

**LOCAL STRATEGIC PARTNERSHIP  
HEALTHIER COMMUNITIES EXECUTIVE (HCE)**

**MINUTES OF THE MEETING HELD  
ON 17 JANUARY 2006**

**Present:** Please see attached

**Apologies:** Please see attached

**1. Minutes of the meeting held on 8 November 2005**

1.1 The minutes of the meeting were agreed.

**2. Matters arising**

2.1 There were no matters arising additional to the agenda.

**3. Feedback from LSP Board meeting**

3.1 Selina Bolingbroke tabled a revised draft paper setting out the Thurrock LSP working principles. Janet Hunter shared this paper with members and advised members that the working principles were due to be ratified at the Thurrock LSP Board meeting in February. Selina Bolingbroke invited members to submit comments. Janet Hunter considered the draft principles were cogent, concise and clear and are ones that could be operationalised.

**4. Thurrock PCT Strategic Services Development Plan (SSDP)**

4.1 Janet Hunter advised that Thurrock PCT's first draft SSDP had been developed by Sharon Yepes-Mora. Sharon Yepes-Mora gave a presentation on the content of the plan, the issues examined in developing it and next steps. A copy of the presentation is attached at Appendix A. Sharon Yepes-Mora sought members comments. A summary of responses is set out below.

4.2 Chris Paley said that the HCE needs to ensure that the whole health and wellbeing agenda is incorporated, including integration. Val Liddiard considered that an SSDP is needed for the borough in serving the community and Thurrock PCT's SSDP is a good starting point to ensuring the health and wellbeing agenda is reflected. She questioned whether this was a PCT strategic plan or whether it is the platform for obtaining the commitment as to what integration will look like and understanding how areas are served.

- 4.3 Sheila Adams-O'Shea said that plans need to be developed to underpin the service strategy and these should be defined in more detail between January and March. We need to ensure that the design of the children's centres is built into the plans and the model takes account of local spokes. In doing this service tiers should be incorporated taking account of the community and voluntary sector.
- 4.4 Selina Bolingbroke endorsed the integration agenda but was unclear how this relates to the LSP agenda. It was clear that the SSDP is a PCT strategy and it is expected that all partner agencies should begin to integrate their own corporate planning into this. Stronger hooks are needed giving the commitment to social care and the children and young persons agenda and thus inclusion which would bring vast benefits, to make explicit reference to activity rather than implicit as now. It also needs to include more detailed demographic information rather than broad brush demographics such as age, gender, ethnicity, where available. In addition, an estimate of the number of other health workers that will be required in the future should also be included. The commitment to take developments forward is also needed and need to keep in mind the spatial dimension. The HCE is committed to delivering a number of priorities and further work needs to be undertaken to enable the hub and spoke model to be developed. A lot of commitment is required and there needs to be a comprehensive way of recognising this.
- 4.5 Mark Magrath advised that the information contained in the SSDP did not conflict with BTUH's 3 year plan. The development of diagnostic services in the community complements it. However, the funding stream to support the hub and spoke model and other services required clarification. Sharon Yepes-Mora advised that it was not the PCTs sole responsibility to provide capital or revenue funding. There is the potential for other partner organisations to contribute and support the development of the hub and spoke model, and own different parts of the model.
- 4.6 Ian Rydings advised that the local authority is currently undertaking an asset management review of all property and agreed to provide Sharon Yepes-Mora with the contact person. It was unclear as to the degree of funding that would be required whether capital or revenue, and whether this was real or aspirational.

**Action: Ian Rydings**

- 4.7 Pam Pearse considered that there was still a lot of thinking required and that a flow chart including timescales for implementation is required. There also needs to be consultation of local people for the central hub site
- 4.8 Kishor Padki said that it is important that the SSDP moves ahead. There needs to be a reduction in hospital activity and increased emphasis placed on prevention including smoking and obesity. Practice Based Commissioning and demand management is required to deliver all integrated services and ensure services are self sustaining. There is a need to deliver some hospital services in a primary care setting.
- 4.9 Sheila Adams-O'Shea said there is a need to monitor the flow of patients accessing acute services to enable the preventative health and wellbeing programmes to be further developed. A delivery structure is required to support this and suggested that a number of task and finish groups are established to enable this to happen.

