County Durham LINk Management Committee
Meeting Minutes

Monday 15th March 2010
St Cuthberts Hospice, Durham, DH1 3QF

		ACTION
1.	**Present:** Peter Irving (Vice Chair), Peter Wilkinson, Audrey Chapman, Betty Carr, Michael Dalton, Malcolm Harrison, Jim Welch. **In Attendance**: Julia Catherall (minutes), Jane Hartley, Alesha Aljeffri, Clare Sandford, Sandra Roberts, Agnes Armstrong (Enter and View Representative)	
2.	**Apologies:** Dave Haw (Chair), Mary Mitchell, Colin Burton, Malcolm Fallow	
3.	**Minutes of the last meeting:** A slight typing error is to be corrected to page 3 of the minutes.	JC to amend
4.	**Matters arising not on the agenda:** Peter Irving was chairing this meeting in Dave Haws absent. A date has been arranged with Children and Young People to visit North East Ambulance Service on the 17th April. Colin Burton and Betty Carr attended the Adults and Well Being Health Overview and Scrutiny Committee meeting on the 25th February where the joint working protocol was signed off. An invite has been sent out to the LINk membership to ask if they would be interested in being part of the working group on the consultation on CHRE's (Council for Healthcare Regulatory Excellence). The meeting has been arranged for Friday 26th March at the Oak Leaf Sports Complex in Newton Aycliffe. Liz Greer is going to approach the members within the Talking Therapies group to see who would like to attend the IAPT (Improving Access to Psychological Therapies) Steering Group meeting. Alesha and Colin attended the media training at Newcastle. Alesha mentioned that unfortunately on this occasion the event	LG

	was more to do with social marketing and said that if more training focussing on media techniques comes up, she will arrange for those of the Management Committee that were interested. Clare attended the Balance training at Darlington which she mentioned was a very long day. The training included writing press releases and going into the town of Darlington with cameras and recording and then watching it back. Clare mentioned that the coffee mornings have now been completed. Clare will do a full report on how they went which will include recommendations for how the next coffee mornings are to be run. This report will be given at the next management committee meeting. The evaluation report from Rural Health week has not been produced yet. Peter Irving asked if more information could be written in the Action section of the minutes as to what is required of members before the next meeting.	CS to have report for the next MC meeting JC to sort
5.	**LINk Work Plan Review:** Jane went through the LINk Work Plan review sheet and the following was discussed. Carers Strategy – It was decided that this will be still on the workplan as a watching brief and will be reviewed in 6 months. Objectives have not been reached due to various issues out of LINk's control. Rural Health Issues – It was suggested that the objectives were reconsidered. Michael Dalton suggested asking the Enter and View group to visit a GP practice in the Dales area. It was agreed that Rural Health Champions could be sourced from the LINk membership. The issue will stay on the workplan. Stroke Services – It was agreed to be left on the work plan to be changed to focus on implementation. Mental Health Day Services – the consultation process has now been completed. Monitoring of the policy that is now being delivered over 12 months. Learning Disability Strategy – This was agreed to be reviewed in 6 months. Jackie Heslop to be asked if she would like to be a	

	Champion as well as the wider membership. Alcohol – LINk has a significant representation in the 3 alcohol groups. Clare mentioned that an awareness raising event is to be organised in May. Alzheimers/Dementia – Agreed to change the objective to support awareness raising through the pathway. Still to be a workplan issue with a review in September. Provision of Talking Therapies – This issue requires an objective to ensure that LINk has a voice of the IAPT review. Older Peoples Mental Health Strategy – This was also agreed to be a watching brief with the new proposal for LINk members to be involved with the consultation of the older peoples strategy. Personalisation – Requires clear objectives which will be decided through the working group which have not met yet. Residential Care Homes – It was agreed that LINk involvement is needed in the consultation on the closure of care homes that ends the 30th April. The working group is still to decide on objectives. GP Patient Forums – This issue was run through the coffee mornings. A LINk event is to be organised for the membership to encourage GPs to start up patient forums. This issue can be removed from the work plan at the end of June. It was agreed to bring the work plan review matrix to the next management committee meeting and then a discussion can take place as to what can be added to the workplan.	AA to update and bring to next MC meeting
6.	**Enter and View:** Michael Dalton mentioned that at the last Enter and View meeting he received a number of ideas as to where the group could visit. Dates are to be arranged and should start end April/beginning May. A list of dates will be brought to the next management committee meeting.	
7.	**LINk Budget 2010/2011:** Jane discussed the LINk budget with the group and mentioned that it is usual to have an amount carried forward from year to year. The budget will be tight for 2010/11. It was mentioned to review meetings that LINk hold which include lunch. After a further discussion it was agreed to leave the lunches on at	

	meetings for the management committee as it is valuable time for networking and various issues to be discussed informally. The budget was agreed and will be submitted to Durham County Council.	
8.	**Momentum:** As Dave was unable to attend the meeting this agenda item will be moved to April's meeting.	
9.	**AGM feedback review:** Alesha thanked the members who attended the feedback review meeting after last month's management committee meeting. Alesha mentioned that a new Community Engagement Worker, Ashley Snowdon had been appointed and will start on the 1st April. Work across County Durham with LINk members and district reps will be shared between Clare and Ashley.	
10	**Any other Business:** Consultatation – Residential Care Homes – Working group to look at the consultation and collate the information and send back response to the stakeholder. Peter Irving told the group that a letter had been sent to Dave Haw from Jim Rochester stating that he had resigned from the management committee. Jim will be asked if he would like to continue to be involved in the LINk work groups that he already attends. A card to be sent to Jim thanking him for all the work that he has done. Alesha asked the Management Committee if they would agree for the work that Co Deaf had been commissioned to do regarding translating documents into BSL etc would continue. The only thing that would change is this will be carried out by Deaf Development.	Card to be written to Jim Rochester
	Date of next meeting: • 19th April 2010 – St Cuthberts Hospice, Durham, DH1 3QF. 10am start and to finish with a buffet lunch at 12 noon.	