

Minutes: Reading LINK Board Meeting 7.11.2011, 2pm, RISC

Present:

Caroline Langdon (**CL**)
David Shepherd (**DS**)
Janet Wignall (**JW**)
John Rogers (**JR**)
John Shaw (**JS**)
Sheila Booth (**SB**) - **Chair**
Subrata Saha (**SS**)
Tony Hall (**TH**)
Mandeep Kaur Sira (**MKS**) - LINK Coordinator
Sheena Masoero (**SM**) - LINK Development Worker
Merlyn Barrett (**MB**) - LINK Development Worker
Jagdeep Hunjan (**JH**) - LINK Administrator
Richard Corbett (**RC**) - Reading Voluntary Action Director: **Guest**

1. Minutes of the last Board meeting

1.1 Minutes from 5th September

Amendment to Page 3: GP Commissioning – The following sentence was inserted as a replacement to CL's comment. "CL suggested that instead of asking patients outright, they be invited to a meeting to hear about their local service. From these meetings it could then be suggested that they become involved in some way". The minutes were accepted as an accurate record, and approved for sign off.

1.2 Matters Arising

No matters arising.

1.3 Actions

Action 1: Carried forward to next meeting.
Action 2&3: Complete
Action 4: MKS has requested a response but no formal response has been given and MKS will continue to follow up with RBC.
Action 5: MKS has chased this up with Dr. Rod Smith. He has put in touch with the GP's that are managing the Consortia. They will be inviting the LINK to a meeting in the New Year.
Action 6: JS and RC met with John Fischer and RC will be following this up.
Action 7-9: Complete
Action 10: Carried forward
Action 11-14: Complete

2.0 Transition to Healthwatch

2.1 Feedback from the Task and Finish group

DS reported that no new information has been received about the transition to HealthWatch. DS and MKS met with Suzanne Westhead who was very positive about LINK, confirmed funding for this year and funding up till October. However nothing has been received in writing as yet. The first meeting of the Health and Wellbeing Board was being scheduled for November, but no information has been received about this. Action: MKS to follow up on this meeting and progress with the Health and Wellbeing Board meeting.

2.2 Consultation on Healthwatch funding

Copies of Reading LINK Board's response to the Dept. of Health's Consultation on

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allocation options of funding to local authorities – had been previously distributed for information. DS reported that Reading LINK had applied for maximum funding for LINK resource. Noted.

3. Workplan (New & existing)

3.1 Update on issues for decisions.

There were no Issues for decision.

3.2 Update on issues for Board information only

Copies of 'Update on issues for Board Decision – Nov 2011' were distributed previously.

Issue No 34: Access to alcohol misuse treatment - Meeting set for 7th Dec to review and determine what are issues/gaps in service provision

Issue No 54: Concerns about patient safety at Prospect Park Hospital - The Board agreed to wait for feedback, and then take it up with Berkshire LINKs

Issue No 60: Disabled Access Parking – Issue closed

Issue No 61: Attitude of staff at Prospect Park Hospital with regard to patient's sexual orientation: No further action. LINK will continue to monitor.

Issue No 62: Access to services for those with communication difficulties such as the deaf or hard of hearing community – LINK are currently looking at ways to proceed with this issue as it spans over all health services for the Deaf community.

Issue No 63: Attitude of A&E staff towards patients who self-harm – LINK have made contact with self-harm support groups - a meeting scheduled for early December.

Issue 64 – Bus pass travel restrictions – Response sent to referrer. No further action but continue to monitor feedback from wider community.

Issue No 66 – Faith Group may feel reluctant to involve statutory agencies in health related activities – Board noted feedback. No action required.

Issue No 67 – More holistic approach needed for people with Health & Social care needs. Some GP practices in Oxfordshire have case workers who support people with complex needs. Action on MKS and JW to find out at the meeting (in December) with Janette Searle on what the local arrangements are with Reading Borough Council.

Issue No 68: Improvements need to be made to process/system for disabled transport for hospital appointments: MKS to feedback to Mel Rogers and patient experience team at RBH.

Use of 0844 no's by GP practices. LINK to write a letter to PCT.

SM to draft a note for the LINK e-bulletin on issues that have now been closed.

3.3 Update from T & F Groups:

Noted as reported in the papers distributed to the Board prior to the meeting.

Crisis Pregnancy Counselling: There has been a delay in writing up interviews and completing the final report. Aiming to have this ready for sign off at the Board meeting at the beginning of 2012.

3.4 Update on Mental Health projects:

Noted as reported in the papers distributed to the Board prior to the meeting.

3.5 Update on Social Care projects:

As reported in the papers distributed prior to the Board meeting. SM to find out more about YMCA Youth Group and Crossroads with regards to youth engagement.

4. LINK Update

4.1 Host Engagement:

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As reported in the papers distributed prior to the Board meeting. Noted by the Board.

4.2 Finance Update:

As reported in the papers distributed prior to the Board meeting. Noted by the Board. MKS asked if the Board would approve funds for Reading LINK to acquire laptop and projection equipment for the LINK. A sum of £1200 from the LINK Board was approved.

4.3 Host contract:

RC and MKS had a meeting with Reading Borough Council (Irene Cameron) to inform them of the Board's recommendation that RVA host contract be extended to Oct 2012. RBC was supportive in principle, but nothing can be agreed until the full budget round. As host, RVA will continue to press for assurances that the contract will be extended.

