



**Minutes of a meeting of the West Norfolk Healthier Communities and Older People Partnership held on Thursday 31st May 2007 at 2.00pm in Meeting Room 1, Kings Court, Chapel Street, Kings Lynn**

**Present:**

- Kate Gordon (Chair) - Queen Elizabeth Hospitals Trust
- John Rees - Norfolk PCT
- Sue Lowe - Age Concern West Norfolk District
- Eddie West-Burnham - West Norfolk MIND
- Jane Evans - West Norfolk Carers
- Sian Kendrick-Jones - Norfolk PCT

**Supported by:**

- Martin Slater - Partnership Delivery Officer
- Laura Beveridge - Partnership Assistant
- Peter Morris - West Norfolk VCA
- Sarah Dennis - Democratic Services

**Apologies for absence were received from:**

- Jim Keown - Norfolk PCT
- Tom Makin - Help the Aged
- David Harwood - Borough Council of Kings Lynn & West Norfolk
- Ray Boateng - Adult Social Services – Western Area
- Gill Daniels - Skills and Learning Group

		<b>Action</b>
<b>1</b>	<p><b>Apologies</b></p> <p>Apologies were as noted above.</p>	
<b>2</b>	<p><b>Minutes of the Last Meeting held on 10<sup>th</sup> May 2007 and Matters Arising</b></p> <p><u>Sports Contribution to Health</u> The Local Directory of Sport had been circulated with the minutes. Tom Makin was not in attendance and so the Ageless Opportunities update would be carried forward to the meeting on</p>	

	<p>28<sup>th</sup> June 2007. An update on the Older Persons Forum would also be carried forward to the June meeting.</p> <p>It was <b>AGREED</b> that:</p> <p>Ageless Opportunities and the Older Persons Forum be added to the agenda for 28<sup>th</sup> June 2007.</p> <p><u>Knowledge Transfer Partnership</u> Professor Kopelman from the UEA would be attending the Healthier Communities and Older People Partnership meeting in September 2007.</p> <p><u>Surestart in Later Life</u> It was <b>AGREED</b> that:</p> <p>Surestart in Later Life be added to the agenda for 28<sup>th</sup> June 2007 due to the absence of Tom Makin from the meeting.</p> <p><u>Sustainable Community Strategy</u> Martin Slater explained that the follow up workshop would take place on 11<sup>th</sup> June 2007. At this workshop the priorities would be agreed and then brought to the thematic partnerships for consultation.</p> <p><u>Food Fortnight</u> Details of the events had been circulated to the group.</p> <p>It was <b>AGREED</b> that:</p> <p>Links with the UEA to be followed up regarding their involvement in Food Fortnight.</p> <p><u>Queen Elizabeth Hospital Foundation Status</u> The Chair thanked those who had responded to her request to attend meetings to discuss consultation and the Foundation status bid.</p> <p>It was <b>AGREED</b> that:</p> <p>Discussions to be held between the Chair and the Partnership Delivery Officer regarding consultation for Foundation status.</p>	<p><b>SD</b></p> <p><b>SD</b></p> <p><b>JR</b></p> <p><b>KG/MS</b></p>
<p><b>3</b></p>	<p><b>Chairs Correspondence</b></p> <p>There was none.</p>	
<p><b>4</b></p>	<p><b>Town and Bridge Project</b></p>	

