

# **Minutes of South East Leeds Health and Wellbeing Partnership Meeting 18<sup>th</sup> March 2010**

## **Present:**

Cllr Terry Grayshon (Chair) – Leeds City Council Health Champion  
Bash Uppal – Leeds City Council Adult Social Care, Health & Wellbeing  
Andy Beattie – Health & Environmental Health Action  
Dave Mitchell – Practice Based Commissioning  
Keith Lander – Environment and Neighbourhoods  
Shaïd Mahmood – Children’s Services  
Sue Wilkinson (rep for Rob Kenyon) – Leeds Community Healthcare  
Aneesa Anwar – LCC Support to Health & Wellbeing Partnerships

## **In attendance:**

Gemma Mann, Frances English

### **1. Welcome, introductions & apologies**

All welcomed to the meeting.

**Apologies were received from:** Rob Kenyon, Julie Bootle, Philip Bramson, Sheila Fletcher

### **2. Minutes of meeting held on 24<sup>th</sup> February 2010**

Agreed as an accurate record.

### **3. Matters Arising**

**Commissioning Officer** - Bash informed the group that she has again requested a commissioning officer from NHS to sit on the partnership and is pending a response.

**Transfer of Children’s Accident & Emergency services** – Dissemination of the information on the children’s accident and emergency services moving from St James to Leeds General Infirmary will be done shortly as a leaflet is currently being produced and will be in circulation over the next coming weeks.

**Action:** All encouraged to inform their networking groups in the meantime.

**NHS Health checks** - Karen Newbould is leading on NHS health checks and has agreed to attend future meeting to update the partnership.

It was noted that **Julie Bootle** at a future meeting may be able to answer queries regarding hospital discharge assessment processes.

#### 4. Practice Based Commissioning Action Plan (Dave Mitchell)

Dave went through the Leodis Practice based commissioning plan.

In putting the plan together Karen Newbould has been working with the PBC. In undertaking health checks Dave pointed out that they were treating populations not patients. Gaps and issues that required more work including; raising practices awareness of exercise referral point in the community; healthy diet aspects with a lack of access to fresh fruit and vegetables available in deprived neighbourhoods such as Beeston and Holbeck. Dave also highlighted that even if healthy food options were available the lack of basic cooking skills was a further barrier.

Cllr Grayshon updated on fair share project which provides access to fresh fruit and vegetables and could be encouraged to target areas, however likely to incur a small cost to provide this service. Councillors may be able to fund this through one of their grants. Also mentioned was the Grab 5 fresh n fruity supermarket in Holbeck is popular amongst the local community. Andy also reported on the healthy living and wellbeing promotions using the stall in Kirkgate Market run until recently by Health and Environmental Action Service. This will be run in future along the lines of the “Ministry of Food” concept developed by Jamie Oliver, funded by the PCT and coordinated by ZEST (formerly East Leeds Healthy Living Centre). Sue also suggested integrating these skills into programmes as part of the role of Children’s Centres and Surestart.

The PBC have been making referrals to the fuel through warmth programme and evidence on uptake shows very little take up – figures suggest from 1000 mailouts only 16 referrals made and success of these is being evaluated as well as considering other less resource intensive mechanisms for increasing uptake. Andy highlighted how his team could assist with this initiative. Cllr Grayshon also suggested the group looked at the link to the ‘green doctor’ scheme [www.yorkshire.groundwork.org.uk](http://www.yorkshire.groundwork.org.uk).

Dave explained that the aim of presenting the plan to the Partnership is to share what issues are to be addressed by the practice based commissioning plan and to identify how other partner organisations could help deliver the actions in the near future.

Agreed that there is a need for all partners to have a robust local knowledge of issues in the area and by sharing our individual priorities we could jointly review blockages and barriers.

**Action: Aneesa** to arrange a meeting inviting Mark Allman, Bash, Dave, Andy, Emma Croft and circulate details to wider partnership for colleagues interested to attend to take forward this item.

