

**EPPING FOREST LOCAL STRATEGIC PARTNERSHIP**

**Healthier Communities Theme Group Meeting**

**Date:** 20<sup>th</sup> November 2009

**Time:** 10:00 – 12:00

**MINUTES**

**Present**

Patrick Arnold (PA)	Assistant Chief Officer, VAEF
Pam Hall (PH)	Deputy Director of Public Health, West Essex PCT, TG Chair
John Houston (JH)	EF LSP Manager
Derek Macnab (DM)	Deputy Chief Executive, EFDC
Cllr Brian Rolfe (BR)	Community Wellbeing Portfolio, EFDC
Caroline Skinner (CS)	Senior Health Improver, West Essex PCT
Matthew Tucker (MT)	Health Intelligence Lead, West Essex PCT
James Warwick (JW)	Sports Development Officer, EFDC
Yvette Wetton (YW)	West Essex Area Coordinator ECC, TG Vice-Chair

**Apologies**

Catherine O'Connell (COC) Director of Strategy, West Essex PCT

**Minutes**

David Wright (DW) LSP Admin Support

**1. Welcome and purpose of meeting**

1.1. PH welcomed everyone to the meeting and relayed her intention to alternate the chairing of the meeting with YW.

**2. Minutes of last meeting (18/9)**

2.1. The minutes of the previous meeting were accepted as a correct record.

**3. Actions from previous meeting plus new actions from this meeting**

Ref	Action	Owner	Outcome
18/09-01	Research to be commissioned to identify what problems mean to individuals and communities using inequalities profiles to identify key priorities for action.	COC/PH	20/11 PH Deferred to later meeting.
18/09-02	Introductory statement to be added to the TOR regarding the LSPs overall role.	JH	19/11 DW Statement added. 19/11 DW <b>Closed</b>

Ref	Action	Owner	Outcome
18/09-03	Principle to be added to the TOR that shared services and resources to be considered as means of achieving efficiencies	JH	19/11 DW Statement added under Remits. 19/11 DW <b>Closed</b>
18/09-04	Add to TOR a reference regarding the setting up of Task and Finish teams as and when they are required.	JH	19/11 DW Statement added under Remits. 19/11 DW <b>Closed</b>
18/09-05	C&YP TG to look at this owning childhood obesity issue (HC TG should support but not own.)	CS	20/11 CS The chair of the Epping Forest Children's Partnership, Julie Chandler, will review priorities at the next meeting.
18/09-06	The TOR objective on 'healthy active lifestyle' to be more specific, targeted with prioritised specifics.	COC/PH	20/11 PH It was agreed that objective would remain as is. 20/11 PH <b>Closed</b>
18/09-07	The TOR objective on health knowledge and information sharing to be split into 2 objectives and combined with Objective 6, involving local people.	COC/PH	19/11 DW Statement split. 19/11 DW <b>Closed</b>
18/09-08	Reference to be added to the TOR that agreed LAA targets will be delivered.	COC/PH	19/11 DW Statement added under remits. 19/11 DW <b>Closed</b>
18/09-09	TOR Remit regarding, overseeing improvement in health to be deleted.	COC/PH	19/11 DW Statement deleted. 19/11 DW <b>Closed</b>
18/09-10	TOR Remit regarding taking a strategic overview of other TGs to be a common term of reference for all TGs.	JH	19/11 DW Statement added to SC TG TOR but not SCP or CP
18/09-11	TOR to state meetings will be bimonthly (at least initially) and will not be open to the public.	JH	19/11 DW Added to TOR. 19/11 DW <b>Closed</b>
18/09-12	JH to approach YV regarding acceptance of nomination as vice-chair.	JH	19/11 DW YV has accepted the nomination. 19/11 DW <b>Closed</b>
18/09-13	Sustainable Community Strategy (SCS) topic template for the SCS revision to be competed.	PH MT JH	19/11 CS completed the template. 19/11 CS <b>Closed</b>
18/09-14	Questionnaire to be produced containing around 6 questions about attitudes to health and healthy behaviours.	COC/PH	20/11 DM The questions have been incorporated into the SCS on-line survey. 20/11 DM <b>Closed</b>
18/09-15	Mini Task and Finish team to be set up to report on: <ul style="list-style-type: none"> <li>what data is needed from district/ward profiles,</li> <li>what is already known,</li> <li>where the gaps are</li> <li>listing the hot spots</li> </ul>	YW/Matt hew Tucker	20/11 YW Team has been set up and has met a couple of times. 20/11 YW <b>Closed</b>

