

Gloucestershire Local Involvement Network (LINK)

**LINK Stewardship Board Meeting
19th January 2010 2.00 – 4.00pm
Gloucestershire Rural Community Council**

Present:

Barbara Marshall Chair
Peter Mannion

Maureen Dore Vice Chair
Judi Brown

Christine Donald,

In attendance:

Barbara Piranty GRCC

Pamela Dewick GRCC

Christine Welsh GRCC

		ACTION:
1.	Welcome and Apologies: BarbaraM welcomed the members present. She explained that the meeting had been rescheduled, because of the recent bad weather. Apologies had been received from Val Dyer, Dave Peachey, Albert Weager, Nadia Novali, Bren McInerney and Robin Agascar	
2.	Declaration of Interests: There were no declarations of interest.	
3.	Notes of the LINK Stewardship Board held on 2nd December 2009: Point 9C (Members Report, Cancer Services): the Prostate Procedure will be used in all of the Three Counties, not just in Gloucestershire.	
4.	Matters Arising: VCS Strategy Group: BarbaraM has written to the VCS Strategy Group regarding their membership of LINK. At their meeting a written update on LINK activity to date which included the administrations of medicines report was presented. The VCS group expressed an interest in	

	<p>hearing more about this.</p> <p>Innovation Conference: The Innovation Conference Report has not yet been published on the NHS Gloucestershire website.</p> <p>Event for members with Learning Disability: Twenty LINK members with Learning Disabilities recently attended the LINK event and the comments raised are being collated and put into a report.</p> <p>NHS Gloucestershire Leaflet: BarbaraM presented a leaflet that NHS Gloucestershire had recently produced to advise members of the public of the criteria to attend the Emergency Dept. Following a discussion the members present agreed that the leaflet was well presented but considered it did not achieve its intention. It was agreed these Comments would be referred to the Partners at the next meeting.</p> <p>Forest of Dean Health Forum: A workshop is planned to consider how the forum will integrate with the local Practice Based Commissioning cluster to share views.</p>	
5.	<p>Chairs Report: BarbaraM presented a written report to the group.</p> <p>Vice Chair Report: MaureenD presented a written report to the group</p> <p>BarbaraM has written, to the Gloucestershire Hospitals NHS Foundation Trust (GHNHSFT), on behalf of Gloucestershire LINK, about the complaints received concerning Ward 2B being so cold that patients needed 5 blankets.</p> <p>BarbaraM has also written to the GHNHSFT about handover times for waiting ambulances, as the LINK had received several complaints.</p>	
6.	<p>Host Report BarbaraP presented her report to the meeting and discussed the</p>	

figures prepared by Chris Aston. All figures show that LINK host and participant expenditure is on target with no issues to raise. Next month however will show a 'spike' to indicate the recent spend in bus and radio advertising as well as the insurance contribution.

Service User Forum:

BarbaraP explained that she had received a request for a meeting with Nadia Novali and Mencap with regard to a possible closer working relationship. This meeting will take place in the next few weeks and Barbara will report the outcome at the next board meeting.

Members Training Events:

Three events are planned:

1. A training event with Fiona Jones and background on Putting People First with Carey Wallin. This is scheduled for 29th January.. One of the sessions will be looking at Putting People First.
2. A training event has also been arranged for members with Shaun Clee (CEO 2gether NHS Foundation Trust) on the 18th February. Shaun will give an overview of Mental Health services in the county.
3. A training event has been arranged with Nic Davis (Gloucestershire Adult Care Directorate) on the 5th March, to look at the criteria suggested by the Care Quality Commission for the assessment of the social care services.

All three events will be held at Churchdown Community Centre

South West Network Meeting in Exeter:

The recent South West Network event in Taunton was cancelled because of the extreme weather conditions. A further event has been schedule for the 2nd February in Exeter.

LINK Stewardship Board meeting:

The February meeting is scheduled for 3rd February from 5pm to 7pm. It was hoped that by starting an evening meeting an hour earlier, more Board members would be able to attend for all or part of the meeting. It was suggested that Dr Frank Harsent CEO of the GHNHSFT is asked to speak at the this meeting.

