

Reading LINK Board Meeting 14th December 2009

Held at RISC, Main Conference Room, Reading

Present:

Sheila Booth (SB)

John Fisher (JF)

Harriet Hall (HH)

Tony Hall (TH)

Chair

John Rogers (JR)

Nina Sethi (NS)

John Shaw (JS)

David Shepherd (DS)

Malcolm Stone (MS)

Janet Wignall (JW)

Rachel Spencer

RVA Advice Services Manager

Sheena Masoero (SM)

LINK Coordinator

Elaine Holloway (EH)

LINK Development Worker

Apologies:

Mary Jacobs, Jagdeep Hunjan

TH opened the meeting and welcomed all present and introduced Harriet Hall who was attending her first Board meeting since being elected. All members introduced themselves

1. Minutes of the last Board meeting 9th November 2009

1.1. Minutes: The Minutes were accepted as an accurate record except minutes should not refer to Board Members affiliations and "Interim" will be removed from the title. Board members will be listed in alphabetical order. These changes will be made before final copy is signed by MS.

1.2 Matters Arising: None

1.3 Actions: Action 3: Part of the contract of the Walk-In Centre requires the Centre to record number of patients not registered with GP's elsewhere. The Centre also has a number of focus areas including young people, sexual health and mental health and contacts have been made with leads in these areas. So some data will be available when the formal request needs to be made in relation to the issue. Action 4: TH had not received information on the issue sent to him. All other Actions completed.

2. Update on the LINK

2.1 Summary Of Host Engagement Activities: Information previously circulated to all Board Members for information. SM informed the Board of the new Health Trainer initiative funded by the PCT. This initiative will particularly target deprived areas, although it is not yet clear how they will relate to Health Activists. Reading LINK will attend the launch when the date is announced.

2.2 Berkshire LINKs Update: TH reported that the meeting of the 3 West Berks LINKs will take place on 15th December. A paper has been requested from the PCT identifying all committees and working parties requesting a LINK representative together with their Terms of Reference and meeting frequency. SM reported that in future the LINK will receive from the PCT a role summary and input required for all new groups set up. Providing this information retrospectively will take some time. General discussion ensued on a proposed equity between the 3 LINKs regarding representation on groups. After consideration it was agreed that it was inadvisable to insist that all current representatives should resign in January 2010 as there was a strong possibility that Reading LINK

Final

would be unable to find sufficient volunteers to replace them. JS reaffirmed that the LINK need to be most concerned about the quality of the input and that current representatives were able to contribute through their experience and knowledge. Members also recognised that representation on future groups could also be found through the Reference Group and the process would be evolutionary ensuring LINK representatives have a clear role. All members agreed that DS be nominated as LINK representative at PCT Board meetings.

It was suggested that it would also be useful to define "consultation" with the PCT.

2.3: LINK Information Leaflet: JS informed the Board that the proof has now been agreed and was being sent to the printers.

2.4 CQC Update: SM reported that the local Manager from CQC would be attending the Board meeting in January to give an overview of the CQC and in particular how LINK may contribute to the assessments which replace the Annual Health Check submission. DS suggested that LINK - How Baroness Young's resignation will impact on CQC and What changes will be made to the revised assessments/methods?

2.5 National LINK Campaign: SM gave an update on the National Campaign funded by the Department of Health to promote the LINKs which has been published on the LINKs Xchange website. This is to be undertaken by an organisation named Forster. Information has also been received from another organisation with proposals on undertaking a media campaign publicising the LINKs, requiring each LINK to contribute to the cost of this. More information was required on the latter organisation before a decision could be made whether or not to participate. LINK Staff will find out this information. JR suggested checks were made through Companies House.

2.6 Berkshire Healthcare NHS FT – New Generation: SM informed that Board that Berkshire Healthcare Trust will be going out to consultation with this initiative and would like to do so in partnership with the LINK. It was an opportunity for the 3 LINKs in West Berkshire to work together with the Trust. After discussion the Board decided they would prefer to raise this with Philippa Slinger when she attends the meeting in February.

2.7 HHCC Scrutiny Panel: MS reported on this meeting. South Central Ambulance Service had presented their report in response to the CQC report in particular highlighting (1) The reason they had failed on quality was wrong data had been used (2) they received an excessive amount of calls from residential care homes (3) Police attitude to those found drunk who were transported to A & E rather than returned home (4) Excessive calls from Mental Health patients (5) A & E turnaround (6) Falls accounted for 38% of casualties. JR reported that there was now a pastoral service for reducing the number of those who have been abusing alcohol from being sent to A & E. MS also reported on the Community Care Report which highlighted the need for better access to information. Board members commented that the LINK had highlighted this in January 2009 when the Reading LINK Stakeholder Group had drawn this conclusion. The Talking Therapies pilot in Reading based on cognitive behaviour therapy is already proving very successful, although HH pointed out that mental health users were not being made aware of this service.

2.8 Healthier Reading Partnership: NS is the LINK representative on this partnership and updated the Board. She reported on the recent Awayday where there had been a general discussion regarding priorities. The final parts are being put to the Health & Well Being Strategy, which will then go out to consultation. NS felt that LINK should be more involved in the Joint Strategic Needs Assessment (JSNA) process to enable it to be more embedded in reality. This strategy informs both Commissioning and Joint Commissioning and is an ongoing project. JS suggested that Sally Lloyd-Evans may be helpful in ascertaining if the JSNA is accurate and well represented. NS felt that it would be appropriate to await a presentation then the Reading LINK could form a Task Group to look at the JSNA in more detail. All Board members agreed that it would be useful to request Bev Searle from the PCT to attend a Board meeting in March or April and invite Sally to attend also, to present on the local JSNA.

