



Nottinghamshire County Local Involvement Network (LINK) Executive Board Minutes

6th January 2012

10:30am – 1:00pm at Friends Meeting House, Rosemary Street, Mansfield, NG19 6AB

Present	In Attendance
<p>Jane Stubbings (JS) Shirley Inskip (SI) – Chaired the meeting John Kerry (JK) Alan Sutton (AS) Barbara Venes (BV) Tom Turner (TT) Julie Bryant (JB) Pat Crowe (PC) Jean Lewis (JL)</p> <p>Sharon Neal (SN) Host Team Helen Clark (HC) Host Team</p>	<p>Penny Spice (PS) Commissioning Manager Adult Social Care, Health and Public Protection Nottinghamshire County Council</p> <p>Mick Rimington (MR) Community Engagement Co-ordinator, Nottinghamshire and Lincolnshire, EMAS</p> <p>Emma Ducker (ED) Patient and Public Involvement Manager, NHS Bassetlaw</p> <p>Katie Moore (KM) Head of Patient Public Involvement, Nottingham University Hospitals NHS Trust</p> <p>Zoe Butler (ZB) Support & Development Manager, Newark & Sherwood NHS Clinical Commissioning Group</p>

Item No.	Agenda Item	Decisions made / Actions	By whom / when
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1	Welcome and Apologies		
	Jane welcomed the group. Apologies were received from Paul Sanguinazzi.		JS
2	Declarations of interest.		
	No declarations of interest were given		
3	Minutes from 2/12/11 for accuracy only		
	Item 14: it is a proposed health centre only, not confirmed. Updated on original minutes.		
4	Matters arising from minutes 2/12/11		
	To discuss public event at Exec Board meeting on the 2.02.12 Alan Sutton to write article about the National Kidney Federation for the LiNk newsletter and send to the office by 13 th January 2012. HC to request copy of presentation from Dr Sam Taylor.	Email sent to Dr Taylor 6.01.12	AS HC
5	Budget Finance		
	Written update provided. Conference and Question Time still to come out of the budget.		
6	Equality Delivery System		
	Presentation by Kate Davies, Executive Lead for Equalities alternative date, possibly May 3 rd 2012. To confirm availability.	Email sent to Tracy Bircumshaw 09.01.12	HC
7	Marketing Nottinghamshire County LiNk		

	<p>AS has suggested that more marketing may be required particularly considering the move into local HealthWatch.</p> <p>SI: Suggested more advertising could be done around the workshop/Question Time event in Bassetlaw but that we need to know what the budget is for 2012 – 13 first. A meeting will then be held to discuss next year.</p> <p>JL: Commended Alan for talking to groups.</p>		AS
8	Community Engagement Worker Update		
	<p>Written update provided.</p> <p>Members asked to sign up to assist at workshops.</p>		
9	Co-opted members		
	<p>EMAS: Written update given, PTS to be taken over 1st April 2012, EMAS are appealing against the decision.</p> <p>NUH: Written update given, in addition Katie Moore informed group that NUH had been recognised for the quality of its food.</p> <p>Delay in application for Foundation Trust status.</p> <p>BCO: Are looking for feedback regarding their commissioning intentions for 2012 – 13.</p> <p>ED is meeting with Chris Watson, AS, HC and JS on the 19th January 2012 to discuss a possible Bassetlaw Question Time event.</p> <p>The representation on the committee is being discussed and feedback will be given asap.</p> <p>AS attending new cluster board meeting on the 16th January 2012, however there is some discussion over whether he is attending as a LINK</p>		<p>MR</p> <p>KM</p> <p>ED and AS</p>

	<p>member or not. To be clarified.</p> <p>Nottinghamshire County Council: Written update given. 'Budget conversation' to be re-circulated to the Executive Board members and comments to be submitted individually due to closing date of 27th January 2012.</p> <p>PS requested feedback on new Dedicated Adult Care Team (DACT)</p> <p>SI: With regards to page 7 of the written update, what happens with the follow up process when people are sent home from an assessment ward?</p> <p>JS: Referring to an article in 'contact' magazine about care homes, what's happening to the care homes the County Council (CC) can't sell and will the CC still monitor the sold ones?</p> <p>JK: Who administers personal budgets?</p> <p>NHS Nottinghamshire County/Newark and Sherwood CCG: written update given.</p> <p>PS: How does Improved Access to Psychological Therapies (IAPT) fit into the first point on page 2 (access to psychological therapies in primary care)?</p> <p>ZB: Low level, pre IAPT – focus nurses and GP's.</p> <p>SI: Informed group that JS has written a letter to all CCG's asking for participation at the Executive Board.</p>	<p>'Budget conversation' disseminated on 09.01.12 and put on LINK website</p> <p>PS to find out</p> <p>PS to find out</p> <p>PS to find out</p> <p>Letter sent 09.01.12</p>	<p>PS</p> <p>ZB</p> <p>HC</p>
COMFORT BREAK			
10	A reminder about future meetings		
	SI reminded all members that the format of Executive Board meetings is		SI

	<p>changing and they will now be held on the first Thursday of every month at 10am, Christopher Cargill House, 21 – 23 Pelham Road, NG5 1AP. The Executive Board will run until 12.30pm and the issues panel, communications group and consultation panel will be held in the afternoon.</p> <p>Confirmation of attendance is essential.</p> <p>SI: HC did a mailout to the database asking for members comments about what should happen to the Executive Board for 2012 – 13, should it be rolled over or should elections take place?</p> <p>SI: Business plan will follow the workshops.</p>		
11	Mansfield and Ashfield NHS CCG Strategic Plan 2011 – 13 Consultation		
	The Executive Board members discussed the consultation and responded to the questions.	Response emailed to Julie Andrews by HC, 09.01.12	Group
12	NUH PPI Strategy 2012 - 13		
	Board members submitted their comments about the NUH PPI Strategy to Katie Moore.		Group
13	AOB		
	<ul style="list-style-type: none"> Veronica Price-Job is looking for a LINK representative for the Nottinghamshire County Council Involvement Strategy Review group. <p>Barbara Venes put herself forward and will attend the next meeting on January 25th 2012 and feedback to the group.</p> <ul style="list-style-type: none"> Potential agenda items: <ul style="list-style-type: none"> - JK: transport 	<p>HC replied to Veronica with BV contact details 6.01.12</p> <p>JK to get information together to distribute by the next</p>	JK

	<ul style="list-style-type: none">JK: Did Sally Dore advise who owns the land around Kings Mill Hospital?	meeting HC emailed SD 6.01.12 – SD replied and advised that the hospital owns the land and smoking shelters are to be put up in due course.	
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Next Executive Board Meetings

Thursday 2nd February 2012, 10am – 4pm, Christopher Cargill House, 21 – 23 Pelham Road, NG5 1AP

Thursday 1st March 2012, 10am – 4pm, Christopher Cargill House, 21 – 23 Pelham Road, NG5 1AP

Christopher Cargill House, 21 – 23 Pelham Road, Nottingham, NG5 1AP. 01159629350

E-mail info@strongerlocalvoice.com

Minutes taken by Helen Clark.