

**Meeting of the Health, Housing and Wellbeing Partnership Board
Held on Thursday 15 January 2009
At 1.00 p.m. in St. Cedds Training Room**

Present:

Linda Allen	Maldon MIND
Janet Cloke	50+ Forum & Althorne Ladies Club
Chris Dispirito	Guinness Independence at Home
Clive Gibson	Granta Housing
Lisa Kaye	Dengie Project Trust
Cllr Brenda Keighley	Maldon District Council
Alastair Morrell	Maldon District Council
Paul Murphy (CHAIR)	Maldon & District CVS
Lindsey Read	CARA
Prof Lew Schnurr	Maldon District Tier 1 Councils
Jackie Tomic	Mid Essex PCT
Salleigh White	Moat Homes Ltd
Deborah Wyrill	Mid Essex PCT

In Attendance:

Sarah Nash (Notes)

1. Welcome, Introductions & Apologies

Paul Murphy welcomed all to the meeting and introductions were made.

Apologies for absence were received from: Jacqui Sinden (Dengie Project Trust), Claire Beattie (Maldon Carers Centre) and James Cornelius (Moat Housing)

2. Announcement of Any Other Business

None.

3. Approval of Agenda

Agenda approved.

4. Minutes of the Last Meeting

The minutes of the last meeting were agreed as a true record. It was noted that Lindsey Read's surname had been mis-spelt in the Apologies.

5. Matters Arising

Matters arising were noted as follows:

Older Persons Needs Assessment

Deborah Wyrill reported that the first stage of work had now been completed. Once the second stage is complete a brief report will be prepared.

Action: Paul Murphy to incorporate the Needs Assessment into the 65+ action priority.

Health Development Worker

Paul Murphy confirmed that an advert is to be placed for the post of Health & Wellbeing Development Officer which will be shared with Braintree.

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**Action: Deborah Wyrill to circulate to Board Members at the next meeting.
Health & Wellbeing Park**

LK advised that work is currently in progress pulling together interested parties.

Action: Jacqui Sinden to provide update for Action Plan.

A discussion followed on the importance of identifying a suitable and meaningful site which may be difficult to find due to the lack of land and local interest.

Action: Lisa Kaye to ensure that Jacqui Sinden is made aware that the site must be accessible to all by public transport.

Indicator 141 – People Achieving Independent Living

Clive Gibson reported that there are to be changes in the funding streams following a review of residential care placements throughout Essex. Further feedback will be provided once Clive has met with Paul Gayler.

PM report that the LSP has formally adopted the above indicator, and asked HHWBPB members to consider additional activities that will deliver against it.

6. LSP Steering Group Update

Action Plan / Terms of Reference

Paul Murphy advised that the action plan had been ratified by the Steering Group and changes to the Terms of Reference were noted as follows:

Membership – wording changed to read ‘Chairman and Vice Chairman should not be from the same organisation’.

Quorate Membership – a minimum of 5 representatives are to be present with at least 2 from the list of particular members mentioned.

Emergency Disaster Planning – it was agreed that reference to HHWBPB leading on this should be removed as the District Council will be leading on this, but it was asked that the TOR reflect the supportive role the HHWBPB will play in disaster recovery.

The changes were agreed and signed off.

Performance Reward Grant

Paul Murphy reported that all bids submitted had been successful for the full amount requested:

- Scoping project for voluntary sector resource building
- IT accessibility for older people
- Mediation
- Hospital Link Worker

Progress on and a detailed business plan for each project will be reported back to the Board in due course.

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LSP Funding

PM reported that figures for this had been reported inaccurately at previous meetings, and that the HHWBPB had in fact requested:

- £6k Older Persons Needs Assessment – external funding now being sought
- £4k individual budgets – not going ahead
- £1k Carers Envelope Scheme

Paul Murphy advised that further to discussion with the LSP core group, funding will be retained for the next financial year as follows:

- £4,200 for Carers Scheme
- £6,800 to be ring-fenced for the sub group for other activities.

PCT funding

In addition, £20k may be available from the PCT for the LSP to spend on health and wellbeing.

£20k had been requested for the Older Persons Needs Assessment / Home from Hospital Scheme and £10k towards the CDRP Youth Worker (a joint bid with CYPSP).