- 4.10 Sharon Yepes-Mora said the SSDP provides an overview of the health and health development in Thurrock. There is the opportunity to include more demographic information. However, this would considerably increase the length of the document. In addition, the SSDP doesn't describe the funding streams for services. Business cases would need to be developed and the Invitation to Tender process adopted.
- 4.11 Janet Hunter thanked members for their feedback. Janet Hunter said that the SSDP is a framework for NHS planning and is the beginning of a process to unlock NHS estates. The HCE needs to ensure that the plans of the local authority, the TTGDC and other key stakeholders are reflected in the HCE workplan and members need to work together in finding ways of bringing all plans together. The SSDP is due to be signed off in February/March 2006. HCE members were invited to submit any further comments to Sharon Yepes-Mora. It was agreed that a final copy of this paper would be circulated to members when available. It was also agreed that Sharon Yepes-Mora and Selina Bolingbroke would meet and discuss the document further.

**Action: Sharon Yepes-Mora,  
Selina Bolingbroke**

## **5. LSP Healthier Communities Executive Draft Priorities**

- 5.1 Janet Hunter advised that a first draft of the HCE priorities had been developed following the discussion at the HCE meeting in November. This took into account the outcomes from the HCE launch event in October, the PCT's SSDP and contributions received so far from other partner organisations. It was noted that further work is required to ensure that the key activities of other partner organisations contributing to the HCE energetic and healthy and inclusion themes, are fully reflected. It was proposed that discussion around the draft priorities takes place in small groups. The aim is to confirm the whether the draft working principles and the objectives are correct; to identify any omissions and agree timescales for delivery.
- 5.2 Janet Hunter sought members views on this approach. Initial views expressed are set out below:
- Working principles of the LSP should be taken into account and how they inform the HCE's workplan
  - How the HCE adds value to the LSP principles
  - Agree headlines ie signposting of themes, ensuring themes represented in the document
  - Older People's agenda not reflected, would require officer level colleagues' contribution
- 5.3 Small group discussion commenced. The outcome of these discussions is at Appendix B. Janet Hunter thanked members for their feedback. It was important that the workplan is formulated within the next six months and that it includes not only the short-medium term objectives but longer term objectives also. Janet Hunter advised that the workplan needs to be more than a summary of individual

organisations plans and that the added value the HCE brings to the LSP should be at the heart. It was proposed that a small working group is established to take forward this activity and report back at the next meeting of the group.

5.4 Selina Bolingbroke acknowledged this but advised that it is also important to take account of what the tasks are and the associated timescales for delivery. Parallel processes are needed between the Community Strategy, to be published by end March 2006, and the HCE workplan. Selina summarised the activity required as an outcome of this meeting.

- Themes in the HCE draft priorities to be redrafted in light of the feedback received today. HCE Chair to sign off.
- Programme Board co-ordinators group meeting in early February. The aim of this meeting is to look across all LSP themes and cross reference them against programme board priorities
- A small working group is established to feed in contributions of other partner organisations into the HCE draft priorities.

5.5 Janet Hunter advised that Sharon Yepes-Mora would lead this group. Initial thinking around membership included Zena Deayton, Colin Slasberg, Ceri Armstrong, Rita Cheatle. Sharon Yepes-Mora agreed to circulate the proposed membership.

**Action: Sharon Yepes-Mora**

## **6. Collaborative working for an active Thurrock**

6.1 Colin Brown informed members of the joint PCT/TBC event is being held in February focusing on physical activity. The event is being chaired by Chris Paley, Director of Community Wellbeing, Thurrock Borough Council. This event is the beginning of a joint planning process and is engaging local stakeholders in developing local plans for physical activity. It is anticipated that the outcomes of the event will include a set of actions and priorities – not purely sport focussed – but which link to active work places, transport, open spaces and so on; avoid duplication in Thurrock and explore ways of maximising the impact of these services.

6.2 It was agreed that the outcomes of the joint planning event would be presented to the HCE at their next meeting.

**Action: Colin Brown**

## **7. Report from Transitional Joint Partnership Board**

7.1 Janet Hunter advised members that the Transitional Joint Partnership Board for the Integration of Adult's and Children's Health and Social Care services had been established following the launch of the national guidance at the end of July which focused on the reconfiguration of SHAs, PCTs and Ambulance Trusts.

- 7.2 This Board is currently considering a number of issues, one of which is the interim governance arrangements and ensuring that accountability to statutory organisations is maintained.

## **8. Ratification of LSP Healthier Communities event report**

- 8.1 Janet Hunter advised that following the meeting on 8 November further work had been undertaken on the event report to bring out the sustainable communities and wellbeing agendas. Further comments were invited from members. No further comments were received. The event report was subsequently ratified.

