

**Gloucestershire Local Involvement Network (LINK)
LINK Stewardship Board Meeting
Wednesday 21st September 2011 10.00am to 12.00noon**

Attendees

Barbara Marshall Chair	Bren McInerney Vice Chair	Jenny Hincks
Judi Brown	Judy Gazzard	Val Dyer
Christine Donald	Robin Agascar	David Hearn
Barbara Piranty GRCC		

1	Welcome and Apologies Barbara welcomed everyone to the meeting. Apologies were received from Ray Storey. Peter Mannion and Albert Weager	
2	Declarations of Interest There were no Declarations of Interest	
3	Notes of LSB meeting of 17th August 2011 It was agreed the notes were an accurate record of the meeting.	
4	Matters Arising: <ul style="list-style-type: none"> • Podiatry service: Peter is unwell so may not be attend meetings for a while. He is writing to the podiatry service because he is still unhappy with their response. Although it has been raised at Partners meeting, a letter will be sent to the commissioners • Fibromyalgia Focus Group report response from 2gether and GHNHSFT: The response from Trish Jay (2gether FT) had been circulated to all LSB members. It was noted that this is the first time there has been a specific to each of the recommendations made by Gloucestershire LINK. The response from the Gloucestershire Hospitals NHS Foundation Trust states that the recommendations relate to commissioners so they are not intending to make a separate response. The Commissioners (NHSG and GCC) have asked for more time to respond. Jan Stubbings (CEO NHS Glos) had forwarded the report to the new cluster medical director for comment. The 	

	<p>commissioners have not advised when the responses will be received.</p> <ul style="list-style-type: none"> • Day Surgery Timings: BarbaraM thought there was no evidence of a flexible approach to the problems related to day surgery timings. The answer to the LINK query was not satisfactory and the issues would be raised again with the Trust. 	
5	<p>Chair’s Report</p> <ul style="list-style-type: none"> • Physiotherapy services: at present there are a number of providers with separate services for the patients. Judy G suggested that all services would go to the Care Services. BM said it was more complicated than that and LINK would keep it under review • BarbaraM attended a Performance Management meeting with the Health Community and Care Overview and Scrutiny Committee (HCCOSC). Stephen McMillan, new chair of HCCOSC is keen that LINK is more involved with HOSC activity. • The Bereavement group is a short term group in relation to end of life care • BarbaraM, BarbaraPi and Bren Mc will be meeting with Chris Hastings (Compliance Manager South West, Care Quality Commission (CQC) as part of regular involvement with CQC • Care Quality Commission (CQC) reports on Gloucestershire Hospitals NHS Foundation Trust (GHNHSFT): There have been press releases from the CQC and the Acute Trust in association with the reports. The visit in Gloucester was a follow up of the original visit. The CQC still have concerns about discharge and personalisation of care plans and daytime activity. The report for Cheltenham hospital (page 31) details the clear action they have asked the provider to take around discharge information, care plans, daytime activity, dust in areas of hospital and privacy and dignity of people. Signage in the hospital, outside and inside, is confusing and requires review. The Trust repeatedly says they are reviewing it but nothing happens. The CQC will follow up the report. The Gloucestershire LINK Visually Impaired report mentions problems with signage. Judi B will raise it at Equality committee meeting and Jenny H will raise it at the governors meeting. Robin suggested that we provide them with an A4 report bulleting what should have been actioned. It was thought that the Trust response will be that they have complied with the minimum required by the Disability Discrimination Act 	

	<ul style="list-style-type: none"> • Invitations to Local HealthWatch Pathfinder Event: 3rd October between 5pm and 7pm at Sanger House. The invitation was sent to LSB members, HealthWatch Transition Group members together with the members who had an expressed an interest in the Transition Group. • Invitation to Any Qualified Provider event: the Swindon / Gloucestershire cluster PCT is holding a workshop on Thursday 6th October 5pm to 7pm to discuss a list of potential services for priority implementation as identified by the Department of Health. The PCT are keen to hear LINK representatives' views on the selection of services based on patients' priorities for improving quality of, and access to, NHS services. The list of potential services identified by the Dept of Health are: <ul style="list-style-type: none"> ○ Musculo-skeletal services for back and neck pain ○ Adult hearing services in the community ○ Contenance services (adults and children) ○ Diagnostic tests closer to home such as some types of imaging, cardiac and respiratory investigations to support primary assessment of presenting symptoms ○ Wheelchair services (children) ○ Podiatry services ○ Venous leg ulcer and wound healing ○ Primary Care Psychological Therapies (adults) <p>The invitation was for six representatives plus a member of the Host from each LINK.</p>	
6	<p>Host Report</p> <p>Finance: BarbaraPi presented the figures for April to end of August. There is a slight under spend as the majority of work completed during June, July and August centred around the AGM, Annual Report and development of website whose monies were all allocated for and shown in last year's budget. Commitments detailed are for venue hire for the public events, publicity and parts for the gazebo because of its extensive use over the summer. BarbaraPi suggested there needs to be a discussion on the production of a new leaflet talking about where LINK is now and what has been achieved. It will be a discussion for the Communications and Community Engagement (CCE) group. Money will need to be allocated for the Annual Report and</p>	CCE group to discuss new leaflet

