



10 March 2010

Kent LINK Governors' Group Meeting

Agenda

Wednesday, 17 March 2010 from 4.00pm until 7.00pm
The Osbourne Room, Lenham Community Centre,
Groom Way, Lenham ME17 2QT
(map attached)

Opening of meeting

1. **Apologies for absence**
2. **Declaration of interests** - members of the Governors' Group to declare any interest arising since the last meeting and any interests relating to items on the agenda
3. **Any other business** - to identify if there are any items that need to be considered and are not on the agenda
4. **Minutes of the last meeting held on Wednesday 17 March 2010** (Attachment 1)
 - 4.1. **Accuracy**
 - 4.2. **Actions arising** - not covered by the agenda

Items for decision / action

5. **Strategic direction of the Kent LINK 2010 / 11** – to consider proposal from Governors' Sub Group to be put to Annual Meeting of LINK for adoption (Attachment 2)
6. **Future working arrangements with NHS Eastern and Coastal Kent Primary Care Trust** – to consider proposals from Governors' Sub Group which met with representatives of the Trust on 11 March (Attachment 3 to follow)

7. **LINK Review of Stroke Services in Kent and Medway** - to receive additional information requested at the last meeting, agree report and revised recommendations for referral to NHS Eastern and Coastal Kent and NHS West Kent Primary Care Trusts
(Attachment 4 to follow)
8. **Budget Sub Committee meeting held on 10 March 2009** - to receive report and discuss any actions arising
(Attachment 5 to follow)
9. **Hospital car parking charges consultation** – to ratify LINK’s response
(Attachments and 6 and 7)
10. **Staffordshire LINK** – to consider a request to send a representative to sit on their appointment panel to select members to their Governance Group

Items for discussion

11. **Formation of the NHS Eastern and Coastal Kent Community Services NHS Trust** – report from meeting held on 5 March 2010 by Sally Keverne and David Swaffer
12. **Arrangements for Annual Meeting of the LINK on Wednesday, 26 May and to agree for submission:**
 - 12.1. Draft Agenda (Attachment 8)
 - 12.2. LINK’s Annual Report 2009 / 10 (Attachment 9)
13. **Report from the Priorities Panel meeting held on 10 February 2010**
(Attachment 10 to follow)
14. **LINK representation on external bodies**
 - 14.1. NHS Eastern and Coastal Kent Primary Care Trust Board Meeting, January 2010
(Attachment 11)
 - 14.2. Children, families and education restructuring
15. **LINK Work Programme and projects** - to receive an update (Attachment 12)
 - 15.1. Hospital hygiene and cleanliness project
 - 15.2. Access (Transport) to Hospitals
 - o Access (transport) to health services draft report (Attachment 13a)
 - o Debates agenda (Attachment 13b)
 - o Debate topics in detail (Attachment 13c)
 - 15.3. Review of Day Centres for Older People, West Kent – Interim Report
(Attachment 14)
16. **Issues arising from Governors Training Event**
 - 16.1. Allocation of Governors to roles
17. **Any other business**

Items for information / noting

18. **Quarterly Performance Review** (Attachment 15 to follow)

19. **LINK Summit** - to receive official report from this event **(Attachment 16a, 16b)**
20. **Diversity information** **(Attachment 17)**
21. **Kent LINK website hits** **(Attachment 18)**
22. **Compliments / Complaints** **(To be tabled)**
23. **Dates of upcoming Governors Group meetings**
- Wednesday, 21 April 2010, venue and times to be confirmed
 - Wednesday, 19 May 2010, venue and times to be confirmed
 - Wednesday, 16 June 2010, 10.00am – 1.00pm at Lenham Community Centre
 - Wednesday, 21 July 2010, 4.00pm – 7.00pm at Salvation Army Centre
 - Wednesday, 18 August 2010, venue and times to be confirmed
 - Wednesday, 15 September 2010, venue and times to be confirmed
 - Wednesday, 20 October 2010, 10.00am – 1.00pm at Lenham Community Centre
 - Wednesday, 17 November 2010, venue and times to be confirmed
 - Wednesday, 15 December 2010, 10.00am – 1.00pm at Lenham Community Centre

Confidential Items

24. **Governance documentation in draft**
- 24.1. **Grievance Procedure** **(Attachment 19)**
- 24.2. **Complaints Procedure** **(Attachment 20)**
- 24.3. **Disciplinary Procedure** **(Attachment 21)**

