

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

**Date:**

13<sup>th</sup> September 2011

**Time:**

10am

**Venue:**

Doncaster Business Innovation Centre

**Present:**

Sheila Barnes (Chair)

John Burke

Glyn Jones

Joyce Parrott

Paul Morton

Dave Dutton (Host)

Richard Brocklehurst (Host)

Jayne Bell (Host)

**Apologies:**

Debbie Osborne, Kay Kirk, Rita Holdsworth, Ron Hughes, Dunlop Griffith and Karen Wardman.

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

**Opening:**

Sheila Barnes (Chair) opened the meeting by welcoming all. Sheila stated the code of conduct and asked if there were any declaration of interests – none were made. Apologies were given for members unable to attend.

- **Item 4- Minutes from meeting dates 16<sup>th</sup> August 2011.** All agreed the notes were correct with no amendments.

**Action Points from meeting 16<sup>th</sup> August**

**Equality Delivery System.** The LINK has received a briefing paper from NHS Doncaster around delivering the Equality Delivery System (EDS). The outline of the paper was that NHS Doncaster is looking to the LINK to support the engagement plan for delivering the EDS agenda. The Board felt they had not been fully consulted on the plan and would need to engage fully with the NHS to ensure the plan is delivered within the resources of the LINK. An event is to take place on Friday 7<sup>th</sup> October 2011 at Normanton Golf Club to move the plan forward. John Burke will be attending on behalf of the LINK.

**Action:** John Burke to report back at the next Executive Board meeting.

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

**Attendance at Board Meetings.** Sheila has contacted members and discussed any matters arising.

- **Item 5- New Issues to be discussed and prioritised-** None.
- **Item 6- Comments/Issues/Concerns re current work groups.** The Medication sub group had met and the Terms of Reference had been agreed. No issues were raised.
- **Item 7- Health and Wellbeing/ HealthWatch Updates.** Sheila has attended the Shadow Health and Wellbeing Board and gave a verbal report. Hard copies of report are available from the Host.

The first sub group meeting of the HealthWatch group had taken place and the group had begun formulating its ideas around the models for the HealthWatch project. Proposed terms of reference were discussed. The next meeting in relation to the development of Doncaster HealthWatch is to take place on Thursday 22<sup>nd</sup> September in partnership with DMBC.

Jayne Bell informed the meeting that the Local Authorities she worked with were, for the majority, proposing to tender for the HealthWatch service.

- **Item 8 - Host Update.** The Host provided details on events with the purpose of consulting with people around Autism. The events are both at St James Court and take place on Wednesday 28<sup>th</sup> September 2011 from 3pm to 7pm and Saturday 1st October 2011 10am to 2pm.

The LINK has been contacted for a representative for the Doncaster Local Pharmaceutical Committee. Joyce Parrott will make contact.

Doncaster LINK has received information around a Doncaster 50 plus new sub committee around Services and Support. Anyone wishing to be involved e mail [david.w.beasley@gmail.com](mailto:david.w.beasley@gmail.com).

The Host updated the meeting of the upcoming events which are on track.

Events are: GMC & HealthWatch Friday 23<sup>rd</sup> September 10am to 1pm Salvation Army.

Coffee Morning, Cancer Awareness: Thursday 13<sup>th</sup> October 2011 from 10am to 1pm Ivanhoe Centre Conisborough.

Question Time: Friday 11<sup>th</sup> November 2011 from 10am-1pm Doncaster Rugby Club.

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

The finance group has met and expenditure was within budget. Up to July 2011 expenditure was £3686.

- **Item 9- Updates to Work Plan.** HealthWatch and Medication plans will be updated and placed on the website.
- **Item 10 – Any Other Business**

Sheila Barnes had attended a Yorkshire Ambulance regional LINKs event on the 8<sup>th</sup> September and gave a verbal report. The meetings have to be supported through LINK expenditure. The Board agreed to support the next meeting to be held in Doncaster for the sum of £50.

SYCIL are to hold an event on 28 September 2011 from 10am to 3pm details will be sent in due course.

Joyce Parrott informed the group that The Quality Outcomes Framework was no longer in force.

The Host gave out a survey in relation to DMBC Safeguarding Team requesting feedback on their communication methods. Surveys can be sent to Host or direct to DMBC.

- **Item 11 - Next Executive Board Meetings.** The next meeting will be Tuesday 18<sup>th</sup> October 2011 at the Doncaster Business Innovation Centre from 10am to 12 noon.
- **Item 12 - Close.** The meeting closed at 11:30am.

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

Richard Brocklehurst (Community Engagement Worker)

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

15/11/11 DBIC 10am to 12 noon

13/12/11 DBIC 10am to 12 noon

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