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**AGENDA** for a Meeting

of the **West Norfolk Healthier Communities and Older People Partnership**

on **8th February 2007**

between **2pm and 4.00pm**

in **Meeting Room 1, 3rd Floor, Kings Court, Chapel Street, King's Lynn**

## **AGENDA**

1. Apologies
2. Minutes of the last meeting held on 11<sup>th</sup> January 2006 and matters arising (attached)
3. DAWN – update on progress with accessing additional data– **Martin Slater/Laura Beveridge**
4. Partnership Action Plan – Priority 1 - Cardio Vascular Disease. West Norfolk Neighbourhood Obesity Plan – **John Rees**
5. Partnership Action Plan – Priority 2 – Older People Action Plan – **June Stokes**
6. Partnership Action Plan – Priority 3 – Mental Health. Brief update
7. Other Initiatives –
  - Liaison with Lynnsport
  - Food Fortnight 2007
8. Any Other business
9. Date of next meeting – 8<sup>th</sup> March 2007

### **Distribution**

- Members of the West Norfolk Healthier Communities and Older People Partnership
- Partnership Secretariat
- Neighbourhood Manager

#### **Partnership Chair:**

Kate Gordon

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**Minutes of a meeting of the West Norfolk Healthier Communities and Older People Partnership held on Thursday 11<sup>th</sup> January 2007 at 2pm in Meeting Room 1, Kings Court, Chapel Street Kings Lynn**

**Present:**

- |                     |   |   |
|---------------------|---|---|
| Kate Gordon (Chair) | - | Queen Elizabeth Hospitals Trust                 |
| Peter Morris        | - | West Norfolk Voluntary & Community Action (VCA) |
| June Stokes         | - | Norfolk Primary Care Trust (PCT)                |
| John Rees           | - | Norfolk PCT                                     |
| Sue Lowe            | - | Age Concern West Norfolk District               |
| Gill Daniels        | - | West Norfolk Learning Partnership               |
| Sian Kendrick-Jones | - | Norfolk PCT                                     |
| Eddie West- Burnham | - | West Norfolk MIND                               |
| Tom Makin           | - | Help the Aged                                   |
| Charles Hare-Winton | - | Childrens Services                              |
| Jane Evans          | - | West Norfolk Carers                             |
| Joanne Haws         | - | Norfolk PCT                                     |
| Vicky Etheridge     | - | Neighbourhood Manager                           |
| Martin Slater       | - | Partnership Support                             |
| Laura Beveridge     | - | Partnership Support                             |
| Sarah Dennis        | - | Partnership Support                             |

**By invitation:**

- |            |   |         |
|------------|---|---------|
| John Place | - | Go-East |
|------------|---|---------|

**Apologies for absence were received from:**

- |               |   |   |
|---------------|---|---|
| David Harwood | - | Borough Council Kings Lynn & West Norfolk |
| Jim Keown     | - | Norfolk PCT                               |

		<b>Action</b>
<b>1</b>	<b>Apologies</b>  Apologies were noted for David Harwood and Jim Keown.	
<b>2</b>	<b>Minutes of the Last Meeting held on 26<sup>th</sup> October 2006</b>	

