

MINUTES

ESSEX AND SOUTHEND LINK: SOUTH EAST ESSEX LOCALITY MEETING

Date and Time 17th December 2008 1.45pm – 3.45pm
 Location Holy Trinity Church, Rayleigh Parish Centre, Rayleigh, SS6 8BB
 Organiser Gill Dawson Sharon Cohen (minute taker)

Attendees: Harry Chandler, Eddie Camp, Michael Bull, Gordon Browne, Margaret O'Connor, Mary Beckers (OPA), Alan Grubb (Westcliff Resident Association), Gareth Gault (St Luke's Healthy Living Centre CIC), Nicky Hart (NHS SEE), Lesley Vale (Southend University Hospital), Laura Cocks (SEPT), Karolina Waeekiska (SEPT), Peter Stroudley (Southend Carers Forum), Teresa Jago (Alzheimers Society), Denis Garne, and Julie Lockhart.
Speaker: Graham Redgwell, Essex County Council, Health Overview & Scrutiny Committee.
LINK Staff: Gill Dawson (LINK Project Coordinator), Sharon Cohen (LINK Project Administrator).

	Topic	Discussion	Action by who/when
1	Welcome & Introductions	Harry welcomed everyone to the meeting.	
2	Apologies for absence	Paul Beckers (OPA) Beryl Furr (NHS SEE), Irene Grubb (Westcliff Resident Association), Ron Kennedy, Linda Cook, George Malinowski (Turning Tides (SAVS), Tony Le Masurier (SAVS), Ian Rule, Mary Green, Cliff Wallace, Rosalind Peek (LINK Policy & Research Manager) and Celia Clark, SAVS.	
3	Declarations of potential conflicts of interest	Eddie Camp – Governor Southend Hospital Tony Le Masurier – PCT NED (Not stated on last minutes 26.11.08)	
4	Approval of Minutes of previous meeting (26.11.08) & matters arising	The minutes of the previous meeting were approved, subject to the following changes: a) Conflict of interest for Tony Le Masurier – PCT NED (Not stated on last minutes) b) Page 3, Item 7 the second “and” following bullet points to be removed. Matters Arising: 1/ Eddie Camp said that he would donate the £1000 he would receive as payment for the scrutiny committee representation to for the exclusive use of at their absolute discretion. This amount would be donated less tax and Eddie said that he would expect that the South East Locality LINK would claim back the Gift Aid	

		<p>entitlement.</p> <p>2/ Margaret O'Connor said that she and Teresa Jago had met with Mike Waddington and Sally Morris South Essex Partnership Trust (SEPT) that morning. They had discussed a protocol for meeting with SEPT. They had suggested quarterly meetings with the Chief Executive (CE) and Mike Waddington. Liaison should be through Mike with copies to the CE. She added that we needed to set up strong relationships with the local authorities.</p> <p>Teresa Jago referred to the consultation on the reduction of long stay beds. She said that the Trust planned to use the money in the community to prevent people being admitted to hospital. There was a new 'Memory' service and 4 beds planned in the community.</p> <p>Harry said that he was awaiting a formal communication in regard to consultation. He and Eddie Camp expressed concern that there had been no agreement that the beds should be closed and it seemed premature for SEPT to be planning to use this money without formal agreement from the PCTs as they were the commissioning bodies.</p> <p>The LINK was awaiting a response to their letter. We had been informed by the PCT that Mark Tebbs would reply on behalf of the PCTs.</p> <p>The LINK was unable to take action until the reply had been received.</p> <p>Harry asked if there was any discussion on how the Trust was going to work with the LINK in this matter?</p> <p>It was understood that this would be sorted out in 2009</p>	MO'C
5	Why are we here?	<p>"Reminder of what the LINK is for" ref: HJC 150908 which will continue to be attached to future agendas. Until all members are clear on this. Suggestions to improve the paper are always welcome.</p>	All
6	Graham Redgwell Presentation – Scrutiny in Essex	<p>Graham introduced himself and stated that he works for the Governance Team at County Hall. He is the secretary of the Essex Health & Scrutiny Committee. He explained that HOSC has 12 district areas (Southend or Thurrock are not included in this process directly).</p> <p>The role of HOSC is to look at strategic issues; they meet 10 times a year at County Hall. The public are invited to participate throughout the meeting and generally there is no confidential part to the agenda.</p> <p>Southend and Thurrock have their own HOSC but a joint committee is set up if there are issues that cross over. A current example of this is a neonatal care. With regard to regional activity Graham said that this was previously with the Essex Strategic Health Authority but was now part of the East of England Strategic Health Authority.</p> <p>Policy and Scrutiny Committee – There have been several systems over the years and they have not always proved to be suitable. Therefore in the summer 6 Policy and Scrutiny Committees were set up. 2 are central services and the other 4 fall under local area agreement headings.</p>	

