

Gateshead LINK

Promotional Task Group Meeting

Thursday 3 July 2008

1.00pm – 3.00pm

Bridges Room

MINUTES

Present:

David Wallace
Ian Mason
Kay Parker
Bill Llewellyn
Graeme Lyall
Andi Parker
Annie Murphy
Christine Squires
Kim Newton

Apologies:

Alison McClellan
Janet Butler
Esther Ward
Vicky Parsons

1. Welcome and apologies

AM offered her apologies as she would have to leave the meeting at 1.50pm

Vicky Parsons will continue to attend the Interim Steering Group but will have to withdraw from the Task Groups due to workload

2. Minutes of last meeting and matters arising

AP will present the Group Registration Form at the next meeting

The issue of timing of meetings will be revisited by the Interim Steering Group

The minutes were agreed as a true record

3. LINK Event

The group discussed the following:

Dates
Venues
Invite list
Timings
Objectives of the event

After a lot of discussion the Group will take the following outline to the special Interim Steering Group on 10 July

Suggested dates either 22 or 23 October

Timing: 10am – 1pm with 9.30am registration

Numbers – maximum 100 people with a limit of 2 people from an organisation or group. People will have to book in advance and we will have to analyse the responses to make sure that we get broad based representation at the event. If gaps are identified some groups may need to be specifically targeted and encouraged to attend

Venues suggested

St Joseph's Church, High Street, Gateshead
Masonic Hall
Stonehills Complex Pelaw

- GVOG agreed to find out availability and to get some prices from each venue for catering and room hire

Purpose of the day:

- To inform of LINK progress and introduce the governance model
- To discuss the themes for the 4 working groups
- To identify issues that LINK needs to consider when developing its workplan

- To encourage more people to join the LINK

Draft Programme:

- General Introduction to the day
- Purpose of the event – what we hope to achieve from the day
- Progress update on LINK development – introduce Governance model
- Workshop exercise
In the form of a Market Place with the following suggestions for table topics:

*Care Homes
Hospital Services
Ambulance Service
Infection Control
GP Services
Social Care Services
Mental Health
Older People
Carers Strategy
Darzi Report*

Open Table to attract any other topics not covered

- Each table would have a facilitator to capture the following information from participants:

*Key concerns about a particular service
Experiences of a service – good and/or bad
What do they find frustrating?
What would they like to change about a service?
What would they like the LINK to take forward on their behalf?
Would they like to become involved in the LINK?*

Invite list:

- A mail shot would go out across LINK database, GVOC's Database, GCN Database, and any council databases that are appropriate i.e. partnerships, networks etc

Still to be decided:

Who will present on the day?

Who will facilitate?

4. Date and time of next meeting

Thursday 17 July 2008

1pm – 3.00pm

Blaydon Room