund ARMC with £500 to assist with marketing. It was agreed that Board members should put forward ideas.		
12	Correspondence None		
13	Financial matters/Treasurer AH had met with Barclays Bank and a new bank account would need to be opened, AH had written to Barclays with the information they requested to ask them to release the funds held in the original account. It was agreed that MM and AH would be signatories.		
14	AOB Nothing		
15	Dates and Venues for future meetings It was agreed that venues would be rotated to facilitate Providers from all areas of the county. CP will seek venues and set dates and circulate to members.	CP	

NEXT MEETING
DATE: TBC
TIME:
VENUE: TBC

Signed.....

Date.....

Chairman