

ACTION SHEET FROM HEALTHIER COMMUNITIES PROGRAMME BOARD
3rd April 2008

Agenda Item	Action	Responsible	Complete
Previous Meeting (20/12/07) Action Points carried forward			
Item 3 – Performance Review Update (Smoking)	Mark Ansell has asked Neel Bhadri to link with Rita Cheatle and they are to meet shortly and will present a report at the next meeting.	MA/NB	Pending
Item 7 – CSCI Performance Judgement	Work is still ongoing. CS to provide update on action plan at next meeting.	CS	On Agenda
Action Points from 03/04/08 Meeting			
Item 2 – Thurrock JSNA Profile	Mark Ansell to circulate hard copy of both JSNA documents to HCPB members by April 11 th .	Mark Ansell	Yes
	HCPB members to return comments on both documents to Mark Ansell by April 30 th .	HCPB Members	Yes
	Mark Ansell to contact Rhodri Rowlands in TC for further inclusion of social care data.	Mark Ansell	Yes
	Selena Bolingbroke to draft a letter on behalf of the HCPB Chair to the Chair of the JSNA Steering Group to advise that Thurrock would not be in a position to endorse JSNA for publication until late June 2008.	Selena Bolingbroke	Yes
	Selena Bolingbroke to take forward suggestion to establish a forward schedule of key policy and planning documents that require the Board's or individual partner's endorsement.	Selena Bolingbroke	Yes
Item 3 – LAA Local indicators and target setting	Barbara Ward to go back and discuss with colleagues about MIND being a partner that enables/supports us with delivery of LAA149.	Barbara Ward	Pending
Item 4 – Health and Well being implementation Plan	Brainstorming meeting to be set up in May to take plan forward.	Fola Agoro	Yes
Item 8 – Update on delivery Groups	All delivery groups to give an update report at the next meeting.	All delivery groups	Pending
	Decided how to operationalise the Mental Health Group. All the delivery groups will be given LAA targets.	Selena Bolingbroke	Yes

Attendees:	
Barbara Ward	Voluntary Sector Representative
Colin Slasberg,	Community Well Being
Dr Kishor Padki	Associate Director/Consultant in Public Health Medicine
Fola Agoro	Interim Policy Officer
Katherine Gronqvist	Director of Public Health, South West Essex Primary Care Trust and Thurrock Council
Levi Hinds	Directorate Strategy Officer, Community Well-Being
Lorna Payne	Corporate Director, Thurrock Council
Louis Pichowicz	
Mark Ansell	Head of Policy, Public Health Directorate, SW Essex PCT
Mary Low	SW Essex PCT OEC representative on behalf of Dr. Robin Bell.
Megan Mitchell	Business Manager/PA to Katherine Gronqvist
Mel Porter	Non Executive Director, SW Essex PCT
Olga Benson	Vol. Sector Representative, Thurrock Over Fifties Forum/Better Government for Older People
Rachel Woods	Tilbury & Corringham Inspector
Richard Price	Chair, PPI Forum
Selena Bolingbroke	Partnership Director, Shaping Thurrock.
Simon Eatherton	Essex Ambulance Service
Zhanine Oates	Senior Planner, Thurrock Council

Apologies received:	
Clr A Arnold	Portfolio Holder, Health & Well Being
Tom Gardiner	Director of Delivery, Thurrock Thames Gateway Development Corporation
Jana Burton	Interim Head of Adult Social Care
Laura Mhlanga	Interim Locality Director
Mandy Ansell	Head of Strategic Commissioning and Market Development
Stuart McArthur	Head of CYP and women's Commissioning, SW Essex PCT
Robin Bell	PEC Chair

1. Notes of last meeting and matters arising

Item 3 – Performance Review Update

Mark Ansell has met with Neel Bhadri and Rita Cheatle regarding the Tobacco control issue and a report will be brought to the next meeting. The Paper was considered at SMT. To be picked up by KG, LP and MA outside of this meeting.

