

**Meeting of the Health, Housing and Wellbeing Partnership Board  
Held on Thursday 12 March 2008  
At 13:00 in St. Cedds Training Room**

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**Present:**

Paul Murphy (PM) (CHAIR)	Maldon & District CVS
Janet Cloke (JC)	50+ Forum & Althorne Ladies Club
Jacqui Sinden (JS)	Dengie Project Trust
Claire Beattie (CB)	Maldon Carers Centre
Paul Gayler (PG)	Maldon District Council
Lindsey Read (LR)	CARA
Prof Lew Schnurr (LS)	Maldon District Tier 1 Councils
Jackie Tasic (JT)	Mid Essex PCT
Salleigh White (SW)	Moat Homes Ltd
Debra Wyrill (DW)	Mid Essex PCT
Margaret Pearce (MP)	SWANS
Krista Levey (KL)	Essex County Council

**In Attendance:**

Leanne Hinton (LH)	Maldon District Council
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**1. Welcome, introductions & apologies**

PM welcomed all to the meeting and introductions were made.

Apologies for absence were received from: and James Cornelius (Moat Housing), Clive Gibson (Granta Housing), Shalene Guildford (SWANS) and Age Concern.

**2. Announcement of any other business**

Funding arrangements, Dengie Hundred Health Needs Workshop and LINKS

**3. Approval of agenda**

Agenda approved.

**4. Minutes of the last meeting**

The minutes of the previous meeting were agreed as an accurate record, subject to the following amendments:

PMM 5 - DW stated that there will be **2** Health Development Worker posts, one in Braintree and one in Maldon. Additionally, the permanent post has been changed to a 2 year fixed term contract and short listed candidates will be made aware on invitation to interview.

PMM 6 – PCT Funding – should read £20k has been requested for the **Rustic scheme** not the Older Persons Needs Assessment.

**5. Matters Arising**

PMM 5 - Older Persons Needs Assessment – PM reported that this has been added to the action plan.

PMM 5 – Health and Well Being Park – the site concerns of the group were passed on to the relevant contacts.

PMM 6 – It was noted that the LSP Steering Group has not met since the last meeting, so no further update on funding allocation is available.

## **5. Matters Arising (Cont/d)**

PMM 7 – Discussion have taken place between PM and Julia Mackenzie surrounding Children & Young People's Health subgroup, and a joint CYPSP/HHWBPB group is being formed.

PMM 7 – PM confirmed that the approved actions from the last meeting had been added to the action plan.

## **6. LSP Steering Group Update**

PM declared that the Steering Group have not met and the meeting will take place on 13 March 09.

PM did provide further details on the creation of a 4<sup>th</sup> LSP sub group named the Place Shaping sub group. Within this sub group there will be two further sub groups Transport & Access and Environment. It was agreed that the Place Shaping subgroup should be responsible for the 'bricks & mortar' aspect of housing, with the HHWBPB responsible for the social and health aspects..PG will be the HHWBPB representative on this group.

**Action: PM to report back or on any further progress.**

The LSP website has now been launched and can be accessed at [www.maldonlsp.net](http://www.maldonlsp.net).

## **7. Review of progress against Action Plan 2008-2010**

PM informed the group that as the TEN system is not up and running, the action plan has been updated but has yet to be converted into the new format.

NI 56 – Health sub group of the CYPSP has not met, exact remit and structure to be agreed between DW and Julia Mackenzie on 24.03.09 and invites to group will be circulated.

NI 56 - Young Carers at Risk of Obesity – DW and CB proposed to take a more generic general approach rather than identifying specific carers. Work in Partnership with the Healthy Living team was reported to be taking place in all primary and secondary schools. This was agreed by the group

**Action: DW and CB to amend wording of the action to reflect this change in approach**

NI 56 NEET Young Carers at Risk of Obesity – the PCT have funded a post for Maldon for 3 years from April 09. NEET young carers are identified weekly through the Schools. Teachers are offered training every term and teachers gain increased knowledge through working on actual cases.

