

Kent LINK Governors' Group Meeting

Thursday, 22 January 2009, 10.00am – 12.00pm
Salvation Army Centre, 74 – 80 Union Street,
Maidstone, Kent, ME14 1ED

Agenda

1. Apologies
2. Notes of the last meeting held on Monday, 18 December 2008 (**Draft attached**)
 - 2.1 Accuracy
 - 2.2 Actions arising – not covered on the agenda
3. Updates from individual Governors and confirmation of deputy leads
 - 3.1. Community engagement – Sally Keverne
 - o Activity to date
 - o Programme of future community engagement events
 - 3.2. Governance – Mo Reece
 - o Equality Impact Assessments
 - o LINK Participants Handbook
 - o Further governance items
 - o LINK Participants Training Programme – **initial dates in the Kent LINK participants bulletin**
 - 3.3. Equality and Diversity – Francisca Alabi
 - 3.4. Communications and PR - John Fletcher
 - o Media coverage
 - o Kent LINK website
 - o Participants Bulletin
 - o LINK Newsletter
 - 3.5. Finance -Roger Kendall
 - o Budget statement (**Attached**)
 - o Reimbursement of Participants' expenses (**Proposal attached**)
 - o Kent LINK Governor expense claim form (**Proposal attached**)
 - o Kent LINK participant expense claim form (**Proposal attached**)
 - 3.6. Project Management – Evan Stirzaker (**Attached**)

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3.7. Performance Management – Sophia Gaitanari

3.8. Strategic – Jack Shulman

- Draft LINK Business Plan

4. Priorities Panel – update from John Fletcher **(Draft attached)**

5. Authorised Panel of Visitors

6. Panel of External Representatives

7. LINK Work Programme – **verbal update**

8. Operational Plan, set up LINK phase - update **(Attached)**

9. Kent County Council Overview and Scrutiny – LINK representation – **verbal update**

10. Any other business

11. Date of upcoming Kent LINK Governors' Group meetings, Salvation Army Centre, 74-80 Union Street, Maidstone, Kent ME14 1ED:

- Thursday, 19 February 2009, 4.00pm to 6.00pm
- Thursday, 19 March 2009, 10.00am to 12.00pm
- Thursday, 16 April 2009, 4.00pm to 6.00pm
- Thursday, 21 May 2009, 10.00am to 12.00pm
- Thursday, 18 June 2009, 4.00pm to 6.00pm
- Thursday, 16 July 2009, 10.00am to 12.00pm
- Thursday, 17 September 2009, 4.00pm to 6.00pm
- Thursday, 15 October 2009, 10.00am to 12.00pm
- Thursday, 19 November 2009, 4.00pm to 6.00pm
- Thursday, 17 December 2009, 10.00am to 12.00pm