Item 3 - Joint Working between PCT and Thurrock Council

The PCT is going through a re-organisation and Katherine Gronqvist has been re-appointed and other new appointments have been made. Laura Mhlanga's role is changing. There will no longer be a Locality Director structure. Katherine Gronqvist and Mel Porter will be providing stability whilst new posts are appointed. At the council there are two new heads of services who will be starting in May and June (Luke Addams and Roger Harris). The post holders will be working closely with colleagues in the PCT.

Item 3 - South West Essex PCT Improving Lives Document

Levi Hinds and Mark Ansell to pick out from the document, the implications and actions for partners and how they might cross over into the LAA mainstream and link into one action plan from the Improving Lives document.

2. Thurrock JSNA Profile

Mark Ansell introduced a number of JSNA documents:

- A summary of the Pan Essex JSNA (new to the Board)
- Pan Essex JSNA document which includes reference to Thurrock (previously presented to the Board in draft form?).
- Thurrock JSNA document which is solely focused on Thurrock (previously presented to the Board in draft form?).

Mark Ansell explained that the process of writing the JSNA was initiated at a meeting of LA and PCT Chief Executives in June 2007. A Steering Group was then established to manage this process with representatives from Essex PCTs, Essex CC, Southend and Thurrock, this group was co-ordinated by Lucy Reader.

To date, neither the Thurrock JSNA or Pan-Essex JSNA have been considered by this Board or other committees within the Local Authority (e.g. Overview and Scrutiny, Cabinet etc). It was noted that the document had not gone through the LA committee structure in Essex CC as it was viewed as an information service rather than a policy document.

Mark Ansell reported that the JSNA steering group would like to be able to publish the pan-Essex JSNA document at the end of April and were requesting Thurrock partners agreement to that.

Members expressed their concerns in relation to the JSNA documents in their current state.

- The pan-Essex JSNA document does not appropriately profile Thurrock as an area with a significant population and housing growth agenda.
- The pan-Essex JSNA does not adequately deal with increasing diversity in the Thurrock population.
- The pan Essex JSNA document does not clearly identify how severe deprivation affects parts of Thurrock.

- The pan-Essex JSNA does not give sufficient weight to the distribution of inequalities across the borough, especially in relation to mortality rates.
- The pan-Essex JSNA is most likely to be picked up and used as a quick reference to Thurrock as an area at the expense of the more detailed (and representationally accurate) Thurrock JSNA.
- Given statutory responsibilities of the LA Directors of Social Care and Children's Services in relation to JSNA it is considered essential that JSNA documents (both pan-Essex and Thurrock) are considered by Corporate Management Team, Health and Well-being Overview and Scrutiny and Cabinet.

Members noted that the PCT Board was due to review and endorse both JSNA documents at their meeting on May 28th.

Members agreed that it would be helpful for the Board's forward business to establish a schedule of key policy and planning documents that require the Board's or individual partner's endorsement.

The Board agreed that, given member concerns, the best approach to take forward JSNA would be to take both the pan-Essex and Thurrock JSNA documents through the following boards and committees for endorsement prior to publication. A letter would be written by the Chair of this Board to the Chair of the JSNA Steering Group to request a delay in publication to accommodate Thurrock's timetable for internal consultation. The Board noted that the official guidance on JSNA did not require publication until June 2008.

Timescale for forward consultation on JSNA documents:

- LSP Healthier Communities Programme Board May 15th 2008 – updated draft to be considered as a substantive agenda item at this meeting.
- TC CMT May 2008 (date to be arranged between KG and LP)
- PCT Board May 28th
- TC Health and Wellbeing Overview and Scrutiny June 9th (date to be confirmed, LP to arrange for it to be on the agenda with the Chair of O&S)
- TC Cabinet late June (date to be confirmed)

ACTIONS

1. Mark Ansell to circulate hard copy of both JSNA documents to HCPB members by April 11th.
2. HCPB members to return comments on both documents to Mark Ansell by April 30th.
3. Mark Ansell to contact Rhodri Rowlands in TC for further inclusion of social care data.
4. Selena Bolingbroke to draft a letter on behalf of the HCPB Chair to the Chair of the JSNA Steering Group to advise that Thurrock would not be in a position to endorse JSNA for publication until late June 2008.

