



## Manchester Local Involvement Network

### Manchester LINK Steering Group Meeting Tuesday April 6<sup>th</sup> 2010, Time 4-6 pm Venue: Gaddum House, 6 Great Jackson Street

**Steering Group Members present:** Ros Nesbitt, Michael Kelly, Richard Wright, Anthony Turner, Pauline Sergeant, Melvyn Sandler, Marisha Palm and Mike Wild.

**Also Present:** Naheed Akhtar and Anthony Doggett.

**Apologies:** Keith Walmsley, Nick Harris, Helen Gilbertson

#### 1. Welcome, introductions and apologies

Michael K welcomed everyone to the meeting, introductions were made and apologies given.

#### 2. Minutes of last meeting

The minutes of the last meeting were agreed as an accurate record.

#### 3. Matters Arising

##### a. List of event and meetings

The group asked for a list to be sent to be sent out once a month around 15<sup>th</sup>.

##### b. Access letter to CMMC regarding Grafton Street

Naheed A said she will chase this up with Danny to see if a letter was sent.

**Action:** NA to chase this letter up with Danny.

#### 4. Securing Our Shared Future

The group thanked Michael K and Mike W for writing an excellent statement.

It was agreed the report should have a version number and date (Thursday 8<sup>th</sup> April 2010). It was also agreed that Manchester Race and Health Forum and Manchester Carers Forum can become signatories.

The list of people for it to be sent to was agreed as: Laura Roberts, Chief Executive of NHS Manchester; Colin Cox, Joint Health Unit; Glyn Evans, Executive Member for Adult Services; Sue Cooley, Chair Health and Wellbeing Overview and Scrutiny Committee; Liz Bruce, Director of Adult Social Care Services; Sharon Kemp, Deputy Chief Executive Adult Social Care Services; Chris O’Gorman, Associate Director of Joint Commissioning; Nick Gomm, Assistant Director of Engagement and Securing Our Shared Future Board.

**Action:** Support Organisation to make changes to the letter – logos, date, version number and extra names.

**Action:** Send a copy with additional information to Mike Wild by the morning of Friday 9<sup>th</sup> April

**Action:** Support Organisation to send out this.

## 5. Annual Reports

The group discussed the types of data which the DoH is asking for in comparison to what is collected. Concerns were raised about the lack of monitoring information collected from new members – a system started by the transitional board to encourage a more relaxed feeling of membership. Marisha P said how Liverpool LINK seemed to have a good way of recording relevant information.

The group asked for the support team to ask Department of Health for their feedback (Page 10, guide)

Naheed A offered to set up a meeting with staff members from campaigns and two members of the groups:

Keith W, Pauline S and Danny G will meet with about Mental Health;

Michael K, Ros and Valeska M will meet about Dignity & Respect;

Nick H, Richard W, Marisha P and Lydia H will meet about Homelessness;

Michael Kelly, Ros N and Danny G will meet around Access to Services; and

Naheed A, Anthony D and Mike K will meet to discuss all other aspects of the report.

A deadline for a rough draft of the report was set as Steering Group meeting on 20<sup>th</sup> May.

The group agreed to have an Away Day in the first week of June to finalise the Annual Report and discuss priorities. It was agreed Nik Barstow should be asked to chair the away day.

**Action:** Contact Liverpool LINK regarding recording of monitoring information

**Action:** Ask DoH for feedback

**Action:** Naheed to initiate meetings for Annual Report planning.

**Action:** Set up a doodle poll for the first week in June to decide on a date for the Away Day

**Action:** Contact Nik Barstow to ask if he is able to chair the deciding of priorities.

## 6. Campaign Evaluation and Project Planning

The group agreed to use the Campaign Evaluation form from now on. The form will be used to evaluate existing and new campaigns.

## 7. Discussion around priorities

Naheed passed around the list of potential work which the Community Engagement Officers had put together. The sheet was noted.

**Action:** email potential work to Steering Group members.

## 8. LINK Activity

The updates were noted

## 9. Logo Competition Winner

The new logo was noted.

#### **10. Request from LINK member to attend an event**

The group discussed the proposal from Michael Snaith.

It was decided that we should not fund this because: this is not related to current LINK work and the LINK cannot fund personal agendas because it would set a precedent which we could not keep up.

**Action:** respond to Michael Snaith's request with the reasons why the steering group have rejected his request.

#### **11. AOB**

##### **a. Manchester Community Central**

Mike Wild passed around information about Manchester Community Central

**Date of the next meeting: Thursday 20<sup>th</sup> May 5:00pm – 7:00pm Gaddum House, 6 Great Jackson Street, Manchester, M15 4AX.**