

Collaborative Name	North east
Date of Event	12.06.06 Steering Group: West Park Hospital Darlington
Attendance	Present: Andrew Black, Nigel Goodfellow, Colin Jay, Martin Kerry. Apologies: Paul Brewis, Christine Brown, Kay Monaghan, Paul Salter
Summary of discussion	<p>1 Terms of Reference for Collaborative. Agreed - AB to make minor amendments, so that final version can be taken to collaborative meeting on 13 July with proposal that they be adopted.</p> <p>2 Priorities for the Collaborative After discussing the priorities generated at the Collaborative launch event and the analysis of N East Caring for the Spirit Baseline Questionnaire results it was agreed that the Steering Group would suggest the following to the Collaborative meeting on 13 July:</p> <ul style="list-style-type: none"> - The list of priorities and questionnaire results essentially focus on three areas, which should form the focus of the Collaboratives work. - This would be delivered through three small working groups, who would report to the Collaborative. This arrangement would run for twelve months then be reviewed. - The three areas are: <ul style="list-style-type: none"> Basic data and standards audit – i.e. what do commissioners want /need to know about chaplaincy issues; what are people doing already; what data should be collected by whom; what tools and models are out there that could be used? Mapping and sharing good practice – among the chaplaincy community and more widely. Future direction – what should services look like in the future – (covering issues such as chaplaincy for “new” healthcare providers; community based chaplaincy; multi faith issues; minority and underrepresented communities etc). <p>In addition the Steering Group will take on the function of considering the impact of wider NHS policy on chaplaincy; service reconfiguration etc. It is proposed that this is delivered by each Collaborative meeting including a presentation on a topical issue e.g. new NHS structure, Practice Based Commissioning, Choice Agenda etc.</p> <p>Collaborative Meetings</p> <p>If the above way of working is accepted this would mean that Collaborative meetings adopt the following pattern:</p> <p>13.00 – 14.00 presentation on policy context.</p> <p>14.00 – 15.00 Feedback from the three work groups</p> <p>15.00 – 16.00 Collaborative business/Caring for the spirit update Questions and AOB etc.</p> <p>3 Agenda for next Collaborative meeting (13 July 2006).</p>

	<p>It was agreed to structure the meeting as follows:</p> <ol style="list-style-type: none"> 1 Update from Steering Group meetings – AB 2 Proposed terms of reference –AB 3 Suggested way of working /Steering group - membership – NG 4 Priorities and suggested project groups- CJ (meeting divides into three random groups to identify key questions that each group should address- facilitated by Christine Brown, Kay Monaghan and Paul Brewis?.) 5 C f S update – MK 6 Any other business/date & time of next meeting
Summary of action agreed	See Agenda above
Resources generated for inclusion	None