

Your LINK for improving health and social care

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Kent LINK Annual Meeting 26 May 2010 Draft agenda

Introduction

1. The Kent LINK Annual meeting will be held on 26 May 2010. The main purpose of the event is to seek agreement from LINK participants to the following:
 - a. Kent LINK Annual Report 2009 / 2010
 - b. Kent LINK Annual Accounts 2009 / 2010
 - c. Kent LINK's forward plan for the forthcoming year (or beyond)
 - d. Any proposed LINK Governance changes.

Action for Governors

2. At Appendix A is a draft programme presented to LINK Governors for consideration at their meeting on 17 March 2010 with a view to agreement / decisions on the following:
 - a. Above purpose of the event
 - b. The budget for the event (proposed £2000)
 - c. Time of the event, 10.00am to 3.00pm
 - d. Programme for the event - draft at Appendix A
 - e. Speakers for each item - proposals in Appendix A
 - f. Facilitator for the whole event (options - a Governor, a Host representative or employment of an external facilitator, latter is chargeable)
 - g. If there should be a theme for the event as well as the annual review and future plans for the LINK, if so what that theme should be
 - h. Whether there should be displays of the work of the LINK, and any relevant others
 - i. That all Governors, if available, should attend the event
 - j. All Priorities Panel members be asked to attend if they can.

Brenda O'Neill
KMN Lead Director for Governance
2 March 2010

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Office Hours: Monday – Friday 8.30am - 4.00pm (Answerphone available out of office hours)

Draft agenda

Item	Speaker
1. Welcome and Introductions	<i>John Fletcher</i>
2. Apologies	<i>Facilitator</i>
3. Report from Governors Group	
a. Introduction	<i>John Fletcher</i>
b. Question and Answers	<i>Facilitator</i>
4. Report from Priorities Panel	
a. Introduction	<i>David Dye</i>
b. Question and Answers	<i>Facilitator</i>
5. The Kent LINK Annual Report 2009 / 2010	
a. Introduction	<i>John Fletcher (or Lead Governor for this)</i>
b. Question and Answers	<i>Facilitator</i>
c. Any proposals for changes	<i>Facilitator</i>
d. Agreement of annual report	<i>Facilitator</i>
6. The Kent LINK Annual Accounts 2009 / 2010	
a. Introduction	<i>Roger Kendall</i>
b. Question and Answers	
c. Any proposals from participants	<i>Facilitator</i>
d. Agreement of annual accounts	<i>Facilitator</i>
7. Kent LINK Governance	
a. Introduction	<i>Mark Fittock</i>
b. Proposals for amendments	<i>Mark Fittock</i>
c. Any proposals from participants	<i>Facilitator</i>
d. Agreement of any amendments	<i>Facilitator</i>
8. Date of next annual meeting	<i>Facilitator</i>
9. Close of meeting	
10. Buffet lunch	

Notes

- Governors may consider that items 2 and 3 are / can be covered by item 4
- Last year's annual meeting commenced at 10.30am, ended at 12.00noon, followed by lunch and whole event closed at 1.00pm
- Buffet lunch to include networking, participants and public being given the opportunity to speak directly to a LINK Governor and / or a LINK Priorities Panel member.