

## Rotherham Local Involvement Network (LINK )

### Governing Board Meeting

#### MINUTES

<b>Date :-</b> 18 <sup>th</sup> April	<b>Time :-</b> 5.30 pm	<b>Venue:-</b> Voluntary Action Rotherham
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**In attendance:** Yvonne Woolley      Anna Chester      Pat Draycott      Catherine Wood  
 Tony Atkin      Robert Copley      Glyn Butcher      Christine Dickinson  
 Lynne Stamp

Item No	Subject
1.	<p><b>Welcome and Apologies</b> Apologies received from Diana Swanson.</p> <p><b>Declarations of Interest</b> There were no declarations of interest.</p>
2.	<p><b>RFT Quality Accounts Presentation</b> Trish Bain, Deputy Chief of Quality and Standards, Rotherham Foundation Trust introduced herself and explained her role at the hospital. She ran through the 3 improvement programmes which have been selected for 2011/12: Patient Safety, Patient Experience and Clinical Effectiveness. She asked if any of the Governing Board would like to work with them on this. Glyn advised he would sit on the panel.</p> <p>They are thinking about their priorities including Medicine Management, reduction in re-admission rates, improved pathways for patients with Chronic Obstructive Pulmonary Disorder and improved pathways for patients at End of Life.</p> <p>Trish asked the Governing Board for their views. They mentioned they'd like communication between all staff and patients including shift handover to be looked at; also perhaps a medication grid could be produced for patients being discharged.</p>
3.	<p><b>Approval of Minutes – 14<sup>th</sup> March 2011</b> The minutes were agreed as a true and accurate version.</p>
4.	<p><b>Matters Arising – 14<sup>th</sup> March 2011</b></p> <p><u>Future Wards</u> Lorraine Brinnen has advised work on Future Wards has been suspended and she will keep us updated.</p> <p><u>Helen Wyatt</u> Helen will give feedback from her discussion at January's Governing Board once her dissertation is back from her tutor.</p> <p><u>Laughton Common</u> Letters have been sent to local MPs. Kevin Barron has replied to advise he has written to RMBC about potential future housing development in Laughton Common. No other replies have been received. <b>Action: LINK Support team to contact Thurcroft surgery.</b></p> <p><u>Tassibee Fundraiser</u> Anna advised she has tickets for this event. Brian Chapple, Rotherham Strategic Partnership Board is attending and it may be a useful opportunity for networking.</p> <p><u>Future of LINK/Transition into Healthwatch</u> There is a 2 month listening period currently taking place. It was suggested using Survey Monkey to collate views and concerns: also we did a survey at Rotherham Show. <b>Action: LINK Support team to look back at the surveys from Rotherham Show and ask for people's concerns via our website/newsletter.</b></p>
5.	<p><b>Work Plan Update</b> A development report has been produced which will be updated monthly and sent out with the minutes.</p> <p><u>Deaf and Hard of Hearing</u> Rebecca Allinson, Rotherham Foundation Trust has responded to our recommendations for improving facilities</p>

for the deaf and hard of hearing in the Outpatients department. There are a number of immediate actions/improvements which are to be carried out. We are to work with Rebecca around facilities for this community in A&E and Emergency admissions.

It was suggested writing to Brian James, Chief Executive to formally thank the Foundation Trust for their response.

**Action: LINK Support team to send letter to Brian James.**

#### Deaf Awareness Week – 2<sup>nd</sup> – 6<sup>th</sup> May

We have invited the Mayor of Rotherham, John Healy & Andy Irvine, Head of Communication Services at Rotherham Hospital to have their ears 'plugged' by Scrivens on Friday 6<sup>th</sup> May. It will be an opportunity to promote the work we have done at the hospital and to raise awareness of deaf issues. It was suggested inviting someone from Social Services, RMBC to take part. The hospital is helping us with the press releases to the local and regional press.

#### Arabic Speaking Women's research group

The group is establishing the reasons why some women do not access services. Christine and Anna attended a planning/information event on 26<sup>th</sup> March. We are working with Rose Ardron on this and are awaiting an initial report from her.

#### Chemo unit

An Enter & View was carried out on 29<sup>th</sup> March to establish the reason for and the suitability of transferring services to Ward A7 at Rotherham Hospital. A preliminary report has been submitted and a meeting arranged with Rebecca Allinson on 22<sup>nd</sup> April. We will monitor the progress of the transfer on a regular basis.

#### Deaf Awareness events

A Women only Cancer Awareness event to highlight the needs of the deaf community was held on 23<sup>rd</sup> March. Good feedback was received and a report has been written. A Men only event is to be held in conjunction with RotherFed and Deaf Futures group.

#### Pick up / drop off areas at Rotherham hospital

We are working with Lorraine Brinnen to establish whether the amended service is meeting the needs of patients. A survey will be held at the hospital.

#### Ability Group

The group is looking at Shopmobility in Rotherham. We are looking at working with them on this issue and will attend their next meeting.

#### Golden 7 Project

7 projects are being carried out within the Area Assembly boundaries. We are willing to support any if the topic is health and social care based with a positive outcome for LINKs.

#### Care Quality Commission

Christine is meeting Eileen Engelmann on 21<sup>st</sup> April to discuss an area of joint working.

#### Monthly Information Sessions

A Heart Awareness event is being held in June/July. Key stakeholders will be invited and workshops will be held.

#### Carers event

A town centre event will be held on Friday 17<sup>th</sup> June.

#### Annual Report

The 1<sup>st</sup> draft of the report will be sent out to the Governing Board.

6. **Applications for Inclusion in Pharmaceutical List**

We have been receiving applications from NHS Rotherham for comments. It was suggested sending the relevant ones to Governing Board members living in the same post code area as the proposed application.

7. **Any other business**

Glyn advised the Mental Health ward is moving to Swallownest Court. Open days will be held which may be

	<p>useful for LINK to attend.</p> <p>The Governing Board were asked which groups they'd like to join. Glyn advised he'd join the Communication and Engagement group. Tony and Anna will join Diana on the Strategic group.</p> <p>We have spoken to the hospital about rumours that the pool at Badsley Moor Lane is closing. They advised the rumours are unfounded; they are conducting a review of the service which we will be involved with.</p>
8.	<p><b>Date of next meeting</b></p> <p>The next Governing Board Meeting will be held on Monday 16<sup>th</sup> May at 5.00 for a 5.30 start at Voluntary Action Rotherham.</p>