

Quality Task Group 29th January 2009

Who came :

Anna Nockles ✓
Emma Bowker ✓
Annabel Childs ✓
Steph Curtis ✓
Julie Graves ✓ (minute taker)

Who didn't come :

George McIntyre - apologies
Michael Pitts

What was discussed :

1. What the Quality Task group was going to do.

The group was going to check on how the LDPB money was being spent.

Big amounts of money needed more checks than little amounts.

Big amounts of money were given to :

- the Basics Plus bid, the Person-centred Planning work, the Health Facilitator project, and the Speak Up Forums + Speak up support.

Medium amounts of money were given to :

- The Carers Forums, the Carers Seminar, the Swanick Conference, SUNNY offices and the Market Place Event

Small amounts of money were given to : the Training Calendar, website etc..

2. How many times the Quality Task group needed to meet in a year.

It was decided that the group would need to meet every 3 months.

3. How different activities might be checked – and who might do the checking.

Each activity was talked about – we decided what sort of checks each one needed. There wasn't one way to do this – each activity needed something different. We also tried to name a person to do some of the checking.

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Big amounts of money :

the Basics Plus bid : This needed a lot of checks all through the year by someone who didn't normally work with Basics Plus – such as **a carer rep.**

- We felt that **someone from Basics Plus** should give a brief report to the Task group every 3 months
- **The carer rep** from the Quality Task group should visit to talk to people on the project.

the Person-centred Planning work

- **Anna** will check how many plans are done, and how many need doing
- **Someone else** needs to check if the plans are any good, and if the training the team does is any good.
- **Julie** will ask carers at a Carer Forum what they thought of the plans
- **someone else** needs to ask people who have plans if they find them useful.

the Health Facilitator project

- **Lynn Taylor and Nicola** are already telling the Speak up Forum and the Carers Forum what they are doing.
- **Lynn and someone from the PCT** will give a report at the May Carers Seminar and to everyone at the 'Big Health Day'.
- **Lynn** will do an 'end of project' report for the LDPB and the Quality task group

Speak Up Forums + Speak up support.

- **Emma Bowker and Annabel Childs** will talk to people who go to the Speak up Forums to see if they like them. They will also talk to people who don't go to the meetings to find out why they don't go.

Medium amounts of money

The Carers Forums

- **Julie** will tell the LDPB how many carers come to the meetings
- **Someone else** who is not involved needs to find out if carers can get information at the Forums, and if carers are able to voice their opinions.

the Carers Seminar

- **Julie** will tell the LDPB how many carers came to the event
- **Julie** will organise a questionnaire to find out what carers think about the event
- **Emma, Maria Kennedy and Michael Pitts** will talk to carers at the end to see what they say about the seminar

the Swanick Conference

- **Annabel Childs** will talk to people who go to the conference to see if they went and what they learnt.
- **Annabel** will let the Quality Task group know if people who go to Swanick tell the Speak Up forum about it when they get back.

the Market Place Event

- **The organiser** will provide an evaluation report
- **Speak up reps** will interview people at the end to see if they liked the event (they might be able to do taped interviews)

SUNNY offices

- **Anna** will visit SUNNY when the office is open to see how it is running
- **Janette Finney** has given a verbal report to the Carer reps this month on SUNNY

Small amounts of money

- the Training calendar and the website.

We felt that these things were less important at the moment and we will concentrate on other things first.

Other things to check :

1. The Provider Forum

This is being re-launched. Ruth and Anna will be running the meetings.

Anna felt that it would be good to have some checks to see if the meetings are going well.

The Provider Forum should be open to anybody who provides services.

Providers should be aware of the 'Valuing People Now' agenda

Providers should be aware of the work of the LDPB

Providers who vote on the LDPB should represent all providers views - not just their own.

At the end of the year.

- **Anna** will check who is turning up and who is not turning up
- **Someone else** needs to check if the Forum provide good information
- **Someone else** needs to check if Providers know about 'Valuing People Now'

2. The LDPB itself needs to be checked to see if it is running well

We need to check :

- If it has the right members – should other people be invited?
- If the Task groups have the right sort of members?
- If Task Groups are working on the right things?

Next Quality Task Group meeting - Thursday 2nd April 2009, at 2pm to 4pm
at N. Yorkshire House, Scarborough