

**Gloucestershire Local Involvement Network (LINK)  
LINK Stewardship Board Meeting  
Wednesday 17<sup>th</sup> August 2011 5.00pm to 7.00pm**

**Attendees**

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| Barbara Marshall Chair | Bren McInerney Vice Chair | Jenny Hincks  |
| Ray Storey             | Judy Gazzard              | Peter Mannion |
| Christine Donald       | Robin Agascar             | David Hearn   |
| Barbara Piranty GRCC   |                           |               |

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| <b>1</b> | <p><b>Welcome and Apologies:</b><br/>Barbara welcomed everyone to the meeting. Apologies were received from Val Dyer, Judi Brown, Albert Weager</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                             |
| <b>2</b> | <p><b>Declarations of Interest:</b><br/>There were none.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                             |
| <b>3</b> | <p><b>Notes of the meeting held on 20<sup>th</sup> July 2011:</b><br/>It was agreed the notes were an accurate record of the meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                             |
| <b>4</b> | <p><b>Matters arising:</b></p> <ul style="list-style-type: none"> <li>• <b>Report on Membership survey</b><br/>The survey has been completed and a third of members responded. The report has been sent to Evaluation Trust.</li> <li>• <b>Podiatry Service Response</b><br/>Peter read the response from Chris Boden, saying it was still not satisfactory. The letter does not address the issue about nurse training or the shortage of diabetic nurses. BarbaraM will take up missing answers at next partners meeting. BarbaraM understands the service will be transferring to Gloucestershire Care Services.</li> <li>• <b>Written update to Governance response to Future Forum</b><br/>BarbaraM apologised and explained that the response would be sent once she had completed it.</li> <li>• <b>Fibromyalgia Focus Group report</b><br/>BarbaraM has had replies from the partners' acknowledging receipt of the report. Becky Parish (NHS Gloucestershire) has asked for extension on response as Jan Stubbings had sent it to the new</li> </ul> | <p>BM to take up response with Partners</p> |

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|   | <p>manager of the GP cluster who hasn't been in post long. Fiona Jones (Gloucestershire County Council) has also asked for an extension. BarbaraM has written to Becky asking how long beyond the 20 days she needs. BarbaraM had explained it was a Focus Group Report, allowing a seldom heard group to be heard and therefore had not been written in the same way as other task group reports.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |
| 5 | <p><b>Chair's Report:</b></p> <ul style="list-style-type: none"> <li>• <b>Gloucestershire Care Services</b><br/>Ingrid Barker has asked to meet with Barbara M to discuss the developments in the Social Enterprise Trust. She has advised that there will be a series of stakeholder events in September, one in each district. No invitations have been received as yet. A member asked who the stakeholders are because no members of the public are involved. BarbaraM will clarify if the invitation is just to Board members or to the wider membership</li> <li>• <b>HealthWatch meeting and JSNA</b><br/>BarbaraM met with Shona Arora (NHS Gloucestershire Public Health) and Fiona Jones (Gloucestershire County Council). It would appear that LINK comments have not been sent routinely to the Public Health department. The Commissioners receive them regularly. There is a Partners meeting in September and BarbaraM has written to them to say there needs to be a discussion about an agreed formal protocol for the distribution of the comments.</li> <li>• <b>Meeting at Strategic Health Authority with Health Community and Care Overview and Scrutiny Committee</b><br/>BarbaraM shared a presentation on the new 111 non-emergency number. There are 4 pilot sites, it will be rolled out and shared with the Unscheduled Care Group. The process is still in the discussion stage and the relationship with NHS Direct is not clear</li> <li>• <b>Foundation Trust</b><br/>BarbaraM asked to go to meeting to look at consultation on NICE guidelines on Patient Experience</li> <li>• <b>Gloucestershire HWCP (Health, Wellbeing and Community Partnership) Executive Meeting</b><br/>The Partnership Board and the Executive Group have been dissolved, although the Implementation group is still ongoing. There will be shadow Health and Wellbeing Board in October</li> </ul> | Host to send out dates |

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|   | <ul style="list-style-type: none"> <li>• <b>Clinical Commissioning Group</b><br/>BarbaraM wrote to Jan Stubbings and has received confirmation that the group has formed. BarbaraM will be writing to the Chair Dr Helen Miller, to arrange a meeting.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 6 | <p><b>Host Report:</b></p> <p><b>Budget</b><br/>Barbara Pi talked the Board through the figures. Expenditure is running just below target but will pick up once LINK starts the public event phase in September. Barbara also explained the commitments on spend with venues and publicity. There were no questions.</p> <p><b>Website</b><br/>Barbara Pi explained that the website group were working with Icon Net to develop a brand new website for LINK, taking them through to Local HealthWatch. A Dummy page been prepared.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| 7 | <p><b>Communications and Community Engagement Update:</b><br/>The report was circulated to the members. Bren talked through the update saying the group is working on revision of the powerpoint presentation to be used at the public events that are starting in September. The presentation needs to include Health and Social Care Bill update as well as the transition to Local HealthWatch.</p> <p>Holly House is a frequent topic for discussion. The land has been purchased but there have been no further developments. Hospitals are being built in Moreton, Dursley and Tewkesbury, and it is not clear why there is not one in Gloucester.</p> <p>Barbara M explained that more comments were received in the first quarter of the year than in the whole of last year. LINK is in discussions with Judith Bates (Public Health Dept) about sub categories in comments sheet to help with the interrogation of information. Sally Latter and Barbara M are working with Judith on this as they also sub categorise. The VCS Strategy group and HCCOSC (Health Community and Care Overview and Scrutiny Committee) are to have a quarterly summary of comments. Comments are essential part of collective voice so LINK needs to work on its journey into the JSNA (Joint Strategic Needs Assessment).</p> |  |