## 5. Area Delivery Plans

Bash shared briefly details of potential actions that can go into the Area Delivery Plans. The following could appear in all the three ADPs:

- Increasing take up of the fuel poverty programme health through warmth
- Promoting health check programme and referrals into healthy lifestyle initiatives.

Others were more pertinent to Inner South which included:

- Rollout of the smoke free homes initiative from Beeston to across LS10 area
- Tackling underage sales of illicit tobacco and alcohol within Belle Isle and Middleton that West Yorkshire Trading Standards would lead on.

**Action: Sheila** to share detailed at the meeting in May.

## 6. Smoke Free Homes Initiative roll out (Gemma Mann)

Gemma spoke about the roll out of smoke free homes project. The rollout will start in Middleton with a view to rollout across the area.

The aims of the project are to raise awareness of impact of second hand smoke; encourage people to make a pledge / promise to smoke out of sight of children either outside the house or in a separate room and ultimately to stop smoking.

Gemma highlighted the success of the initiative in Beeston which included events held to raise people's awareness on the impact on health when inhaling smoke. Health trainers were trained to help get messages out to people. Information was also provided to health visitors, midwives, GPs and practice nurses. Smoke free homes packs were issued to year 5 school children in Beeson where children take information home and discuss with parents. There was a view that it would be more effective to sending the information out with year 3 children as more likely to reach parents.

The effectiveness of this initiative was measured through a baseline survey questionnaire and follow up at six months with results showing from those that took part a 50% reduction in numbers of people smoking in the home.

The rollout is to run across LS10 area and Health 4 All have been commissioned as an active organisation in Middleton to take the lead.

Gemma also provided details of the proposed project which will tackle underage sales of illicit tobacco and alcohol. This will initially run for a period of 12 months. Discussion took place on whether Middleton was the right place to run this initiative and about how the partnership may be able to add value.

Suggested that Aire Valley Homes needed to be made aware of the project as they can try and help roll out to their tenants.

Partnership to consider role in supporting mainstreaming successful programmes.

**Action: Gemma** to provide progress updates to the partnership on the work on a quarterly basis.

## **7. Integrated working and Children's Partnership (Shaid Mahmood / Frances English)**

Shaid explained that his role as enabler was to integrate services to ensure that vulnerable children and families are safeguarded and forming a consistent approach. He did this with the agreement of area committees. Clusters core offer included using extended services to be the filter. Member champions were engaged in the Children's agenda with quarterly meetings of them and clusters. The journey took 12-15 months to embed and led to clusters working together as collaborative.

Frances (Project Officer 1 of 4 in Children's Services) explained that there are 2 Panels looking at aspects of this:

**Intervention Panel** - this group support families who are already receiving support from different agencies, there are 10 panels running and a new process being put in place. The panel is led by lead officers.

**Children Leeds Panel** – this group works on same model as above but it's focus is on specialist needs people.

Shaid went through services response to levels of vulnerability and risk of harm Diagram (which was tabled). A referral pathway paper was also tabled. Shaid pointed out that although early days the success of the approach was evident with more children prevented from having to go into social care.

A proposal for Health and Adult Social Care to integrate with Children's Services was made. The partnership to help integrate the services.

**Action:** Shaid to meet with Bash and Keith to look at bringing partnerships together in his role as lead for South East pathfinder. Shaid to provide further details of this programme at a future meeting.

## **8. Any other business**

It was noted that the NHS net has been set up to share information and it's a vital tool to be able to receive NHS information.

**Awareness raising and early diagnosis of cancer** - Bash informed the group that the department of health have invited authorities to bid for funding to develop work

on early diagnosing of cancer. NHS Leeds is working up a bid to undertake if successful a programme in South area. Bash provided everyone with details of the link.

**Action: All** encouraged to go on website link to get more information and get in touch with Bash with ideas that could help in scoping out the bid.

