



Cumbria LINK Governing Body (LGB) meeting February 10th 2009

St Michael's Church, Workington, Cumbria

Present:

Chair: Janet Pitman, Neil Hughes, David Day
Jan Yates from Health Care Commission

1. Apologies:

Alan Alexander, Liz Clegg, Juan Shimmin, Paul Mavin

In support:

Gill Jones – LINK Support Officer
Kay McGregor – LINK Support Officer

2. Minutes of last meeting:

It was agreed to look at the minutes of both the 13th January and the 26th January meetings. They were agreed with the following change.

Neil was not down as attending the 26th Jan meeting which he did attend

3. Matters arising

13th Jan

Neil raised a point relating to indemnity insurance – he discovered that if those on Enter and view teams had personal recommendations from suitable people it can reduce the cost of the insurance.

Pg 4 - Item 6 – David asked if there was any time frame for the PCT strategic Plan – when will it be agreed and published? Do they want the LINK to comment on it? Janet thought it might have already been published.

Action: - Support staff to find out

Pg 5 – Item 8 – Janet had been thinking about this ASSIG and felt on reflection that reviewing after 6 months was too short a time and that David's original suggestion of one year would be better. This was agreed

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Paul Mavin was due to attend today's meeting but due to their meeting on the new hospital last week being cancelled, he had nothing to report to this meeting so sent his apologies and confirmed he will attend at a later date.

26th January

Pg 3 Item 5 – there was no follow up

Action: - Support staff to provide for the next meeting

It was pointed out that there was no representative for Morecambe Bay

Action: - Support staff to enquire from Jane, who has been in contact with Linda Healy, to see if we can send a rep.

4. Conflict of Interest

Janet declared her interest in issues around the Ambulance Trust as she is Chair of the Core Group of Critical Friends.

5. Workplan

a. **Healthcare Commission Commentary** – Decision made to discuss this when Jan Yates arrived after lunch.

b. **Dentistry** – meeting arranged for the 12th Feb has been cancelled, this will be rearranged when Alan is available. A request has gone to David Tyson asking for a copy of his formal press statement when it is available

c. **Annual Report** – David had read somewhere that this report was now due in June and not April but felt that it still needed working on now rather than later.

Action: - Support staff to find out when the report is actually due.

d. **Barrow and Closer to Home South** – the Closer to Home consultation has been put back to June due to local elections in May. The question was asked if the LINK could have a say in where the venues for the consultation would be as it was felt some of the venues for the consultation in the North were very unsuitable

e. **Personalisation event** – there is to be an event on the 20th April at Reghed in partnership with Action for Health, Skill for Care and the LINK. David has been asked to Chair the event but wished to contact Jane for more information.

6. LINK Representative Reports

i) **Suicide Prevention** – Neil had attended a two day event and reported it had been very positive. They had set up a working group to address various issues i.e. background, where it happens and can GP's pick up more. First Aid training for mental health issues was something that was felt to be very important as was the predicted potential increase due to the recession with people losing their jobs and having money problems.

ii) **Accountability in NHS** –Neil had been to two of these meetings and felt that they were very worthwhile. He gave a verbal account of what happened at these meetings and said he would recommend them if anyone wanted to go.

Janet gave a verbal report about the ambulance service, they usually have 6,000 'Category A' calls a month but in December they had 7,500 due to the bad weather. There was a very good pandemic report available that could possibly tie in with the Ambulance service.

David tabled a report from the Research and Develop in Cumbria and Lancs (RaDiCaL Board). He suggested that the University should be more involved in the Closer to Home consultation. He will keep the group updated.

David also reported on a roadshow he'd attended where John Ashton had given a talk on the Public health Agenda. They now produce a weekly Public health Bulletin which is available on the website.

David also reported that Age Concern nationally produce an Age Agenda monthly, he offered to flag up any issues arising from it.

7. Host Update report

Discussion took place over how to engage people and get them to join the LINK. Attending Bingo clubs and nightclubs was suggested. Another suggestion was involving the University as they provide a variety of health and social care courses where the students might be interested. At the next meeting the group could look at the possibility of setting up a publicity task group.

Action: - Jane to contact David to discuss arranging a meeting with the university.

Also asked if it would be possible to make a list of the relevant secondary schools and ask if the LINK could give presentations to sixth formers.

Janet asked about training for inspections. Kay replied that we are waiting for all the CRB checks to be completed before arranging the training. Janet pointed out that she hadn't received her forms for the CRB checks as yet.