4.4 SELLNet Meeting:

An update on progress would be provided for the SELLNet meeting in December. DS reported that some lobbying may be necessary if the bill goes to Parliament. As soon as there are issues that concern SELLNet members these would be forwarded to the Board to ask for support to draft a response. MKS to action any follow up.

4.5 PPISHG Meeting:

DS reported that he will be attending the meeting on 15th November.

4.6 x6 LINKs Meeting

MKS attended this meeting and reported that there were a series of presentations. Leaflets on Next Generation Care were distributed around the meeting. MKS to attach BHNhsFT staff structure documents with the minutes.

4.7 ROPP Meeting:

TH reported that an open meeting was held on 17th October. A presentation was given on services available for older people, and promotion of active healthy lifestyle, and safety at home. **Hard copies of ROPP report would be available for interested members.**

4.8 Equality Delivery System (EDS)

DS and MKS attended the training on 12th October.

4.9 Reference Group:

MKS reported that there were 412 Reference Group members on the LINK database, and they receive monthly LINK E-bulletins. A new Individual Registration form had been designed and sent out for members to complete. This was to ensure that LINK complies with the 'Equality Act 2010'

And to make sure that views and opinions of all members of the Reading community are represented. The Board noted and approved the form.

4.10 Engagement:

MB reported that she met with Catherine from PRT, and issues raised are about lack of information on 'where to go now'- MB to work with Catherine to put together an information event for carers on this subject. This would be scheduled for March 2012 at the RISC.

SM reported that she attended training on engaging with children and young people and will be seeking opportunities to get young peoples voices heard.

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4.11 Enter & View Training:

MB reported that this was a successful event, and the trainer's delivery was very effective and well received. MKS asked the Board to consider forming an Enter & View (E&V) sub-group that would decide on choosing the E&V team, to be up and ready. Board to email MKS if they are interested in joining this sub-group.

4.12 LINK AGM:

MKS reported that TH would be chairing the lunchtime AGM, and a LINK staff presentation would be made around the year's activities. Reference Group members had been extended an invitation to attend. Mary Jacobs had sent a note to resign as Board member. Monica Collings had been co-opted following the September Board meeting. Helen Turner was another contact that might be interested.

5 Dates for 2012 Board Meetings:

The Chair asked the Board to note the dates. **All Meetings held at RISC from 2pm till 4pm**

Date of Meeting	Proposed Chairperson
Monday January 9 th 2012	Caroline Langdon
Monday March 5 th 2012	John Rogers
Monday May 14 th 2012	David Shepherd
Monday July 2 nd 2012	Janet Wignall
Monday September 3 rd 2012	John Shaw
Monday November 5 th 2012	Tony Hall

6 AOB:

SS informed the Board that due to pressure of work, she was stepping down from the Board. On behalf of the Board, the Chair thanked SS for her contribution over the year and wished her well in the future.

MKS asked the Board if they would like to get-together for an end of year Christmas lunch. This was approved MKS to set a date.

DS reported that CCG Patient Panels are being encouraged to work with LINKs. MKS reported that she had received an inquiry from the Emmer Green Surgery. MKS to feedback.

7. RVA Host Update:

RC gave an overview of the finances moving into the next financial year. He presented options for the Board underspend. RC and MKS to put together figures for all options discussed and present at an extraordinary meeting of the Board ahead of the Christmas lunch.

The meeting closed at 4:30 pm. **Date of next meeting: Monday 9th January 2012 at RISC**

Actions:

1. July minutes to be signed off by DS, and Sept minutes to be signed off by JS
2. MKS to follow up on this meeting and progress with the Health and Wellbeing Board meeting.

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3. MKS and JW to find out at the meeting (in December) with Janette Searle on what the local arrangements for case-workers in Health and Social Care are with the RBC.
4. MKS to feedback to Mel Rogers and patient experience team at RBH on issue no 68. Improvements need to be made to process/system for disabled transport for hospital appointments.
5. Use of 0844 no's by GP practices - LINK to write a letter to PCT.
6. SM to draft a note for the LINK E-bulletin on issues that have now been closed.
7. SM to find out more about YMCA Youth Group and Crossroads with regards to youth engagement.
8. MKS to action any follow up from SELLNet meeting.
9. MKS to attach BHnhsFT staff structure documents with the minutes.
10. Board to email MKS if they are interested in joining this sub-group.
11. MKS to feedback on progress with PPG's and Emmer Green Surgery
12. RC and MKS to put together figures for all options discussed and present at an Extraordinary meeting of the Board.

Diary Dates:

Berkshire Healthcare NHS Foundation Trust Governors meetings: 07th Dec 2011

2. Transition to HealthWatch

2.2 Consultation HealthWatch Funding

Department of Health's Consultation on Allocation Options for distribution of additional funding to local authorities for: Local HealthWatch, NHS Complaints Advocacy, PCT Deprivation of Liberty Safeguards.

The consultation response to the additional funding Consultation for HealthWatch has now been published.

Unfortunately the final response has not gone in favour of the options we chose. In summary:

The consultation had three main areas:

- 1 SIGNPOSTING FUNDING LOCAL HEALTHWATCH (LHW)
- 2 NHS COMPLAINTS ADVOCACY (NHSCA)
- 3 DEPRIVATION OF LIBERTY SAFEGUARDS (DOLS)

Therefore the extra funding for Reading will amount to:

1. LHW = £57,138.00
2. NHSCA = 33,475.00
3. DOLS = 3,171.00

Total Allocation = 93,784.00

Therefore Reading will receive £33,086.82 less through the choice of these options oppose to the ones we opted for in the consultation.