

Local Involvement Network (LINK) for Health and Social Services in Windsor, Ascot and Maidenhead

Steering Group Meeting Notes



Wednesday, 28th April 2010, 6-8pm, Maidenhead Town Hall, Maidenhead

<p>Present: Jazz Khan (JK), Doreen Joel (DJ), Michael Copeland (MC) Brian Hugget (BH), Sheena Hester (SH), Trisha Dervan (TD), Karen Mustard (KM), Kayleigh Argyle (KA), Alan Gibbs (AG) Note Taker Not Present: Tracy Morgan (TM), Anita Li (AL), Andrea McCombie (AM), Richard Byrnes (RB), Zena Pike (ZP) Visitor: Alan Gibbs (AG)</p>								
<p>Agenda Item 1: Welcome, Introduction & Apologies Jazz welcomed all to the meeting. Minutes from 24th March 2010 read through and agreed</p>								
<p>Update from Mike Copeland</p> <p>Patient Transport; South Central Ambulance has won the contract. Out of hours service to be agreed still negotiating waiting to hear. MIU Reduced treatments but has extended hours.</p>								
<p>Agenda Item: 2 Safeguarding Adults Forum KM, JK and KA involved with Andrew Small RBWM to support find a safeguarding team. Team to have more of a co-ordinating role and provides advice and support. ACTION; KM, JK and KA to attend event on 18.05.10 and feedback to Steering Group at next meeting</p>								
<p>Agenda Item 3: New LINKs Volunteers Kayleigh to arrange for new Volunteers to attend a Steering Group meeting to see whether or not its for them and to get to know others on the Steering Group.</p> <p>Personalisation (Karen Mustard) KM has spoken to John Scaife about LINK's involvement with personalisation This is a big issue and potentially the LINK could have a lot of work to do. Karen handed out a handout on Personalisation for all to read and give feedback.</p> <p>ACTION; Agreed to invite John Scaife to next SG meeting to ask him exactly what he wants.</p>		<table border="1"> <thead> <tr> <th>Action</th> <th>Deadline</th> </tr> </thead> <tbody> <tr> <td>KA</td> <td>By 26.05.10</td> </tr> <tr> <td>KA</td> <td></td> </tr> </tbody> </table>	Action	Deadline	KA	By 26.05.10	KA	
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<p>Agenda item 4: Workplan: Access to landlords who accept housing benefit</p> <p>Alan Gibbs and Trisha Dervan discusses there findings whilst undertaking this project. AG said it was a long and hard process however now they have finished and are writing up a report which will be finalised and available to the Steering Group within the next week. It is extremely difficult to find accommodation as there is a real stigma around</p>								

<p>housing benefit. It takes months to get housing benefit agreed and in the meantime the person is left without assistance. It is hard to find accommodation to take on Housing Benefit and if you're homeless no one wants to help. Also RBWM Hot team is there to support home seekers but can only offer financial support to those who have not made themselves intentionally homeless and unfortunately most home seekers we supported had done just this. Therefore there was no support for them and so found themselves having to remain on the streets.</p>	
<p>Draft report to be finalised and given to the Steering Group to agree.</p>	<p>KA 21.05.10</p>
<p>Issues being scoped Person centred planning for people just diagnosed with dementia. This issue came from someone with dementia where the diagnosis was made too late. Meeting with Jo, Alzheimer's Society. DVD produced featuring people in early stages.</p> <p>Easily ignored groups accessing health & social care services. There is a GRT Event coming up shortly where we hope look at them accessing services. Tuesday 11th May 2010 Datchet Youth Centre 11-3pm JK Suggested we should do some work with Pakistani (Asian) Groups as they are very difficult to engage with.</p>	
<p>Recharge Potential impact on community for loss of funding Kayleigh to scope document and give to the issue sub group to put through the Decision Matrix</p>	<p>KA 21.05.10</p>
<p>Possible inappropriate hospital discharge of Elderly people into Care Homes Kayleigh to scope document and give to the issue sub group to put through the Decision Matrix</p>	<p>KA 21.05.10</p>
<p>CRB Waiting Times Kayleigh to scope document and give to the issue sub group to put through the Decision Matrix</p>	<p>KA 21.05.10</p>
<p>Personalisation in the Royal Borough of Windsor & Maidenhead Kayleigh to scope document and give to the issue sub group to put through the Decision Matrix.</p>	<p>KA 21.05.10</p>
<p>Agenda Item 5: Development Officer Activity Report New style report emailed to all SG members. KA discussed briefly activity and explained that she has a full diary therefore is constantly engaging</p> <p>Steering Group Activity Report for last month (Update from SG members) Members updated on their activity verbally today.</p>	<p>All SG</p>

<p>All SG are working with the community in various groups.</p> <p>SH would like to do some engagement work with Muslim women and she feel can relate.</p>	<p>members</p>
<p>Agenda Item 6: Annual Report BH hopes that report will reflect development and that this will improve in time. JK thought that John Scaifh form RBWM had been working more with us and has been sharing ideas and possible partnership work in the future.</p> <p>KA to produce a draft copy of the Annual Report for the Steering Group to agree before next Steering Group meeting. Therefore below is allocation of work needed to be produced and given to KA by 10.05.10</p> <ul style="list-style-type: none"> • Introduction Jazz • Membership/Participants Kayleigh • About our community – Brian • Overview of Community Profile Zena • Public Engagement Kayleigh • Top 3 ways of engaging (newspaper, newsletter, public meeting) Debra Ogles • Involvement with stakeholders Jazz & Nicola • Training Kayleigh & Nicola • Summary of Activity – Brian and Kayleigh • Reports and recommendations MIU – Mike Copeland Homelessness – Trisha Dervan • Referrals to OSC – Jazz with Roger Battye • Demonstration impact – all of the SG and Host • Finance – Jazz • Next Steps Personalisation – Karen Mustard Person Centred Planning Dementia - Kayleigh Easily Ignored Groups - Zena <p>Everybody to feed back their part to KA my mid April who will present a first draft at the next meeting 26.05.10</p>	<p>JK KA BH ZP KA</p> <p>JK KA BH</p> <p>MC</p> <p>TD JK</p> <p>JK KM KA ZP</p> <p>1st draft for next months SG meeting</p>
<p>Agenda Item 7: Finance Not discussed</p>	
<p>Agenda Item 8: Marketing & Communication for 2010 Will not be paying again for the radio as it's not proven to be effective enough and will now find other ways of marketing.</p>	
<p>Agenda Item 9: Promoting the use of Enter & View Not discussed</p>	
<p>Agenda Item 10: Future Meeting Dates Wednesday, 26th May 6-8pm Town Hall, Maidenhead</p>	
<p>Agenda Item 11: A O B KA Handout provided on Health Panel meeting. PCT need representatives and so it's a great opportunity for the LINKs to get involved.</p> <p>KA to find out what is the layout of this panel, what involvement is needed, time and place. MC is interested but wants more information first before he is</p>	

happy to commit himself to something else. KM mentioned the handout was dated 2009/10 should this be 2010/2011 KA to find out and report back to the SG.	KA	ASAP
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