

County Durham LINK Management Committee Meeting Minutes

Monday 30th November 2009
Pioneering Care Centre, Newton Aycliffe

		ACTION
1.	<p>Present: David Haw (Chair), Jim Rochester (Vice Chair), Peter Irving (Vice Chair), Peter Wilkinson, Colin Burton, Mary Mitchell, Jim Welch, Jackie Heslop, Malcolm Fallow</p> <p>In Attendance: Julia Catherall (minutes), Sue Jennings, Alesha Aljeffri, Clare Sandford.</p>	
2.	<p>Apologies: Audrey Chapman, Malcolm Harrison, Jackie Heslop.</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>Jane and Dave have replied to the letter from Gerald Tompkins from Durham County Council and have heard nothing more so it is assumed that they are satisfied with the response.</p> <p>Quality Accounts – The event was very successful and Clare is writing a report from the event and a copy will go to the Department of Health.</p> <p>The report which includes all the meetings and events will be ready for the next Management Committee meeting in December.</p> <p>Constitution – The constitution has been changed in light of the comments made at the AGM.</p> <p>Sue mentioned to the group that she was leaving on the 23rd December. Jane, Dave and Alesha have had a meeting to discuss how the structure will change. It has been agreed that Alesha will oversee the operational running of the team and Jane will take a lead on the more strategic work of the team. Another full time Community Engagement Worker will be employed in the new year. Sue added that Jane has offered to attend Management Committee meetings if the Management Committee would like her to.</p>	

	<p>Yasmin Chaudhry, Chief Executive of NHS County Durham apologising that the response to Jim Rochester's letter had not been responded to. Sue is chasing Verna Fee from NHS County Durham to request a response to this original letter. The Seizing the Future working group proposed to the management committee that a letter should be written to County Durham and Darlington NHS Foundation Trust with a list of questions that they have. Sue to draft a letter to Stephen Eames, Chief Executive of County Durham and Darlington NHS Foundation Trust with a copy going to NHS County Durham, the Overview and Scrutiny Committee.</p> <p>GP Patient Forums – Clare has had some information from NAPP (National Association of Patient Participation). GP patient forums are being run in County Durham but NAPP are not able to divulge the information due to confidentiality. Alesha and Clare are meeting with Jim Rochester on Thursday to discuss how to take this forward. A report will be fed back at the next management Committee meeting.</p>	<p>SJ</p> <p>CS/AA</p>
6.	<p>Enter and View:</p> <p>Residential Care Home - A meeting took place with Dave, Paul Johnson (Regional LINK Lead) and Nick Whitton, Durham County Council to discuss enter and view. There were a number of issues at this meeting. At the meeting it was agreed that some of the issues about a residential care home were safe guarding issues and should have been reported directly to the Safeguarding Adults Team. This information has now been passed on a response is awaited.</p> <p>Residential Care Providers meeting - The meeting took place last week with the Residential Care Providers. Alesha advised the group that the LINK was independent from Durham County Council.</p>	
7.	<p>Constitution/LINK Application Form:</p> <p>Sue reported that the she had looked at the feedback from the small working group of LINK members about the membership application form. If all of the changes are made, then this would mean that the constitution would need to be changed. This would mean bringing together a full meeting of all LINK members to approve the changes.</p> <p>It was agreed that the changes suggested that don't affect the constitution should be made but that the other changes</p>	<p>SJ</p>

	are left until the next AGM (Annual General Meeting) in October 2010.	
8.	<p>Consultations:</p> <ul style="list-style-type: none"> • Dying Matters – Jim Rochester attended the Dying Matters conference and a report was handed out as an information item. • Consultation on the Development of Travel Schemes and Alternatives to Bus Services across County Durham – The deadline for this consultation is Thursday. Dave wrote an email through Age Concern to Durham County Council mentioning to them that it was short notice and it was inappropriate to consult on things with such a short lead time. It was agreed that the LINK should also write to Durham County Council to express their concern about the short consultation period. • Intermediate Care Strategy – It was agreed that the Management Committee wanted Durham County Council and NHS County Durham to deliver a presentation on this strategy and Sue agreed to arrange this. • Your guide to Services- An email from Mary Bewley from Head of Communications and Public Relations at NHS County Durham asked if the Management committee would ask the LINK membership how useful this document was. It was agreed that the document would be sent out to the full membership for their comments. • Proposed changes to inpatient beds for adult of working age and inpatient and day mental health day services for older persons – Sue asked the management committee if LINK wanted to be involved in this. Peter Irving is going to the meeting on the 8th December and it has been agreed to see what Peter feeds back. This will be an agenda item for the December meeting. 	<p>SJ</p> <p>SJ</p> <p>Host</p>
10	<p>Any other business:</p> <ul style="list-style-type: none"> • World Class Commissioning Questionnaire – Dave asked for any comments to be brought back to the December meeting. Dave will then forward any comments on to NHS County Durham. • Carers funding – Sue discussed the notes from the last carers strategy meeting. Some concerns have been raised about carers respite funding and Sheila Grant has written to NHS County Durham requesting how they have spent the additional money that they have received for carers' respite. She has received a response back from Les Grey from NHS County Durham in response to her letter stating that 	

	<p>the money had been put into the core carers strategy and in to emergency respite care. It was agreed that a letter is to be written to NHS County Durham to ask for a break down in the costs.</p> <ul style="list-style-type: none"> • Management committee members and community representation/communication – Alesha gave a briefing with regards to the coffee mornings that Clare has been arranging around County Durham. Clare has been in touch with the district representatives. Dates and times for the coffee mornings are to be varied to hit the venues when they are busy with other events such as toddler groups and market days. • NEAS (North East Ambulance Service) PALS (Patient Advice and Liaison Service) information – The information that has been sent from NEAS can't be split into County Durham only. • AGM (Annual General Meeting) feedback review – A copy of the feedback was given to the management committee with all of the comments raised by members at the AGM. • Representation on the Regional Improvement and Efficiency Partnership – A letter to go out to the LINK membership to see who would like to be involved. • Jim Welch advised the group that he has stepped down as Chair from DDV (Durham Disability Voice). Jim is still however a member of DDV. The new Chair is Diana Sanderson. • Jim Rochester mentioned that the VONNE awards that were attended by himself, Mary and her husband, and Sue was a good evening but mentioned that there was a lack of representation for the awards for County Durham and a lot more from north of the Tyne. • CQC (Care Quality Commission) – This is to be put onto the December agenda. 	<p>SJ</p> <p>AA</p>
	<p>Items to be signed off:</p> <ul style="list-style-type: none"> • The amended Groups and meetings selection policy and procedure October 2009 was agreed and signed off by the Management Committee. • Workplan matrix form – provision of talking therapies. This was agreed. 	
	<p>Date of next meeting:</p> <ul style="list-style-type: none"> • 21st December 2009 – Pioneering Care Centre, Newton Aycliffe. 10am start and to finish with a festive buffet at 12 noon. 	