

THE LINKS OPERATIONAL TASK GROUP

Thursday 19th June 2008 – Notes of meeting

Present:

Andi Parker	Involvement Worker, Gateshead Council
Ian Mason	Resident
Harold Stookes	Resident
Dorothy Henley	Resident
Esther Ward	Older People's Assembly
Bill Lllewellyn	Resident
Annie Murphy	GVOC
David Wallace	Voluntary Worker
Kay Parker	Resident
Vicky Parsons	Older People's Assembly
Caroline Airs	GAIN
Colin Roberts	GVOC
Janice Todd	Carer

Apologies:

Gev Pringle	GVOC
Alison McClellan	Resident
Alistair White	Headway

1. Welcome, Introductions & Apologies

Introductions were made to the group and it was noted Kim Newton (GVOC) would step in as temporary administrator for the LINKS project until the new worker had been appointed.

2. Minutes of last meeting (22 May 08) and matters arising

The minutes of the last meeting were agreed as true record and the following issues were noted:

- The update on membership would be discussed as an agenda item
- The Registration form will be an agenda item at the next SG meeting
- The next host contract meeting with the LA is in July where protocols will be discussed
- Esther Ward gave feed back on the Dept of Health consultation on the Framework for the Regulation of Adult & Social Care Providers that was held in Newcastle on 9 June. Esther offered to produce a short report on this for a future meeting.

3. LINK'S Governance

Colin Roberts (GVOC) gave an overview of the 'Developing a Governance Model' work undertaken by the small Operational Working Group and he presented a document outlining the work to date and the recommended governance model. A discussion followed and the Group agreed to recommend to the Interim Steering Group a Grassroots Model based on Standing/Themed Working Groups around a central Steering Group; this is based on the Medway model. (See attached report from Colin Roberts)

It was also agreed that there should be a LINKs event in September for members of the public and organisations to consider the following topics:

- National Carers Strategy
- GP Services / Polyclinics

Issues raised at the Stakeholder event held on 5 February would also be considered at this event.

The aim of the event was to encourage more involvement in the LINK, begin establishing some priorities for the LINK work programme and to raise the profile of the LINK.

Aims and objectives

AM informed the group that she had sent the draft Aims and Objectives to all members on the database. All responses received had agreed with the Aims and Objectives. It was agreed to recommend adoption of the aims and objectives at the next Interim Steering Group.

Membership update

An analysis of the membership was circulated to the group for discussion. It was noted 66 people were on the LINK database, but that not all of them wished to attend meetings. Other ways of participating in the LINK would need to be explored by the active LINK members.

4. NHS PCT Consultation Update

DS and HS gave an update on the PCT Consultation around the proposed new GP services in the South of Gateshead and the proposed GP led clinic in Blaydon. The group were concerned that the PCT had stated, at a recent Local Engagement Board held at St Ninians that they were consulting with the LINKs. It was felt that producing a questionnaire and distributing it to LINK members on behalf of the PCT was not consultation.

AM had sent a letter to Alma Laing PCT expressing the LINKs concern.

Alma had responded and offered to come and talk to LINK members about the consultation exercise. However members of the Operational Group felt that this would not be a useful meeting as the PCT could then say it had consulted with the LINK about their proposals. Instead members agreed to attend the next round of public meetings on the proposals, not as LINK representatives but as Gateshead residents.

Please note the following timetable:

Tuesday 8 July 10am – 2.30pm

Blaydon Rugby Club

In attendance: Tom, Kay, Vicky, Janice, Dorothy

Wednesday 9 July 5.15pm – 8.00pm
Joseph Swan School
In attendance: Ian

Wednesday 23 July 10.00am – 2.30pm
Dryden Centre
In attendance: David

AM will contact Alma Laing and decline the offer of her visit at present.

5. Regional LINKs seminar report back

AM gave an update on the Regional LINK seminar held in Newcastle on 16 June. A copy of a presentation on the draft *Code of Conduct for LINK Visitors* was circulated. This is the 2nd draft and the final draft is expected to be issued by the end of June

At the seminar people agreed that training for LINK visitors was crucial and those attending the seminar asked that a central training programme should be developed for visitors to ensure consistency of visiting across all LINKs.

It was also clear from discussions with other host organisations at the seminar that Gateshead Link was further ahead than other LINK projects in the North East. This was largely due to the preparatory work that had been done by Gateshead Council.

A further Regional Conference is planned for October and the seminar agreed that regular regional meetings would be useful, but that these meetings should be open to more than 1 LINK representative.

A final report will be issued by CSIP and NICE once the other regional seminars have been completed.

6. Any Other Business

A copy of the Job advert for the Project Administrator was circulated to the group for information. Any comments should be forwarded to AM before the end of the week as the advert is due to go out in next week's press.

Alistair White had agreed to be part of the interview panel.

AP asked that the group check the meetings board in the Civic Centre before the next meeting as the venue could be subject to change due to refurbishment work being carried out in the Civic Centre

DH to chair the next 2 meetings of the group

DATE OF NEXT MEETING: Thursday 3 July 10.00am – 12 noon, Bridges Room