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| 8 | <p><b>Health and Social Care update:</b></p> <ul style="list-style-type: none"> <li> <p>• <b>Local HealthWatch (LHW) and Pathfinder Project</b></p> <p>8 out of 16 LINKs in the South West were granted Pathfinder status. Each one is looking at a variety of different subjects, i.e. governance, working with GPs, communication pathways. Gloucestershire is looking at communication and the collective voice, feeding into the JSNA. Bren explained that, following his presentation to Voluntary and Community Sector Health and Wellbeing Strategy Group about Local HealthWatch (LHW) with Fiona Jones (Gloucestershire County Council), have set up a sub group to look at transition to LHW and Pathfinder. They are looking at the overlaps and clarity of the role of the Assembly and the Health and Wellbeing group. The Pathfinder has short time frame to complete its task and is only looking at one particular function of LHW.</p> </li> <li> <p>• <b>Health and Social Care Bill</b></p> <p>The Select Committee had up to middle of July to look at amendments to Bill. The Bill will go to the report stage on 6<sup>th</sup> September and into the third reading on the 7<sup>th</sup> September followed by The House of Lords. Amendments can be added at any stage. It is not known when the Bill will be complete. It will be two months before Royal Ascent is given. A Paper has just been published on funding for LINKs into Local HealthWatch (LHW) from Dept of Health, written in two parts. Funding is to be continued until the next spending review in 2014 as part of Formulae Grant. As well as this, there will be consultation on funding for additional functions</p> </li> <li> <p>• <b>Regional LINKs meeting</b></p> <p>The meeting was attended by Chairs, Hosts and Contract Managers. There were two presentations, one by Lynn Deane who talked about the framework to develop the NHS Commissioning Board. They will directly commission primary care, specialist care and prison care. The 4 Strategic Health Authority clusters will become the sub national structure for the NHS commissioning board. Each sector will have an overall head and South has just appointed Sir Ian Carruthers as Chief Executive. From that, there will be finance, medical and nursing directors who will be accountable to Dept of Health. The Outcomes Framework also discussed with 5 main domains, i.e. acute episodes, patient safety, patient experience, Long Term Conditions and reducing mortality</p> </li> </ul> |  |
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|    | <p>with 10 overarching indicators. Primary Care Trust clusters will be local teams that oversee relationships with Clinical Commissioning Groups feeding up into sectors. Also talked about Health and Wellbeing Boards who now have formal role in authorising CCGs. Health and Wellbeing Boards subject to scrutiny by Health Community and Care Overview and Scrutiny Committee. The next regional LINKs meeting is planned for November. The word 'abolition' of LINKs was also mentioned. At the regional meeting it was announced that a 'narrative' would come out to the Local Authority to say what Local HealthWatch should look like. The narrative came out a week later telling no more than was already known.</p> <ul style="list-style-type: none"> <li>• <b>Transition group update</b><br/>The first two meetings have now been held and will continue to be held on a monthly basis. Fiona Jones attended the second meeting and will continue to attend.</li> </ul>   |                                               |
| 9  | <p><b>Care Quality Commission Guide for LINKs</b><br/>Gloucestershire are featured along with other LINKs to showcase national learning set work.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                               |
| 10 | <p><b>Appointments for day surgery at Gloucestershire Hospitals NHS Foundation Trust (GHNHSFT):</b><br/>BarbaraM asked for the Board's thoughts on the appointment times for day surgery at GHNHSFT. A member had raised issues about patients having to wait long periods of time for surgery as the appointments are booked in blocks. If a patient has to travel some distance, the volunteer drivers have to start early in order for the patient to make an early appointment. When patients asked for a later appointment, staff members were uncooperative. BarbaraM wrote to Gill Brook (GHNHSFT) to ask if there could be a more flexible system for those living in rural areas, especially those dependent on volunteer transport. It appears that 7am is the correct start time. Gill responded saying patients were asked to come at 7.30am as a block in order to be prepped for surgery. BM asked for Board to comment as she will be taking it up with commissioners.</p> | Board agreed BM to take up with commissioners |
| 11 | <p><b>Launch of Children and Young People's Service:</b><br/>LINK has been invited to attend the 2gether Trust event on 28<sup>th</sup> September at City Works, Alfred Street, Gloucester.<br/>Richard Townsend, LINK member, had submitted a report about</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Robin, Jenny, Bren and Christine wish         |

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|    | commissioning of service.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | to attend |
| 12 | <p><b>Reports from Members:</b></p> <p><b>Christine Donald</b><br/>Wingmoor Farm Liaison Forum. The draft of the final Health Impact assessment had been circulated some weeks ago. The question of dust blowing across onto the areas of virgin soil and whether it would contaminate the soil was not answered.</p> <p><b>Christine Donald</b><br/>Tewkesbury project. After 2 years, the options looked at are</p> <ul style="list-style-type: none"> <li>• doing nothing,</li> <li>• refurbishing hospital or</li> <li>• new build</li> </ul> <p>Following a discussion, there are going to be 4 public meetings where NHSGlos will update, issue newsletters, etc. Residents have petitioned for a refurbishment which is unrealistic as the building is not fit for purpose. One member suggested a visit to the Ledbury site which has GPs on site</p> <p><b>Bren McInerney</b><br/>Dementia Project Board meeting. Update on current activity. Care Homes audit on psychotic medicines.</p> <p><b>Bren McInerney</b><br/>Patient Experience Group has been going for some time and they are looking at duplication with other groups</p> |           |
| 13 | <p><b>Date of Next Meeting</b><br/>21<sup>st</sup> September 2011, 10.00am to 12.00noon</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |