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AGENDA for a Meeting

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

on **29th May 2008**

between **2.00pm and 4.00pm**

in **Meeting Rooms 1 and 2, Ground Floor, Kings Court, Chapel Street, Kings Lynn**

AGENDA

1. Apologies and Introductions
2. Minutes of the last meeting held on 27th March 2008 and matters arising (attached)
3. Chair's correspondence
4. Resources - project group and budget update – **Chair**
5. Partnership Action Plan – Priority 1 – CVD / obesity action plan:
 - Knowledge Transfer Partnership update on progress – **John Rees**
6. Partnership Action Plan – Priority 2 – Older People progress report, including:
 - Update on Action Plan from the Older Peoples Group – **Sue Lowe**
 - More Choices Better Choices Consultation – **Sue Lowe**
 - Older Peoples Forum – **Sue Lowe**
 - Sports Activity Co-Ordinator – **Roger Partridge**
7. Partnership Action Plan – Priority 3 – Mental Health, including:
 - Beating the Blues – performance report and update on workshop held on 25th April – **Eddie West – Burnham**
 - Social Inclusion / Whole Life project – **Kay Ingram**
8. LAA Indicators – Update on progress to date – **Martin Slater**
9. Update on Unitary Status – **Martin Slater**

10. Any Other Business

11. Date of next meeting – **31st July 2008** – venue to be confirmed

Distribution

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

Partnership Chair:

Kate Gordon

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Secretariat:

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Minutes of a meeting of the West Norfolk Healthier Communities and Older People Partnership held on Thursday 27th March 2008 at 2.00 pm in Meeting Rooms 1 - 2, Kings Court, Chapel Street, Kings Lynn

Present:

- Kate Gordon (Chair) - Queen Elizabeth Hospitals Trust
- Eddie West-Burnham - West Norfolk MIND
- David Harwood - BCKLWN
- Joanne Haws - Norfolk PCT
- Sue Lowe - Age Concern West Norfolk District
- Sian Kendrick-Jones - Norfolk PCT
- Ben Hunter - BCKLWN
- Kay Ingram - Norfolk & Waveney Mental Health Partnership
- John Rees - Norfolk PCT
- Charles Hare –Winton - Norfolk Childrens Services

By Invitation:

- Noel McGivern - Norfolk PCT

Supported by:

- Martin Slater - Partnership Delivery Officer
- Sarah Dennis - Democratic Services Officer

Apologies for absence were received from:

- Roger Partridge - BCKLWN
- Peter Morris - West Norfolk VCA
- Tony Howell - BCKLWN
- Gill Daniels - Skills & Learning Group
- Julia Little - Marshland High School
- June Stokes - Adult Social Services
- Jane Evans - West Norfolk Carers

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| 1 | <p>Apologies and Introductions</p> <p>Apologies were as noted above.</p> | |

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| | <p>The Chair explained that the group would be meeting bi monthly from now on unless there were pertinent issues that required resolving in which case a core group of members would meet to discuss the issues. There was a full Partnership Board meeting on 31st March which the Chair could not attend although she would prepare a briefing note for Martin Slater to update the Board.</p> | |
| <p>2</p> | <p>Minutes of the Last Meeting held on 31st January 2008 and Matters Arising</p> <p>There was one amendment to the Minutes:</p> <p><u>Whole Life Project</u> Page 7 – should read that the project would impact on all statutory and non statutory services.</p> <p><u>Older Persons Activity Project</u> Sarah Dennis would follow up the invitations extended to attend the Partnership.</p> <p><u>Healthy Food Initiative in Fairstead</u> The Chair questioned whether this proposed initiative had progressed any further. Martin Slater reported that Vicky Etheridge, Neighbourhood Manager had been focussing on the Neighbourhood Charter although there would be cover for her when she was on maternity leave so this initiative may be something her replacement could consider.</p> <p><u>Response to SHA Consultation</u> The Chair reported she had submitted the Partnership's response but had heard nothing to date.</p> <p><u>Obesity Foundation</u> Sian Kendrick-Jones reported that The University of East Anglia and University of Cambridge had a fund available of £5 million for diet and public health centre of excellence. Professor Kopelman would be involved with this work.</p> <p><u>Health Information Guide</u> Martin Slater reported that the intention was to ensure the Intran logo appeared on the guide. Mark Weston at the PCT would be following this up.</p> | |
| <p>3</p> | <p>Chairs Correspondence</p> <p>There was none.</p> | |

