

AGENDA ITEM NO. 4

T & F Group Project Plan

Date	Content of Meeting	Meeting Objectives
Meeting 1 9 May 2011	<ul style="list-style-type: none"> • Terms of reference and project plan • Background of current charging policy. • Comparison with other local authorities • Non residential social services charging Assembly Measure 	<ul style="list-style-type: none"> • Agree terms of reference and project plan • Ensure that Members understand the current policy. • Ensure that Members understand the requirements of the Measure.
Meeting 2 27 May 2011	<ul style="list-style-type: none"> • Equalities Legislation. • Workshop groups to ask questions on the following areas: <ul style="list-style-type: none"> – What services to charge for? – Nature & level of charges. – What allowances, disregards are to be included in means assessments? – Cost of administration. – Reviewing charges & complaints. – Non-payment. 	<ul style="list-style-type: none"> • Ensure that Members understand the impact of equalities legislation and what they need to consider during their workshop session. • To gain Members views and use to inform recommendations
Meeting 3 5 July 2011	<ul style="list-style-type: none"> • Cancelled due to lack of interest. 	<ul style="list-style-type: none"> •
July – Sept 2011	<ul style="list-style-type: none"> • Research officer met with various consultations with user groups 	<ul style="list-style-type: none"> • To ensure consultation with users and carers.
Meeting 4 22 September 2011	<ul style="list-style-type: none"> • To receive feedback on consultation. • Conclusions and recommendations. 	<ul style="list-style-type: none"> • To agree recommendations.

Reconstituted Task and Finish Group September 2012

Date	Content of Meeting	Meeting Objectives
Meeting 1 6 September 2012	<ul style="list-style-type: none">• Terms of reference.• Background and findings of previous review group	<ul style="list-style-type: none">• Agree terms of reference and project plan• Agree how consultation with service users will be carried out.
Meeting 2 – or consultation event	<ul style="list-style-type: none">• Consultation with Service Users and Carers.	<ul style="list-style-type: none">• To agree conclusions of Review Group
Meeting 3	<ul style="list-style-type: none">• To receive feedback on consultation.• Conclusions and recommendations	<ul style="list-style-type: none">• To agree recommendations.
Meeting 4	<ul style="list-style-type: none">• To consider draft report	<ul style="list-style-type: none">• To agree draft report.