



**Cumbria LINK Governing Body
Minutes of the meeting held on 22nd March 2010
Lantern House, Ulverston, Cumbria.**

Present

Janet Pitman
Liz Clegg
Alan Alexander
Neil Hughes
Jim Bradley

In Attendance

Jozi Brown
Louise Blackburn

1. Apologies

Jane Thompson
David Singleton-Edwards
Chris Abbott
Jane Macfarlane
Paul Brown

2. Minutes of Previous Meeting

Minutes agreed. *Action:* In future changes to minutes to be sent to host via email with final version being circulated before the next meeting.

3. Matters Arising

i. CQC Performance ratings / Children's Mental Health Services

Jane M sent reminders to NHS Cumbria, but no response as yet.

ii. Air Ambulance

Janet reported on the two air ambulances. The Great North Air Ambulance is funded entirely by their charity, the staff and doctors are also funded by the charity. The Great North Air Ambulance is mainly used by the police and the mountain rescue.

The North West Air Ambulance has a memorandum of understanding with the North West Ambulance Service; the North West Ambulance Service supplies and pays for the paramedics. The pilots are funded by the Air Ambulance. The North West Air Ambulance is used for transferring patients, with the help of ground ambulances, so far as Janet is aware these transfers are organized by the Acute trust.

iii. Our Health

Feedback on the test questions is now required, feedback is to go to Lorraine Smyth. Panels have been set up in 6 districts all of 100 members. This will form part of the PPI mechanism for locality involvement. This deadline has now past.

iv. North West Ambulance Service Annual Report

Janet has provided comments on the Annual Report as requested in the previous letter.

v. Community Hospitals Development

An update on community hospital development from Peter Clarke (NHS Cumbria) was circulated. Liz C attended a meeting with Claire Pulter in Millom to discuss the development there. Cumbria County Council is responsible for the residential care aspect of the project.

Action: Liz C asked if the host could write to CCC and ask for clarification regarding community hospital developments. Neil H suggested writing with regard to individual hospitals.

Action: Peter Clarke has asked Janet to arrange a meeting between NHS Cumbria, the Patient Voice Group and Cumbria LINK regarding locality development

Liz C suggested this is more of a PVG issue and suggested asking PVG to respond.

vi. Patient Safety Alerts

Jane M has requested, but not received information from NHS Cumbria regarding Patient Safety Alerts.

4. Conflict of Interests

Janet – Ambulance Service
Neil – Carlisle Parliamentary Interest

5. Work Plan

The revised work plan was circulated before the meeting.

Action: Jane M to respond to Chris Meek letter. If GB need to do anything Jane M to advise by email.

Dentistry

A letter has been sent, no response received yet.

NWAS Questionnaire

Doug Scott originally contacted Cumbria LINK to do some work regarding Westmorland General Hospital. NWAS also contacted Cumbria LINK to do some work which prompted the survey. Questionnaires were sent to approximately 70 ambulance staff, 17 responses were received. Janet P reported that the Chief Executive of NWAS has written to the acute trust re ambulance turnaround times and she will try to find out more at the next board meeting. It has also been said at board meetings that they are looking at smaller vehicles. Vehicles are moved around Cumbria so no area is left short of cover.

Action: Host to forward report to NWAS for comments. Any further action will then be decided. It was suggested could we work with Lancashire LINK.

PCAS Briefing and Visits

PCAS Visits Report was circulated and discussed. Janet P suggested another meeting with Peter Weaving, Ailsa Dinning (Commissioning manager Carlisle), those who visited the PCAS units and Alan A as chair of LINK Governing Body. Liz C suggested that a task group of these people should be set up. It was decided that everyone is happy for Peter Weaving to be sent the report before the meeting.

Action: Meeting to be set up. Jane M to speak to Kay about what she wants to do with regards to satisfaction patient data collection.

Personalisation

Task Group has been meeting they wanted a central information point, so a blog has been set up at: <http://cumbrialink.wordpress.com/>. Leaflets are available providing further information, and Cumbria LINK circulate Cumbria CC's 'In Control' newsletter. It was suggested that further enquiry could be undertaken to focus on Personalisation from a service user prospective, and whether there is any shortfall between information available and those who need to get it. Liz C commented that she and Jane M met with Richard Parry.

Action: Agenda item for next meeting. Contact a few organisations / individuals who have personal experience of personalised budgets and possibly hold a focus group in the near future

Penrith Hospital

A meeting has been arranged for 6th April at Penrith Hospital (exact location and time to be confirmed). League of Friends have also been invited to attend. It was decided that Neil H would attend and to invite Viv Stucke to attend as well as a member of LINK support staff, if Viv is unable to attend Janet P will attend instead.

Post meeting note: It was suggested that Anne Glazebrook attend this meeting rather than Viv as Anne is involved with the OSC task group in this area of work.

Action: Jane to ask Anne Glazebrook to attend meeting.

