

minutes of meeting



**Kensington & Chelsea
Local Involvement Network**

Unit 25, Shaftesbury Centre

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project title	Kensington & Chelsea Local Involvement Network		
meeting type	Health & Social Care Management Group Meeting		
minute no	M-8	Ref	LINK
held at	Kensal Community Association, 177 Kensal Road, London, W10 5BJ	held on	22 nd October 2009
present	<p>Giles Dee-Shapland (Chair) Christine Vigars (Vice Chair) Mary Gardiner Suresh Gupta Robin Tuck</p> <p>Stephen Morgan Head of Community Engagement Team, RBKC Francis Kaimumba Head of Community Engagement, Hestia Paula Murphy LINK Coordinator Simmone Hall LINK Administrator</p>		
apologies	Anthony Sykes, Abdul Towolawi, Digby Howard, Margaret Cairns-irven		

Item	Welcome & Introductions	Action
1.0	Giles welcomed those attending the meeting including our	

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	<p>guest from the RBKC Community Engagement Team, Mr Stephen Morgan.</p>	
2.0	Minutes of the last meeting – 3rd September	
	<p>Amendments Section 3, of the minutes of September 3rd, are to be amended to read RBKC has a relatively young population currently, with approx 15% of the population classified as 'older.'</p> <p>The minutes of the last meeting were then approved.</p>	
3.0	Work Updates – LINK Members activities since the last meeting	
	<p>Members present fed back on the meetings/events they have attended and/or represented the K&C LINK at since the last Management Group meeting.</p> <p>The group suggested training for LINK members on how to represent and promote the LINK at events.</p> <p>Action: LINK Host staff to look into appropriate training courses for LINK members.</p>	Paula / Simone
4.0	Feedback on K&C LINK Meetings	
	<p><u>September 17th - Older People's Sub-group meeting</u> Christine reported that the meeting was reasonably well attended. Jessica Taylor, Dietician, Kensington & Chelsea NHS attended the meeting and gave a presentation on Nutrition.</p> <p>A consultation on 'Home Based Social Care Services for Older Londoners' was also carried out and a response submitted to the Mayor of London's Office.</p> <p>Christine & Paula attended meetings with nutrition managers from the PCT, which was positive. LINK has a position on the PCT Steering Group for Nutrition and hope to be working in partnership with them on the Care Pathway on Nutrition in Chelsea & Westminster Hospital and in to the community.</p> <p>Mary Wynne, from the Safeguarding Adults team at RBKC has agreed to attend the next sub-group meeting on December 10th to discuss methods of raising the awareness</p>	

	<p>of older people of safe-guarding.</p> <p><u>1st October - Mental Health Sub-Group meeting</u></p> <p>Giles reported that Noel Morrow, Joint Commissioner, NHS K&C/RBKC, attended the meeting and gave a presentation on the 'New Horizon' consultation.</p> <p>The Mental Health Sub-group decided to focus on updating the directory of services for mental health, and increasing awareness of services including complementary therapies in RBKC.</p> <p>The Management Group highlighted the need to improve on the existing directories of services for mental health that are in the borough, rather than develop a new one.</p> <p><u>6th October - Physical Disabilities Sub-Group meeting</u></p> <p>The meeting focussed on a discussion on the Green Paper 'Shaping the Future of Care Together' and Mr Ian Winter and Ms Catherine Davies from the Department of Health (DoH) attended and gave a presentation on the topic. The K&C LINK Host will be making a submission to the DoH on behalf of the LINK based on the concerns raised at the meeting.</p> <p>A surgery event for people with concerns about the changes to charges for adult social care services and Individual Budgets will be held on 26th November from 11:30am to 1:30pm at Essex Unitarian Church.</p> <p>The IN Group has also invited LINK members to their meeting on Individual Budgets in early December.</p> <p><u>15 October - Cancer Sub-Group meeting</u></p> <p>Andrew Langford gave a presentation on the Skin Care Campaign (SCC) and made suggestions on how the LINK can help with their campaign.</p> <p>K&C LINK have approached Hammersmith & Fulham LINK and Macmillan Cancer Support to look at the possibility for cross-borough working on the Cancer Sub-Group on the take up of Breast screening.</p> <p>K&C LINK will look at progressing the SCC objectives in RBKC in partnership with local organisations, though a number of planned meetings.</p>	
4.0	Kensington & Chelsea LINK Strategic Planning 2009/10	
	Paula went through the strategic plan for 2009/10. The	

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	<p>plan consists of 5 strategic goals, with achievable aims.</p> <p>There is a work plan that falls under the strategic plan for the Host. All the strategic goals have targets which are to be achieved by the end of the financial year.</p> <p>Discussion took place around the strategic plan and the following amendments were agreed:</p> <ul style="list-style-type: none"> - 1.1. Membership is representative of the needs of the borough. - 1.2. The LINK management group champions the concerns and needs of the areas outlined in the K&C Constitution. - 3.2. Agreed to introduce a maximum of 5 priorities. <p>Paula explained that the next stage will be to discuss the work plan and timescales at the next meeting on 26th November.</p> <p>All agreed that the key areas have been covered and are achievable.</p> <p>Action LINK Host staff to put together timescales for the strategic work plan and circulate these to the group.</p>	<p>Paula</p>
<p>5.0</p>	<p>Representing the LINK</p>	
	<p>Discussion took place around the Code of Conduct and how members of the K&C LINK should represent the LINK in public and as a unit. The group was reminded of the importance of abiding by the LINK Code of Conduct Action will be take where necessary to enforce the Code.</p> <p>Action All LINK members to ensure they abide by the K&C LINK Code of Conduct when invited to represent the LINK externally.</p>	<p>All</p>
<p>6.0</p>	<p>A.O.B</p>	
<p>6.1</p>	<p>Royal National Institute of Blind People (RNIB) Report</p> <p>The K&C LINK has been approached by the Royal National Institute of Blind People (RNIB). to help to further their research about the experience of blind and visually-impaired people in accessing general health information given to them by their service providers</p>	

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<p>6.2</p>	<p>A meeting will be arranged with Action Disability. Kensington & Chelsea to identify how best to support the RNIB in their research.</p> <p>Communication and PR Sub-Group Paula suggested a LINK Communication and Public Relations Sub-Group was needed. Anyone interested in volunteering to be on the sub-group should contact the LINK Host.</p> <p>Action: LINK Host to take along simplified promotional project plan to the 26th November meeting.</p>	<p>All</p>
<p>7.0</p>	<p>Date and venue of next meeting</p>	
	<p>Date: November 26th Time: 5pm – 7pm Venue: The Quiet Room, The Lighthouse, 111 -117 Lancaster Road, London, W11 1QT</p>	