

Minutes of the Islington LINK Core Group Meeting
25 October 2011 at Voluntary Action Islington

Present: individuals

Olav Ernstzen (chair)
Gerry McMullan(vice chair)
Rose-Marie McDonald
Sue Cartwright
Dave Emmett
Geraldine Pettersson
Natalie Teich
Lynda Finn
Isabel Munoz (part)
Bob Dowd (vice chair)

Present: group representatives

IVSHN (Phillip Watson)

In attendance

Emma Whitby – Head of LINK Services, VAI

Apologies

Elizabeth Jones
Age Concern (Jeanne Franklin)
Islington Borough User Group

Summary of Actions

All Core Group Members

- To recruit at least 10 new members by the December Core Group meeting
- Geraldine to attend NCL Quality and Safety Committee

Host

- To contact Abdul
- To ensure annual review of representatives on committees
- To arrange LINK Fair
- To offer training places in accordance with the policy discussed
- To arrange additional support for LINK for report writing and IT
- To clarify representation at Whittington Trust
- To find out about possible service changes at Camden and Islington Trust

1	Welcome, apologies and declarations of interest	Action
1.1	Members were welcomed and introductions were made. No interests were declared.	
1.2	It was noted that Abdul Rahman Amode had not sent apologies for this, the fourth meeting that he had missed. Reminders had been sent in line with agreed LINK procedure. The meeting agreed that a third reminder letter would be sent after which he would be asked to step down.	Host
2	Minutes of the meeting of 13 September 2011 The minutes were agreed as an accurate record.	
	Matters arising:	
2.1	Minute 6.3 - Rose Marie McDonald was commended on her recruitment of 36 members to the LINK since the last meeting. Others were also commended on recruiting new members.	
2.2	It was emphasised that all core group members were encouraged to recruit new members, even though our overall membership was consistent with national figures in proportion to our population size	All
3	LINK representation on committees The meeting considered the process for agreeing LINK representation on external committees. Two options were considered: <i>Option 1</i> which involved an annual review of representatives at a given point each year and <i>Option 2</i> which involved a review of each position after it had been in existence for 12 months. A third option was to review representation in line with the election/appointment cycle of the respective external committee.	
3.1	The meeting considered the process for agreeing LINK representation on external committees. Two options were considered: <i>Option 1</i> which involved an annual review of representatives at a given point each year and <i>Option 2</i> which involved a review of each position after it had been in existence for 12 months. A third option was to review representation in line with the election/appointment cycle of the respective external committee.	
3.2	The resourcing and democratic implications of each option were considered. The meeting reaffirmed the requirement for everyone who represents the LINK externally to provide a report on meetings attended.	All
3.3	<u>Decision</u> After discussion, Option 1 was approved.	Host
3.4	The meeting considered LINK representation on NHS North Central London Cluster committees. NCL often requests that	

LINks from the five NCL boroughs send only one person to represent all five LINks. LINK chairs have found this unacceptable. A compromise had been proposed: where NCL committees can accommodate only one person to represent all five LINks, a pre-meeting will take place between the chair and chief executive of NCL and representatives from all five LINks. After wide-ranging discussion, this principle was agreed. Geraldine Pettersson will continue to be Islington LINK's main representative. If other core group members have an interest in a specific topic, they will liaise with Geraldine regarding representation. To ensure democratic accountability, a link to board papers would be circulated to the core group as soon as it was received. It was noted that we were working in a fast moving and complex environment where the question of representation would recur and it was important to support and trust our representatives on committees.

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| 3.5 | <u>Decision</u>
Geraldine Pettersson to represent Islington LINK at NCL Quality & Safety meetings. | GP |
| 3.6 | Core group members to receive a link to substantive NCL board papers as these become available. | Host |
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4 LINK fair | | |
| 4.1 | Options for the 2012 LINK fair were considered. The meeting considered possible venues, budgets and dates. | |
| 4.2 | <u>Decision</u>
The fair will take place at the Resource Centre towards the end of March. A provisional budget of £3,500 was approved. If members have a preference for either a weekday afternoon or evening or a weekend day, they need to make their views known to the host as soon as possible. | Host
Chairs
All |
|
5 LINK training attendance | | |
| 5.1 | Various options were considered to ensure equitable distribution of training opportunities. | |
| 5.2 | <u>Decision</u>
<i>Option 1</i> was agreed in which the host accepts training places | Host |

which are offered to the core group with priority given in accordance with members' (i) role within the LINK (ii) record of attending and reporting back promptly (iii) previous opportunity to attend training.

6 Working group updates

6.1 JSNA – nothing to report

6.2 GPs – work continuing

6.3 Health, social care & housing – telephone interview training session to be held shortly.

6.4 Personal budgets – survey to be sent out by the council to everyone on a personal budget.

6.5 Decision

To increase our capacity, it was agreed that we would buy in:

Host

6.6 Professional help with drafting and designing reports.

6.7 Training in telephone interviewing skills and dementia awareness.

6.8 Since the budget for promotions was underspent, we would also spend funds on access to Lewisham LINK's database (their structure to be adapted to our needs) and, if necessary, on data entry. Chairs and host to agreed maximum budget for this work.

6.9 The promotions budget would also pay for an advertisement in the local press to promote the LINK and increase recruitment, preferably at the time of the return of the Health & Social Care Bill to the House of Commons, when the issue is in the public eye.

7 Healthwatch Update

7.1 The meeting considered the various options for Healthwatch as a legal entity. Clear guidance was awaited from the Department of Health. To date, the best advice received is that the best option is to become a company limited by guarantee and a charity. A full discussion would take place at the December meeting.

8 AOB

8.1 Confidentiality – LINK members had recently been asked to sign confidentiality agreements by Whittington Health and the Health and Wellbeing Board. It was agreed that whereas the LINK would respect confidentiality where appropriate (eg in personal or

commercially sensitive data), it existed to represent the community and, in general, needed to be able to report back to the community. Such committees needed to decide whether they wanted a lay representative (who could agree to confidentiality) or a LINK representative (who could not). The chair to write to Whittington Health to seek clarification.

Host

8.2 Carers – it was noted that the Overview & Scrutiny Committee was actively pursuing the issue of carers

8.3 Mental health - members of the public expressed concerns about a Camden and Islington mental health service staff consultation which does not appear to include service users. The LINK had written to the trust about this. The host would liaise outside the meeting.

Host

8.4 Podiatry - members of the public expressed concerns about access to podiatry services. While individual complaints could not be taken up, this item had been raised by other members of the community and would be noted on the LINK database.

9 Next meeting dates

- Tuesday 13 December 2011
- Tuesday 24 January 2012
- Tuesday 6 March 2012

All meetings 5.30 – 8.00pm at Voluntary Action Islington,
200a Pentonville Rd N1 9JP

The LINK Fair will be on Wednesday 21st March, time to be confirmed (approx 15:45-20:00) at the Resource Centre, Holloway Road.