	<p>LINK Stewardship Board Elections April 2010 All members have been sent a Registration of Interest form</p>	
7.	<p>Communications and Community Engagement (CCE) Group Update: LINK stand at events and conferences etc: The CCE group has agreed to ask LINK members, other than just board members, if they are willing to attend events and help man the LINK stand.</p> <p>I-Texting The software has not been installed as the engineer was unable to travel because of the bad weather.</p> <p>Easy Read Documents: . An easy read section has been added to the glosLINK website.</p> <p>Website Members Page: Following a discussion about putting a members page on the website that could include announcements and a diary page, including all the meetings and events, including external, it was agreed that Pamela would speak to the website provider.</p> <p>Audio CD of the LINK leaflet:. Gerald Tween is going to make an audio CD of the LINK leaflet.</p> <p>Promotional DVD produced by local students: BarbaraP had made enquiries about local students producing a promotional DVD as part of their college work. This may prove difficult because of workload and priorities.</p>	<p>To be rescheduled</p> <p>Pamela to speak with web site provider, to discuss cost and feasibility.</p>
8.	<p>Task and Focus Groups Discharge Task Group: Twentyone members attended the first meeting. There were four discussion groups, each with a different scenario to look at. The next meeting is planned for the 12th February, at Churchdown Community Centre</p> <p>Podiatry Task Group: The first meeting is scheduled for 21st January. The Lead</p>	

	<p>member is unable to attend for health reasons and BarbaraM will deputise in his absence.</p> <p>Mental Health Focus Group: The first meeting is scheduled for 28th January. The guest speaker is Debbie Furniss of 2gether NHSFT.</p> <p>Ambulance / Out of Hours Focus Group: The first meeting is scheduled for February 8th. The guest speaker still to be arranged</p>	
9.	<p>Care Quality Commission (CQC): The LINK Stewardship Board recently met with Andy Brand (CQC Local Assessor) and Sheila Reynolds (CQC Regional Manager). The aim of the meeting was to identify what they were expected the LINK to do and how the LINK could work with them. It was agreed that they would meet regularly with the LSB. They were advised that Gloucestershire LINK is part of the CQC Reference Group. .</p> <p>Voices into Action Questionnaire: BarbaraM has written to all members with a questionnaire in line with “Voices Into Action” produced by the CQC. LINK and the Health Community and Care Overview and Scrutiny Committee has been asked to give CQC information about the Health Care Providers by the End of January and Social Care Providers by the end of March as part of the registration process.</p>	
11.	<p>Consultations: Sir Ian Carruthers and Jan Ormonroyd have produced a document on achieving Age and Equality on health and social care.</p> <p>Use of Resources in Adult Social Care: This is a good reference document for LINK for the future</p> <p>Real Accountability: This document concerns the commissioners and how they should involve the public.</p> <p>Cancellation of Meetings/Groups: Following a discussion around the late cancellation of meetings by NHS Gloucestershire, the Board agreed it was not acceptable to</p>	Board members to look through the document and make comments

	<p>have two hours notice of a cancelled meeting, particularly as a LINK member had recently taken a day off from work to attend a meeting, which was cancelled shortly before the start time.</p>	
<p>12.</p>	<p>Members Reports:</p> <p>GUIDE and PALS Bus: The bus is being delivered in February and expected to be available for use in March.</p> <p>Social Inclusion: Bren submitted a report of the event he recently attended. Nadia had also submitted a report.</p> <p>CAMHS: Richard Townsend had submitted two reports. He expressed concern about how joined up the new service is going to be. He was also concerned that some of the steering group meetings he will have difficulty in attending and is looking for someone to share this with</p> <p>Ermin House: Ermin House was discussed at the recent HCCOSC meeting. There are difficulties with this site as some of the patients are in wheelchairs and the wheelchairs cannot go through the doors. NHS Glos is making arrangements with the newly opened Dean Centre to place patients there.</p> <p>Innovation Conference: Fiona Miles (LINK member) had submitted a very comprehensive report of the event.</p>	<p>PD and BM to identify a LINK member to work with Richard.</p>
<p>13.</p>	<p>Any Other Business:</p> <p>It was hoped the Gender Dysphoria Policy will be in place soon. It is not clear exactly what happens when the policy is completed and agreed by the NHS Gloucestershire Board.</p> <p>A member of the LSB is in consultation with the Specialist Commissioning Group. There was a concern that the Specialist Commissioning only take on work that is in their workplan and it was agreed there is a need to need to lobby to a particular subject onto their workplan</p>	

14	Date of next meeting: Wednesday 3 rd February 5.00pm to 7.00pm at GRCC	