Partnership priorities – Bash highlighted the need now for everyone to assist in looking at delivery aspects of the locality partnership action plan. Proposals going to Joint Strategic Commissioning Board in May.

**Action: Bash** to invite partnership members to working group meetings to take forward work on communications and community engagement aspect.

**Action: Judy** to provide case studies from health trainers for future meetings for the partnership to work through looking at blockages and barriers to access. The partnership to set aside a dedicated slot on future agendas.

**Pending agenda items:**

- NHS Health check programme roll out
- NHS South East Health & Wellbeing action plan – Joanne Davis
- Area Delivery Plans
- South Pathfinder
- Nomination for partnership chair 2010 - 11

**9. Future meetings**

**Action: Aneesa** to send invites for future meetings and try booking rooms at Civic Hall where possible.

# **Minutes of South East Leeds Health and Wellbeing Partnership Meeting 27<sup>th</sup> May 2010**

## **Present:**

Cllr Terry Grayshon (Chair) – Leeds City Council Health Champion  
Bash Uppal – Leeds City Council Adult Social Care, Health & Wellbeing  
Keith Lander – Environment and Neighbourhoods  
Shaid Mahmood – Children's Services  
Bridget Emery – Leeds City Council, Environment and Neighbourhoods  
Julie Bootle - Leeds City Council Adult Social Care  
Judy Carrivick – NHS  
Bob Mason – LINK  
Aneesa Anwar – LCC Support to Health & Wellbeing Partnerships

## **In attendance:**

Karen Newbould, Jacky Pruckner

### **1. Welcome, introductions and apologies**

Round table introductions were made.

### **2. Minutes of meeting held on 18<sup>th</sup> March 2010**

Agreed as an accurate record.

### **3. Matters arising**

**Feedback from referral pathway sub group** – Bash circulated briefing note update see attached. Judy informed that health trainers new contract has been renewed now with Health for All in place for another year and they will be connecting with GP practices.

**Feedback on hospital discharge assessment processes** – Julie updated work taking place with regard to intermediate care and Reablement services by Adult Social Care and the NHS. Issue of improving communications being picked up by the Intermediate Tier Programme Board, which includes ASC and Health. Bridget added about housing pilot work around mental health with a more proactive response to ensuring minor adaptations and practical support which has shown an improved service response prior to discharge. Julie to keep partnership updated on progress.

Communication between hospitals and social care is being addressed.  
Housing elements have been addressed linking with Adult Social Care and NHS.

#### 4. Chair 2010 – 11

Bash updated the group on the need to confirm a Chair for the partnership meetings for the 2010 – 11 period and thanked Cllr Grayshon for having undertaken this role from the start to date. The process suggested is for partnership members to email Bash with their nominations and for appointment to be confirmed at the July meeting, giving time for the Inner South and Outer East area committees an opportunity to appoint health and wellbeing champions.

**Action: Aneesa/Bash** to send membership details round in mid June so members are aware of which services are being represented which will help identify the nomination of a Chair.

**Action: All** to send nominations to Bash before July meeting.

#### 5. NHS Health check programme roll out

Karen informed the group that there are significantly higher rates of people (35%) diagnosed with Cardiovascular diseases in the inner city area.

The NHS health check roll out is being rolled out to 40-74 year olds under the 'putting people first' policy with full rollout by 2012/13.

In other parts of the country pharmacies are doing checks but when consulted most patients in Leeds have said they prefer to have the check done at the GP practice.

The Health checks are being rolled out on invitation only basis across the city with priority given initially to practices with over 30% of their practice population living in the most deprived super output areas but excludes those already receiving treatments for high blood pressures, diabetes and cardiovascular diseases.

It was noted that an annual baseline of data will be provided., with approximately 40,000 people seen a year. Karen circulated leaflet used to promote the programme.