5. Selena Bolingbroke to take forward suggestion to establish a forward schedule of key policy and planning documents that require the Board's or individual partner's endorsement.

3. LAA – Local Indicators and target setting

Lizette Fox presented her paper, which is intended to ensure that partners are fully informed of what is expected of them as we develop and deliver our LAA and the indicators and targets contained in the LAA are set in a transparent and joined-up process. Key decisions are needed to be made by individual partners and the programme board.

The recommendations was for the board to:

- a. Approve the list of named partners for each indicator
List of name partners were noted and approved.
- b. Agree those indicators that should be included in the LAA as local indicators
Colleagues agreed indicators and decided to go with current list. Colleagues also gave a list of named individuals who Liz needed to work with and it was recommended that she look at the PCT document called 'Vital Signs' which list similar indicators to the LAA and addresses these indicators.

For L149 - it was agreed to propose MIND as a partner that supports with delivery of LAA targets.

Action: Barbara Ward to take this back to MIND to discuss with colleagues..

- c. Named partners should agree or provide comment on the baselines and proposed targets for designated indicators.
Colleagues provided comments on the baseline and proposed targets for designated indicators.
- d. Note key milestones contained in the LAA timetable until June 2008.
Key milestones and dates noted.

This was Lizette Fox's last meeting and the board thanked Liz for her input and support to the board over the last two years and wished her well in her new job.

4. Health and Well-Being Plan

Due to lack of time, Lorna Payne suggested that the best way forward for the Health and Well-being implementation plan was to set up a brainstorming exercise looking at the established framework with partners coming together to give input.

A date is to be set early May with a number of colleagues coming together to decide what direction the plan should take. A number of colleagues volunteered – Colin Slasberg, Mark Ansell, Kishor Padki, Levi Hinds and Richard Price.

Action: Brainstorming meeting to be set up in May to set up this plan

5. Delivery Groups

Deferred till next meeting.

6. CSCI Action Plan

This will be part of the development of the Health and Well-being plan and will be picked up as part of the brainstorming process/meeting in May.

7. Putting People First

Deferred till the next meeting.

8. Independent Sector Treatment Centre

The item was deferred until next meeting and a full written progress report should be provided for the Board.

9. LINKs

On the 5th and 25th March there was a public and stakeholder meeting on LINKs, however, unfortunately it was not well attended.

Darlene Smith has recently been appointed by the council to take the work on LINKs forward. There is a need to set up a working group to help steer Darlene's work. The purpose of the group will be to recruit and train new LINKs members. Levi thanked those who participated and it was noted by the board that Levi had done a superb job.

10. Any Other Business

Linda Kirton

Lorna Payne expressed thanks and appreciation for all her work and the passion for the mental health agenda. A vote of thanks was given by all for her input.

Action: Record a vote of thanks for all of Linda's effort.

Meetings

Lorna Payne said we needed to look at the scheduling of meetings and also re-look at membership in the future. It was also proposed that the participation of Richard Price and Olga Benson as community sector representatives should be continued until LINKs representation is properly established.

Changes in Functions

Laura Mhlanga is moving to do other duties and the board expressed their appreciation for her work as the Locality Director of Thurrock and thanked her for her participation.

CIB Away Day

Levi Hinds reported that the CIB had an away day in February and they looked at the capacity of local services to deliver, Health hubs in terms of what is being said etc. Issues will be picked up outside this meeting.

Transformation Group

Colin Slasberg asked for the Chairs of HCPB to agree its ToR outside of meeting so that the work of the can continue.