

Minutes of the Meeting of the Salford Crossroads Care Attendants Scheme Steering Group held on Thursday May 19th 1983

Present: Ralph Tingle	John Mansfield
Brenda Banning	Kevin Hyett
Joan Munro	Mary Stevenson
Frances Stryker	Tony Stevenson
Lorna Forsythe	Carol Green
Michele O'Connell	

Apologies: Peggy Holt

Local Authority Meeting

Steve and John (Chairperson and Secretary) met with officers of the Inner Cities to discuss the administration of the grant. Treasurers Department is to arrange to a meeting with Ralph, who has agreed to do the work of treasurer for Salford Crossroads. The official amount approved was £20,000 - this doesn't include capital expenditure, so Roger Platt will look into this. As the application was approved later than expected it was suggested the Scheme could run from August to August, to get the full grant. The Local Authority were keen that the scheme should continue and would be keen to have details of what we plan to do for the future financially. It was agreed it would be useful to get something from Joint Finance to show their support and interest for the scheme. There was no urgency to get an application in to Joint Funding, September was suggested as a good time. It was agreed to advertise for and appoint the Co-ordinator mid July/beginning of August. Any capital items can be invoicec through the Local Authority to save on VAT.

Treasurers Report

It was suggested and agreed that Salford CVS would pay for expenses such as the job advertisement, postage, etc., until such time as the grant was received, when these expenses could be reclaimed.

Accommodation

Brenda has arranged for the office at Willowbank extension. It contains a desk and filing cabinet for the Schemes' use, but we will need a separate phone line, a typewriter and an answer phone. Brenda will sort this out.

Shortlisting and Interviewing

The rates of pay for the Co-ordinator and the Care Attendants have increased, and National Crossroads will send a copy giving the rates and the sliding scale of payment for unsocial hours work. Some debate ensued as to how tied we were to National Crossroads. Carol mentioned that Pat Osborne (Nat. Organisation) had expressed a wish for a representative to the interviewing committee for the post of Co-ordinator. It was agreed that this would be useful in terms of expertise and knowledge that a representative from an existing scheme could provide, and it was agreed to contact the Co-ordinator of the Rochdale scheme to see if she will do this.

The National Organisation also has money for a Development Officer for the North.

Closing date for application is to be June 10th, to interview the week of June 20th. Mary suggested that the interview committee consisted of

one carer, one disabled person and one able-bodied person. Dr Munro proposed Steve (as carer and Chairperson), John (as disabled and Secretary) and Brenda (as able-bodied). Kevin said that he would particularly like to be on the interviewing committee, and it was agreed that the four should be accepted, as there were no objections. A meeting of the full steering group was arranged for 16th June at Eccles Library to shortlist candidates and the date for interviews was set as Saturday 25th June at Willowbank. Format for the day is as follows; all candidates to attend at 10 am for an informal session to discuss Crossroads and to show the Crossroads film, break for lunch, followed by formal interviews. It was also agreed that the Co-ordinator from Rochdale could take an active part in the morning session and perhaps give an opinion on the candidates after the formal interviews, rather than increasing the interviewing committee to five. The job description should contain some of the paragraphs from the 'What is Crossroads' sheet.

Timetable for Care Attendants

It was agreed to deal with this at a later date.

Referral Forms and Distribution

This, also, was deferred to a later date.

Training for Co-ordinator

Guidelines from Mrs Strker were distributed, with regard to the mentally handicapped and care attendants. The Rochdale Co-ordinator is to be contacted for advice and the possibility of the Salford Co-ordinator spending the first week with the Rochdale Scheme before familiarising themselves with Salford. Kevin thought we could do with a comprehensive list of present provision by other sources in Salford, for the Co-ordinators use. The local library also has a good selection of books on disability and it was agreed that Salford Crossroads should also set up a library, with a good stock of leaflets. The Home Help Service and District Nursing could be approached to publicise the Scheme to their clients in advance of the Scheme starting.

Any Other Business

None

Date of the Next Meeting

16th June 1983 at 7.30 pm at Eccles Library