

DONCASTER LINK – INFORMATION COMMUNICATION AND ENGAGEMENT (ICE) – MEETING NOTES

Date: 1st February 2011

Time: 1pm

Venue: Doncaster Business Innovation Centre

Present: Deidre Coward (Chair)
George Maitland
Sheila Barnes
Kay Kirk
Dot Head
Joan Shacklock
Richard Brocklehurst (Host)
Donna Cibor (Host)

Apologies: Mary Jones

The following is purely to give the essence of the meeting.

- **Item 1 – Welcome and apologies.** Deidre Coward welcomed all.
- **Item 2 – Housekeeping.** The group were informed of the necessary housekeeping details.
- **Item 3 – Notes of meeting held on 4th January -** Notes of the meeting accepted with an amendment to the date of December's meeting which should read 5/12/11.
- **Item 9 –** The Host has downloaded a program which allows the LBV DVD to be played through the laptop.
- **Item 4 – Social Event 12th January 2011 Review-** The event had been attended by 25 members and the feedback had been positive.
- **Item 5 – NHS Doncaster Event 21st January 2011 Review-** The event had been well attended and feedback had been very positive. It was agreed that Annette Laban would make further presentations on a three monthly basis.
- **Item 6 – Future of NHS and Social Care Event.** The group discussed the final questions which are to be set at the question time event. The group agreed to provide funding of £150 for two people to take notes of the meeting and in addition to the purchase of a Dictaphone. The final

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questions were agreed upon and categorized. A final meeting will take place between Sheila and the Host on Monday 7th February to finalise the timings and structure of the event. The questions will then be e-mailed to the panel in preparation for the event. It was agreed that the LBV TV promotional video would be played prior to the event followed by a static event advertisement.

Action: Host to book note takers and purchase Dictaphone.

Host to prepare a static display screen for the event.

The group did not wish to invite the press to the event but are aware they are unable to prevent the press attending the event.

- **Item 7- Host Update - None**
- **Item 8 - AOB-** Kay Kirk had attended an event at Platform 51 and wished to propose working with the group in the future.

Action: Host to contact group to gain more information and to be discussed at next meeting as part of work plan.

The following ICE group meeting dates have been agreed for 2011 at Doncaster Business Innovation Centre from 1pm -3pm

| | | | |
|----------------|----------------|---------------|----------------|
| 7/3/11 | 4/4/11 | 9/5/11 | 6/6/11 |
| 4/7/11 | 1/8/11 | 5/9/11 | 3/10/11 |
| 7/11/11 | 5/12/11 | | |

Adjournment: The meeting closed 2.30pm

Notes prepared and submitted by: Richard Brocklehurst

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