2.9 Community Survey Pilot Update: SM reported that following the 2 face-to-face sessions requesting the general public to complete the survey, 50 survey forms had been completed and a further 100

Final

sent to the Reference Group. Sally will analyse the results and report back to the Board, before making any changes to the survey for use next year.

3. Workplan (New and Existing)

3.1 Update on Diabetes Task and Finish Group: SM reported that due to time constraints this would be reported in January

3.2 Update of Dental Task and Finish Group: DS reported on the Dental Commissioning meeting he had attended. NHS Berkshire West are inviting dentists to tender for additional business where new money is available. The PCT is committed to significantly improving dental access and dispelling any myths that may exist regarding NHS dental care. DS and MS will be attending a dental access meeting with the PCT on 17th December to assess how LINK can work with the PCT to take the dental project forward.

3.3 Update on Issues for Information: Accepted by the Board

3.4 Update on issues for decisions: The Board agreed the following:

- Issue No: 8 to be closed
- Issue No: 10 to be closed
- Issue No: 17 to be reviewed in 3 months
- Issue No: 19: EH summarised involvement to date and requested Board advice on how to proceed. TH felt this was not an issue for Reading LINK although not all Board members agreed with this. A discussion followed regarding the ability of mainstream services becoming fully accessible to disabled and the impact personal budgets may have on current service provision. The Board recommended that the referrers be encouraged to raise this issue with CQC and also be made aware of Focus groups dealing with similar issues locally. It was also suggested the referrers may approach politicians regarding this. JS agreed to review all the information to date, advise EH and report back to the next Board Meeting.
- Issue No: 21: The Board need more time to consider this issue and it will be deferred until January meeting.
- Issue No: 26: The Board need more time to consider this issue and it will be deferred until January meeting
- Issue No: 35: Board agreed with Board option proposed
- Issue No: 36: Board agreed with Board option proposed

4. Safeguarding Vulnerable Adults Act

To be deferred until January Board Meeting

5. Extended Board Meeting

To be deferred until January Board Meeting

6. RBC Inspection Reports from RBC

Board have received information on 6.1 and 6.2 and will consider at January Board meeting

7. Finance

The Board accepted the Finance Report

8. AOB

8.1 Advertising within hospital radio magazine: The Board agreed to this at approx. £700 + VAT SM will arrange for the advert to be placed

8.2 Carers Respite Funding: More information in January

Final

8.3 CW invite to Sr Managers Meeting: SM informed the Board that Peter Bradley, a member of the reference group had volunteered to attend this meeting

- JF and DS asked if the RBH are using the Liverpool Care Pathway for End of Life care. SM agreed to find this information out
- HHCC Panel: MS and SM will draw up a proposal for the OSC as meeting now been requested to further this work with HHCC panel.
- DS reported on the poor information on patient's complaints from the RBH. DS has requested via SM information on complaints from Melanie Rogers.
- JR suggested that the LINK should aim for a longer meeting in January to avoid having a number of deferred items on the Agenda. This was agreed by members
- NS reported on the study day attended by Sheena and herself in Luton on LINKs. One of the items raised was that not enough work had been undertaken by LINKs across the country on social care, yet LINKs had only another year from April to fulfil its remit.
- NS asked the Board why the presentation by Spotlight on Diversity had been shelved. There were strong feelings amongst some Board members that much diversity training had already been undertaken and it would be appropriate to put this on the 'back burner' for the time being. RS felt this should certainly be revisited. JS felt that the Board should step back, reflect and consider and think again about our position and consider diversity.

The Board meeting ended at 4.45pm

Date of Next Board Meeting: 2.15pm-5.00pm Monday 11th January 2010. PLEASE NOTE THE EXTENDED TIME.

Actions:

1. **Amend November minutes, final copy to be signed by MS.**
2. **Find further information about organisation promoting LINKs in National Campaign (SM)**
3. **Bev Searle to be invited to attend Board meeting (March or April) to talk about Local JSNA and LINKs role. (SM)**
4. **Arrange placing of advertisement in hospital magazine (SM)**
5. **Liaise with JS re Issue No: 19 (EH)**
6. **Send letter to referrer of issues No: 35 and 36 confirming information received and Board decision (EH – content to be checked by meeting chair)**
7. **Find out if RBH use Liverpool Care Pathway (SM)**
8. **Set up meeting with MS and HHCC panel to take forward working process (SM)**

Board Planning Meeting for Jan. Meeting

Tuesday 5th January 2010 10am, RISC Room 2

Nina, Mary, Harriet

Board Meeting

Monday 11th Jan 2010, 2.15pm – 5.00pm, Main Conference Hall at RISC

Chair – Nina Sethi

Board Planning Meeting for Feb. Meeting

Tuesday 26th Jan 2010, 10am, RISC Room 2

Mary, Janet, Sheila

Board Meeting

Monday 8th Feb. 2010, 2.15pm – 4.15pm, Main Conference Hall at RISC

Chair – Mary Jacobs