

5 January 2010



Medway LINK Coordinating Team

**You are invited to a meeting of the Medway LINK Coordinating Team
to be held at 1.00pm – 3.00pm on Wednesday, 13 January 2010
in the Mayors Parlour, The Brook Theatre, The Old Town Hall, Chatham, ME4 4SE
(Map attached, disabled and other public parking at rear of venue)**

A G E N D A

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. **Minutes of the last meeting held on 10 December 2009** **Attachment A**
 - 4.1. **Accuracy**
 - 4.2. **Actions arising** - not covered by the agenda

Section A. Items for decision / action

5. **Quarterly Events** – to agree a programme for the year and possible themes
6. **Developing the Network**
 - 6.1. To agree the process of placing and supporting LINK participants on commissioning and provider groups of NHS and Social Care organisations **Attachment B**
 - 6.2. Report from meeting of the Primary Care Trust's PCPI Group on 9 December 2009 **Attachment C**
7. **Arrangements for selection events** – to agree arrangements for appointing LINK participants to various roles, including vacancies on the Coordinating Team, Moderating Panel and as Authorised Visitors

8. **Annual Health Check** – to consider proposal from the Kent LINK that a sub group is formed to consider proposals from Greenwich and Christchurch Universities, previously circulated at the last meeting
9. **LINK Summit** – to appoint a representative to attend this event which is planned to take place on 11 February 2010 at the Holiday Inn, Guildford, Surrey

Section B. Items for discussion
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10. LINK's Work Programme

10.1. Update of programme 2009 / 2010

Attachment D

11. Finance

11.1. Financial report of LINK's expenditure

Attachment E

12. Any other business

Section C. Items for Information

13. Diversity Monitoring Report

Attachment F

14. Website Reports

Attachment G1 & G2

15. Report from the County Show July 2009

Previously circulated

16. Dates of next Coordinating Team meetings

- Wednesday 13 January 2010
- Wednesday 3 February 2010 - 9.30am start with lunch and 2.30pm finish
- Wednesday 3 March 2010
- Wednesday 7 April 2010
- Wednesday 5 May 2010
- Wednesday 2 June 2010
- Wednesday 7 July 2010
- Wednesday 4 August 2010
- Wednesday 1 September 2010
- Wednesday 6 October 2010
- Wednesday 3 November 2010
- Wednesday 1 December 2010

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