NI 122 – Teenage Pregnancy Rate - Maldon's 1<sup>st</sup> Teenage Pregnancy group has been set up and DW has taken on the role of Chair. DW announced plans to produce a Teenage Pregnancy Plan, which attracts £2k funding to be used on projects, if completed by 29 April 09 deadline. PG agreed to attend as the District Council representative.

NI 120 – All Cause Mortality Rate – DW raised proposals to conduct a mini needs assessment to establish the causes, in order to undertake projects targeted at these causes. Assessment to be lead by the new Health and Well Being Development Officer with an extended target completion date of June 09.

NI 123 – Brief and Opportunistic Interventions Training on Smoking – Partner Agencies to undergo the training.

**Action: All Partner Agencies to provide DW with details of your chosen rep(s) by 31.03.09 and DW to send reminder.**

#### **7. Review of progress against Action Plan 2008-2010 (Cont/d)**

NI 135 – Gummed Envelope Scheme - CB is awaiting the free post licence number to send the designed envelopes to print.

**Action: PM to submit proposal to LSP Steering Group to extend completion date to May 09.**

NI 135 - Locally Enhanced Services – as yet DW has not received any take up from GP's.

**Action: the PCT to send reminder to all GP Practices regarding annual health checks for carers.**

NI 135 - Carers Assessment – is being driven forward with a target date of achievement set as March 09.

**Action: KL to speak with Shirley Clark regarding promotion and provide PM with a written update on action.**

NI 135 – Hospital Link Worker – the successful candidate is in post and already engaging with health staff on wards. It was noted that the agreed target is expected to be exceeded.

LI 2.1 Older Person's Needs Assessment – DW reported that Trident have been awarded the Contract and are now working on the first stage of the assessment. Stakeholders will be asked to contribute to the production of the questions for the survey. All surveys are expected to be completed by the end of June, when analysis of the data will begin.

LI 2.1 – Home Improvements – PM reported that the Home Improvement Agency are now on the groups Membership. PG reported that a review of the DFG is being undertaken, which should be completed by Apr/May. Any changes to the current DFG services will be implemented by June 09.

LI 2.1 – Older Person's IT Scheme – PG declared that the PRG bid submitted for the Older Person's IT Scheme was successful, although the £30k has not yet been received. A meeting has been called to discuss practicalities of implementing the scheme and linking with existing projects. It was reported that the Dengie experiences poor broadband connection and it was agreed to review this at a later stage.

LI 2.1 – LSP Transport Sub Group – DW verified that the group had their first meeting, the next is scheduled for April.

LI 2.1 – Home from Hospital Scheme – the issue of the schemes shortfall in funding (£1k) between now and April was discussed. £10k funding from LSP from April onwards has verbally been agreed by not yet confirmed.

LI 2.1 – Reduction of Carbon Footprint – the Citizens Advice Bureau, Burnham is moving into the One Place building.

LI 2.1 – Health and Wellbeing Centre – It was noted that the project is progressing well, with key Partners contributing to a business plan, of which a first draft should be available by April 09. Unfortunately, a bid to PCT was unsuccessful.

LI LDG – Heybridge and Dengie Health Service Reviews - the reports are expected back May 09.

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LI LDG – Community Hospital – KL provided a confidential update to the group from the workshop held on 20.03.09, which will be circulated to the group. It was noted that the Strategic Outline Case has not been completed. The next Community Hospital meeting is scheduled for 09.04.09.

**Action: KL to circulate consultation.**

## **7. Review of progress against Action Plan 2008-2010 (Cont/d)**

LI LDG – Improve Access to Physiological Therapies –

**Action: PM to invite IAPT to the next meeting to discuss.**

NI 7 – COMPACT – Essex COMPACT has been launched and Maldon's is currently being revised.

NI 7 – Voluntary Sector Accommodation – PRG bid was successful for the feasibility study, with the proviso that funding for the building becomes available. Meeting with the District Council are underway regarding the production of a business case etc.