Ref	Action	Owner	Outcome
18/09-16	CY&P TG to be approached regarding the possibility of picking up WAYPIC project.	CS	20/11 CS Brought to attention of EFCP Chair – to be discussed at next meeting. Funds currently not available.
18/09-17	Existing PRG projects to be aligned to the Theme Groups.	DW/JH	19/11 DW Alignment proposal produced. 19/11 DW <b>Closed</b>
18/09-18	Partners to report back on relevant projects their agencies are currently undertaking.	All	19/11 DW Agenda item added for this. 19/11 DW <b>Closed</b>
18/09-19	A reporting template to be provided for partners to report on agency run projects	COC/PH	20/11 PH Carried forward.
18/09-20	JW to contact JH to regarding sponsorship for the Active Health day in WA.	JW	20/11 JW Not moving on this until new year – event planned for March 2010. JH agreed to donate £100 on the understanding that the One Epping Forest logo appeared on publicity material 20/11 DW <b>Closed</b>
18/09-21	Consideration to be given on provision by PCT of policy/research support.	COC/PH	20/11 PH reported that the PCT was under financial constraints but the matter was under discussion.
18/09-22	Standing item to be added to agenda to report on progress and issues of relevant projects.	DW	19/11 DW Agenda item added. 19/11 DW <b>Closed</b>
18/09-23	Key GPs practices to be identified, to liaise with and to find out how they would like interface with the group.	CS	20/11 CS A presentation on One Epping Forest to be made to meeting of 'Practice Based Commissioning Group' on 4/12 with a view to encouraging taking an active part. To this end it was also agreed to invite Dr Bishar to the Stakeholder Conference <b>Action 01 CS.</b>
<b><i>Actions below are those raised at this meeting – added here to aid review at next meeting</i></b>			
20/11-01	Dr Bishar (Practice Based Commissioning Group) to be invited to Stakeholder Conference.	CS	16/12 CS. Dr Bashir was invited but declined as he thought CS could cover the GP viewpoint. At a PBC meeting CS agreed to be the link between the PBC and the LSP. 16/12 DW <b>Closed</b>
20/11-02	TOR to be taken to the WE Forum and the nature of the group explained.	YW	
20/11-03	TOR to be taken to the EFDC Scrutiny Committee and the nature of the group explained.	JH	
20/11-04	Add statement to the TOR to allow for co-opting of members.	JH	

Ref	Action	Owner	Outcome
20/11-05	Add PIs LPI 50 and NI 8, to list of PIs to which the LSP has regard and align these with the HC TG.	DW	
20/11-06	Check the availability of Department of Health research funding.	PH	
20/11-07	Draft plan of work to be drawn up initially by PH and then forwarded for completion.	PH YW CS JH JW PA	
20/11-08	Details of migrant research team to be sent to Pam Hall and Caroline Skinner with a view to finding accommodation for the team.	JH	
20/11-09	Stakeholder workshop questions to be sent to Pam Hall Caroline Skinner and Matthew Tucker	JH	
20/11-10	Obtain the outcomes of the discussions between COC and the Harlow Health Centre Trust re WAYPIC funding.	PH	
20/11-11	Add WAYPIC to the agenda for the next meeting.	DW	

#### 4. Review of terms of reference (TOR).

- 4.1. JH gave a brief overview of the changes made to produce draft 6 of the TOR (circulated prior to the meeting).
- 4.2. DM raised the concern, made originally by Councillor John Knapman, that there was overlap with the West Essex Forum which had a scrutiny role for health inequality matters in West Essex. It was understood that the HC TG is not a scrutinising body but we needed to make it clear to others. It was agreed that YW would take the TOR to the WE Forum and explain the nature of the group. DM added that the next EFDC Scrutiny Committee (March '10) would be another opportunity to advertise the workings of the group.  
**Actions 02 YW 03 JH**
- 4.3. CS suggested that a statement be added to the TOR to allow for co-opting of members.  
**Action 04 JH**
- 4.4. Draft 6 of the TOR, together with the additional statement suggested in paragraph 4.3, was accepted.

#### 5. Setting the scene.

- 5.1. MT gave a presentation on the key issues affecting life expectancy in the district. The slides, together with explanatory comments and a map showing the Middle-Layer Super Output Areas (MSOAs) will be distributed with these minutes.
- 5.2. DM asked whether feedback from GPs on people presenting with ill-health rather than mortality data might be useful? MT said that over-65s responding to the East of England lifestyle survey question about ill-health revealed that the % in Epping Forest reporting poor health is higher than other districts. DM added that with an aging population this could impact on services.

CS asked if there were examples of best practice in dealing with a deprived LSOA that is surrounded by wealthy LSOAs? MT replied that he wasn't aware of any but it would need a targeted approach. CS thought that we needed to be wary of creating a 'need' not identified by the people.

5.3. PH summarised the key points from the presentation and discussion as being:

- The issues affecting life expectancy are complicated (slide 4).
- There are 3 MSOAs where life expectancy is significantly below the district average (slide 3).
- Several areas are showing a falling life expectancy over time (slide 7).
- There is a strong relationship between area deprivation and life expectancy, except for two MSOAs for which life expectancy is high despite significant deprivation.
- Higher self-reported illness in over-65s.