	<p>AGM for 2012.</p> <p>Website: The website went live on 16th September. Members had been asked to look at it and submit comments for improvement. Looking at ways to further develop the site including looking at social networking and accessibility</p>	Bpi to discuss accessibility & additions of photos of LSB on website
7	<p>Communications and Community Engagement update</p> <p>There was no written report as group did not meet in September.</p> <ul style="list-style-type: none"> • Bourton-on-the-Water: The public event at Bourton-on-the-Water went well. The presentation included Local HealthWatch information as well as concentrating more on outcomes from LINK activity • Comments sheet: LINK have tried continuously to get comments put into the Joint Strategic Needs Assessment (JSNA) with little success. The Partners are coming back with suggestions on classification and development 	
8	<p>Governance group update</p> <ul style="list-style-type: none"> • Database Review: 231 members have responded so far. 18 members said they no longer wish to participate in LINK, and 138 still to respond. The deadline for responses is end of September • Governance group: The group discussed a plan of action starting from March 2012. It was suggested that the term for the existing LSB is extended until October 2012 with letters sent to members in the same way as happened last year. It was also suggested that there should be an election in March but also need continuity so put up half seats for re election and be in a staggered situation. The LINK Stewardship Board must remain in existence until LINK is abolished. The LSB members agreed that BarbaraM and BarbaraP will work on a proposal to send to the membership regarding the extension of the existing board, and take it to the Local Authority for their views, reporting back to the next LSB meeting • Expenses: The Governance group has also agreed minor alterations to the Expenses Policy and included a 'spot check' option for mileage claims 	BM and BP proposed communication
9	<p>Health and Social Care Bill</p> <ul style="list-style-type: none"> • HealthWatch Allocation and Consultation: A copy of the consultation had been presented to LSB members. It was agreed that it was an incredibly difficult document to understand. The 	the transition

	<p>document states that the present level of funding for LINK activity will continue until 2014 (the next Spending Review). There will also be a separate allocation of money for advocacy and signposting. Advocacy may or may not become part of the Local HealthWatch function as the Local Authority can choose to take it elsewhere. The consultation includes how the allocation is calculated, whether it should be based on the working age population or adult social care need. The LSB suggested there should be a third option, stating that neither option is suitable. The general opinion of the LSB was that the allocation should be based on working age population.</p> <p>It was agreed the consultation would be taken to the Transition group for their view, which will be reported to the next Stewardship Board meeting. The response needs to be completed by the end of October</p> <ul style="list-style-type: none"> • Health and Wellbeing Board Task Group: the group reconvened with slight alterations to Terms of Reference. Although the Futures Forum suggested the task group should have more elected members, the membership is generally made up of statutory representation rather than non statutory with one HealthWatch representative and no separate VCS representation • HealthWatch England Proposals: BarbaraM and BarbaraP were invited to a Care Quality Lunch in Birmingham to hear proposals for a HealthWatch England (HWE) operating model. HWE will provide training and governance to Local HealthWatch (LHW) 	<p>Take to Transition Group.</p> <p>BM to send suggested membership of shadow Health and Wellbeing Board</p> <p>BM to circulate papers</p>
10	<p>Task Group Reports Update</p> <ul style="list-style-type: none"> • Access to services by the Visually Impaired: the report will be finalised shortly. Members of the LSB will receive a copy of the final report once it is completed • Access to information and services for Suicide Prevention Interim Report: The report is not yet completed. It is hoped to be presented to the LSB in October 	<p>BM to send out report to LSB</p>
11	<p>Reports from Members</p> <ul style="list-style-type: none"> • Christine Donald: Tewkesbury Project: The meeting was to look at whether Tewkesbury hospital should remain as it is, be refurbished or 	

have a new build. It is likely it will be a new build on the site of the bungalow at Greenbank.

- **Peter Mannion:** Forest of Dean Forum Update

- **Bren McInerney:** Glos Dementia Project Programme Board: The Board is looking at key areas
 - Using the Quality Mark
 - Link in with commissioning
 - Person centred outcome tool, which is still being developed across the South West with other partners. It was agreed that rather than have an additional tool, it will fit in with and compliment the Health and Wellbeing Handbook

The next meeting has been cancelled because of low numbers.

- **Robin Agascar: Glos Sexual Health Strategy:** There is frustration over the length of time it is taking to produce the strategy. Robin is the only person who has responded. Attendance at the meetings is variable. It is recognised that real time data has not been collected. The strategy cannot be signed of this year as it not expected to be finished until next year. Robin fought hard in relation to unmet need.

- **Gerald Tween: Glos Care Services Event, Cheltenham.**

- **General report relating to member attendance at the Gloucestershire Care Services Drop In Events:**
When BarbaraM asked the trust why the events had been changed to 'drop in' events, she was advised it was because they did not want the events to be taken over by protesters. The following points were made:
 - It was difficult to make my views heard because all the trust wanted was people to sign up to be a community member
 - The Chief Executive could not answer questions such as when, where, voting etc, saying she did not know
 - No one answered the questions raised

LSB want BM to raise concerns with Ingrid Barker or Penny Harris after BM has attended the Tewkesbury event

	<ul style="list-style-type: none"> ○ Chair and Chief Executive sat in a circle chatting ○ I was embarrassed because all they wanted was for me to join up ○ No one answered questions raised by a local councillor 	
12	<p>AOB:</p> <ul style="list-style-type: none"> • Val Dyer is going to the Ethics committee (GHNHSFT) meeting. One of the matters under discussion is assisted suicide. She asked if board members would give her their views on this subject 	LSB Members
13	<p>Date of next meeting Wednesday 19th October 2011 - 2pm to 4pm</p>	