Paul went on to explain that a decision had yet to be made and that Cllr. Penny Channer and Hazel Berrett would be investigating further prior to making a decision about allocation of this funding. It is hoped that confirmation will be received by March 2009.

The role of the Youth Worker was discussed and the need to work more closely with the HHWBPB and form closer links with schools was also highlighted.

Action: Paul Murphy provide an update on funding allocation to the next meeting of the Board.

Structural Changes to LSP

Paul Murphy advised that guidance from a national level had been received advising that LSPs need to link more closely with the LDF (Local Development Framework). A change in the Economic Development Sub Group has led to the review. This has resulted in a new 'Place-shaping' subgroup, which is required to link with other sub groups and fill in issues.

The environment and transport task and finish groups have already met, and will form sub-groups of this 'Place-shaping' group.

Health Inequalities

PM advised the HHWBPB that the LSP and its subgroups are required to ensure that their action plans include activities to target health inequalities. It was felt that many actions already targeted disadvantaged groups, and Debra Wyrill has undertaken to develop a specific Health Inequalities action. A meeting earlier in January had been planned to establish 'governance' structures to ensure that health inequalities could be identified and tackled, but this was cancelled further to an initial meeting with the HHWBPB Chairman and LSP representatives, which found that governance

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appeared satisfactory. The HHWBPB Action Plan's success in tackling health inequalities will be review at the end of the year.

7. Review of Progress against Action Plan 2008 - 2010

Updates relating to the 2008 – 2010 Action Plan were noted as follows:

NI 56 & 122

There was discussion about the need to work with the CYPSP to deliver against these priorities (obesity and teenage conception rates). The HHWBPB had so far found it difficult to liaise with the CYPSP on these matters. It was hoped that the HHWBPB could support the CYPSP in its creation of an interim action plan to tackle these areas

Action: Paul Murphy to request that CYPSP activity is added to the Agenda for discussion at the next LSP Steering Group.

NI 122

Deborah Wyrill reported that responses are being collated at a local level. A working group will be set up to feed into CYPSP and volunteer representation is being sought.

Further feedback will follow.

NI 120 (all cause mortality)

Deborah Wyrill reported that data is now available for collation. Partnership actions are to be identified.

Action: NI 120 to be added to the Agenda for the next Board Meeting in March 2009.

NI 123

Deborah Wyrill explained that it is hoped that partner organisations represented on the Board will commit to a representative of their organisation attending a training session which will provide them with information on client referral to the stop smoking service.

The concept of the training was explained and representatives were asked to contact Deborah to sign up. It is hoped that training will be provided locally and Lew Schnurr advised that it may be possible to use Plantation Hall, Heybridge.

Action: Deborah Wyrill to provide Leanne Hinton with further details for circulation to Board Members.

Action: Deborah Wyrill to update the action plan.

NI 135 – Gummed Envelope Scheme

Action: Leanne Hinton to circulate agreement / details of the launch scheme to Board Members.

NI 135 – Locally Enhanced Services

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Deborah Wyrill advised that 15 expressions of interest have been received (5 from within the Maldon area). Those interested will now be approached and an agreement provided to sign up to for the next Financial Year.

Action: Deborah Wyrill to update the action plan.

NI 135 – Carers Needs Assessment

Action: Paul Murphy to send reminder to Krista Levey to provide an update.

NI 135 – Link Work

Funding has now been secured.

LI 2.1 – Increase Independence at Home

Meetings have been held with the HIA and work with ECC is currently ongoing to promote and expand the role of the HIA.

A partnership approach being developed to promote affordable warmth with the HIA.

A review of the DFG process will be taking place with consultation with the HIA and others, including identifying good practice.

LI 2.1 – Improve Access to Information

Partners have been identified and a draft project plan will be agreed once funding has been secured.

LI 2.1 – One Place

Ongoing.

Action: Jacqui Sinden to update the action plan.

Local Indicator – Health Review Groups

No progress to report.

Deborah Wyrill advised that people had been asked to take part in the telephone interviews which have now taken place. The focus group will meet on 17 February 2009 to discuss further.

Action: Deborah Wyrill to update the action plan.

Local Indicator – Community Hospital

A meeting with the architects had been held in December 2008. The next meeting is scheduled for 08 February 2009.

Local Indicator – Heybridge Health Centre

A business case has been prepared and suitable premises are currently being identified and possibilities being looked at. It was noted that an unallocated site will require planning approval.

