

County Durham LINK Management Committee Meeting Minutes

Monday 24th August 2009
St Cuthberts Hospice, Durham

		ACTION
1.	<p>Present: David Haw (Chair), Peter Irving (Vice Chair), Colin Burton, Mary Mitchell, Stuart Harvey, Audrey Chapman, Malcolm Fallow, Jackie Heslop.</p> <p>In Attendance: Julia Catherall (minutes), Sue Jennings, Alesha Aljeffri, Clare Sandford, Michael Dalton, Michael Hemingway, Marilyn Weerasinghe.</p>	
2.	<p>Apologies: Malcolm Harrison, Jim Rochester, Jim Welch</p>	
3.	<p>Minutes of the last meeting: Approved and agreed as a true record.</p>	
4.	<p>Matters arising not on the agenda:</p> <p>Sue wrote to the North East Family Health Services Agency asking for further information about the pharmacy application. This was received and passed on to Management Committee members. No further responses were received from the Management Committee and therefore the North East Family Health Services Agency were advised that the LINK had no comment to make.</p> <p>Sue advised that there is no further update on swine flu.</p> <p>The Standards Committee had invited a LINK member to meet with them regarding the Code of Conduct, but the LINK member had written to the Committee saying that they would not attend. The Standards Committee to agree a way forward on this matter.</p>	
5.	<p>LINK Work Plan update:</p> <ul style="list-style-type: none"> • Alcohol – All meetings have been set up for the Alcohol sub groups. The first one has been arranged for October. • Dementia/Alzheimer Services – The first meeting took place on the 24th July. The working group decided how things were going to be done which will be in stages. The next meeting will take place on the 25th August where Ed Collins is coming to discuss Deprivation of Liberty. • Seizing the Future – Marilyn gave an overview regarding the issues over the closure of the Accident and Emergency unit 	

	<p>at Bishop Auckland Hospital which is due to close on the 30th September - Marilyn is concerned that schools have not been informed about the closure. Marilyn raised concerns regarding the stroke unit going to Darlington Memorial Hospital. Dave mentioned that James Cook and the Freeman Hospital were the hospitals that were going to treat Stroke patients as part of Seizing the Future. Sue to find out if this is deviating from the agreed plan and if so, she will write to the PCT and ask them why they this is the case.</p> <ul style="list-style-type: none"> • An invite has been received from North Tees and Hartlepool NHS Foundation Trust for a LINK member/s to be involved in their Quality Standards Steering Group. It was agreed that County Durham LINK would like to be involved with this and that two members should be involved – one from the Easington area and one from Sedgefield. Sue to write to North Tees and request that two members attend the meetings. • Carers Strategy – No update, meeting has been arranged for the 25th August. Final strategy has been received. • Learning Disabilities Day Care – The final report is due to be signed off by Durham County Council sometime in August. A group will meet again in October. • Mental Health Day Care – A further service user meeting was held at Witham Hall – only 6 service users attended. A service user feedback event was then held on 18th August which was very well attended and a LINK event feedback form was supplied as an information item for Management Committee members. This meeting was managed much better by Durham County Council. A letter has been sent to David Shipman raising some concerns that the LINK have and a response is awaited. • Older Peoples Mental Health Strategy– Waiting for a response from Nigel Nicolson with regards to arranging a meeting with himself and the Management Committee. No response as yet. • Rural health – DH wrote to George Garlick at Durham County Council regarding rural proofing and what has been done by Durham County Council. A response has been received suggesting that the LINK should write to Mel Campbell if they require any further information. Sue to draft a letter to Mel Campbell. • Domicillary Care – Sue has emailed Nick Witton to find out who would be leading this and to arrange a meeting. Nick is happy to meet with Sue and Audrey. • Work Plan Scoring update – A small working group of LINK Management Committee members met and the three issues 	<p>SJ</p> <p>SJ</p> <p>SJ</p> <p>SJ</p>
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	<p>that scored the most were Personalisation, Residential Care Homes, GP Patients Forums. It was agreed for the three issues to be added to the workplan.</p> <ul style="list-style-type: none"> • Stroke – Discussed above. 	
6.	<p>Special Interest Groups:</p> <ul style="list-style-type: none"> • CoDeaf – another meeting with CoDeaf members has been arranged for September. The notes of the last meeting were sent to Durham County Council and NHS County Durham. This highlighted with NHS County Durham that they had no lead on Deaf/Deafened services. A meeting was held on 24th August to discuss this further and feedback is awaited. • Countywide Mental Health Forum – A meeting has been arranged on Thursday with the new Management Committee representative for mental health. It is expected that he will start to attend meetings from September 2009. • Durham Prison – Alesha and Sue went to Durham Prison and met with 8 prisoners to see if they would like to be involved in future consultations. The general feeling was that they would and it was agreed that Sue would liaise with the Head of Offender Management to discuss how this could happen. • Frankland Prison – A further meeting has been arranged for October which is a LINK specific meeting with a group of prisoners. • Low Newton Prison – A response is still awaited from Low Newton and this has been followed up on a number of occasions. • Deerbolt Prison – A meeting took place in July but this wasn't well attended – only 3 prisoners turned up. Sue to make further contact with the Healthcare Manager. • Children and Young People – Alesha is trying to pull a meeting together with NEAS (North East Ambulance Service) and the young people that were involved in the last event. A meeting has also been arranged with County Durham and Darlington Foundation Trust and the Young People. Still waiting a response from Durham County Council and NHS County Durham. • Black and Minority Ethnic Groups – Stuart advised the group that as from October he will be stepping down from the Management Committee. He has been meeting with a network forum from the BME communities and hoped that a representative from that forum will be involved with the LINK. It has been agreed that Alesha will meet with the forum initially. 	<p>SJ</p> <p>AA</p> <p>AA</p>