## 6. Performance Reward grant Projects

6.1. It was noted that the proposed assignment of PRG projects did not assign any to the HC Theme Group. It was, however, **agreed** that this was appropriate.

## 7. Performance Indicators

7.1. The proposed alignment of the PIs to the HC Theme Group was **agreed**. JW thought that there were two other PIs, LPI 50 (elderly people participating in physical activity) and NI 8 (Adult participation in sport), which should be added. This was **agreed**.

**Action 05 DW**

## 8. Report on Partner Projects

8.1. PH reported on a meeting she had with representatives from Essex and Southend LINK (Local Involvement Network). At the meeting, the LINK's representatives agreed to focus on the same areas as the HC Theme Group. PH will be meeting them again with the HC TG work plan.

8.2. CS reported that the £100k bid for the 'Support for Mothers (breast feeding) project was successful.

8.3. CS said that the redevelopment of the Community Hall on the Limes Farm Estate was looking for further funding. ECC had put £250k towards it and EFDC had agreed to underwrite the project but more money was being looked for from other agencies.

## 9. Further Work Programme.

9.1. JH proposed that visiting a successful HC TG in another area would provide an example of good practice to be used as a starting point. DM said it would need to be an area with similar issues.

9.2. YW thought that we needed to take the next steps in profiling the district. CS agreed, adding that we needed to understand the culture of the areas and avoid 'patronising.' DM said that we should use the experience and knowledge of 'people on the ground' to identify what may make a difference, adding that it may not be health or lifestyle but something else. JH reminded everyone that we shouldn't lose sight of the need to deliver outputs and outcomes in the short term as well as the long term.

9.3. PH described the Department of Health paper 'A Programme for Action' which identified 'spearhead' areas where effort would be concentrated. These spearhead areas were at district level and, incidentally, none were in the east of England. We needed to identify a similar programme of action with our spearhead areas being a mix

of rural and urban pockets of deprivation. The plan needed to be simple e.g. 3 prioritised pieces of work for each area in the short, medium and long term.

9.4. CS asked if we should be tackling morbidity e.g. for the over-65s. It was agreed that there was potential for targetting some diseases. JH suggested that we need to identify and monitor key measures.

9.5. DM asked whether, for a particular aspect of ill-health, the causes would be the same in different areas? If so, this would the learning in one area be transferable? This would enable a different project to be run in each area and for them to be rotated. MT thought it was possible up to a point. It was an area where MOSAIC data could be used to identify common target areas.

9.6. It was also necessary, JH stated, to identify funding for the programme. Nationally, the district is mid band for life expectancy so attracting funds is difficult. CS thought that the Department of Health had funding available for research. DM said that the second tranche of PRG funding might enable us to commission research.

**Action 06 PH**

9.7. It was agreed by all that more work needed to be done on setting up a draft plan.

**Action 07 PH YW CS JH JW PA**

## **10. Open Forum/AOB**

10.1. JH informed the meeting of an Integrated Support Services (ISS) research team investigating support for migrant workers in Epping Forest (currently 11% of the total migrant workers in Essex): research work that we might be able to make use of. The group is fully funded but need somewhere to be based. JH agreed to send details to PH and CS.

**Action 08 JH**

10.2. JH stated that, for the forthcoming Stakeholder conference, the workshop background material needed more detail. He asked if members had received the 'Uttlesford questions' which were to be used as a starting point? Some members had not seen them and so couldn't comment.

**Action 09 JH**

10.3. JW gave details of a book on 'Active Health' aimed at the over-50s, written by David Hogg with a supporting statement from Alison Cowie. The book will be published next week and will cost £7.99. David Hogg will be on the Active Health stand at the Stakeholder conference on 11<sup>th</sup> December.

10.4. DM gave a brief update on the ward profiles which will contain health details such as life expectancy. The Hemnall Street profile is currently being reviewed and once agreed a roll-out programme for the other wards will begin.

10.5. CS asked who would be reporting into the group from the Children's partnership with regard to the WAYPIC project? It was agreed that the outcomes of the discussions between COC and the Harlow Health Centre Trust were needed in order to progress the WAYPIC funding issue. With regard to accommodation for the centre, JW suggested that a mobile unit or Ninefields community hall might be alternatives. JH suggested that the two LSP Future Jobs Fund posts could be used for youth issues relating to WAYPIC and that some of the funding could therefore be used for the project. It was agreed WAYPIC should be an item on the agenda for the next meeting.

**Actions 10 PH 11 DW**

## **11. Dates of Future Meetings**

Friday 22 <sup>nd</sup> January	10am - 12pm
Friday 19 <sup>th</sup> March	10am - 12pm