

THE LINKS OPERATIONAL TASK GROUP

Thursday 8th May '08 – Notes of meeting

Present:

Andi Parker	Involvement Worker, Gateshead Council
Ian Mason	Resident
Harold Stookes	Resident
Dorothy Henley	Resident
Jane White	Peer Mentor
Esther Ward	Older People's Assembly
Bill Lllewellyn	Resident
Annie Murphy	GVOC
Gev Pringle	GVOC
David Wallace	Voluntary Worker
Kay Parker	Resident
Vicky Parsons	Older People's Assembly
Alastair White	Headway
Caroline Airs	GAIN
Colin Roberts	GVOC

Apologies:

Lyn Boyle	Planning and Development Manager, Gateshead Council
Janice Todd	Carer
Christine Squires	Resident
Anya Simpson	Mental Health User Forum

1. Welcome, Introductions & Apologies

.... & Happy Birthday to Vicky!

2. Minutes of last meeting (17.04)

These were agreed, no matters arising.

3. Ground Rules for Meetings

These were circulated with the new amendments from the Steering Grp meeting.

The Task Group agreed they would accept these. Brief discussion to clarify 'accessible meetings'.

First policy agreed as Code of Conduct

4. Rotating & Role of Chair

We agreed at the Interim Steering Grp to rotate the role of Chair to help build ownership of the LINK.

Agendas are set by discussion from previous meetings unless something urgent is presented that needs discussion.

Would check that jobs that have been allocated to people have been done through going through minutes and matters arising. If they haven't been done or have longer timescale they are taken forward to appropriate meeting. Some people might do "updates" until a task is complete.

Discussion about being a Chair is a training need for some members

Host will start to gather list of Training identified AM/GP

Second policy agreed.

Chair for future meetings: Dorothy Henley 22nd May, Jane White June 5th.

5. Action Plan

Annie circulated Action Plan, based on discussion & outcome from last meeting. This will be reviewed, and is not set in stone. It has been broken down into sizeable chunks to get the work going.

Need Governance structures before we can agree LINKs visitors. NHS Centre for Involvement is publishing a separate Guide for LINK visiting. Also info on Lay Assessors already out there which can be pulled together when we are ready to work on this area.

6. Governance

Colin led this discussion. He said the structure needs to be determined by the work the LINK will carry out. Governance is there to help us deliver what we want to achieve. He broke the meeting into 2 grps and asked:

- Think about what we want to deliver in 3 years, 5 issues
- What's the best way to deliver these and who can help to do the work?
- How do we give new people a voice in the LINK?

Small group meeting to take this forward with Colin next week: Ian, Dorothy, Harold, Jane, Esther, Dave.

7. Any Other Business

DH told the meeting she had been asked to stay on as a Representative at the Dunston Reprovision Board where she had previously been a PPI rep. She will ask the Chair of that mtg if they will reimburse her expenses. She will continue as rep whilst we still have an Interim position.

IM said he would like to do the same with the Ambulance Trust. We decided this was not same issue as it had not been made as a formal request through that channel.

Agreed:

All future requests of this kind should be brought to this meeting for discussion and decision

GVOC will keep Register of Interim Representation at other meetings/boards etc which will be subject to Review once Governance agreed and LINK agrees its priorities

DATE OF NEXT MEETING: Thursday 22nd May. 10am-12. Whickham Room.