



**Darlington Local Involvement Network (LINK)
Core Group Meeting**

Tuesday 18th October 2011 10.00 – 12.00

eVOLution Boardroom

MINUTES

ATTENDEES: Paul Bell (Chair)
Michelle Thompson (Vice Chair)
Bill Morehead
Peter Freitag
Mark Cran
Terry Taylor
Betty Hoy
Maura Monaghan
Jane Hesford

APOLOGIES: Emma Roebuck (G.A.D.D)
Cynthia Sillars

IN ATTENDANCE: Diane Lax (Host Organisation)(Minutes)

1. INTRODUCTIONS AND WELCOMES

Paul Bell opened the meeting and welcomed everyone present.

2. DECLARATION OF INTEREST

None

3. MINUTES OF LAST MEETING AND MATTERS ARISING

Minutes from 21st September 2011 agreed as a true reflection.

4. INDUCTION AND SKILLS AUDIT

Michelle gave an overview of the training matrix and skills set of the people who have filled in the information. Michelle advised that from looking at the matrix there were just a few gaps and these were around IT skills, Research, Marketing and Promotion. Michelle commented on what a good skills base there was with in the group and how we as a group could utilise these skills to help move things forward

into HelathWatch. Discussions took place about an induction check sheet and it was agreed that some members present would prefer to fill the form in themselves and ask questions others wanted to come into the office to go through the induction on a one to one bases. Diane took names and would organise this process.

5. FEEDBACK FROM MEETINGS ATTENDED

Regional Chairs Meeting 23rd Sept this will be covered in item 6. Copies of the minutes can be obtained from the office if required.

Talking together Event 27th Sept information about the health challenges Darlington face. Two table based discussions one on public health and one about patient and public involvement.

Learning Disabilities Partnership Board update on commissioning strategy, update received about day services and a presentation about Newton Lan was given full feedback notes can be obtained from the office.

Integrated Commissioning Event 4th Oct workshop event looking at the challenge of integrated commissioning.

Prevention First Event 6th Oct opportunity for people present to give there view on how services could be shaped to help with prevention of health problems.

Community Network Event 7th Oct looking at different models of community support for people with lower levels of need

Provider Development Quality and Outcomes NHS event 11th October Liberation the NHS working towards outcomes for patients round table discussions partnership working care closer to home and care in hospital residential care.

6. Regional Chair meeting and Outstanding Funds

PB advised that there was outstanding funding from the regional money and asked the group what they would like to spend the money on. BH advised it would be good to have a full regional meeting so everyone can get involved. PB advised that the money needed to be spent on things such as training. He advised that the regional host people had said to spend it on Healthwatch pathfinders. DL had advised that it had been a suggestion from the host meeting as there was no separate money for pathfinders and it might have helped them set us some skills for all the other LINKs to move into Healthwatch. Chairs dismissed this idea and advised it was not the host money to spend. Members present said that the money could be used for training and promotion to help broaden the skills mix and heighten the LINK profile as they move forward. PB wrote suggestions down to take to the next meeting which is 23rd October.

7. HOST UPDATE

The Mental Health report on the TEWV Crisis Team has been sent in draft format to staff at the trust and we are awaiting a response. If no further information is needed the report will be finalised and shared with all relevant parties. The Mental Health task and finish group will then meet with staff from the trust to discuss 'Next Steps'.

Stroke Consultation update will take place on Tuesday 1st November.

Care home introductory visits have started these will be followed up by enter and view visits were questionnaires will be filled in.

HealthWatch 'will it or wont it' discussions took place members around the table. DL advised regardless of what will happen LINK still has almost 1 year to continue and in that time want to make a positive move forward. Members should be promoting themselves in a positive way to get people aware of LINK and what and how LINK can be involved with other groups.

CQC report on nutrition in hospitals is out copies have been forwarded to members if anyone wants hard copies than they need to contact the office.

Up coming meetings stroke services 1st November

8. ANY OTHER BUSINESS DATES OF FUTURE MEETINGS

Reminder about the ground rules agreed and discussed in May 2011
Ground Rules discussed and agreed as follows;

- Core group meetings must be attended where possible. If a member continuously fails to attend a letter will be sent from the office to ask if the member wishes to continue as a member of the core group. Failure to respond to the letter will be taken as a decision to cease from your involvement with LINK. Any decision to eliminate someone from the group will be made in a core group meeting by ALL attendees.
- Stick to the agenda. (The group agreed to try and refrain from going off track as in future there will be increased information to fit into the same short meeting timeframe)
- Try to be brief. (Please try to stick to the facts)
- No butting in. Only one person to be speaking at a time. (Please do not speak over someone else)
- If you are not receiving regular updates from the host staff please let them know.
- Everyone should be treated equally and fairly with dignity and respect. (Just because the opinion of another member may be different to yours does not make that opinion any less valid or important)
- If the group make a majority decision which you do not agree with please feel free to challenge it in the group setting but refrain from negative behaviour on the decision afterwards.
- Always portray the LINK in a positive manner. (Please remember when representing the LINK organisation you are representing the views of the public and not just your own)
- Personal conflicts should not get in the way of the group dynamic.

- You **MUST** document any meetings attended on behalf of LINK. Complete our feedback sheet or your own written record. (Again, please stick to the facts and refrain from giving your personal opinion)
- Please respect the LINK staff. Try to refrain from having a 'they'll do it' attitude. (LINK is a volunteer lead organisation)

21st November 10am-12pm – Core Group Meeting – eVOLution, Church Row, Darlington

Minutes taken by Carers Federation, host organisation for Darlington LINK



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