

# **DONCASTER LINK – EXECUTIVE BOARD – MEETING NOTES**

**Date:**

16 August 2011

**Time:**

10am

**Venue:**

Doncaster Business Innovation Centre

**Attendees:**

Sheila Barnes (Chair)

John Burke

Paul Morton

Debbie Osborne

Rita Holdsworth

David Dutton (Host)

Jayne Bell (Host)

Jan Higgins (Host)

**Apologies:**

Kay Kirk, Joyce Parrott, Karen Wardman and Glyn Jones

**Non Attendees:**

Ron Hughes and Dunlop Griffith

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

**Opening:**

Sheila Barnes (Chair) opened the meeting by welcoming all, stating the code of conduct; quoting the Nolan principle. Sheila asked if there were any conflicts of interest (none were stated) and apologies were given for members unable to attend.

- **Item 4 – Minutes from meeting dated 19<sup>th</sup> July 2011.** All agreed the notes were correct with no amendments.

**Action points from meeting 19<sup>th</sup> July 2011**

**Page 1 – Delivering Race Equality Steering Group.**

**Action:** Sheila Barnes to contact Wayne Goddard

**Page 2 – Attendance at Board Meetings.**

**Action:** All agreed Sheila Barnes would contact members by telephone instead of letter.

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## **Page 3 – Training**

**Action:** Ongoing – meeting between Host and John Burke (LINK Training Officer) to be arranged after the first HealthWatch Development sub group meeting has taken place.

## **Page 3 – Health and Wellbeing/HealthWatch Update.**

**Action:** John Burke to check if a link has been set-up from DIAL's website to the Health and Wellbeing website and Debbie Osborne to set a link up from the Carers website.

Sheila Barnes to inform the ICE group of the Executive Board's decision to sponsor the Doncaster Shadow Health and Wellbeing Board's next big event.

**Page 5 – Preparation for HealthWatch by Yorkshire and Humber Regional LINK.** The Host issued a report from Sheila Barnes about the above meeting that she had attended on 14<sup>th</sup> July 2011. Sheila stated the next meeting was being held in September 2011.

**Action:** Host to put the report on the LINK's website.

- **Item 5 – New Issues to be discussed and prioritised.** None

Rita Holdsworth stated she would like the group to be aware of the fact that Nurses work 12 hour shifts when considering concerns/issues raised around patient's care received during hospital stays.

- **Item 6 – Comments/Issues/Concerns re current work groups.** None were highlighted to the group.
- **Item 7 – Health and Wellbeing/HealthWatch Updates.**

Debbie Osborne stated she would like to be part of the new HealthWatch Development sub group to which all attending Board members agreed. The group also agreed to close the new sub group as there were now a total of 9 members as show below:

**Rita Holdsworth  
Paul Morton  
Dot Head**

**John Burke  
Joyce Parrott  
Dunlop Griffith**

**Sheila Barnes  
Kay Kirk  
Debbie Osborne**

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## **Pathfinder Proposal**

The Host informed the group that Doncaster LINK had been awarded pathfinder status by the Department of Health and the first sub group meeting has been scheduled to take place 30<sup>th</sup> August 2011. The Host stated this would be an informal meeting. The next meeting will include representation from the DMBC.

- **Item 8 – Host Update.** No updates were given to the group.
- **Item 9 – Updates to Work Plan.** Ongoing.

**Action:** Host to update and issue to Executive Board members.

- **Item 10 – Any Other Business.**

## **DIAL Doncaster**

John Burke informed the group that their high dependency unit had been stolen.

- **Item 11 – Next Executive Board Meeting.** The next meeting will be held on Tuesday 13<sup>th</sup> September 2011 from 10am at the Doncaster Business Innovation Centre.
- **Item 12 – Close.** The meeting closed at 10.55am.

## **Minutes prepared and submitted by:**

Jan Higgins (Senior Administrator – Doncaster LINK Host)

## **Executive Board Meetings for the remainder of 2011**

Tuesday 18<sup>th</sup> October 2011 DBIC 10am  
Tuesday 13<sup>th</sup> December 2011 DBIC 10am

Tuesday 15<sup>th</sup> November 2011 DBIC 10am

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