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| <p>4</p> | <p>Resources – Project Group and Budget Update</p> <p>Martin Slater reported that after the allocations to the KTP, Older Persons Activity Co-ordinator and Beating the Blues projects, there was £21,926 left unallocated in the budget which would be carried forward into 2008/09. Martin confirmed that the PCT would be providing £20,000 of funding towards the KTP project even though they had initially agreed to fund year three of the project and it was now a two year project. The Chair expressed the need to consider that the KTP project may require additional funding at some point in the future. The group would also need to look at initiatives to utilise the remaining funds.</p> | |
| <p>5</p> | <p>Commissioning Health Services</p> <p>The Chair introduced Noel McGivern to the group and outlined the three priority work streams that the Health Partnership had committed to.</p> <p>Noel McGivern explained the West Norfolk Practice Based Commissioning Consortium was made up of 22 practices in West Norfolk. He explained that last year business cases had been submitted in order to obtain commission funds. Referrals to orthopaedics had improved mainly because other options had been explored thereby reducing the numbers of patients waiting for an orthopaedic surgeon. Noel also explained there was an interpreter in post at Southgate’s Surgery fluent in Russian and Lithuanian which would improve patient care and save translation costs. There may be potential for rolling this out to Swaffham with a Portuguese interpreter.</p> <p>In response to a question from Charles Hare-Winton regarding access to the interpreters, Noel McGivern explained that they were accessible for health issues only at present.</p> <p>In response to a question from Martin Slater regarding collection of relevant data, Noel explained that ethnicity information was being collected, although this was at a high level and not broken down.</p> <p>Noel McGivern explained that the PCT would have funding to invest next year, with an extra £1.3 million into the PCT. Noel highlighted the need to ensure that the west received a greater allocation of resources in future years.</p> <p>There was general discussion around the priorities of the PCT and that mental health had been under funded for many years. Eddie West-Burnham questioned how local organisations could influence the decisions that the Commissioning Board would make. Sue Lowe</p> | |

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| | <p>queried whether the priorities for funding should be coming through the Local Strategic Partnership or the Local Area Agreement.</p> <p>There was discussion around the need to identify alternative methods of health provision, for example with recurring follow up appointments.</p> <p>Eddie West-Burnham questioned how the links between the statutory providers of health and the voluntary sector would be strengthened in line with Government targets. Noel McGivern explained there was a link with the West Norfolk VCA although there could be other links that needed to be explored. It was recognised by the group that there needed to be real action around the links between the statutory providers with the voluntary sector providers.</p> <p>Sue Lowe explained that she was under the impression that the LAA indicators had been ranked according to priority and highlighted the potential risks of this methodology, especially if the voluntary sector organisations did not have a means of putting their case to the Practice Based Commissioning Board. Noel McGivern explained commissioning was neither a competitive nor a tendering exercise. There was discussion around the need to ensure that the system was fair and that there was no discrepancy between the services that the voluntary sectors were being asked to provide for statutory providers and their other clients.</p> <p>It was AGREED that:</p> <p>Any concerns or requests around the Practice Based Commissioning process should be communicated to Noel McGivern or Mark Weston at the PCT.</p> <p>Noel McGivern left the meeting at 3.10pm.</p> | ALL |
| 6 | <p>Partnership Action Plan – Priority 1 – CVD Obesity Action Plan and Update on KTP</p> <p>John Rees introduced this item and explained that further work would be undertaken around the proposal’s costings. Professor Buckroyd from Hertfordshire University had been considering the reduction in BMI and the cost savings this would bring. If the BMI was reduced by 50% then approximately £1.75 million could be saved. Over ten years £50 million over the whole of Norfolk could be saved.</p> <p>In response to a question from the Chair regarding whether this was the final report to be submitted, John Rees explained that further detail was required regarding costs. He noted that a reduction in BMI would be better measured over a ten year period rather than the two year project period. The report would then be submitted to the</p> | |

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| | <p>regional assessor for consideration.</p> <p>The Chair expressed her gratitude to the PCT for providing £20,000 of funding for the final year of the project. John Rees explained that as the project was now for two years Professor Buckroyd had suggested that the project should be centred on Fairstead only. John considered that West Walton should also be included as expectations had been raised.</p> <p>It was AGREED that:</p> <p>A further report to be brought to the Healthier Communities and Older People Partnership meeting on 29th May 2008.</p> | <p>JR</p> |
| <p>7</p> | <p>Partnership Action Plan Priority 2 – Older People Progress Report</p> <p><u>Update on Action Plan from the Older Peoples Group</u></p> <p>Sue Lowe explained that the Older Peoples Group had not met since January 2008 and would next meet on 7th April. A conference event had been held in February after which 33 people had stated they would like to be involved further. Sue explained that Ray Harding, Chief Executive of the Borough Council had attended the event and had expressed the need for support to the Older Peoples Group. Sue also explained that a development worker was needed to work with the Older Peoples Forum for a period of approximately 18 months to two years. Funding would be required for this post, although Future East had provided £7,500 for the post. In response to a question from Martin Slater regarding the Sure Start in Later Life funding, Sue Lowe explained this was still available to them.</p> <p>Martin Slater questioned what the role of the Forum would be. Sue Lowe explained this would be decided at the meeting on 7th April and she would circulate any proposals after this time. Martin noted the role of the Youth Forum which had recently been set up and would be used to consult as appropriate. Charles Hare-Winton explained that he was providing the lead for the Youth Forum and explained they had received a small amount of Partnership funding to get the project off the ground.</p> <p>David Harwood emphasised the need to ensure that priorities for older people in the west were fed up into county priorities.</p> <p>It was AGREED that:</p> <p>Further discussion to take place on the role of the Forum following the meeting on 7th April 2008.</p> | <p>SL</p> |