## **9. Date of next and future meetings**

- 9.1 Janet Hunter advised that meetings of the HCE had previously been scheduled on a bi-monthly basis. A number of meetings did not align with meetings of the LSP Board. The proposal was to reschedule meetings planned for March/May and September/November to end April/early May and mid October respectively. Following discussion it was agreed that the HCE meeting scheduled for 14 March should remain and that Sharon Yepes-Mora and Selina Bolingbroke would consider the timing of future meetings in line with the LSP.

**Action: Selina Bolingbroke,  
Sharon Yepes-Mora**

## **10. Any other business**

### Tobacco & Smoking Review

- 10.1 Kishor Padki advised that there is a requirement of NHS organisations and others to be smoke free by the end of 2006. The PCT currently has a smoking cessation team and has a smoke free policy. The PCT has written to SEPT and BTUH encouraging them to be smoke free. However, further work is required around the control of tobacco and it was proposed that a local tobacco control group is established.
- 10.2 It was agreed that a paper is produced setting out the proposals for establishing this group, to be presented at the next meeting.

**Action: Kishor Padki**

### Children & Young People's Vision and Priorities

- 10.3 Sheila Adams-O'Shea advised members of the consultation exercise being conducted during January/February 2006 on the Children's and Young People's vision and priorities. A consultation pack is currently being produced and will be issued to members for comment shortly.

## **11. Date of next meeting**

- 11.1 The date of the next meeting is 14 March 2006, from 2-4.30pm, The Horndon Room, Thurrock PCT.

**PRESENT:**

<b>Name</b>	<b>Position</b>	<b>Organisation</b>
Sheila Adams-O'Shea	Director of Nursing & Clinical Governance	Thurrock PCT
Julie Baker	Project Manager - Secretariat	Thurrock Primary Care Trust
Selina Bolingbroke	LSP Partnership Director	Thurrock Borough Council
Colin Brown		Thurrock Primary Care Trust
Dr Kishor Padki	Director of Public Health	Thurrock Primary Care Trust
Janet Hunter	Chief Executive	Thurrock PCT
Val Liddiard	Chair	Thurrock PCT
Mary Low	Nurse representative	South Ockendon Health Centre
Mark McGrath [representing Alan Whittle]	Director of Planning	Basildon & Thurrock University Hospitals NHS Foundation Trust
Chris Paley	Director of Community Wellbeing	Thurrock Borough Council
Cllr Pam Pearse	Portfolio Holder for Adult Health & Social Care	Thurrock Borough Council
Richard Price	Chair	PPI Forum
Ian Rydings	Head of Housing	Thurrock Borough Council
Colin Slasberg	Head of Business Management	Thurrock Borough Council
Sharon Yepes-Mora	Strategy Project Director	Thurrock PCT

**APOLOGIES RECEIVED:**

<b>Name</b>	<b>Position</b>	<b>Organisation</b>
Lois Bowser [representing Niall Lindsay & Tom Gardiner]	Assistant Director, Delivery	Thames Gateway Development Corporation
Jagdeesh Cheema	Pharmacist	Thurrock Primary Care Trust
Ross Chidgey	Dentist	Thurrock Primary Care Trust
Zena Deayton	Head of Adult Social Care TBC & Director of Integration PCT	Thurrock Primary Care Trust/Thurrock Borough Council
Grant Greatrex	Sports & Leisure Policy Development Manager	Thurrock Borough Council
Dr Deshpande	GP	Thurrock Primary Care Trust
Tom Gardiner	Director of Operations	Thurrock Thames Gateway South Essex
Garry Hague	Deputy Leader	Thurrock Borough Council
Teresa Kearney	PEC Chair	Thurrock Primary Care Trust
Paul Leaman	Director of Modernisation & Service Delivery	Essex Ambulance Trust
Anthony Marsh	Chief Executive	Essex Ambulance Trust
Sally Morris [representing Patrick Geogheghan]	Director of Operations	South Essex Partnership Trust
Bill Newman	Corporate Director – Sustainable Communities	Thurrock Borough Council
Lin Price	Chair	Local Optometry Committee
Owen Richards	Head of Health & Social Care Planning	Thames Gateway South Essex
Dr Shehadeh	GP representative	Thurrock PCT
Mary Spence	Chief Executive	Thames Gateway South Essex
Senan Walsh	Chair	Thurrock Council Voluntary Services
David White	Managing Director	Thurrock Borough Council