

Devon LINK Steering Group

Minutes of the meeting held at EDVSA, Ridgeway House,
Ottery St Mary,
Tuesday 9th September 2008

Present: Derrick Roach, Carol Brown, Susan Howell-Richardson,
Rosemary Whitehurst, Malcolm Froude, Dan Kjellgren,
Jean Waldron

Apologies: George-Alfred Husband, Marjorie Brace, Debbie Avery

In Attendance: Kate Fenton – Host (EDVSA)
Laura Pledger (minute taking) – Host (EDVSA)

	ACTION
<p>1. <u>Any Issues to raise</u></p> <p>1.1. The Chairman invited the group to raise any issues briefly before attending to the main purpose of the meeting.</p> <p>1.2. MF made the group aware of an upcoming, joint social care meeting, consisting of members of the Senior Council, Cluster Managers and local Executives. MF will mention the LINK at his meeting. KF has also been asked to attend with a promotion stand and to be there if there are any questions about the LINK.</p> <p>1.3. RW has been involved with the RD&Es Involving People Steering Group. This group is keen to be involved and is seeking guidance on how the RD&E should engage with the LINK. KF explained the relationship and suggested it was not dissimilar to the relationship acute Trusts had with the former PPI Forums. The Host is in the process of meeting with the NHS Trusts and Adult & Community Services in Devon.</p> <p>A. Host to report outcome of discussions</p> <p>1.4. DK attended a meeting with The Devon Youth participation Team, which has a great many contacts and good practice on how to engage with young people that the LINK could tap into. KF fed back that the Host is responding to advice from young people with whom staff have already engaged about new tools and methods for engagement, e.g. targeted posters and leaflets, electronic methods such as Facebook and video diaries.</p> <p>1.5. The National Association of Link Members (NALM) was discussed. This group is not supported by the Department of Health. The Devon LINK does not recognise the NALM. MF asked if the name (NALM) could be challenged. The group agreed that this could be discussed with other</p>	KF

<p>LINKs at a future time when they are all established. LINKs may, at that time, choose to establish a national network. Regional relationships are progressing well through the Regional Host meetings. A local group (Devon Health and Social Care Forum) was also discussed. Some concerns about the group were shared. MF was concerned that the Forum should not be dismissed because of the actions of a few members. Members of the Forum, who have a genuine interest in health and social care in Devon, are encouraged to engage with the Devon LINK.</p>	
<p>2. <u>Governance</u></p> <p>2.1. All members of the Group had received draft documents and all proposals submitted to them by the Continuity Group.</p> <p>2.2. The following documents were discussed and agreed:</p> <ul style="list-style-type: none"> • Code of Conduct for Visits • Code of Conduct for Members • Code of Conduct Policy • Complaints Policy • Governance Framework Draft • Expenses Policy <p>B. Amendments to be made to the Governance documents before being published.</p>	<p>Host/SHR</p>
<p><u>Next Meeting</u></p> <p>14th October 2008, 13.30 – 15.30, at the EDVSA offices, Ottery St Mary.</p>	