

DONCASTER LINK – EXECUTIVE BOARD – MEETING NOTES

Date:

18th October 2011

Time:

10am

Venue:

Doncaster Business Innovation Centre

Present:

Sheila Barnes (Chair)

John Burke

Rita Holdsworth

Joyce Parrott

Glyn Jones

Karen Wardman

Dave Dutton (Host)

Richard Brocklehurst (Host)

Jayne Bell (Host)

Apologies:

Debbie Osborne, Kay Kirk, Ron Hughes, Paul Morton and Dunlop Griffith.

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 13th September 2011.** All agreed the notes were correct with the following amendment:

Action Points from Meeting 16th August. Race Equality Steering Group should read **Equality Delivery System.**

Action points from meeting 13th September 2011.

Equality Delivery System. John Burke gave the group an update of the event and issued a report to the Host. John suggested Sarah Atkins Whately (Assistant Director of Governance and Equality - NHS Doncaster) attend the next Executive Board meeting to update the group.

Action: Host to issue a copy of the report to Executive Board members and invite Sarah to the next meeting.

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Item 8 – Host Update. Request for LINK Representation on Doncaster Local Pharmaceutical Committee. Joyce Parrott informed the group she had made contact and would let the Board know when a meeting date had been agreed.

Item 10 – Any Other Business. Joyce Parrott stated the Quality Outcomes Framework had been revived to commence in three weeks. Joyce will be participating as an individual but NOT as a LINK representative.

- **Item 5 – new Issues to be discussed and prioritised.** None.
- **Item 6 – Comments/Issues/Concerns re current work groups.** None.
- **Item 7 – Health and Wellbeing/HealthWatch Updates.**

Health and Wellbeing Board

Sheila Barnes issued a report about the Doncaster Health and Wellbeing Board meeting that she attended on 13th October 2011. Sheila stated that Doncaster has been selected to lead a national learning set for Health and Wellbeing Boards on public engagement and that during the meeting, Tony Baxter (Director of Public Health) invited Sheila Barnes (as a representative of Doncaster LINK) to be actively involved by taking the lead on a national learning set for Health and Wellbeing Boards on public engagement stating he would assist in a supporting role to which Sheila agreed. Sheila further added that Tony and she would be attending an 'Early Implementer' meeting in London on 15th November 2011. In view of this and the fact that there were no new items for discussion, it was agreed to cancel the next Executive Board meeting scheduled for the same day. The group agreed to put **Doncaster Health and Wellbeing Board National Learning Set** as an item on the December 2011 Executive Board agenda.

Action: Sheila to feed back to the group at the next meeting and the Host to put Doncaster Health and Wellbeing Board National Learning Set as an item on the December agenda.

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HealthWatch

The Host informed the group that a meeting will be taking place on Thursday 20th October 2011 at the Doncaster CVS with Karen Wardman (Doncaster CVS), Sheila Barnes (Chair of Doncaster LINK) and Dave Dutton (LINK Host) in a supporting/administrative role to Sheila Barnes. The meeting will be to discuss a mapping exercise around contact details of local organisations to present at the next Doncaster Local HealthWatch Steering Group meeting on 3rd November 2011. All agreed to the Host including the **Doncaster Local HealthWatch (DLHW) Community Involvement & Engagement Sub-group** on the Doncaster LINK Work Plan 2011/2012 in place of the Doncaster HealthWatch Development Sub-group.

Action: Sheila/Host to feedback details of the Doncaster Local HealthWatch Steering group meeting to the Executive Board.

Host to include Doncaster Local HealthWatch (DLHW) Community Involvement & Engagement Sub-group on the Doncaster LINK Work Plan 2011/2012.

- **Item 9 – Any Other Business.** The Host issued the following:

‘Meet the Provider’ workshop on 19th October 2011 held by Doncaster Council working with local councils across Yorkshire and the Humber to develop and launch an online Adult Social Care market place.

A copy of the **Letter of invitation (to Doncaster LINK) to join the national learning sets for early implementer Health and Wellbeing Boards.**

‘Moving with the Times’ report from NHS Doncaster regarding a public consultation on proposals to change some services currently provided at Montagu and Tickhill Road hospitals and provide more care closer to home. Monday 19th September 2011 to Monday 19th December 2011.

Sheila Barnes stated she had attended a **DMBC Adults and Communities Overview & Scrutiny Panel** meeting on 17th October 2011 and issued a report to the group.

Sheila Barnes issued the following event information to the group:

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Strengthening the Voluntary Sector Role in JSNA and Commissioning for Health in Yorkshire & Humber Event being held on 8th November 2011.

Building the Public Health System event being held on 27th October 2011. Sheila Barnes asked for a volunteer to attend the event with a member of the Host team. As no other volunteer registered an interest in attending Sheila agreed to attend on behalf of the LINK.

Action: Sheila to feedback at the next meeting.

- **Item 10 – Next Executive Board Meetings.** The next meeting will be Tuesday 13th December 2011 at the Doncaster Business Innovation Centre from 10am to 12 noon.
- **Item 11 – Close.** The meeting closed at 11:35am.

Minutes prepared and submitted by:

Jan Higgins (Senior Administrator – Doncaster LINK Host)

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