



**Kensington & Chelsea
Local Involvement Network**

Unit 25, Shaftesbury Centre

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minutes of meeting

project title	Kensington & Chelsea Local Involvement Network		
meeting type	Health & Social Care Management Group Meeting		
minute no	M-10	Ref	LINK
held at	London Lighthouse, 111 -117 Lancaster Road, Ladbroke Grove, London, W11 1QT	held on	16 th December 2009
present	Christine Vigars (Chair) Anthony Sykes Abdul Towolawi Mary Gardiner Robin Tuck Paula Murphy LINK Coordinator		
apologies	Suresh Gupta, Giles Dee-Shapland, Margaret Cairns-Irven, Digby Howard		

Item	Introduction	Action
1.0	Christine welcomed all those attending the meeting. It was agreed a reminder should be sent to all Management Group members to send their apologies	Host

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	<p>for meetings in advance via the Host. The group felt there was a need for the number of members required for a quorum to be reviewed.</p> <p>Four declared interests were noted but no actual conflicts arose.</p>	Host
2.0	Agreed Minutes – 26th November 2009	
	The minutes of the last meeting were approved as provided.	
2.0	Action Plan	
	<p>The action plan will be amended so that it reads:</p> <ol style="list-style-type: none"> 1. Consider RBKC scrutiny joint-working protocol on January 21st 2. The draft CNWL protocol is to be considered at the February/March meeting and 3. Social Care and other Foundation Trusts at a later date. <p>The draft Scrutiny joint-working protocol and CNWLMHT protocol will be circulated to all members for consideration next week.</p> <p>The Training Plan and Communications & Outreach Plan will be considered at the January meeting now.</p> <p>Authorised LINK training will happen in late January for Management Group members. Mary is available on 21/22 and 27/28th of January. Email to be circulated to all members to establish the preferred date.</p> <p>The LINK/Host working relationship document will be circulated by email in January</p>	<p>Host</p> <p>Paula</p> <p>Host</p> <p>Paula/All</p> <p>Francis/Paula</p>
3.0	Strategic Plan	
	<p>The Strategic Plan was agreed as tabled with the proviso that the goals are renamed as objectives. These objectives will also be changed to the future tense to reflect the aspirations of the LINK.</p> <p>The Strategic Plan will be re-visited in March 2010</p> <p>All members are to consider co-option possibilities and forward names to the Host in advance of the next meeting on January 21st.</p>	<p>Paula</p> <p>All</p> <p>All</p>

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	<p>3b) was approved for action by the group scoring 17 out of 21. Again its impact was limited to older people but it could make it could make a significant difference to that group.</p> <p>4a) was approved for action by the group scoring 16 out of 21. Again its lowest score was a one due to its limited target audience.</p> <p>4b) was approved for action by the group.</p> <p>Personalisation was also identified as an area that should be progressed by the LINK in the next three months. It was felt there was a particular niche for the LINK in facilitating the service user perspective. A meeting is to be organised with the RBKC Personalisation Team in the New Year.</p>	<p>Christine/Abdul/Paula</p> <p>Anthony/Wendy</p> <p>Anthony/Wendy</p>
5.0	LINK Budget Update	
	The Host distributed an update on the 2009/2010 LINK budget. Due to time constraints, this discussion was held over to the New Year.	
6.0	Date and venue of next year	
	<p>Date: January 21st 2009</p> <p>Time: 5-7pm</p> <p>Venue: Training Room 7, The Lighthouse, W11 1QT</p>	
7.0	Acknowledgements	
	The Chair thanked everyone for their contribution and support over the last year.	