	<p>The Minutes of the meeting held on 16th November 2006 were agreed as a correct record.</p>	
<p><b>3</b></p>	<p><b>Sure Start for Later Life</b></p> <p>This item was taken after item 4.</p> <p>John Place gave a presentation regarding a Sure Start in Later Life which highlighted the importance of tackling inequalities for older people and some of the issues facing older people in society, for example poor health and lack of transport. John explained that Future East intended to complete a pilot study in West Norfolk with the outcome 'Local Services are linked to the needs and aspirations of people in later life and are better co-ordinated and delivered'. He explained that there was a budget of £5,000 available to undertake this research.</p> <p>John Rees noted that the outcome was very large and a budget of £5,000 would be insufficient. To achieve this outcome would require a budget of approximately £100,000. It may be more practicable to focus on a smaller area.</p> <p>Vicky Etheridge noted it was a large outcome to achieve although it matched those of the Safer and Stronger Communities initiative. John Rees questioned what age would be regarded as old, but Vicky explained that in deprived areas people suffered problems earlier in life than those in the more affluent areas.</p> <p>It would be important to decide what issues were to be addressed and whether the funding for the pilot may be better used to set up a forum, or hold a conference to identify priorities. It would be important to ensure sustainability. The Chair suggested a more suitable outcome may be that 'Older people live safer, more fulfilling lives'. A proposal needed to be put together that had clear links at neighbourhood and county strategic partnership level.</p> <p>Vicky Etheridge explained she would be undertaking social network analysis over the five neighbourhoods covered by Safer and Stronger Communities Funding.</p>	
<p><b>4</b></p>	<p><b>Local Futures Data</b></p> <p>Laura Beveridge introduced this item and explained there were now a range of indicators on the Data Observatory. She questioned whether any were missing. Martin Slater explained that some of the demographic data was based on the 2001</p>	

	<p>census which was becoming dated.</p> <p>In response to a question from Eddie West-Burnham regarding ethnicity data, Peter Morris explained that ethnicity data would need to be collected as part of the proposals under the Invest to Save bid. The outcome of the bid would not be known until March 2007. Peter explained that he had found information held by KLARS regarding migrant workers to be the most useful.</p> <p>Sian Kendrick-Jones explained that Childrens Services were in the process of surveying ethnicity at present for the whole of Norfolk and Charles-Hare Winton explained that this data could link to that held by schools.</p> <p>It was <b>AGREED</b> that:</p> <p>1) Any opportunities to add information to the Data Observatory to be communicated to the Partnership Assistant.</p> <p>2) Help the Aged representative to hold a presentation at the meeting of the Healthier Communities and Older People Partnership on 8<sup>th</sup> March 2007 to outline his role as a representative.</p>	<p><b>ALL/ LB</b></p> <p><b>TM</b></p>
<p><b>5</b></p>	<p><b>Partnership with Kings Lynn Sport</b></p> <p>The Chair had received correspondence from Roger Partridge, at the Sports Council and he was keen to work with the Healthier Communities and Older People Partnership. There would be a meeting on 15<sup>th</sup> January 2007 to discuss how best to work together. The Chair asked if any other members of the group had links to the Sports Council. Sue Lowe explained that Age Concern had submitted a Lottery bid to run a wellbeing programme to look at preventative actions in mid to later life.</p> <p>It was <b>AGREED</b> that:</p> <p>1) Sue Lowe to meet with Roger Partridge to discuss links between the Sports Council and the Healthier Communities and Older People Partnership.</p> <p>2) Martin Slater to attend the meeting on 15<sup>th</sup> January 2007 to facilitate partnership working between the groups.</p>	<p><b>SL</b></p> <p><b>MS</b></p>
<p><b>6</b></p>	<p><b>Preparations for Food Fortnight 2007</b></p> <p>Gill Daniels introduced this item and explained that the action</p>	

