

Your LINK for improving health and social care

www.themedwaylink.co.uk

August 2010



Medway LINK Coordinating Team

You are invited to a meeting of the Medway LINK Coordinating Team to be held from 1.00pm until 3.00pm on Wednesday, 4 August 2010 at the Nucleus Arts Centre, 272 High Street, Chatham, ME4 4BP (Map attached, disabled and other public parking nearby)

Agenda

Opening of meeting

1. **Apologies for Absence**
2. **Declaration of interests** - members of the Coordinating Team to declare any interest arising since the last meeting and any interests relating to items on the agenda
3. **Any other business** - to identify if there are any items that need to be considered and are not on the agenda
4. **Draft minutes of the meeting held on 7 July 2010** **Attachment A**
 - 4.1. **Accuracy**
 - 4.2. **Actions List** **Attachment B**
 - 4.3. **Matters arising**

Section A Items for decision / action

5. **Correspondence from Pat Foster – Bristol LINK (email)** **Attachment C**
6. **Proposal to fund Medway LINK Community Researchers** **Attachment D**

Section B Items for discussion

7. **LINK's Work Programme - Issue Update Summary** **Attachment E**
8. **Finance**

Central Office

KMN, Unit 24 Folkestone Enterprise Centre,
Shearway Road, Folkestone, Kent, CT19 4RH
Tel: 01303 297050
E-mail: info@kmn-ltd.co.uk
Office Hours: Monday – Friday 8.30am - 4.00pm

Local Office

The Medway LINK, Avenue Business Centre,
17 New Road Avenue, Chatham, Kent, ME4 6BA
Tel: 01634 821135
E-mail: info@kmn-ltd.co.uk
Office Hours: Monday – Thursday 8.30am – 4.00pm
(Answerphone available out of office hours)

Page 1 of 3

- 8.1 Financial report of LINK's expenditure Attachment F
8.2 Underspend Proposal, Community Researcher initial budget & project update Attachment G

9. Work Programme Attachment H

10. Kent Youth – Annual Charity Golf Day Attachment I

11. Confidential – Discussion of Host / LDW / Project Worker / Performance

Section C Items for Information

12. Medway Council Adult Social Care – Working with the LINK report Attachment J

13. Medway Council – LINK Annual Report and related issues report Attachment K

14. Transport & Hygiene reports to Paul Streets, DoH, covering letter Attachment L

15. Report on NHS White Paper meeting from Mark Fittock (Kent LINK Governor) and White paper briefing Attachment M1 & M2

16. Letter from DH - Service Reconfiguration Attachment N

17. Diversity Monitoring Report Attachment O

18. Website Reports – July 2010 Attachment P1 & P2

19. Dates of next Coordinating Team meetings

- Wednesday, 1 September 2010
- Wednesday, 6 October 2010
- Wednesday, 3 November 2010
- Wednesday, 1 December 2010

Nucleus Arts Centre, 272 High Street, Chatham, ME4 4BP.

