



**Minutes of a meeting of the Kent LINK Governors' Group held on
Wednesday, 15 September 2010 from 4.00pm until 7.00pm in the Salvation Army Centre,
74 – 80 Union Street, Maidstone, ME14 1ED**

Present:

John Fletcher (Chairman)
John Ashelford
Mike Eddy
Mark Fittock
John Holloway
Roger Kendall
Sally Keverne
Cate Jackson
Bose Johnson
Stan Richardson
David Swaffer

Also present:

Rebecca Barraclough, LINK Development Worker, Kent & Medway Networks Ltd (KMN)
Alex Burnand, Kent County Council Contract Manager for Host contract
Cate Boland, LINK Development Worker, KMN
Pat Fletcher, LINK Priorities Panel Member
Graham Hills, Operational Director, Kent LINK, KMN

Opening of meeting

1. **Apologies for absence** were received from Kath Pavely, Jane Cooper and Junetta Whorwell.
2. **Declaration of interests**
There were no declarations of interest.
3. **Any other business**
Arrangements for the Kent LINK's next Community Engagement Event.
4. **Minutes of the last meeting held on 18 August 2010**

4.1. **Accuracy** - The minutes were **AGREED** as a correct record (Attachment 1), subject to the deletion at paragraph 2.2 of the name of Cate Jackson and insertion of Cate Boland.

4.2. **Actions Arising**

4.2.1. Ref minute 8.1 - *Quality Accounts, East Kent Hospitals University NHS Foundation Trust*: A response to concerns, contrary to guidance, at the failure of the Trust to incorporate the LINK's full commentary in their published Quality Accounts was read out. It was **AGREED** that a letter will be sent to the Secretary of State about this grey area and address the conflicts involved.

Action: Graham Hills

4.2.2. Ref minute 9.2 - *Hygiene, Disinfection and Patient Experience in Hospitals*: It was noted that the Chairman was to meet with the Chairman of East Kent Hospitals University NHS Trust to discuss the LINK's future hygiene project. It was hoped to work in co-operation with all NHS Trusts on the next project.

4.2.3. Ref minute 5.1 – *A meeting with Julie Ross and the Chairman*: to discuss the LINK's role in future commissioning arrangements in West Kent was due to take place on 17 September. A meeting of LINK representatives with an interest in getting involved in future commissioning arrangements was to be held on 20 September 2010.

4.2.4. Ref minute 5.2 – *“Working together” project in East Kent*: Project progressing well. Changes to the White Paper have resulted in changes to the emphasis on various work streams. It was **AGREED** that a report be produced for a future meeting.

Action: Brenda O'Neill

Items for Decision / Action

5. **Community Research skills Enhancement for Young People (18-24) acting as LINK Volunteers**

5.1. The Group discussed (Attachment 2) which contained a research services agreement with Greenwich University to deliver the project 'Community Research Skills Enhancement for Young People (18-24) acting as LINK Volunteers'. The Group **AGREED** in principle to the proposal, subject to the following:

5.1.1. the LINK not being bound to pay royalties in respect of ownership of intellectual property rights;

5.1.2. that a mixture of older and younger volunteers be recruited, with the older volunteers being recruited from those who work with young people;

Action: Graham Hills

6. **Mystery shopping / quality assurance visits within residential homes**

6.1. The Group discussed a proposal by Kent Adult Social Services for the LINK to carry out a series of quality monitoring visits to residential care homes in the County. The Group **AGREED** to further discussion being undertaken to firm up this project.

7. The White Paper – ‘Equity and excellence: Liberating the NHS’

7.1. The Group noted arrangements in Attachment 3 for obtaining LINK participants’ views which had been through a public meeting, and through postal and internet based questionnaires. The Group did not agree to the use of the marketing company to ‘cold call’ LINK participants to get their views.

7.2. It was **AGREED** to defer meeting with Members of Parliament until mid October.

7.3. Mark Fittock and Roger Kendall were nominated to represent the LINK at a regional meeting to discuss the White Paper on the 27 September 2010.

8. Priorities Panel

8.1. The report from the Priorities Panel (Attachment 4) meeting held on 8 September 2010 was received.

8.2. The Group **AGREED** with minor amendment (Attachment 5) which set out revised guidance on the working relationship between the Priorities Panel and the Group and with KMN.

8.3. It was further **AGREED** that a report of issues dealt with by the Panel be produced for the Governors’ Group. **Action: Graham Hills**

9. Report from Budget Sub Group meeting

The Group received a report (Attachment 6) from the Budget Sub Group meeting held on 9 September 2010.

Items for discussion

10. Pain Control Services in Kent

The Group received a request from the Kent County Council’s Health Overview and Scrutiny Committee to submit evidence on this subject to their October meeting. It was **AGREED** that the LINK submit evidence as included in Attachment 7.

Action: Graham Hills

11. Work Programme update

11.1. Youth strategy (Attachment 8) was **AGREED**. **Action: Rebecca Barraclough**

11.2. Mental health workshops – it was noted that two more workshops were to be held and a report would be produced for the Group’s attention.

Action: Cate Boland

12. Any other business

Arrangements for next Community Engagement Event - It was **AGREED** that the theme for the next quarterly event in Ashford would be on social care in the County and the opportunities for user / carer involvement.

Action: Cate Boland

Items for noting

13. **Diversity Information**, Attachment 9 was noted.
14. **Kent LINK website**, Attachment 10. There was a brief discussion on the use of social networking sites as part of the LINK's marketing strategy. It was **AGREED** that Sharon Wilding of Purple Edge be invited to the next meeting to give an update on her work and to alleviate 'Governors concerns re the LINK's use of social networking sites as part of its publicity. It was further **AGREED** that reports of HOSC meetings be placed on the LINK's website
Action Graham Hills
15. **Complaints and compliments** file was tabled.
16. **Dates of upcoming meetings**
The following date and venue was **AGREED**:
 - Wednesday, 20 October 2010 from 10.00am to 1.00pm at Lenham Community Centre, Groom Way, Lenham, ME17 2QT