



## Cumbria LINK Governing Body (LGB) meeting January 13<sup>th</sup> 2009

Age Concern, Sandgate, Penrith, Cumbria

### Present:

Alan Alexander  
Liz Clegg  
Neil Hughes  
David Day  
Juan Shimmin  
Janet Pitman

### In support:

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

### 1. Apologies

None

### 2. Minutes of last meeting:

Minutes were agreed with one alteration  
LGB asked if they could have clearer numbering system for items on the Agenda, and pages to be numbered

### 3. Matters arising:

#### Indemnity Insurance

Jane waiting for response from Insurance company

### Chair

Janet agreed to be included in the alphabetical rotation of the Chair every 3 months

### Electronic papers:

Juan requested **all** papers to be sent to him electronically

Cumbria CVS in Carlisle 27 Spence<sup>1</sup>Street Carlisle Cumbria CA1 1BE  
Tel: 01228 518992 Fax: 01228 597 761 E-mail: janem@cumbriacvs.org.uk

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Selby Terrace Maryport Cumbria CA15 6NF

**Budget**

It was agreed that Budget reports would be needed bi-monthly.

**Action:**

LINK support to provide Diane Jackson (Finance Officer at Cumbria CVS) with dates of the meetings Budget reports would be required, starting with February

**Community Involvement Committee**

Evelyn Bitcon had nothing to report from this meeting

**Action:**

Jim Bradley (Cumbria Mental Health Forum) to be invited to next meeting in February to discuss protocol for working with the LINK.

**Patient Voice Group**

Liz wanted to clarify that task groups were Overview and Scrutiny, and not Patient Voice Group.

Janet agreed to attend the OSC task group looking at the Closer to Home consultation in the South of Cumbria on behalf of the LGB.

David reported that Age Concern were doing a lot of work around Fuel Poverty and could give this information to Neil, who is on the OSC fuel task group on behalf of the LGB

There seemed to be confusion over who was attending various meetings on behalf of the LGB.

**Action:**

**All LGB members** to send details of the meetings/groups they attend to LINK Support  
**LINK Support** to make this information available at the next meeting

**In Control:**

A discussion took place over the In Control Pilot scheme in Cumbria, and concerns were expressed about lack of clarity and information. It was agreed to put this as an item on the Agenda for the meeting on the 26<sup>th</sup> January to be discussed with those invited to that meeting.

**Action:**

If questions haven't been answered and concerns still exist after the meeting on the 26<sup>th</sup> January, a letter will be compiled and sent to Sue Page formally asking for clarity.

**Dentistry:**

Alan has worked on this issue for some time; it was decided to set up a Task and Complete Group, led by Alan. The group would initially consist of 5 people. Neil Hughes

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and Sarah Roberts would be invited to join plus 2 others. David Tyson would be invited to attend a meeting.

**Action:**

Kay to contact Alan to discuss setting up a Task and Complete Group.

**NHS Cumbria magazine:**

Jane has been in touch with Judith Deft and LINK information will be included in the next issue.

**Action:**

Links Support to find out if this is to be produced 6 monthly or annually?

*At this point a meeting was held with Cath Broderick to discuss the content of a training day for members of the LGB. This will be held on the 24<sup>th</sup> February, 11 – 2pm, Kendal*

**Action:**

LINK Support to arrange venue, Cumbria Wildlife Centre, Kendal.

**4. Conflicts of interest**

David Day explained that he did not work for Age Concern, Eden.

Janet pointed out that she Chaired the core group for the Critical Friends (relating to item 8)

**5. Work Plan**

Website update - in the process of being designed, should be available in February.

LINK bulletin – very positive response from the LGB to it.

David on Copeland Locality Board, requested it be included in work plan

**Action:** Identify who is on locality boards, and how to get a LINK presence in these groups. Contact Judith Deft, Anna Schamens and Christine Harrison for this information

The LGB were asked if they wanted the Locality Board papers, and PEC Board papers from Judith Deft. This was agreed as useful, and they can be sent electronically

**Action:**

LINK Support to contact Judith Deft and organise

Visiting training – it was clarified that visiting training will be organised once those CRB checks have been completed

## Health Care Commission Commentary

Liz volunteered to lead on this.

### Action:

Letters to be sent out by LINK support to ask if other groups and organisations want to contribute to the LINK response.

Annual report – guidance was tabled at the meeting

Personalisation – Ibsen report, tabled at meeting. Juan reported it was proving impossible to identify which numbers correspond to which areas, so could not look specifically for Cumbria.

### Action:

LINK Support to contact Pam Bolton or Tom Hendry for clarification

Juan asked if he could attend the Service User Involvement Group

### Action:

LINK Support to contact Tom Hendry to find out.

### Action:

Juan to email all the questions he has regarding Individual Budgets Pilot programme to LINK Support, including a request for figures for the above mentioned report, and discuss with them who to contact for this information.

## 6. LINK Representative reports

Apology from Janet for not sending in report from meeting she was unable to attend

### LIZ – report from OSC (Health and Well Being)

OSC to scrutinise the NHS Cumbria strategic plan. The LGB will be asked to comment separately.

### Action:

LINK Governing Body members need to get hold of and look at the NHS Cumbria strategic plan. Liz to provide report and keep LGB updated on progress.

The LGB wanted clarity around the Consultation process about the new proposed sites for the new West Cumberland Hospital and can they be involved?

### Action:

LINK Support to clarify with Judith Deft

Joint Needs Assessment - LINK needs to find out more about this, and include on meeting on Agenda for 26<sup>th</sup> January

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## Report from NHS PCT Board meeting - Liz

### Action:

LINK Support to get copy of Tackling Health Inequalities from Board papers and sent out electronically to LBG members

## 7. Budget reports

Jane reported from Cumbria CVS finance that monthly reports would be difficult for them to produce. Would the LGB consider the options of quarterly or bi-monthly reports. It was decided that bi-monthly reports would be needed.

### Action:

LINK Support to send dates of all bi-monthly meetings for the rest of the year to Diane in finance, to indicate when reports will be needed.

## 8. Proposed model Structure North West Ambulance Service

The LGB agreed in principle to the setting up of an Ambulance Service Special Interest Group for 6 months. Janet to lead.

## 9. Meeting with Scrutiny Panel

A meeting was held with the Cumbria County Councils scrutiny panels and LGB to discuss joint working protocols

### Action:

Jane to work with scrutiny officers to produce a flow chart as agreed at meeting on 11<sup>th</sup> December

## 10. Meeting 26<sup>th</sup> January

### Action:

**All LGB members to email Agenda items for next meeting as soon as possible to LINK Support**

## 11. Publicity

No discussion or actions to be taken

## 12. Any other business:

Alan and Neil were proposed to attend the Link conference in London, 5<sup>th</sup> February

Becky Pearson - LGB members expressed concern about Becky, as she has not sent apologies and did not turn up for the meeting today.

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**Action:** Jane to contact her and discuss.

**13. Date, time and venue of next meeting:**

10<sup>th</sup> February 2009, 10am – 12.30am Workington venue tbc

DRAFT

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