	<p>group had met just before Christmas. Sian Kendrick-Jones, Martin Slater, Laura Beveridge and Vicky Etheridge were all members of the action group. Food Fortnight would be held between 27<sup>th</sup> October and 10<sup>th</sup> November 2007. Gill had received good responses to her email regarding ideas for food Fortnight. Gill asked the group what focus they would like for the event. In previous years the focus had been quite restrictive as the event had been sponsored by the Learning Partnership. Gill explained they wanted to represent each thematic group. Martin Slater explained part of the focus could match the aims of the Economic Partnership, for example to celebrate living and working in the Borough.</p> <p>It was <b>AGREED</b> that:</p> <p>All members of the Partnership to forward any ideas for Food Fortnight to Gill Daniels at: <a href="mailto:gilldaniels@aol.com">gilldaniels@aol.com</a></p>	<b>ALL</b>
<b>7</b>	<p><b>Update on Draft Localities Action Plan</b></p> <p>June Stokes updated the group on the plan previously circulated.</p> <p>Martin Slater reminded the group of the Partnership's commitment to tackling the local priorities contained within the countywide Local Area Agreement as discussed at the June 2006 meeting of the Health Partnership. The group needed to make explicit the links between the Healthier Communities and Older People Partnership action plan and the agreed outcomes of:</p> <ul style="list-style-type: none"> <li>• Fewer people under the age of 75 die from cardiovascular disease</li> <li>• Improved mental health</li> <li>• Older people live safe, independent and fulfilling lives.</li> </ul>	
<b>8</b>	<p><b>Draft West Norfolk Neighbourhood Plan – Health Plan</b></p> <p>John Rees introduced this item. A report had been circulated previously that outlined the context upon which health improvements could be made within West Norfolk. The focus would be obesity as this covered other illnesses such as Type II diabetes and some cancers. It would be a long term plan as obesity was on the increase.</p> <p>The report also had a timescale for action which would help place focus on who would be responsible for each action.</p>	

<p>The Chair welcomed the report and asked for comments or questions. Eddie West-Burnham noted that it was important for the Local Strategic Partnership to have a focus on mental health issues as 30% of coronary heart disease sufferers also had depression. It would be important to have locally based, locally run activities that were sustainable. Traditional health promotions had not worked due to the lack of sustainability.</p> <p>In response to a question from the Chair regarding allocation of funding in 2007/08, Martin Slater explained that the Partnership would put the funding behind Local and County Partnership priorities.</p> <p>Jane Evans left the meeting at 3.25pm.</p> <p>Eddie West-Burnham welcomed the opportunity to do further work with John Rees to help achieve the outcomes in the report. He explained that work regarding health promotion in schools was patchy and that it would be important to lobby local organisations.</p> <p>Martin Slater noted that the gap between the most deprived and the most affluent, and Vicky Etheridge noted that the gap was closing where neighbourhood renewal funding was available.</p> <p>In response to a question from the Chair regarding the stage the Healthier Communities and Older People Partnership was at, Martin Slater explained that all priorities had been agreed and could be presented to the Management Group and then funding allocated in April 2007.</p> <p>John Rees explained that the Knowledge Transfer Partnership had teamed up with local businesses to look at health issues and find solutions for these. Undertaking this research could help students obtain a higher degree and was centred around obesity. There was no local data available except that from Children's Services in schools. The Chair questioned whether a report of these results would be available to the Primary Care Trust.</p> <p>It was <b>AGREED</b> that:</p> <ol style="list-style-type: none"> <li>1) The Health Plan be endorsed</li> <li>2) Any comments on the Plan to be forwarded to John Rees</li> <li>3) Dates to be added to the Health Plan for the next meeting on 8<sup>th</sup> February 2007</li> <li>4) Links with mental health issues to be investigated and</li> </ol>	<p><b>ALL</b></p> <p><b>JR</b></p> <p><b>EWB/JR</b></p>
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	<p>presented to the Healthier Communities and Older People Partnership at the meeting on 8<sup>th</sup> March 2007</p> <p>5) The report from the Knowledge Transfer Partnership be made available to the Healthier Communities and Older people Partnership once available.</p>	<p><b>JR</b></p>
<p><b>9</b></p>	<p><b>Any Other Business</b></p> <p><u>Cardiac Network</u></p> <p>Joanne Haws from the Norfolk Primary Care Trust attended the meeting and explained there was a small amount of funding available to facilitate partnership working with Local Authorities and the NHS. This would amount to £10,000. Any project would need to show some deliverables by December 2007. The deadline for submission of bids was Friday 16<sup>th</sup> February 2007.</p> <p>In response to a question from the Chair regarding the bid, Joanne explained that any bid would need to outline the following:</p> <ul style="list-style-type: none"> <li>• Partner organisations involved</li> <li>• Targets</li> <li>• Project outline</li> <li>• Objectives</li> <li>• Timescales and milestones</li> <li>• Group targeted</li> <li>• Costings</li> <li>• Long and short term deliverables</li> </ul> <p>In response to a question from Eddie West-Burnham, Joanne explained that several groups could join together to make a bid, but she suggested West Norfolk making it's own bid for £10,000.</p> <p>It was <b>AGREED</b> that:</p> <p>1) Peter Morris from the West Norfolk VCA to write the bid for funding with support and advice from John Rees and Joanne Haws.</p> <p><u>Ban on Smoking in Public Places</u></p> <p>Sian Kendrick-Jones explained that from 1<sup>st</sup> July 2007 there would be a complete ban on smoking in public places. She had received an email that suggested the Borough Council had received grants for smoke free work. She requested where this funding would have been allocated. Martin Slater was not aware of any such funding but would contact Environmental</p>	<p><b>PM/JR/JH</b></p>

