

# **MINUTES: INTERIM STEERING GROUP – 29<sup>TH</sup> MAY 08**

## **Present:**

Caroline Airs	GAIN
Janice Todd	Carer (Chair)
Gev Pringle	GVOC
Annie Murphy	GVOC
Bill Llewellyn	Community Network
Dorothy Henley	Resident
Andi Parker	G'head Council Involvement Officer (Minutes)
Alistair White	Headway
Ian Mason	Resident
Dave Wallace	Resident

## **Apologies:**

Lyn Boyle	G'head Council, Planning & Development Mgr
A McClennan	Resident
Kay Parker	Resident
Vicky Parsons	Older Peoples Assembly
Janet Butler	Community Bridge Building
Christine Squires	Resident

## **1. Welcome & Apologies**

## **2. Minutes & Matters Arising (15.05)**

- LINKs poster available for information
- Meeting arranged for June 2<sup>nd</sup>, between Host, Andi (LA LINKs lead) & Lyn to discuss Key Performance Indicators for the Host contract. These will be taken to Contract Monitoring meeting on 16<sup>th</sup> June and will also be shared with Steering Group.
- Meeting on 12<sup>th</sup> June will be dedicated to Dharzi consultation.
- Code of Conduct & Meeting Rules now have LINK logo on.
- Minutes were agreed

## **3. Progress Reports**

### ❖ *Operational Task Group*

- DH & AM gave verbal updates: Aims will be amended & circulated to everyone on database for comments.

- New members can join the Steering Group, GVOC will induct
- Different models of Governance will be considered and brought for discussion
- Concern that Interim Steering Group is not diverse enough, hope to address this as we progress.
- Keep open membership but ask individuals to declare an interest.
- Sub group meeting again on 3<sup>rd</sup> June.
- GP suggested move to recruit admin staff. This was agreed by the group. AW agreed to volunteer. JDs will be brought back to Steering Group on 26<sup>th</sup> June.

#### ❖ *Promotional Group*

- Updated Registration form - circulated
- Bulletin circulated. Steering Group to recommend new items to go on it.
- List of events coming up – need to decide the value of attending some events over others. Will prioritise BME events.
- All members asked to mention the LINK at all meeting and encourage membership.
- Agreed we need a separate Registration form for Groups. Only for Groups based in Gateshead – will make judgements based on each application as some Groups are regional and have Gateshead residents as members.
- Groups of Providers cannot join the LINK.

#### **4. LINK attendance at events**

- OSC asked for LINK update on 10<sup>th</sup> June at 1.30pm. Host and LINK rep invited. IM volunteered and will report back to Steering Group. Am will send members copies of the publicity material in advance of meeting.
- North East LINKs Regional Network meeting arranged for 16<sup>th</sup> June, 10am-2.30pm in Newcastle. AP and AM will attend plus one LINK volunteer – BL. Concern that only 3 people invited from each area as this is restrictive, asked delegates to raise this.
- Regional LINKs Conference proposed in October. NHS Centre for Involvement also proposing October event. AP to speak with both organisations and suggest joint event.
- Department of Health consultation on the Framework for the Regulation of Adult & Social Care Providers in Newcastle on 9<sup>th</sup> June. DW and JT will attend. DH will check diary and let AM know if she wants place.

## **5. Requests for contact**

- AM said we had a few letters (like N.E. Ambulance service) saying they would like to get involved with LINKs in the future and/or look at collaborative working. AM suggested we send response saying we are developing the LINK and look forward to having good working relationships in the future and offer to send them updates. We could build a database of organisations and interested people who we invite in when we reach a point that we want/need their specialist input or priority issues identified.
- IM gave history of Ambulance Trust and how they worked hard to improve public involvement. He argued the LINK should continue (from PPI work) to be involved in the work of their Board.
- Discussion that we need to prioritise what the LINK considers is important. We not yet in a position to set priorities as we don't have codes/boundaries; we don't have a LINK 'view' yet so can't represent the LINK.
- AP advised that LINK is here to represent views of residents and not individual interest areas. LINK needs to first make decisions about priorities, show how we've reached making a decision about 1 area over another and evidence this. LINK is not there just to do what PPI Forums did.
- IM happy to attend the Board meetings as resident and will advise them he is there for information purposes at this early stage of LINK development. He will bring information to the LINK. He also asked to be the LINK representative in future if/when this area is prioritised.
- AM will send out holding letters as initially discussed.

## **6. Any other Business**

- BL brought paper from the NHS Confederation; launching a consultation paper called "Compassion in Healthcare". Can be accessed by { HYPERLINK "<http://www.debatepapers.org.uk>" } or GVOC can get copies of people interested.
- BL also brought paper on Research collaboration between the NHS and Universities, contract worth £64m. BL felt LINKs across country would want to influence this. Discussion that many things happening in NHS and we cannot respond to all of them, need to agree local priorities first. However, individuals can respond to these things if they wish.
- Need to recognise we cannot influence everything!

## **7. Date of Next Meeting**

Thursday 12<sup>th</sup> June. 10am-12. Durham Road Baptist Church, Dharzi & PCT consultation is sole agenda item for LINK response.

Thursday 26<sup>th</sup> June. 10am-12. Blaydon room.  
Andi Parker - apologies

Minutes: Andi Parker  
CBS Involvement Officer

**Contact for Annie Murphy: { [HYPERLINK](mailto:anniemurphy@empowergateshead.org.uk)  
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