



**Draft minutes of a meeting of the Priorities Panel held on  
26 November 2009 at Darent Valley Hospital, Darent Wood Road, Dartford, Kent**

**Present:**

David Dye  
Angela Evennett  
Lyn Gallimore  
Ray Harris  
Robin Ridsdill-Smith  
Douglas Tutton

**Also present:**

Graham Hills, Operational Director, Kent & Medway Networks (KMN)  
Brenda O'Neill, Contracts Director, KMN  
Elayne Oxley, LINK Development Worker (West Kent)

**1. Apologies for absence and facilitator for the meeting**

Apologies had been received from Junetta Whorwell and Ram Appadoo.

It was **AGREED** that David Dye facilitate the meeting. Angela Evennett reported that she was standing down with immediate effect as a member of the Priorities Panel, due to family commitments.

**2. Minutes**

The minutes of the meeting held on 8 October were confirmed as a correct record. The following matters arising from the minutes were discussed:

- i. Minute 4.1: *Genito-urinary services, Maidstone and Tunbridge Wells*: Correspondence noted. Service was observed to be adequately staffed. Although appointment system in operation, patients were guaranteed to be seen within 48 hours. Premises were said to be inadequate. No further action.
- ii. Minute 5.2: *LINK to visit Gravesend Hospital to check on access issues* **AGREED** immediate action – expect visits to be completed by end of December.
- iii. Minute 5.3: *Restorative Justice in prisons programme*: **AGREED** to defer decision on actions pending advice from Governors' Group. Panel thought it was not an issue for the LINK although they were sympathetic to the issue.
- iv. Minute 6.2 and 7 *Recruitment of new Governors*: It was noted that a new Governors' Group was now in place.

### 3. Declaration of interest

David Dye, Douglas Tutton and Graham Hills declared an interest in the Retinal Screening item as they were recipients of that service.

### 4. Progress report on actions arising from previous referrals

The Panel received a progress report on actions arising from previous referrals. It was **AGREED** that:

- a) ID numbers should be placed on all correspondence
- b) Date of receipt of replies to be noted
- c) Each progress report should have a date placed on it to show when it was last updated
- d) Letter / emails from the office should contain relevant ID numbers.

The Panel then went onto to review previous issues and **AGREED** the following actions:

- i. ID001 - Pain control: Not satisfied with responses. Noted difference in service provision between East and West Kent. Need to look at referral pathways. LINK Project Worker to review correspondence to see whether the Panels' questions had been fully addressed in the context of the Chief Medical Officer's report.
- ii. ID002 - *Angioplasty Service in West Kent*: Governor briefed to raise issue with Health Overview and Scrutiny Committee on 27 November.
- iii. ID003 - *Withdrawal of Physiotherapy and Occupational Therapy Services*: Thank Ann Sutton for her letter of 28 October and ask for timetable for implementation of improvement planes. Maintain watching brief – every three months.
- iv. ID004 - *Shortage of Physiotherapists in Swale*: action as ID003.
- v. ID005 - *Recognition for Swale (West)*: LINK Development Worker, Cate Boland, working on this with the Primary Care Trust with a view to improving relationship between Group and Primary Care Trust.
- vi. ID006 - *Impact of Green Paper 'Shaping the Future'*: Completed.
- vii. ID007 - *Population Growth in Edenbridge*: Practice has increased the number of whole-time equivalent GPs from 5 to 6. No further action. Reply to person that raised issues and thank GP for his assistance. Other information provided by GP to be followed up.
- viii. ID008 - *X-ray Services*: Complete, no further action.
- ix. ID009 - *Financial Abuse of Self Funders*: Referred to Governors' Group for advice on whether issue within remit of LINK.
- x. ID010 - *Planning Mental Health Services in West Kent*: Send response to person that raised issue inviting their comments.

- xi. ID011 - *Adverse Health impacts on Black and Minority Ethnic Groups*: This has been going on long enough – pursue lack of reply
- xii. ID012 - *Improving Audiology Services in West Kent*: Send response to person that raised issue inviting their comments. Suggest that the LINK would be happy to arrange a meeting with the referrer and NHS to take this matter further.
- xiii. ID013 - *Assisted Help with Service Provision for Young Carers*: Await response.
- xiv. ID014 - *Diabetic Service, Maidstone*: Set up meeting with interested parties.
- xv. ID015 - *Privacy and Dignity*: Deferred to next meeting.
- xvi. ID016 - *Restorative Justice in Prisons*: Referred to Governors' Group.

## 5. New referrals

The Panel **AGREED** actions as follows:

- i. ID017 - *Lack of Investment in Community Hospitals in Kent*: Letter to Primary Care Trusts and copy to Strategic Health Authority to find out what actions have been taken to apply for central funding under the scheme to develop more community hospitals.
- ii. ID018 - *Hearing Aid Replacement – Differences between East and West Kent*: Letter to NHS West Kent Primary Care Trust suggesting need to simplify referral route as in East Kent. Copy to Ear Nose and Throat Specialists.
- iii. ID019 - *Unfair treatment of Kent Health Service Staff*: This was not seen to be within the Priorities Panel's brief and decided not to take any action.
- iv. ID020 - *Alleged Failure of NHS West Kent to Allocate Funding to Carers' Projects*: Await response from NHS West Kent to original request, ie ID013.
- v. ID021 – *Eligibility Criteria for Continuing Care*: Advise person raising issue of relevant complaints procedures, Independent Complaints Advocacy Service, Care Quality Commission and Protection of Vulnerable Adult procedures. Find out current eligibility criteria.
- vi. ID022 - *Darent Valley Hospital - request as part of the Single Equality Scheme for viewing access to the hospital for service users with various difficulties / disabilities*: Place invite in next Bulletin to come forward to assist with this.
- vii. ID023 - *Ethnic groups not registering with GPs*: Deferred to next meeting.
- viii. ID024 - *Insufficient quality of Retinal Screening Service* - Deferred to next meeting.
- ix. ID025 - *West Kent Enhanced Dementia Crisis (or Emergency Support Service)*: It was thought inappropriate for the LINK to get involved with the tendering process of this service. Use Bulletin to promote opportunity for LINK participants.

- x. ID026 - *Inadequate mental health provision to support rough sleepers and homeless people*: Deferred to next meeting.
- xi. ID027 - *Restorative Justice in Prisons*: Awaiting decision by Governors' Group.
- xii. ID028 - *Estuary Road, Whitstable*: Contact Practice direct regarding issues.

## 6. Any Other Business:

- a) Insurance cover. In answer to a question it was reported that the Kent County Council required Kent and Medway Networks to hold appropriate levels of insurance to cover all LINK activities.
- b) Workshop for members – David Dye and Graham Hills to give a short presentation to the next meeting on the respective roles of the Priorities Panel and Governors' Group. Also invite representatives from the Care Quality Commission and Health Overview and Scrutiny Committee to that meeting.

## 7. Date of next meeting

It was **AGREED** that the next meeting of the Priorities Panel should be held on Thursday 20 January 2010 at 1.30pm – venue Salvation Army Centre, 74-80 Union Street, Maidstone, Kent ME14 1ED.