NI 6 – Employers Volunteering Scheme – bids for EDA monies have been submitted.

NI 6 – Youth Volunteering Project – PM is scheduled to meet with Southend CVS to discuss concerns that Maldon has been some what neglected with this scheme.

**Action: PM to provide feedback from his meeting with Southend CVS at the next meeting**

NI 156 – Homelessness Mediation – PRG bid was successful, looking to start June 09.

LI 2.2 – RSL Forum – is progressing and is due to commence shortly.

LI 2.2 – Rural Housing Programme – meeting scheduled for next week, with representative from District and County Council's, Housing Associations and the Rural Community Council for Essex.

NI 141 – Dementia Care Strategy – a multi-agency Steering group has been introduced to progress the strategy.

NI 141 – More2Life – is progressing and will be ready to launch in April/May 09.

Health Needs Assessment for Gypsies, Travellers and Migrant Workers – report will be out in May following the Housing Needs Survey, conducted by MDC. PCT and MDC to link.

**Action: DW to provide PG with details for the PCT contact dealing with the Gypsies, Travellers and Migrant Workers, HNA.**

DW reported that Village Agents Scheme is helping to keep a watch on Maldon's deprived area. It was noted that this action is on target to meet its performance indicator of a 1% reduction.

**Action: DW to provide an update from the meeting scheduled for May 09.**

## **8. Improving Access to Psychological Therapy – DEFERRED**

## **9. Update on LINKs**

CB confirmed that two workshops have been organised to engage with the Public, on current relevant issues. Telephone conferencing and email are options for those who cannot attend the meetings. The first workshop is on 20 March 09 at St Peter's Hospital between 10:00 and 14:00

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and will include a drop in session, as well as a lecture by Alison Manton on the new Community Hospital proposals. The second workshop will be held at the Dengie Hundred Sports Centre on 30 March 09 between 10:00 and 14:00 and will also includes a drop in session, as well as a talk by Viking Community Transport.

#### **10. HHWPB Representation & Theme Leads**

PM suggested that following the agreement of the revised Terms of Reference theme leads should be assigned for particular areas. The following people agreed to represent the following areas: CB for Carers Representative, JS for Older Persons, PG for Housing.

**Action: All to confirm by next meeting if they would be happy to represent a specific area.**

#### **11. Partners Update**

MP reported cutbacks in Services at SWANS.

LR reported that 7 counsellors are currently undertaking training with them.

PG stated that MDC are currently working on the Housing Strategy. It was agreed for PG to meet individual with all group members to receive their contribution, once an outline has been produced in the next 4-6 week.

**Action: PG to liaise with Al Morrell to provide a Supporting People Strategy presentation to the next meeting.**

It was agreed for update forms to be distributed with the agenda, to be completed and tabled at the meetings to reduce the time taken reviewing the action plan.

**Action: PM to distribute.**

LS expressed ongoing concerns surrounding the Dengie Health Services review.

KL reported a change of Senior Management at ECC, with Liz Stichin now covering Adult Health and Well Being.

JT announced that MEND and Mini MEND have now started, for families who are overweight or obese.

CB expressed sincere concerns at ECC not confirming voluntary sector grants from Adults Health & Wellbeing, resulting in a number of difficulties for Third sector groups. KL agreed to look into this

**Action: KL**

#### **12. Any Other Business**

PM handed out consultations on pancreatic cancer and new born babies care.

Discussions took place around the funding application process. PM he had received funding requests from a number of projects, but that funding could only be allocated to partnership projects, and the funding allocations can only be made to projects identified within the action plan.

**Action: PM to feed this back to the projects. Allocation of remaining HHWPB funding to be considered at the next meeting.**

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**13. Date of Next Meeting**

14 May 2009 at 13:00 in St Cedd's Training Room

**PLEASE ALLOW UP TO 3 HOURS FOR THE NEXT MEETING.**