		<p>Community Wellbeing and Older People (CWOP) – is a committee set up to look at areas such as mental health and older people issues etc.</p> <p>Children and Young People (CYP) – looks at Childrens services for individuals up to the age of 18. This is a committee of 16-17 people who meet in smaller groups, investigate an issue and then report back.</p> <p>Safe & Stronger Community (SSC) – this looks at areas such as drugs and alcohol etc. This is a committee of 8-9 people.</p> <p>Economic Development and Environment (EDE) – This committee looks at more environmental issues.</p> <p>Each meeting looks at one or two items that are scrutinised in depth. They have witnesses to give evidence and meetings can last up to two hours. With questions being asked throughout the meeting. The CYP is the only committee with no councillors it comprises of co-opted members.</p> <p>The groups have been running for 6 months and so far have been successful.</p> <p>Area Forums - there are four area forums, this is a bit of a problem at present because there are 5 PCT and LINK areas and they may look at increasing this to 5.</p> <p>The role of the area forums is changing. Examples of issues they are looking into include: a current issue in North Essex – where MMR inoculations are much lower in Colchester than anywhere else in Essex. A future project will be looking into why cancer rates in south Essex are higher than in the north.</p> <p>Working with LINKs – at a meeting held on the 3 December at Ivy Hill working with LINKs was discussed and a protocol will come forward on how ECC and LINKs will work together. It is in the very early stages but should open up exciting opportunities.</p> <p>Graham then asked the members If they had any questions.</p> <p>1/ Harry Chandler asked if it would be possible to have copies of minutes, agendas and dates of the meetings?</p> <p>Graham responded that he will provide these to Rosalind Peek to pass on for the months going forward up to April. He will be meeting Ros on a regular basis.</p> <p>2/ Harry Chandler asked how will they work with LINK in south east Essex (Castle Point & Rochford)? He added that they had developed a good working relationship with Southend Borough Council (SBC) and had two representatives on HOSC.</p> <p>Graham responded that they will develop a protocol and this will hopefully be in place by March. ECC has generally been against co-opting in the past. They may not co-opt LINKs Members but would possibly invite them (dependent on the issue) to participate.</p> <p>3/ Eddie Camp asked if one committee deals with health, who deals with social care?</p> <p>Graham responded that CWOP will. They will set up a central point of contact for this which will probably be Graham.</p> <p>4/ Margaret O'Connor asked for confirmation that Social Care was only dealt with by CWOP and asked for terms of reference.</p> <p>Graham said he would provide the terms of reference.</p> <p>5/ Eddie Camp asked if LINKs can put forward items for consideration.</p> <p>Graham responded that it was not possible at the moment and only councillors put forward items but that this would be reviewed. He added that they were aware that they were not good at public</p>	<p>GD and SC to follow up</p> <p>GD and SC to follow up</p> <p>Graham Redgwell</p> <p>Graham Redgwell</p>
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		<p>engagement.</p> <p>6/ Gareth Gault thanked Graham for a useful presentation and asked how HOSC looks at the Joint Strategic Needs Assessment? He added that he felt it very important that there should be a LINK representative on the JSNA.</p> <p>Graham responded that they have had two presentations so far but that HOSC does need to look at the strategic role going forwards.</p> <p>7/ Julie Lockhart asked how the information was gathered regarding the lower MMR vaccinations in Colchester</p> <p>Graham responded that it was gathered by CYP.</p> <p>Harry Chandler thanked Graham for his presentation.</p>	Graham Redgwell
7	Healthcare Commission update	<p>Harry Chandler stated that we had a discussion with the Healthcare Commission. We need to take a draft response to them in March with our commentary for the 3 trusts (South East Essex PCT, South Essex Partnership Trust & Southend Hospital). The PCT have agreed to provide a draft. The hospital were keen that we work with the Governors but Harry did not feel this appropriate and asked if we could work with an officer of the hospital. It was agreed that we would work with Claire Dolby. We have requested PALS and Governors reports from the hospital. Margaret O'Connor had met with SEPT and they were keen to work with us. Harry added that he had spoken with Lorraine Cabel, Chair, SEPT about the way that the PPI Forums had worked with the PCT in previous years and Lorraine was keen to work with LINK in a similar way.</p> <p>The Healthcare Commission accepted that we were not in a position to provide a full commentary at this point in time. Harry to follow up</p>	HC
8	Update: The location and details of all health and social care services in south east Essex	<p>Harry Chandler reported on the progress so far. He has produced a letter of authorisation. This will be circulated to members conducting the survey.</p> <p>Harry went through the list of wards the project will be covering. He asked for volunteers or "Ward Champions" who would like to put their names forward to contact Gill or Sharon. Gill and Sharon to identify the gaps in members ward cover and suggest to Harry which members should be approached. Sharon & Gill will write to the members who have not been emailed to gauge interest.</p> <p>Maps of the area we are covering seem to be hard to obtain. Harry has contacted A-Z and they are willing to produce a map of aprox 5ft x 4ft, (plastic coated and backed). At a cost of £147 with additional copies at £53. Harry suggested that some of the money that Eddie Camp is donating could be used for this purpose. Harry asked if all members were happy for a map to be purchased. All members agreed.</p> <p>Harry also stated that guidance and training will need to be provided to members to carry out the exercise. Turning Tides are having training sessions early next year which we may be able to 'tap' into.</p> <p>Michael Bull said that he wanted to be sure that we were covering the area correctly he will provide a grid for south east Essex.</p> <p>Harry said that he would ask Gill and Sharon to circulate the list of questions that members will be asking. He would be happy for any comments and is open to suggestions from members.</p> <p>Gareth Gault asked if we had a database containing a full list of members. A discussion followed relating to Data Protection Act</p>	<p>GD SC</p> <p>ALL</p> <p>SC GD</p> <p>MB</p> <p>GD SC</p>