It is hoped that the business case will be published by the end of March 2009.

Local Indicator – Access to Psychological Therapies

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Cambridgeshire and Peterborough currently hold the contract and are keen to meet with representatives of the voluntary sector.

Action: Deborah Wyrill to update the action plan.

NI 7 – Thriving Third Sector

Both actions going ahead as planned. A further meeting of the Compact Steering Group will be held in January 2009.

The Community Services Committee met in December and Chris Rust was nominated as the Maldon Compact Champion.

NI 6 – Volunteering Schemes

A further update will follow once county action plan is produced.

NI 6 – Youth Volunteering Project

Action is progressing as planned.

NI 156 – Temporary Accommodation

Homelessness Strategy Action Plan currently progressing.

NI 156 – Reduce Levels of Homelessness for Young People

Referral, monitoring and promotion including liaison with Supporting People to begin February 2009 subject to confirmation of funding.

LI 2.2 – RSL Forum

Action: Paul Gayler to provide update to the next Board Meeting.

LI 2.2 – Empty Homes Strategy

Empty Homes Strategy established and funding is currently being sought from EERA.

Action: Paul Gayler to provide update to the next Board Meeting.

LI 2.2 – Rural Housing Programme

A Rural Task Group is to be established as part of the development of the Housing Strategy.

NI 141

A forum is currently being developed.

Action: Jacqui Sinden to provide an update to the next Board Meeting.

8. Consideration of Additional Priorities for Action Plan

A discussion followed on additional priorities to be added to the action plan and suggestions were noted below:

- Children / young people's needs.
- Supported housing in the Burnham area – needs have been identified.

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- Identification of the needs of BME communities – unless registered by an employer, few records are held of women in particular.
- Access to social and leisure facilities for people with learning disabilities – a steering group has been developed and a funding bid received for 2 years with effect from April 2009.

Any priorities identified will need to be approved by the LSP.

The Board agreed that actions relating to identifying the needs of BME communities and access to social and leisure facilities should be added to the 2008 – 2010 action plan.

Action: PM to add the approved actions to the 2008 - 2010 action plan for approval by the LSP.

9. Homelessness Strategy

Further update to be provided by Paul Gayler.

10. Update on LINKs

The first annual meeting has been scheduled and an invitation will be distributed in due course.

Action: Claire Beattie to be asked to provide an update to the next Board Meeting.

11. Partners Update

Guinness Independence at Home

Chris Dispirito had recently attended a 'Home from Hospital' meeting. Funding will be made available for next year and Chris advised that the service is currently looking at covering Braintree in the future.

Survey results have been good so far.

CARA

Lindsey Read advised that volunteer training had taken place on Tuesday and that the organisation had been carrying out a lot of work in the Maldon area.

Mid Essex PCT

The PCT are currently carrying out a health needs assessment for vulnerable adults (those with learning difficulties or the frail elderly). Suggestions of stakeholders should be passed to Deborah Wyrill.

Deborah gave details of the 'Village Agent' project which would be starting soon in Braintree. This will be a useful project to help signpost isolated people to relevant services / organisations. A meeting will be held on 16 January 2009 to find out more about the scheme and how it will work.

Action: Deborah Wyrill to provide a link to the Gloucestershire Model for Board Members information.

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Granta Housing

Clive Gibson advised that he had attended a First Aid for Mental Health training 2 day training course with a view to cascading information down.

CVS

Paul Murphy reported that the bid to receive funding for an additional Viking Community Transport mini bus had been successful in obtaining half of the required funding. Work continues on seeking funding for the remaining money.

12. Any Other Business

PM reminded members that further to the adoption the revised Terms of Reference, the HHWBPB is required to nominate leads on particular themes, with a responsibility of cascading information to and feeding in the views of those not sitting around the table. He asked that members consider whether they would be prepared to put their name forward for this.

Action: Paul Murphy to circulate revised Terms of Reference plus a list of examples of possible themes, for consideration.

13. Future Meeting Dates

Future meeting dates were noted as follows:

12 March 2009
14 May 2009
09 July 2009
10 September 2009
12 November 2009

All meetings will commence at 1.00 p.m. in St. Cedds Training Room unless otherwise advised.

Action: Leanne Hinton to make the necessary venue booking and arrange for water to be made available at each meeting.