

# COUNTY DURHAM LINK MANAGEMENT COMMITTEE MEETING

## MINUTES

Monday 30<sup>th</sup> March 2009  
St Cuthberts Hospice, Durham

		ACTION
1.	<p><b>Present:</b> David Haw (Chair), Peter Irving (Vice Chair), Colin Burton, Jackie Heslop, Mary Mitchell, Jim Rochester (Vice Chair), Anne Stobbs, Audrey Chapman, Malcolm Harrison. Jim Welch, Stuart Harvey, Margaret Williams, Kim Kyle, Jordan Anderson</p> <p><b>In Attendance:</b> Julia Catherall (minutes), Sue Jennings, Sandra Roberts, Mark Henderson and Diane Stobbs.</p>	
2.	<b>Apologies:</b> were received from Malcolm Fallow and Alesha Aljefri	
3.	<b>Minutes of the last meeting:</b> Approved and agreed as a true record	
4.	<p><b>Matters arising not on the agenda:</b> Sue mentioned that she had attended the One Voice Network event last week. She advised that nearly everyone who attended the work groups were already members of the LINK and that a lot of the people who attended the event were also already members. Sue has e-mailed Jo Myers at One Voice to see if she can e-mail membership information to those who are not yet members.</p> <p>Dave advised the group that because the agenda at previous meetings has been large, some items had been sent out in advance for members to read and feedback their comments.</p> <p>Jim R told the rest of the group that he is still waiting for information regarding the alcohol strategy. Jim has also spoken to the local Womens Institute (WI) which has approximately 50 members. He has been on their website and filled in his details asking them to contact him. More details to follow.</p>	<p>SJ</p> <p>JR</p>
5.	<p><b>Current LINK workplan:</b></p> <ul style="list-style-type: none"> <li>Rural health issues – Over 20 people will be attending the first event. The date is Monday 6<sup>th</sup> April with venue to be confirmed. One of the first questions that will be asked is what is meant by rural.</li> <li>Carers strategy – A small working group met on the 19<sup>th</sup> March at Bowburn Community Centre. Approx 30 members will attend the event on the 8<sup>th</sup> April where key questions that</li> </ul>	<p>AA</p> <p>SJ</p>

	<p>the working group have devised will be asked.</p> <ul style="list-style-type: none"> <li>• Seizing the future – County Durham and Darlington NHS Foundation Trust are coming to the Pioneering Care Centre on 3<sup>rd</sup> April to do a presentation to update the group.</li> <li>• Lack of day care opportunities – The consultation on mental health day care is due imminently.</li> </ul>	SJ
6.	<p><b>Proposed LINK workplan April – September 2009:</b>  Jim R, Colin, Mary, Sue and Chad spent a full day discussing the many other issues that were raised at the event in September 2008. Sue advised the rest of the management committee that by using the scoring system, the same result would be achieved whoever used the scoring system. The 3 main issues that scored the highest were:</p> <p>Alcohol  Demential/Alzheimers Services  Provision of Talking Therapies</p> <p>It was agreed that these items will be added to the workplan for the period April – September 2009. If other issues come up suddenly, then at least this allows for the LINK to consider them.</p> <p>There is also a need to work with other groups such as children and young people, people with learning difficulties, the deaf/deafened community with issues that can sometime be very specific to their needs.</p> <p>Dave thanked everyone that was involved in this piece of work that has been done.</p> <p>Sue to contact people as a lead for each of the above items.</p>	<p>SJ</p> <p>SJ</p>
7.	<p><b>Workplan issues for Special interest Groups:</b></p> <ul style="list-style-type: none"> <li>• Learning Disability Parliament – Alesha is meeting with Brian Smith from the Learning Disability Parliament this week to discuss a protocol for working together to ensure that the link with the Learning Disability Parliament is strengthened.</li> <li>• Deaf/Deafend Groups – A meeting has been arranged for the 21<sup>st</sup> April with Richard Moriarty from CoDeaf.</li> <li>• Children and Young People – Alesha is meeting with Kim and the young people from the Reference group next week.</li> </ul>	<p>AA</p> <p>SJ</p> <p>AA</p>
8.	<p><b>Enter and View:</b>  Sue updated the group on who had been recruited for Enter and View. There are 10 members in total and it was agreed not to</p>	SJ

