

Appendix 2
Minutes of South East Leeds Health and Wellbeing Partnership
Meeting 28th July 2011

Attendees:

Dave Mitchell (Chair) – Leodis CCG
Bash Uppal – Adult Social Care/NHS Leeds
Pat McGeever – VOICE Representative
Shaid Mahmood – SE Area Leader
Cllr Kim Groves – Inner South Health Champion
Cllr James Lewis – Outer East Health Champion
Cllr Shirley Varley – Outer South Health Champion
Julie Bootle – Adult Social Care (Access and Inclusion)
Brenda Fullard – NHS Leeds
Sue Gamblen – Adult Social Care Commissioning
Aneesa Anwar (minutes) – LCC, Support to Health & Wellbeing Partnerships
Ruth Middleton (observer) – NHS Leeds

1. Welcome, introductions and apologies

Apologies were received from Jane Moran, Andy Beattie, Samantha Middleton, Gillian Teoli (rep for Samantha), Gerry Shevlin.

2. Minutes of meeting held on 31st March 2011

Agreed as an accurate record.

3. Matters arising

Min 3 - the wellbeing site has been down as there have been some problems with the Leeds Initiative website and all linked sites are down due to this technical problem. Further updates on when the sites will be working again will be sent out to the partnership.

Min 3 - noted that the MSOA profiles will be available in September which Bash and Brenda are working on during August to get narrative of the data and there is a launch in September of the JSNA data.

Draft Terms of Reference see attached – were discussed and the following points were highlighted:

- the locality partnerships will have some delegated powers which will be decided by the Health & Wellbeing Board
- there is a role to strengthening the partnership
- the TOR links to the Area Leadership Teams – need to wait for the Area Leadership Team roles to be established
- need to maximise resources across the board to ensure appropriate links are made with partner organisations
- the partnership will influence and shape priorities with all partners
- priorities will be determined by quantitative, qualitative intelligence data
- partnership will facilitate community engagement.

Overall all present at the meeting were happy with the draft Terms of Reference.

Noted that the Shadow Health & Wellbeing Board will meet for the first time on 14th October where the Terms of Reference of the locality partnerships will be discussed.

The Area Locality Team events are scheduled to take place in September and their first meeting is scheduled in November.

Action: Aneesa to circulate the Terms of reference of the Area leadership Team with the minutes for information.

Strengthening role of partnerships – Bash asked members to comment on the proposals for strengthening existing arrangements that she had put together and circulated with the agenda.

All agreed with the proposals paper to go with TOR to health and wellbeing board.

Noted that Leodis are looking at population grouping and needs in Garforth and Kippax.

Action: **Bash** to ask Leodis to present risk stratification integrated working demonstration activity at the next partnership meeting in September.

4. Partnership priorities and outcomes

A draft paper was circulated prior to this meeting outlining the priorities proposed at the last meeting along with potential outcomes. Bash wanted to:

1. Confirm and agree priorities - consider potential for flexibility to ensure we are responsive to citywide plan and any emerging evidence that may come from the JSNA and area profiles work.
2. Discuss outcomes we wish to achieve from agreed work streams along with key actions.
3. Agree a lead person/s from the partnership to take ownership for each work stream.

Action: **Aneesa** to circulate the updated SE Health & Wellbeing Partnership activity plan with the minutes.

Alcohol – 7 strands identified - Gerry and Bash are leading on this.

High intensive user – multi agency approach agreed to trial in south to start in September with case identification. Lead is Diane Powell from NHS Leeds.

Community capacity building and addressing social norms – Addiction dependency Solutions working with trading standards and Renew to put a bid together to drink aware to fund activity to be submitted for September.

Anti social behaviour and reducing impact on children & young people have been merged - Police and Youth service jointly leading this activity.

Addressing alcohol related Domestic Violence – an OBA workshop took place on 13th July and a turning the curve report card being drafted to be circulated in the next week to all attendees.

Reduce numbers of licensed premises through a cumulative impact policy for Beeston – Susan Holden from Licensing supporting the group to collate evidence and develop workshops on giving a good representation in preparation for next year when legislation changes will allow for more localised CIPs.

Retailer engagement – A virtual forum of retailers has been set up for Middleton following work by trading standards. Further work is being progressed on influencing future retailers (ASDA, Tesco) who are coming into the area to support this work. Ruth highlighted that NHS Leeds have funding to tackle brief interventions through social norms.

Community engagement – the development of a citizens panel has been approved by the councils leadership team. Panel to have 6000 residents, 2000 from each area. The health & wellbeing questionnaire has been drafted and key issue is to identify resources for analysing findings. Joint information group to support.

Shaid / Pat to lead, a meeting to be convened to explore locality plan for community engagement and capacity building.

Action: Bash to put together the current picture.

Brenda highlighted that Janette Munton and Pat Fairfax are looking at this on a Citywide basis. The Inspiring leaders programme delivered in the West area would be beneficial in capacity building with community health champions.

Action: Bash to circulate the report of the West findings when ready.

MARS – coming to end of trial period, a report will be produced in August which will be circulated to the partnership for comments. There will be a presentation to the Locality Programme Board in September/October at which consideration will be given to future direction.

Referral Pathways – there's a need for closer relationships between commissioners and providers. Difficulty in getting this work off the ground.

Action: Bash to pull together a meeting inviting Shaid, Sue, Pat, Cllr Groves and Ruth to explore this priority further.

Air pollution – Dave and Bash met with Jon Tubby to look at potential for developing work around this and Jon confirmed limited as Leeds not taking this forward beyond transport programmes. The partnership agreed to drop this as a priority.

NAEDI Lung Cancer – Need to ensure that messages are being sent out regarding the lung cancer early detection programme.

Action: Bash to get a summary of how the programme is going.

Action: Bash to also get an update on health educators in south.

5. Update on healthchecks

Bash circulated report and gave apologies on no officer being present to provide briefing. It was noted that data produced was at a high level with not found to be meaningful to the partnership. Request was made for a breakdown of health checks data on a demographic layout would be beneficial.

Action: Brenda to progress request with Diana Burke for a breakdown for the next meeting on outcomes of the programme.

6. Update on Smoke Free Homes

The Smoke free homes paper was discussed, Health for All are commissioned to deliver this service in Middleton and Belle Isle as part of the wider tobacco control agenda.

Some of the figures in the document were not clear as to the outcomes of the pledges. A breakdown of the service provided was requested.

Action: Pat/Ruth to progress request for details.

7. Update on Air Pollution

This item was covered as part of item 4 earlier in the meeting.

8. Update on Alcohol and Community Safety

Action: Bash to circulate latest alcohol action plan with the minutes.

9. MARS update

This item was covered as part of item 4 earlier in the meeting.

10. Any other business

Agenda items for next meeting were agreed as follows:

- NAEDI Cancer Screening update
- Area Profiles/JSNA
- Financial Inclusion – Myrte Elbers

November agenda items:

- Update from Health & Wellbeing Board

11. Next meeting

29th September 2011 at 1:30 – 3:30 at Civic Hall.