	<p>Peter Morris gave a presentation outlining the Town and Bridge project in Ipswich. The project aims to improve the health and well being of people aged between 45 and 74. Peter had met with Julie Stokes, from Ipswich and District Council for Voluntary Services. Peter Morris reported that Julie had experienced some difficulties getting people engaged in the project and there had been occasional overlap with the work of the Community Development Officers at the Ipswich Borough Council.</p> <p>In response to a question from John Rees regarding evaluation mechanisms, Peter Morris explained there was nothing in place as yet. John Rees noted that the project appeared to be process driven and not outcome based. The Chair highlighted the links to housing and community safety and noted the difficulties the project had faced. In response to a question from the Chair regarding funding, Peter Morris explained that funding came from the Local Strategic Partnership from a local development performance grant. After the two year funding had finished, the project were hoping to receive funding from their local Primary Care Trust.</p> <p>John Rees explained that John Battersby from the Norfolk PCT had considered an evidence based consultation exercise covering health promotion, community development and community engagement.</p> <p>In response to a question from the Chair regarding the areas chosen for the Town and Bridge project, Peter Morris explained that it had been a deliberate choice to select two urban areas.</p> <p>Martin Slater explained the project appeared to be ambitious and highlighted the importance of consultation rather than informing people of what they may want to see in their area, for example stating that more street lights were required. John Rees supported this view and explained the importance of providing an evidence base for any priorities suggested.</p> <p>Martin Slater explained the importance of being clear as to what was hoped to be achieved without raising expectations.</p> <p>Peter Morris explained that Julie Stokes would be happy to attend a Healthier Communities and Older People Partnership meeting to discuss the project further, if required.</p>	
<p><b>5</b></p>	<p><b>Knowledge Transfer Partnership (KTP)</b></p> <p>John Rees introduced this item and explained that he had met with the Chair to discuss the KTP. He explained that at the last Healthier Communities and Older People Partnership meeting, the</p>	

	<p>need to take into account the importance of the psychology of behavioural change had been raised, and on this basis, Hertfordshire university was the strongest candidate. John Rees had contacted the university and informed them of the partnership's decision.</p> <p>In response to a question from the Chair regarding the next steps, John Rees explained that the KTP would be a three year programme and would need assurance from an employing organisation to underwrite the cost of the project. There would then be a meeting with a regional assessor who would go through the bid thoroughly. It would then be submitted by 6<sup>th</sup> September 2007 and the results would be known one month later. Work would then start on 1<sup>st</sup> January 2008.</p> <p>The Chair explained that the person undertaking the work would not be line managed by the Healthier Communities and Older People Partnership, but would be expected to work to the Partnership's three priorities. John Rees explained he could test the specification with the partnership if required.</p> <p>It was <b>AGREED</b> that:</p> <p>1) Hertfordshire University be selected to undertake the work of the KTP.</p> <p>2) A paper outlining the KTP be taken to the Partnership Management Group on 11<sup>th</sup> June 2007.</p>	<b>JR/SD</b>
<b>6</b>	<p><b>Partnership Action Plan – Priority 1 – Cardio Vascular Disease / Obesity</b></p> <p>John Rees explained the obesity workshop had been successful and they had received a few comments from people attending. \the key messages from this day had been circulated. A paper outlining the work would be taken to the Management Group on 11<sup>th</sup> June 2007. The project would be taken to West Walton and Fairstead Estate where the community would help decide the priorities in their areas and this would then be rolled out across the district.</p> <p>In response to a question from the Chair regarding time scales, John Rees explained the second stage would take place in September 2007. Fairstead may be slightly earlier and take place in June 2007. Janet Rich from Surestart was involved in the Fairstead project.</p> <p>Martin Slater explained that in a spin off from this project, a representative from Springwood High School would be doing Jamie Oliver style cooking sessions and some of these would be run as</p>	

	part of Food Fortnight.	
<b>7</b>	<p><b>Partnership Action Plan – Priority 2 – Older People</b></p> <p>No one was available to update the group.</p> <p>It was <b>AGREED</b> that:</p> <p>An update be received at the meeting on 28<sup>th</sup> June 2007.</p>	<b>JS/SD</b>
<b>8</b>	<p><b>Partnership Action Plan – Priority 3 – Mental Health</b></p> <p>Martin Slater explained that the ‘Beating the Blues’ project had been underwritten by the Healthier Communities and Older People Partnership up to a maximum of £5,000, although it was hoped a deal could be made with the licence suppliers and that this level of funding would not be required.</p> <p>Eddie West–Burnham explained that he was waiting for confirmation from Ultrasis regarding the licence fees. It was a possibility that no licence fee reduction would be available. Eddie had experienced problems with his email server and was waiting for a response. He had a meeting with Ultrasis on 1<sup>st</sup> June 2007.</p> <p>In response to a question from the Chair regarding the partnership funds of £5,000, Eddie explained work could start on Fairstead Estate and then one rural location also. If only one licence was purchased, then this would take more of a staff member’s time.</p> <p>Martin Slater questioned whether the PCT could act as host to the program and commission MIND to undertake the work. Eddie West-Burnham explained this was the first project of this nature to work through the voluntary sector. If the programme was effective, it may become available nationwide. Eddie explained they hoped to set a precedent by moving away from the PCT. He had spoken to Joanne Haws and Cindy Foley (Head of Psychological Therapies at the Fermoy Centre) and explained the need to solidify relationships between all parties.</p> <p>Eddie West-Burnham explained the project would go ahead but flexibility would be required. The Chair of the CVD Anglian network was very supportive of the project.</p> <p>In response to a question from the Chair regarding delivery deadlines, Eddie West-Burnham explained that the project would start in September 2007. Eddie explained that participants would be asked a series of questions and then dependent on the answers to these would be given a second questionnaire, which would then</p>	