	<p>publish their names until the training and CRB checks have been completed. CRB checks are underway and a meeting is being arranged with all enter and view representatives to give them an overview and the LINK to date and allow people to get to know each other.</p> <p>A training plan has been developed and will be implemented once CRB checks have been completed.</p> <p>Kim asked if young people could have been involved in Enter and View. Sue mentioned that every LINK member had the same information sent out and no young people had responded.</p> <p>Jim R asked if members could still apply for enter and view and it was agreed that this would be the case, but that interviews would only take place every six months depending upon the need of the LINK.</p>	
9.	<p><b>District events:</b> Sue discussed the 7 district events. The 1<sup>st</sup> event will be Sedgefield on the 16<sup>th</sup> April at the Pioneering Care Centre. All the events will be ran the same.</p> <p>Meetings are set up with Durham Disability Voice (DDV) and the Countywide Mental Health Forum to look at setting up separate events for these particular groups. A separate event has been arranged with CoDeaf.</p>	Host
10	<p><b>Representation on Groups/Meetings/Events:</b></p> <ul style="list-style-type: none"> <li>• Regional LINK members' event – This event is scheduled for July (exact date to be confirmed). The event will run from 10.30 till 3pm at the Stadium of Light, Sunderland. 12 places have been offered to each LINK for their members. It was agreed that 6 places will be reserved for the Management Committee - 1 place for the Chair and one place for a Vice Chair – the other 4 places will be offered to the other Management Committee members. It was agreed that the other 6 places should be reserved for LINK members and once dates have been finalised, the Host will e-mail out to the membership and the 6 places will be decided on the basis of “names in a hat”.</li> <li>• Mental Health Local Improvement Groups – Easington and North Durham. Sue fed back from Catherine Parker, Public Health lead that these groups do not duplicate existing work that is being carried out. Audrey mentioned that she has been invited to the North Durham meeting. Peter attends</li> </ul>	SJ

	<p>the Dales meeting.</p> <ul style="list-style-type: none"> <li>• Joint meeting with Darlington – continuing care needs health checklist. A small group will be brought together with Darlington to look at this. Mary expressed an interest if there is a lack of uptake from members.</li> <li>• VONNE – It was agreed that County Durham LINK do not wish to take up the offer of a place on the VONNE regional forum</li> </ul>	
11	<p><b>Constitution:</b> The constitution was issued to the management committee prior to the meeting and Sue asked them for their comments. Comments were received from Malcolm H, Colin and Dave. Sue to take all comments away and amend.</p>	SJ
12	<p><b>Items for sign off:</b> A list of procedures were sent to the committee before the meeting to ask if these could be signed off today. These items were: A – Procedure for scoring work plan issues. B – Procedure for LINKs involvement with strategies, consultations, service changes. C – Procedure for enter and view D – Procedure for joint working between Durham and Darlington LINK E – Management committee options paper</p> <p>Items A – C were agreed. Item D to be brought back to the next meeting.</p> <p>Dave went through the Options paper and 9 out of 14 Management Committee members voted for Option 3 which was 'The Management Committee agrees to the setting up of smaller working groups to look at very specific issues such as policies/procedures, work plan issues, attendance at meetings, etc and that one lead person reports back to the larger Management Committee meetings in less depth. It was also agreed that these smaller groups would be opened up to other members of the LINK.</p>	SJ
13	<p><b>Any other business:</b> Jackie raised a concern about a letter to a LINK member and that the Sedgefield district event is the first one and she didn't know what to expect. Sue has agreed to meet up with Jackie before the event to discuss any issues.</p> <p>Dave gave a background to what has happened previously with a</p>	SJ

	<p>small group of LINK members as some of the new Management Committee members were not aware of the problems that had occurred.</p> <p>Sue told the group that the next LINK newsletter should be out at the end of this week and if anyone would like copies of this then please advise the Host.</p> <p>NHS County Durham has asked if they can run a LINK event in July to talk to members about world class commissioning. It was agreed that Sue should e-mail Tony Byrne and request that someone present a brief overview to the Management Committee and then they will make a decision as to whether the event in July is appropriate.</p>	<p>Host</p> <p>SJ</p>
14	<p><b>Date of next meeting:</b></p> <ul style="list-style-type: none"> <li>• 27<sup>th</sup> April 2009 at Pioneering Care Centre, Newton Aycliffe, DL5 4SF at 10am and to finish with lunch at 12.00.</li> </ul>	