



**Kensington & Chelsea
Local Involvement Network**

Unit 25, Shaftesbury Centre

85 Barlby Road

London, W10 6BN

T: 020 8968 7049 / 6771

M: 07967 225015

www.rbkclink.org

minutes of meeting

project title	Kensington & Chelsea Local Involvement Network		
meeting type	Health & Social Care Management Group Meeting		
minute no	M-19	Ref	LINK
held at	London Lighthouse, 111 - 117 Lancaster Road, Ladbroke Grove, London, W11 1QT	held on	24 March 2011
present	<p>Abdul Towolawi (Vice Chair) Christine Vigars (Chair) Gaenor Holland-Williams Isis Amlak Margaret Cairns-Irven Patricia Gani Robin Tuck Reneta Charles Rita Contreras-Cruz Tera Younger</p> <p>Angela Spence Ivan Moore</p> <p>Host: Paula Murphy Simmone Hall</p> <p>K&C LINK/KCSC K&C LINK Mental Health Sub-group co-chair</p> <p>LINK Coordinator LINK Administrator</p>		
apologies			

minutes of meeting

Item	Introduction	Action
1.0	Christine welcomed all those attending the meeting.	
2.0	Agreed Minutes – January, 26th 2011	
	The minutes of the last meeting were approved for accuracy.	
3.0	Matters Arising	
	<p>Homelessness project To revisit / update work plan for the next meeting Annie Redmile to revised and provide a full update to LINK Host staff ahead of the next meeting.</p> <p>Domestic Violence A draft has been done. The report will be amended to incorporate feedback received from the group and this will be circulated shortly.</p> <p>Access to GP project Received about a hundred responses on the questionnaire. An analysis will be done and a draft report will be completed and circulated by early May.</p> <p>Action – Circulate the above draft reports to Management Group members for comments when this is completed.</p>	Annie Redmile
	Key Decision Report / Work Plan	
	<p>Key Decision Report Four funding options were put forward and the Key Decision Report recommended option 2 which is the reduction in LINK funding of around 13% and include the sharing of back office resources with Hammersmith & Fulham LINK to achieve reduction in LINK funding. Awaiting written confirmation on the agreed level of funding.</p> <p>LINK Work Plan for 2011/12 The core funding for LINK activities is likely to be reduced to £8,000.00. To meet the reduction in funding: LINK will look to share back office staff support with Hammersmith & Fulham LINK; To hold joint group meetings where possible and to reduce the number of sub-group meetings to four per year.</p>	Paula

minutes of meeting

7.0	Kensington & Chelsea (K&C) Older Residents Forum Partnership Agreement	
	<p>The partnering agreement reflects £4,000 in funding that LINK will receive from the Primary Care Trust in terms of joint working with Kensington & Chelsea Older Residents Forum on projects around older people’s health and social care related issues that overlaps.</p> <p>The Forum is happy to be working in partnership with the K&C LINK and is positive about the prospect of joint working.</p> <p>The group discussed the draft partnership agreement and the legal implications of entering into a partnership agreement. Instead, a ‘memorandum of understanding’ agreement was proposed.</p> <p>Action: LINK Host to liaise with the K&C Forum for Older Residents to explore the possibility of changing the agreement to a ‘memorandum of understanding’ agreement.</p>	Paula
7.0	North West London NHS Cluster Update	
	<p>North West London (NWL) Cluster Trevor Begg, Chair of Hillingdon LINK has put himself forward to represent the eight LINKs in the North West Cluster on the NWL cluster board. He will attend cluster board meetings and report back at the eight LINKs monthly cluster meetings.</p> <p>The group has agreed for Trevor Begg to represent K&C LINK at NWL Cluster board to speak on-behalf of the LINK.</p> <p>The group discussed and agreed to the content of the draft working protocol.</p> <p>Action: Two management group members to look over the final document when it comes through.</p> <p>Inner North West London Sub-Cluster A meeting was held with Sarah Whiting, the new Chief Executive of the MWL cluster– and the Chairs of H&F, Westminster and K&C LINKs in response to a joint letter the LINKs wrote about asking what will happen to the</p>	Paula Christine, Tera and Margaret

minutes of meeting

	<p>public engagement function staffing structure. They have agreed to set up a team of three people who will be responsible for communications, publications and equality and diversity. A decision is yet to be made as to how the team will be organised.</p> <p>Sarah Whiting has agreed to set up a meeting between the LINK Chairs and the Chairs of the new GP Consortium and also to send a rep to any consultative in the borough.</p>	
	<p>Updates – Members Update</p>	
	<p>Reneta Charles – Attended a few meetings regarding vulnerable adults and is currently assisting group to design a poster. Also attending training sessions Partnership Training and Vulnerable Adults training.</p> <p>Gaenor Holland-Williams – With regards to the Co-production group, RBKC has agreed to extend the work of the group going forward and will decide and communicate what areas they want the Co-production group to work on.</p> <p>Ivan Moore – Chris Bumstead Head of Patient & Public Involvement attended the Mental Health Sub-group meeting on March 8th and spoke about the ‘Redesign of Central & North West London (CNWL) NHS Foundation Trust Service Line’. A meeting is planned for April 19th to develop a set of Mental Health Standards specific for Kensington & Chelsea. This will help to shape the way services are provided for mental health users locally.</p> <p>Abdul Towolawi – Attended Older People Opportunity meeting where discussed closing of EPICs day centre and tackling isolation of older people. Also attended Personalising Health Care for Older People’s meeting. The next meeting will be in June and will take the form of a virtual meeting</p> <p>Margaret Cairns-Irven – The Physical Disability Sub-group has proposed to take the ‘Access to GP’ Survey to the – ‘resident reviewers’ stage. The questions will be tailored according to what the questionnaire revealed. The group agreed with this progression.</p>	

minutes of meeting

	Patricia Gani – Attended various meetings to include PEAT Assessment, Council and Governors meeting and a meeting about Chelsea & Westminster Hydro pool.	
12.0	Date and venue of next meeting	
	Date: Wednesday 25 th May Time: 5 – 7pm Venue: 1 Thorpe Close, Ladbroke Grove, London, W10 5XL	