

# Local Involvement Network (LINK) – Minutes of Board Meeting

**Date:** Tuesday 11<sup>th</sup> October 2011  
**Present:** John Robson (JR), Neil Tapster (NT), Julia Charlton (JC), Hazel Parrack (HP), June Davies (JD), Lindsay Perks (LP), Claire Easton (CE), Ellen Vick (EV), Joan Knox (JK),  
**In Attendance:** Johanne Mears (JM), Christine O'Brien (CO'B), Alison Chalmers (AC), Meg Woollam (MW)  
**Apologies:** Sandra Gray (SG), Lisa Gardiner (LG) VODA, Haley Hudson (HH) NTC, Ellie Anderson (EA) NTC, Sam Harrison (SH) NoT NHS. Bea Groves (BG), Melanie Adams (MA), Sirak Hagos (SiH).

1.	Apologies and Welcome	The Chair welcomed everyone to today's meeting
2.	Agreement of Minutes of last meeting	The minutes from the previous meeting were agreed as an accurate record.
3.	Matters arising not on agenda	There were no matters arising
4.	Project and development update	AC gave her project update. A recommendation was made by the board to give thanks to the young people involved in making the DVD.
5.	Updates from Partner organisations	HH and EA sent their apologies. SH gave her apologies and sent an update in her absence. The update contained some information on 'Any Qualified Provider'. The board asked JM to thank SH for her written update and also to inform her that they did not feel the attendance of the LINK development worker at the meeting referred to in September constituted LINK involvement. JM to write to NoT NHS.
6.	Membership and communication reports	MW updated the board on communication. CO'B updated the board on current membership.
7.	Reports and issues to raise/discuss from Board members and their organisations/networks	<ul style="list-style-type: none"> <li>• LP attended a patient involvement meeting at The Village Green Surgery in Wallsend. There were 12 people in attendance consisting of patients, practice managers and professionals. The meeting was to discuss the HealthWatch agenda and local development of this new initiative. LP felt that those present had not had an opportunity to fully consider all the information available and as a result were not fully able to discuss the potential development opportunities.</li> <li>• JM and AC attended all four area forums across the borough, where 'health' was on the agenda. Information from Taking Part Workshops consultation on Health, over the summer, was used as a basis for identifying two main areas for discussion. These were access and influence. Information gathered from the summer exercise and the Forums should appear in a report. JM to follow up.</li> <li>• A meeting will take place on 15<sup>th</sup> December to</li> </ul>

		<ul style="list-style-type: none"> <li>• The newly appointed Director for Public Health in North Tyneside, Marietta Evans will be visiting LINK on Monday 17<sup>th</sup> October. This will give the team and JR the opportunity to discuss LINKs work.</li> <li>• CQC Regional Manager Julie Rayner is to meet with JM, AC and JR on Tuesday 18<sup>th</sup> October. This is to build relationships between CQC and LINK and to look towards a better HealthWatch.</li> <li>• JD and JR are attending a HWBB planning meeting at Quadrant on 18<sup>th</sup> November. This will be 9.00am – 1.00pm and will look at the makeup and de development of the partnership board.</li> </ul>
8.	<p>Update on LINK reports</p> <ul style="list-style-type: none"> <li>• Response to personalisation report</li> </ul>	<p>LINK has received positive responses from NoT NHS and from the Local Authority on the personalisation report. They felt the report was “highly valued and useful”. They will be implementing all of the recommendations in the near future. The board asked for an update on the number of people now on a personal budget, the number of people opting to take this as a direct payment and if these numbers could be provided for different age groups and for different areas of need i.e. mental health. JM will ask NTC reps if it is possible to provide this for the next board meeting.</p> <p>JM also reported that the OSC for H&amp;WB had received a copy of the report at their last meeting and hoped to do some further work in this area themselves. They have asked for LINKs support in this. The LINK board agreed to support the work of the OSC where they could.</p>
9.	HealthWatch Update	<p>A second stakeholder event will take place at The Riverside Centre in Howdon on Friday 14<sup>th</sup> October at 9.30am. Various board members will be attending on behalf of LINK and their own organisations.</p> <p>JM will present possible models, which were discussed at the event on 29<sup>th</sup> September, although feedback from the event resulted in no particular model being preferred. LINK will gain more feedback from members on HealthWatch and how it should look over the next two months and will share it with North Tyneside Council as the commissioning body.</p>
10.	<p>Approval of Policies</p> <ul style="list-style-type: none"> <li>• Code of Conduct</li> <li>• Reporting Policy</li> </ul>	<p>No changes were made to either policy. Thanks went HP and EV for their time.</p>
11.	LINK representation on commissioning partnership boards.	<p>LINK has received a formal invitation to have representation on the Mental Health (Partnership) Commissioning Board. This would involve a LINK</p>

		<p>Representative attending a meeting every other month for 1 hour and giving a LINK update.  A summary document from CHCF was shared, detailing the key points from discussions with LINK reps earlier this year regarding the involvement plans for the new joint commissioning structure.  A discussion followed where concerns were raised as to effectiveness of the current arrangements.  JM was asked to attend the MH(P)CB and report back.  JM was also asked to contact NTC and ask about future plans to improve the current situation.</p>
12.	Any Other Business	<p>A discussion took place on how LINK reps, in particular to the HWBB, are supported to gain feedback from LINK members. JM made a recommendation to hold an open forum for LINK members to contribute their issues, comments and questions' concerning what is happening in their area. The board agreed to support this recommendation and proposed that the first of these forums was will be held on 22<sup>nd</sup> November at The Shiremoor Centre in the main hall. The forum will cover local issues and an opportunity for reps to feedback on their activities as well as an opportunity for members to contribute towards as response to 'Caring for our Future', a national consultation. If successful as regular forum of this kind could be organised.</p>

**Further meeting dates are listed below.**

**All meetings are usually between 12.00pm – 2.00pm room 3, here at VODA, unless otherwise stated. A buffet lunch will be available.**

**Dates for 2011/12**

**LINK board meetings:**

- Tuesday 15<sup>th</sup> November 2011 12-2pm Room 3 Shiremoor building
- Tuesday 24<sup>th</sup> January 2012 12–2pm Room 3 Shiremoor Building
- Tuesday 6<sup>th</sup> March 2012 12–2pm Room 3 Shiremoor Building

**LINK board working meetings:**

- Tuesday 13<sup>th</sup> December 3.30pm – 5pm Large Meeting Room Shiremoor Building
- Tuesday 14<sup>th</sup> February 3.30pm – 5pm Large meeting Room Shiremoor Building

**\* Dates of Future Board meeting TBC**

- Tuesday 24<sup>th</sup> April 2012 12-2pm
- Tuesday 12<sup>th</sup> June 2012 12 – 2pm
- Tuesday 17<sup>th</sup> July 2012 12 – 2pm
- Tuesday 28<sup>th</sup> August 2012 12 – 2pm
- Tuesday 9<sup>th</sup> October 2012 12 -2pm