	<p>Health Officers at the Council to verify.</p> <p>Sian also explained that 14<sup>th</sup> March 2007 would be no smoking day and she had packs that required distribution. She would contact Environmental Health for assistance with this.</p> <p>Vicky Etheridge questioned whether social landlords would receive these packs and queried whether, for example, communal spaces belonging to Freebridge would fall under the category of public places. Sian explained she was also looking at prisons as public places. Vicky would give some packs to Freebridge for distribution.</p> <p>It was <b>AGREED</b> that:</p> <ol style="list-style-type: none"> <li>1) Martin Slater to investigate whether the Council had received funding for smoke free work</li> <li>2) Vicky Etheridge to distribute packs to Freebridge for distribution to social landlords</li> <li>3) Sian Kendrick-Jones to contact Environmental Health regarding their enforcement role.</li> </ol> <p><u>Connecting Communities</u></p> <p>Eddie West-Burnham outlined the Connecting Communities initiative, and explained that Jackie Squires from the Borough Council had been assisting with the initiative and that funding would be coming to an end soon. Eddie was keen to keep the project running if possible. The project had been short listed for three Lottery bids, including £500,000 for Advice Plus Day Centres into community centres. This bid was unlikely to be successful and therefore funding of £15,000 may be required. He questioned whether this could be made available from second homes funding.</p> <p>In response to a question from the Chair regarding the focus of the project Eddie explained that it would help to combat social exclusion and isolation and involved giving local communities information and advice. Vicky Etheridge highlighted the fact that the Borough Council were involved in the set up of Community Information Points and this could be seen as their contribution to this project. Eddie explained that he anticipated a close link with these information points. Martin Slater explained that he had spoken to Freebridge concerning reaching into communities. Sue Lowe explained that Age Concern were in the process of submitting a bid to Leader Plus for links to Connecting Communities.</p> <p>Vicky explained that there may be a possibility of the Borough</p>	<p><b>MS</b></p> <p><b>VE</b></p> <p><b>SKJ</b></p>
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	<p>Council's hardware being used as 'match funding'. It may make the project more sustainable if existing resources were to be used.</p> <p>It was <b>AGREED</b> that:</p> <p>Eddie West-Burnham to contact the Borough Council's Customer Information Centre Manager to discuss this project further.</p> <p><u>Partnership Membership</u> Sue Lowe explained that Kath Williams from the Department of Work and Pensions (DWP) had requested to be a member of the Healthier Communities and Older People Partnership.</p> <p>It was <b>AGREED</b> that:</p> <p>The DWP representative be invited to join the Partnership.</p>	<p><b>EWB</b></p> <p><b>SL</b></p>
<p><b>10</b></p>	<p><b>Date of Next Meeting</b></p> <p><b>Thursday 8<sup>th</sup> February 2007 in Meeting Room 1, Kings Court, Chapel Street, Kings Lynn at 2.00pm.</b></p>	
	<p><b>The meeting closed at 3.58pm.</b></p>	