7.	<p>Enter and View:</p> <p>Sue and Alesha are arranging training visits for enter and view representatives. They have been asked if they wish to visit County Hospital Clinic on 3rd September and responses are awaited (this has been arranged through Tees Esk and Wear Valley NHS Foundation Trust). A date has been arranged on the 14th September for all enter and view representatives to visit North East Ambulance Service Head Quarters and an Ambulance Station. Other training visits are currently being planned.</p> <p>Enter and view Bi monthly meetings have been arranged and the 1st meeting is on the 4th September which will for the Enter and View Representatives and supported by Host staff.</p>	
8.	<p>Consultations:</p> <ul style="list-style-type: none"> • Summary Care Records - Sue asked the Management Committee if the LINK should be involved in this consultation. It was agreed that the LINK would not be in a position to take on this issue at the moment and Sue would feed this back to Verna Fee. • Pharmacy applications – It was agreed that any feedback should be sent to Sue before the deadlines and that she would feed this back to the North East Family Health Services Agency. 	SJ
9.	<p>CQC (Care Quality Commission):</p> <p>A letter has been received from the Care Quality Commission who would like to work with the LINK. It was agreed that this could be raised with Colin Wilson when he attends the Management Committee information day on the 7th September.</p>	
10	<p>Any other business:</p> <ul style="list-style-type: none"> • Annual General Meeting – This has been confirmed at Consett Civic Centre on the 22nd October 2009. Various tasks will be given to the Management Committee. The day will start at 10am (registration and tea/coffee) and Tricia Nicolls will facilitate with Dave giving a welcome to the day. Dave asked whether anyone from the Management Committee wanted to deliver a presentation on what the LINK has achieved over the last 12 months and it was agreed that this would be presented by Dave. Feisal Jassat has been invited to deliver a presentation on the Overview and Scrutiny Committee and LINK working together. Lunch will be served at 1pm. The Castle Turrets theatre group will 	

	<p>round up the day at 2.00pm with a 15 minute drama issue (slight changes have been made to this agenda since the Management Committee meeting and will be notified to all Management Committee members).</p> <ul style="list-style-type: none"> • December Management Committee meeting – This will be arranged but reviewed in November to see if it is required. Julia to arrange a suitable date. • Alesha is writing a report on the District Open days. Clare’s (LINK Community Engagement worker) role will be to be to link in initially with the district representatives. • Peter is going to write a report from the Area Action Partnership meetings that he attends and also the Integrated Care Organisation meetings. • Sue suggested that Marilyn attends the stroke meeting on 10th September but will check with NHS County Durham that this is okay first and get back to Marilyn. • The income and expenditure for quarter 1 was agreed and signed off. Sue mentioned that a significant proportion of the under spend of £21,000 is a planned carry forward for future quarters. • Work plan matrix form for Alzheimer/Dementia Services – this also was agreed to be signed off. 	<p>JC</p> <p>CS</p> <p>SJ</p>
10	<p>Date of next meeting:</p> <ul style="list-style-type: none"> • 21st September 2009 – East Durham Trust, Peterlee, SR8 5DP at 10am and to finish with lunch at 12.00. 	