Action: Support staff to check with Louise and ask her to send them out again

The group wished to know what the Third Sector meeting in March was about

Action: Support staff to find out

A question was asked about who the support staff report to on the County Council for their monitoring. The answer was that Jane reports to Georgina Ternent

The group asked if the Older people's Forum West had had a presentation. The answer was yes, Gill had attended one of their meetings last year.

8. Budget report

There were questions raised about the budget report presented by Cumbria CVS. The group asked if they could have a breakdown of the meeting venues as it seemed rather

a lot of money. Why was nothing put down for publicity when they knew money had been spent and could they have a breakdown of the overheads?

Action: Kay to speak to Diane about the issues raised and request more clarity for the next meeting.

Kay also to ask the question why LINK host charges for office space in Cumbria CVS for LINK Support staff as they are Cumbria CVS staff?

9. North West Ambulance Service Community and Engagement Strategy

Janet and Neil have both commented on the strategy. Janet is attending the equality and diversity on the 7th March.

10. Draft working agreement with Scrutiny

Discussion took place over the expectations of the OSC on the LINK. Some thought that it was imposing expectations on the LINK that they might struggle to fulfil. The Link doesn't want to be seen as the sole body for seeking information.

Neil had attended the meeting with the OSC and thought it was quite a constructive arrangement and didn't think they were insisting the LINK do all that was requested. He said it would all be through prior agreement and arrangement and that the LINK could say no.

11. Commissioned work/Service level Agreement

To be put on Agenda for next meeting

12. Governing Body membership

Juan sent a request that the group look at co-opting people especially from the social care sector. They agreed to look at people with expertise in that area. They also felt it was important to have people from different locality areas. Discussion took place over how the co-opting process would work.

It was felt not enough people were there to make any decisions and that it should go on the agenda for the meeting on the 24th.

13. Any other business

Jane in discussion with Michael Smillie re: LINK Governor in Constitution rather than PPI. Jane is attending Charter Monitoring group in March, looking to improve relationships. Michael wants to ensure LINK have a good opportunity to comment on the Healthcare standards. They are sending the LINK a letter.

Juan asked that his concerns around the LINK having a poor relationship with Social Care be raised. Jane is drafting a letter to Jill Stannard asking her to direct her staff to get involved with the LINK. The letter will be circulated for approval.

David asked if it was too late for him to comment on the Incontinence questionnaire. He pointed out the questions were not numbered. Also could it be made clear what the deadline is for the group to comment on things like this before they are sent out.

Janet wished to thank Neil and Alan for attending the LINK conference in London on the 5th Feb. Neil will write his report for the next meeting.

The Link have been invited to get involved with the PEAT inspections. Jane is asking the visiting group to get involved

Health Care Commission

Jan Yates was welcomed to the group and there was an informal discussion about what was happening with the Commission, Jan's future role and the LINK involvement with the commentary this year.

She told the group that 1,900 commentaries were received in 2008. Only 9% were given high quality rating, 35% medium, 36% low and 20% no rating. The standards most commented on were:-

C2
C17
C4a
C11
C21

11 Trusts out of 51 were put in the risk bracket and received inspection visits. Trusts were saved from inspection visits due to the comments.

The only change this year is that the PCT (NHS Cumbria) have to put in two declarations – one for the commissioning side and one for the provider side. The LINK needs to comment on both.

The submission time for the Trusts is 16th April to the 1st May. Comments need to go to the Trusts in March. She suggested that the group look at the Trust websites and look for the healthcare declarations. Quality not quantity is better.

If the Trusts deadline is missed the LINK can submit their comments separately.

It was suggested that a letter is sent to relevant groups who may wish to comment asking if they have anything they wish to contribute.

CQC – Care Quality Commission

This is three large organisations turning into one. There have been teething problems but things should be sorted within the next 6 weeks. Cumbria will become part of the North West again instead of being with the North East. The Annual Health check might move to November instead of April. This year people may be asked to comment in both April and November but Jan will keep us updated as to what is happening.

Jan left a copy of the Care Quality Statement and copies of good and bad commentaries which the support staff will photocopy and send out to the group. She also offered to attend the 12th May meeting to update the group on what is happening.

The group decided that the next meeting on the 10th March should possibly be an all day meeting to look at the commentary.

Janet thanked Jan for attending the meeting. Everybody had found it very useful.

14. Date, time and venue of next meeting:

Tuesday March 10th, 10am – 2.30pm, Carlisle CVS, 27 Spencer St.