



**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-15	Ref	LINK
held at	London Lighthouse, 111 - 117 Lancaster Road, Ladbroke Grove, London, W11 1QT	held on	22 nd July 2010
present	Abdul Towolawi (Vice Chair) Angela Spence Christine Vigars (Chair) Dahabo Guled Margaret Cairns-Irven (Vice Chair) Navin Hassan-Soudey Patricia Gani Reneta Guninska Rita Contreras-Cruz Robin Tuck Rowena Smith Suresh Gupta Host: Paula Murphy Simone Hall	K&C LINK K&C LINK/KCSC K&C LINK K&C LINK K&C LINK K&C LINK K&C LINK K&C LINK K&C LINK K&C LINK K&C LINK K&C LINK K&C LINK LINK Coordinator LINK Administrator	
apologies	Mary Gardiner		

minutes of meeting

Item	Introduction	Action
1.0	Christine welcomed all those attending the meeting.	
2.0	Agreed Minutes – May 20th 2010	
	The minutes of the last meeting were approved for accuracy.	
3.0	Matters Arising	
	Item 7 – LINK AGM Christine thanked LINK Host staff for their effort in planning and hosting of the K&C Annual General Meeting which took place on June 24 th at Essex Unitarian Church, Notting Hill Gate.	
4.0	Election of Chair / Vice Chair	
	The successful candidates for the position of Chair and Vice Chair for management group are: Chair: Christine Vigars Vice Chairs: Margaret Cairns-Irven Abdul Towolawi The Chair and Vice Chairs will serve for 1 year.	
5.0	Candidates for Co-option	
	The group agreed to the co-option of the following three members to the management group; Gaenor Holland-Williams, Rowena Smith and Navin Hassan-Soudey. All three co-optees will serve for one year and will stand for election at the next Annual General Meeting.	
6.0	LINK Coordinator's Report	
	Paula gave an update on the LINK's work for May to July 2010: 6.1 Quality Accounts Five responses and three 500 word statements was submitted for inclusion in the Central North West London Mental Health Trust, Chelsea & Westminster, Imperial, Brompton and Marsden Quality Accounts. A summary report will be drafted in August and made available to Health Scrutiny Committee for their September meeting. 6.2 NHS Kensington & Chelsea The LINK helped the K&C young carers group to secure £1,000.00 of funding from NHS K&C for photography equipment. The LINK is currently looking at how we can	

	<p>continue to support the health outcomes of this group.</p> <p>6.3 North West London Commissioning Partnership (NWLCP) A meeting has been arranged with the six Chairs of North West London LINKs to look at the community engagement plans for 'Healthcare for London'. The LINK will also be meeting with eight Hosts and Mr Neil Nerve from the Department of Health to discuss regional priorities, good practice and the Health White Paper.</p> <p>6.4 Dignity Champions At the request of the Minister for Care Services, Mr Paul Burstow MP the LINK prepared an update on the 'Dignity Champions' project to date for his information.</p> <p>6.5 Personalisation The quality and consistency of information available on personal budgets was flagged as an issue to RBKC again.</p> <p>6.6 Chelsea & Westminster Hospital A further meeting was held with Chelsea and Westminster to agree the underpinning principles of the joint-working agreement and this will be finalised in August.</p> <p>6.7 Safeguarding K&C LINK will be looking to carryout assessments in residential home in September. More volunteers are required to help with this work. If you are interested in volunteering please contact LINK Host staff. Full training will be provided.</p> <p>6.8 Staffing An appointment has been made to the role of LINK Development Officer. The successful candidate will start at the beginning of August.</p> <p>6.9 White Paper Paula informed the group about the proposal in the recent white paper document - Equality and Excellence: Liberating the NHS - and its relevance to LINKs. The Group discussed and agreed that K&C should hold an information consultation meeting in the north and the south of the borough to provide information around the proposed plans for the NHS and the future for LINKs as Local HealthWatch.</p> <p>Action:</p> <ul style="list-style-type: none"> • LINK to follow up on query around the publication of K&C LINK response to CNWL Quality Accounts. • LINK Host staff to send draft Dignity Champions report to 	<p>All</p> <p>Robin / Paula</p> <p>Paula</p> <p>Simmons</p>
--	--	---

	<p>management group members for feedback then to forward to the Scrutiny Board in September and to Chelsea & Westminster Hospital.</p> <ul style="list-style-type: none"> • LINK Host staff to book venue in the north of the borough for mid September to hold the White Paper Consultation meeting. 	
7.0	Updates on Sub-groups	
	<p>7.1 Cancer The Cancer Sub-group met on July 20th 2010. The group discussed:</p> <ul style="list-style-type: none"> • The West London Breast Cancer Screening Service website and • The draft Royal Brompton patient satisfaction questionnaire for cancer service users. • Possible topics for the upcoming joint event for commissioners and service users <p>The group has also produced a project plan to extend the Dignity Champions approach in to the community and to assist with the early take-up of screening for breast and cervical (and possibly bowel) cancers. A funding application will be submitted to Macmillan ahead of the September deadline.</p> <p>7.2 Mental Health At the last on July 8th, 2010. The group discussed the current consultation for Central and North West London Mental HealthTrust (CNWLMHT) on the proposed closure of Older People’s Mental Health beds on the Kershaw Ward in South Kensington with Beverley Smith (Service Manager). A number of issues were raised which were taken back to the Trust. The Mental Health Act questionnaire for staff was signed off and will be circulated in the coming weeks. The report on ‘Access to Mental Health Day Services’ was also finalised and sent to the council.</p> <p>7.3 Older People The Older People Sub-group last met on July 6th 2010 and discussed the proposed Dementia Strategy for K&C and dementia service delivery in the borough. The group also had an update on the Dignity Champions – Nutrition assessments in Chelsea and Westminster Hospital, the ‘Self-funders’ research for the Housing and Adult Social Care Sub-group and the latest on the Older People’s Strategy following their input earlier in 2010.</p>	<p>Simmone/ Paula</p>

minutes of meeting

	<p>7.4 Physical Disability At the last meeting the Physical Disability Sub-group discussed and agreed on the distribution and promotion of the 'Access to GPs' questionnaire which has now been finalised and is currently in circulation. The group also had an interesting presentation from the NHS K&C Dental Commissioner on the 'Dental Access Project.'</p> <p>Members are now considering access to dentistry as a natural follow-up to the access to GPs project.</p> <p>The management group signed off the 'Access to GP Survey. The survey is to be distributed with immediate effect with a closing deadline of October 31st 2010.</p>	Simmone
8.0	Strategic Plan for 2010 - 11	
	<p>Paula went through K&C LINK Strategic Plan for 2009/10 and took suggestions from the group around ways the plan can be improved for 2010/11</p> <p>It was agreed that the 2009/10 strategic plan will be updated to 2010/11 version with eleven agreed changes. Please refer to the attached 2010/11 strategic plan for further information.</p>	
9.0	Management Group Work Plan for 2010 - 11	
	<p>The group discussed and agreed the work plan priorities for 2010 /11</p> <p>Action: LINK Host staff to insert section at the end of the draft work plan priorities entitled 'link with other projects'.</p>	Simmone / Paula
12.0	Date and venue of next meeting	
	<p>Date: Thursday, 30th September Time: 5 – 7pm Venue: Training Room 7, London Lighthouse</p>	