	<p>decide whether they would be eligible for the 'Beating the Blues' programme.</p> <p>It was <b>AGREED</b> that:</p> <p>Continuous updates on the 'Beating the Blues' project to be brought to future meetings of the Healthier Communities and Older People Partnership.</p>	<b>EWB</b>
<b>9</b>	<p><b>Update on Resources</b></p> <p>The Healthier Communities and Older People Partnership had been allocated £80,000 of Partnership funds of which approximately £40,000 was committed. Martin Slater explained that the KTP needed to start with the assurance that there would be three years funding already in place as it was a three year programme. Martin explained that funding for the KTP ultimately came through the DTI and for every 1 part of funding put in by the Partnership, 1.17 would be received in return.</p>	
<b>10</b>	<p><b>Any Other Business</b></p> <p><u>Fuel and Anti Poverty Group</u>  The Chair explained that Martin Slater had met with this group. Martin explained they were keen to be involved in the Partnership structure in some way. Martin explained the Partnership structure and the priorities of each of the thematic partnerships and they felt it would best fit with the work of the Healthier Communities and Older People Partnership.</p> <p>It was <b>AGREED</b> that:</p> <p>Representatives from the Fuel and Anti Poverty Group be invited to attend future meetings of the Healthier Communities and Older People Partnership.</p> <p><u>Freebridge Community Housing</u>  Sue Lowe explained that she had spoken to the Sheltered Housing Scheme Manager and they were keen to involve more people in using their facilities. Jane Evans explained there would be half day and full day workshops covering health, finance and understanding Freebridge.</p> <p>Martin Slater explained that Christopher Smith had had to temporarily withdraw from the Partnership Management Group due to work constraints. The workshops would prove useful to a number of people. Martin explained that Christopher had explained that health issues accounted for 25% of the need for social</p>	<b>SD</b>

	<p>housing.</p> <p>Sue Lowe explained she had visited one tenant who required a great deal of assistance and had written a number of letters to various organisations. Some of the issues were directly related to health. Eddie West-Burnham explained that some of these tenants may be eligible for the 'Beating the Blues' project as long term conditions could lead to depression. Sue Lowe explained that the Department of Work and Pensions statistics highlighted issues for tenants in social housing but not necessarily private rented accommodation. Sue highlighted the amount of data available from the DWP that could be submitted to DAWN.</p> <p>Eddie West-Burnham explained he was waiting to hear from Kay Ingram, Locality Manager for the Norfolk and Waveney Mental Health Partnership regarding her representation on the Healthier Communities and Older People Partnership.</p> <p>It was <b>AGREED</b> that:</p> <p>1) Further details regarding the Freebridge workshop sessions to be made available if required.</p> <p>2) Kath Williams from the DWP and Kay Ingram be contacted again to invite them to represent their organisations on the Healthier Communities and Older People Partnership.</p>	<p><b>JE</b></p> <p><b>EWB /SD</b></p>
<p><b>12</b></p>	<p><b>Date of Next Meeting</b></p> <p>The date of the next meeting will be <b>Thursday 28th June 2007 at 2.00pm in Meeting Room 7, Kings Court, Chapel Street, Kings Lynn.</b></p>	
	<p><b>The meeting closed at 3.08pm</b></p>	