Listening to Communities Project

This project will tie in with the Community Champions. It is a project focusing on using Cumbria Mental Health Groups (CMHG) 'Issues Form' to collect information about concerns of the public (Regarding health and social care). It involves 3 projects all running at the same time (County wide mental Health issues, Local Barrow issues, County wide Young People's issues). Jane has met with Gilda Wells to discuss the role of Cumbria Mental Health Group in the project

Will be working with Richard / CVS Barrow, The Children and Young Peoples reference group (Russell Norman) and the CMHG. The outcomes will include monthly 'issues' reports to follow up on, any 5 concerns of the same issue will cause an alert. The project will be up and running by June and reviewed after 3 months. People using the forms need to upload them therefore there will be training implications for how to use the form and how to upload them.

Community Champions

Cumbria LINK agreed to fund a third of the Community Health Champions project (£25,000) alongside Cumbria CVS and NHS Cumbria. Janet will attend the Barrow session and Alan will attend the Workington session.

UHMB

Janet is to undertake observation on 9th April 2010. Janet P and Kay M had met with Helen Jarram she is keen to work with LINK. Asked if LINK could contribute to Quality Accounts

West Cumberland Hospital

Latest Task Group minutes were circulated. GB asked Alan to pass on their thanks to David Day for his work with the task group. The design stage of the rebuild has now been signed off.

Cumbria Mental Health Group Report was circulated and discussed. CPFT and NCAHT not in agreement re: future provision and who should fund new facility. Ideally wouldn't be a WCH site it was agreed that the GB want to clarify what plans are in place for future.

Liz C suggested it is really two issues, Long Term: there are no plans and Short Term: construction traffic going past causing disturbance and safety issues. It was suggested that two letters to Stephen Dalton were written asking for clarification of short and long term plans for the site.

Action: Host to draft a letter to Stephen Dalton and circulate for consultation.

6. LINK Representatives Report

Liz C - PVG/LINK Report – Questions that came out of pre-board meeting. Most of meeting about Strategic/Operating Plan – need to understand more about it.

From 1st April 2010 Locality Groups are responsible for commissioning.

A meeting has been requested by Peter Clarke to discuss locality engagement along with Patient Voice Group, this needs to be arranged

Action: Janet to speak to Jane.

Infection Control Report – until recently no rules on how they decontaminate their equipment, now in place that all must have decontamination rooms.

Neil H attended a Rural Health Event and will write a report to submit before the next meeting. Neil also reported that the Suicide Prevention Group is running Mental Health 1st Aid training provided by the PCT as part of suicide prevention. This may be of interest to A4H network members and the Community Health Champions project.

Action: Neil to forward information on to Jozi

Janet P reported that she had attended a Patient Opinion meeting in Sheffield. At the moment they are signing LINKs up for free. Once a LINK has signed up Patient Opinion will contact them if they receive a few complaints about the same thing in that LINKs area. Janet P will speak to Jane M.

7. OSC

Janet asked if a General Election is called in May can OSC still meet.
Regarding the 'Housing for vulnerable people' task group – Neil H became LINK rep last year but has since heard nothing.

Action: Contact Paul Glazebrook to confirm whether the OSC are meeting in May and whether the Housing for Vulnerable People Task Group is still meeting

8. Budget Report

Website development is progressing so spend will go up. Community Health Champion's money coming from last years under spent budget.

Neil suggested we need to spend more on promotion.

Liz C suggested a meeting to plan next year (10/11) what they are going to do and how much it will cost.

Decided on: Small meeting (Liz, Alan & Jim to attend)
Big part of next agenda

Action: Jane to arrange a meeting with Liz C and other interested GB members

9. Host Update

The Host Update was circulated.

10. Public Events

Cumbria LINK needs to decide on themes for 2 or 3 public events for 2010 and 2011.

Action: Email any ideas to Liz C.

11. Social Media

Action: Jozi B and Louise B to circulate a list of current sites being used.

12. PCT Devolution and Integrated Care Organisations (ICO's)

Peter Weavings update on the Community Hospital development in Brampton was circulated.

Action: Host to ask Peter Clarke for a meeting.

13. Annual Report

National LINK guidance on Annual Reports was circulated.

Action: GB to read through, and add to agenda for next meeting.

14. Any Other Business

i. **DWP & CMHG** are holding a range of meetings in March to look at how to take issues forward, to focus on topics such as claiming benefits. Jim B will report to LINK then if LINK want to progress with any they can.

ii. **Whitehaven News.** Article on developing Angioplasty in CIC but stopping Angiograms in WCH so everyone will have to go for CIC for both. Will result in a better service but looks to people in West Cumbria like they are losing services.

Action: Jane M to contact Alan A or Liz C about writing a letter to the trust to express concerns.

iii. Quality Accounts

Action: On agenda for next meeting.

iv. ACT

Liz C reported that ACT have been commissioned by PCT to do work in rural areas – it is notable that there is an increasing rate of still births in Millom, Barrow and Copeland.

Action: Approach John Ashton for figures.

v. CMHG

Jim B reported that they have a meeting look at mental health patient records including electronic records. Janet says to contact Viv Stucke as she has also been investigating the subject.

15. Date and Time Next Meeting

Thursday 29th April 2010. 10:30 – 2:30 Keswick venue to be arranged.