

## Cumbria Local Involvement Network Work Plan September 2008 – Jan 09

Activity	Planned Actions	Time Scale	Outcomes
<p>Raise the profile of the Cumbria LINK with existing networks, partners and the general public. It is recognised that promoting the Cumbria LINK is of paramount importance and this item will be a standing activity on all future work plans.</p>	<p>Public Launch Event Public Notice Press News Release</p> <p>Presentations to existing networks</p> <p>Develop information leaflets and posters and banner stands</p> <p>Development of regular Cumbria LINK Bulletin for Cumbria LINK Members and partners</p> <p>Develop Cumbria LINK Web site that included facilities for on line polls, on line surveys, discussion forum</p>	<p>22 Oct 2008 1 October 1 October</p> <p>Continuous</p> <p>Jan 09</p> <p>Nov 09</p> <p>Jan 09 and ongoing development</p>	<p>More people are aware of the Cumbria LINK, what it does, how to get involved and how to have their say.</p> <p>More people are Cumbria LINK Members and active Cumbria LINK Participants</p>
<p>Guide the development of the Cumbria LINK in Cumbria taking into account responses to the Consultation on the structure and terms of reference of the Cumbria LINK</p>	<p>Take into account the responses to the consultation and continue to canvas views on the structure of the Cumbria LINK and how it works. Amend the terms of reference and structure as indicated.</p>	<p>Ongoing with organisational review Sept 09</p>	<p>The development of the Cumbria LINK fits with the majority view, is accessible and responsive to the views of the people of Cumbria</p>

Develop close working relationships with those involved in the commissioning and provision of health and care services and those involved in the scrutiny of services.	Invite all relevant organisations and individuals to meet the Governing Body to discuss ways of working.  Develop opportunities to work on Joint projects.	October 08  ongoing	The Governing Body have greater understanding of the partner Organisations. Duplication of tasks is avoided and joint working enabled.
Develop a strategy for listening to the views of communities and take these into account in work plan development	Public Events  Develop Surveys as indicated by work plan  Develop a communications strategy and implement associated action plans	October 08 and ongoing	The Cumbria LINK can be contacted easily and responds to the people of Cumbria.
Establish Task and Complete Groups in response to work plan to investigate specific issues.	Key organisations and individuals are identified to make up Task and Complete Groups.	As indicated by Work Plan	Issues are acted upon and investigated. Reports and recommendations are evidence based
Establish a Visiting team to conduct Cumbria LINK Enter and View Visits	Agree procedure for selecting/electing team agree visiting policy and training programme. Agree procedure for authorising Cumbria LINK visitors	December 08	All visiting team members are trained to undertake visits on behalf of the Cumbria LINK, have undergone CRB Check, hold a letter of authorisation and ID and names of authorised Cumbria LINK representatives are published

Establish Cumbria LINK representative to attend identified meetings/networks with the aim of bring back information to the Cumbria LINK, sharing LINK work plans and developing relationships.	<p>Agree procedure for selecting/electing team.</p> <p>Outline the remit of representatives and develop reporting methods.</p>	December 08	The Cumbria LINK is well informed on the activities of organisations and networks and are able to plan and avoid duplicating work.
Monitor the quality of the support provided to the Cumbria LINK by the Host organisation.	Meet with the Local Authority Lead for Cumbria LINK and develop an evaluation template for future monitoring of the Host organisation	Jan 09	Weakness in support provided is identified and corrective action is taken by the Host.