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| | <p><u>Parliamentary Inquiry into Services for Older People</u></p> <p>Martin Slater explained that the closing date for submission of any comments was 29th April. The Inquiry concerned Local Authority's involvement with older people. As the Borough Council was a two tier authority it had less involvement than other councils, although could make a submission with evidence provided by Partners. The Inquiry considered aspects such as service integration, utilising older people's time and whether there should be a minimum standard for care. Martin highlighted a recent submission by the Borough Council regarding evidence surrounding migration by a member of the Policy and Performance team and suggested a similar approach could be taken. Sue Lowe suggested a sub group could be set up to discuss the issues and necessary evidence.</p> <p>It was AGREED that:</p> <p>A meeting to be held to discuss the response to the Parliamentary Inquiry with input and evidence from Partners.</p> | <p>ALL/SD</p> |
| <p>8</p> | <p>Partnership Action Plan – Priority 3 – Mental Health</p> <p><u>Allotment Project</u></p> <p>Eddie West-Burnham explained that there had been some initial problems with the allotment provided by the Borough Council, due to the presence of asbestos. This had now been cleared and Eddie expressed his thanks to officers at the Council that had ensured this had taken place.</p> <p>The project had now been offered four allotments, and Eddie explained there were two part time workers in post and they would be working with Tim Cara from Forward and Futures and Jimmy Yallop from the Discovery Centre. Eddie was hopeful that there would be a positive result from the practice based commissioning process and providing a holistic way forward as an alternative to anti depressants.</p> <p>In response to a question from the Chair regarding publicity for the project, Eddie West-Burnham explained that this would take place as the project evolved.</p> <p><u>Beating the Blues</u></p> <p>Eddie West- Burnham explained there would be a workshop held on 25th April 2008 regarding the prevention of cardio vascular disease and links to depression and this would be used to provide a case to the Practice Based Commissioning process.</p> <p>It was AGREED that:</p> <p>The workshop presentation to be circulated to the Healthier</p> | <p>EWB</p> |

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| | <p>Communities and Older People Partnership after the event and presented to the next meeting on 29th May 2008.</p> <p><u>Social Inclusion / Whole Life Project</u></p> <p>Kay Ingram introduced this item and explained there was a need to ascertain a focus for mental health issues. A survey had been undertaken of GPs surgeries and this had provoked a 50% response rate. A meeting had then been held with Malcolm Skinner and Deborah Hopkins to construct an action plan. Kay acknowledged that there were gaps in service provision and the service GPs were providing.</p> <p>Kay Ingram explained that a conference workshop had been held and a training programme would be developed. This would incorporate the following three levels:</p> <ul style="list-style-type: none"> • Increasing awareness, understanding and response • Developing skills in the management and treatment of mental illness • Research <p>The Chair noted the importance of partners contributing to this as it had been identified as a Partnership priority. It was recognised that mental illness was more than just a health issue.</p> <p>It was AGREED that:</p> <p>A paper to be prepared outlining some ideas for taking the training issues forward to be brought to the Healthier Communities and Older People Partnership meeting on 31st July 2008.</p> | KI |
| 9 | <p>Update on Ongoing Business</p> <p><u>a) Food Fortnight 2008</u></p> <p>Food Fortnight would take place between 1st and 16th November 2008. A newsletter outlining the event from 2007 had been circulated. Martin Slater requested that the HCOPP could consider some health focussed events for 2008.</p> <p>Joanne Haws referred to her previous experience of the event in 2007. Martin explained that there could be an event linked to the Around the World in 80 Dishes event which was extremely well attended. Joanne considered events that were not advertised as being specifically health focussed may be more beneficial. This view was supported by John Rees.</p> <p>Sian Kendrick-Jones outlined the potential for community initiatives around food, for example food hygiene. Martin Slater explained that this had been part of the Around the World in 80 Dishes event in</p> | |

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| 10 | <p>Any Other Business</p> <p><u>LAA Indicators</u> Sue Lowe raised concerns around the apparent ranking of the LAA indicators and Martin Slater explained that he did not think that the indicators were ranked for importance but that they may be listed according to who had put them forward for inclusion.</p> <p>It was AGREED that:</p> <p>1) Details for Eve Dewsnapp, LAA Co-ordinator to be forwarded to Sue Lowe</p> <p>2) A copy of the LAA indicators to be forwarded to the Healthier Communities and Older People Partnership</p> <p>3) The LAA indicators to be an agenda item for the meeting on 29th May 2008.</p> | <p>MS</p> <p>MS/SD</p> <p>SD</p> |
| 11 | <p>Date of Next Meeting</p> <p>The next meeting will be held on Thursday 29th May 2008 at 2.00pm in Meeting Rooms 1 & 2, Council Offices, Kings Court, Chapel Street, Kings Lynn.</p> | |
| | <p>The meeting closed at 4.15pm</p> | |