There's a need to develop a strategy to ensure that key disadvantaged groups in particular those who aren't registered with a GP such as gypsy traveller groups etc are offered and can access the NHS Health Check Programme. Initial consultation has been undertaken and valuable insight has been obtained.

**Action: Bash, Karen, Julie, Bridget** and any others interested in work to support people with mental health problems and disadvantaged groups etc in relation to the NHS Health Check and healthy living opportunities.

#### 6. Inner South Area Delivery Plan

This item was deferred to next meeting at which a presentation on all 3 ADPs will be made by the area management team.

Keith gave a brief update that ADPs are a reflection of strategic plans but at a

local area. Noted that Area Management are looking at developing a charter which outlines meaningful information of events and projects taking place in the area and a pledge of key actions.

## **7. South pathfinder – Shaid Mahmood**

Shaid informed the group that the pathfinder is to look at how directorates work together to deal with problem families and where there are disadvantaged groups.

A team of chief officers are being pulled together to look at 2 things that have come up on national agendas: Think family and Total place.

Looking at people centred agendas linking in with community groups, Children Leeds, South East Health and Wellbeing Partnership, worklessness group.

A number of issues identifying blocks and barriers have been discussed by Keith and Bash. Keith highlighted the example of alcohol and its impact on individuals, families and a range of key agencies.

## **8. Cancer bid update – Bash Uppal**

Noted that a steering group has been set up looking at signs of lung cancer. Due to changes in government the NAEDI bid is on hold but the steering group will continue to meet.

Bash thanked all for their comments for the submission of the bid and agreed to feedback on proposed plans for activity to support early diagnosis and intervention.

## **9. Commissioning & Communications discussion**

**Commissioning** - Bash informed the partnership that the health & wellbeing improvement managers have taken a report to SLT and JSCB which was supported by Practice Based Commissioning managers. See attached briefing note from Bash.

**Action: Bash/Aneesa** to circulate the report that went to JSCB along with the minutes. Also all to read key issues JSCB want partnerships to consider and cover at the next meet regarding their priorities.

The locality managers have been invited back to the September meeting. Bash asked if anybody would like to go and support the meeting in September.

**Action: All** need to feedback before next meeting to Bash with suggestions of questions they want Adult Social Care Mick Ward and NHS commissioning Manager Nigel Gray to consider and address. Housing supporting people commissioned services manager to also present at the July meeting. Bridget to send Aneesa details.

**Communications** - Lisa went through the diagram which outlined work packages. There are 20 work packages that have been identified, this list will be broken down

to a manageable list. See attached summary paper which includes a proposal to develop a portal for all partners to have access to information.

The mechanism for local intelligence will be developed with support from a member from Paul Sandom's team to move this forward.

**Action: All** to recommend the diagram and put names forward of people who can help shape the packages.

Noted that area management can support several of the packages.

## **10. Neighbourhood Index – Jacky Pruckner**

Jacky mentioned that there are 26 neighbourhood indices within which 3 are health indices (cancer, low birth weight and circulatory disease). Opportunity exists to expand to have a further 3 indicators with suggestions made about looking at mental health aspects / dementia.

Ongoing discussions are being held further updates to follow.

**Action: Jacky/Aneesa** to circulate indicators used by other authorities for consideration along with minutes.

## **11. Any other business**

The IAPT (Increased Access to Psychological Therapies) service is now available and a link will be put to this on the extranet.

## **12. Next meeting**

### **22<sup>nd</sup> July agenda items**

- South East Health & Wellbeing activity overview – **Joanne Davis**
- ASC Commissioning – **Mick Ward**
- NHS Commissioning – **Nigel Gray**
- ADPs Inner South, Outer South & Outer East – **Sheila / Tom / Martin**

### **30<sup>th</sup> September agenda items**

- Environment & Neighbourhoods – **Andy Beattie**
- Smoke Free Homes – **Gemma Mann**
- First Contact – **Bash Uppal**