11	Consultations	<p>i) Proposal to reduce SEPT beds (please see item 4b)</p> <p>A discussion ensued following this matter regarding the projections for the next 5 years for the increasing population of the elderly and people with dementia. A letter will be written to Nicky Hart which she will forward to Peter Stroudley to clarify the implications to carers of reducing care beds.</p> <p>Harry emphasised that we needed appropriate consultation in this matter so we could protect the interests of the people of south east Essex. He added that Eddie Camp would like to join Margaret and Teresa in their meetings with SEPT.</p>	GD NH EC MO'C
12	Proposals for restructuring the LINK	This will be reviewed at the January meeting. Will members give their views to Gill and Sharon before the January public meeting.	All
13	Chair's report	<p>a) Pharmacy panel – Harry stated that they had looked at two proposed pharmacy relocations in the area. Letters have now been given to the pharmacists.</p> <p>b) Choose and book – Harry stated that this is going well. SEE PCT was now the best in the East of England.</p> <p>c) Meeting with NHS and Social Care – there has been no contact with ECC. Contact has been made with SBC.</p> <p>d) Essex and Southend coordinating group – there is a meeting on 18th December. Harry, Margaret O'Connor and Michael Bull will be attending.</p> <p>e) Carers – A meeting will take place on the 9th January for the Carers to meet with Southend Borough Council. SBC are attempting to conduct a full survey of gaps in services and problem areas.</p> <p>f) Patients Advice and Liaison Services (PALS) reports – this matter was not discussed due to lack of time.</p>	
14	Members' reports	Members agreed that this matter would not be discussed due to lack of time.	
15	Work plan and achievement	This matter was not fully discussed due to lack of time.	
16	Host report	<p>a. Gill reminded members that the LINK Launch event will take place on the 24th January at Anglia Ruskin University. Information on this will be circulated.</p> <p>b. Gill advised members that at the recent meeting with the Health Care Commission they had commended ex Patient & Public Involvement Forum Members (especially the PCT Forum) for their extremely useful Annual Health Check commentary from which they had gleaned 26 useful pointers.</p>	

17	Any other business	<p>a) Peter Stroudly stated that the agendas for the meetings are too long and do not allow enough time for matters to be covered.</p> <p>b) Mary Beckers raised an issue regarding cost of attending an event by ECC was £40. She was asked to pass the details to Sharon & Gill to look into.</p> <p>c) Nicky Hart asked if we could set the dates for the whole of next year in advance. This will be looked at and actioned in January.</p>	<p>MB</p> <p>HC</p>
	Date & Place of Next Meetings	<p>20th of January 2009 3pm - 5pm at SAVS 29-31 Alexandra Street, Southend on Sea, Essex, SS1 1BW.</p>	