

Manchester Local Involvement Network



Manchester LINK Steering Group Meeting
Monday 7th December, 2009, Time 5-7 pm
Venue: Gaddum House, 6 Great Jackson Street

Steering Group Members present: Michael Kelly, Mike Wild, Pauline Sergeant, Marisha Palm.

Also Present: Naheed Akhtar and Anthony Doggett.

1. Welcome, introductions and apologies

Michael K welcomed everyone to the meeting. Apologies were given for Ros Nesbitt, Helen Gilbertson and Dr Syed Abidi.

1.a Election of Chair for the Steering Group

Michael K raised the issue of electing a chair for the Steering Group. The group agreed that Michael should chair this meeting and the election of a chair will be put off till the new members are present at a meeting. Before asking anyone to put themselves forward for the role of chair, the group asked for Support Team to circulate the paper Michael Kelly put together about what it entails.

Action: Support Organisation to circulate paper about the role of the Chair.

5. Governance Framework

Length of office for Steering Group

A discussion took place about the length of office. The group asked for the Governance Framework to be sent out to members to review and comment upon.

Action: Send Governance Framework out to Steering Group members.

Co-option

The group agreed that the spaces that are not filled when elections take place should be made open for co-option.

The group were keen to co-opt new members onto the Steering Group before the away day. Naheed A explained that the support team had been waited so that the Steering Group could pick people to co-opt to fill gaps in the elected Steering Groups knowledge/representation/experience. The group decided to interview the people/groups who have put themselves forward for co-option to see if they're suitable for the Steering Group. Mike, Marisha and Pauline agreed to interview people at 1pm on Friday 22nd January.

Action: Naheed A to invite members who put themselves forward for co-option for an interview.

Attendance Clause

The group agreed that if a person has not been in contact for three months they should be contacted. A decision will then be made as to whether the person should continue as a member of the Steering Group.

7. Securing Our Shared Future survey

The group discussed the survey which had been sent out by Manchester PCT. Michael and Marisha both said they felt it was hard understand. The group noted the comments and questions Martin Rathfelder suggested. The group agreed Michael K should speak to the PCT about the questionnaire at the Securing Our Shared Future Public Activity Group?.

6. Efficiency Savings

The group were unable to discuss efficiency savings as Richard W was not at the meeting.

8. Manchester LINK Logo

Naheed explained that as Black Health Agency is now out of its contract with Community Voices Online so it's no longer able to use their LINK logo. The group suggested they hold a competition to see who can design the best LINK logo. A prize will be offered given of...

Action: Support Team to set up a competition for designing a new LINK logo.

2. Minutes of the last meeting

The group went through the minutes of the last meeting and the matters arising.

A correction was made to point 3.e 'The group agreed the chair should go to the meeting.'

Marisha asked whether someone picks up on the action points to check whether they're completed. Naheed A said checks up on the action points.

Mike raised an issue about the Substantial Variation Group. He said the substantial variation policy does not apply to Adult Social Care, but will need to know the process for reporting equivalent Adult Social Care issues to the OSC.

Action: Support Organisation to check what will happen with Social Care Services.

4. LINK Activity.

Homelessness

Naheed informed the group that a trial for the mystery shopping exercise will be going ahead on Friday 15th. Naheed also told the group that there have been discussions about holding an end of project event to celebrate and promote the Staff Training DVD.

Mental Health

The group noted the update.

Dignity and Respect

The group noted the update.

Adult Social Care

Michael K asked whether LINK members would be able to get involved in this campaign.

Naheed said there are opportunities for members to get involved in this e.g. helping out with coffee mornings.

Access to Services (Michael K)

Michael informed the Steering Group that the Access Group have agreed to send their priorities from the visit to Peter Mount. The group have also decided to continue making visits to hospitals in Manchester.

Publicity

The group noted the update.

Date of the next meeting: 23rd February, 5:00-7:00pm Gaddum House, 6 Great Jackson Street, Manchester, M15 4AX.