

TONBRIDGE & MALLING BOROUGH COUNCIL



EXECUTIVE SERVICES

Chief Executive

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NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.

Contact: Committee Services
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21 May 2014

To: MEMBERS OF THE COMMUNITIES AND HEALTH ADVISORY BOARD
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Communities and Health Advisory Board to be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Monday, 2nd June, 2014 commencing at 7.30 pm

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

PART 1 - PUBLIC

1. Apologies for absence
2. Declarations of Interest

3. Minutes 5 - 8

To confirm as a correct record the Notes of the meeting of the Communities and Health Advisory Board held on Tuesday, 4 March 2014

Matters for recommendation to the Cabinet

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Matters submitted for Information

5. Presentation on the work of Sevenoaks and Tonbridge Area Mind 17 - 18
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8. Minutes of the Local Strategic Partnership 37 - 44
9. Urgent Items

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

Matters for consideration in Private

10. Exclusion of Press and Public

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

PART 2 - PRIVATE

11. Urgent Items - Private

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

MEMBERSHIP

Cllr Ms S V Spence (Chairman)
Cllr Mrs C M Gale (Vice-Chairman)

Cllr A W Allison
Cllr T Bishop
Cllr D J Cure
Cllr Mrs E M Holland
Cllr D Keeley
Cllr Miss J L Sergison

Cllr Miss S O Shrubsole
Cllr A K Sullivan
Cllr M Taylor
Cllr R Taylor
Cllr D J Trice

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TONBRIDGE AND MALLING BOROUGH COUNCIL

COMMUNITIES AND HEALTH ADVISORY BOARD

Tuesday, 4th March, 2014

Present: Cllr Ms S V Spence (Chairman), Cllr Mrs C M Gale (Vice-Chairman), Cllr A W Allison, Cllr T Bishop, Cllr Mrs E M Holland, Cllr D Keeley, Cllr Miss J L Sergison, Cllr C P Smith, Cllr A K Sullivan, Cllr M Taylor and Cllr R Taylor

D J Cure, N J Heslop, B J Luker and M R Rhodes were also present pursuant to Council Procedure Rule No 15.21.

An apology for absence was received from Councillor D J Trice.

PART 1 - PUBLIC

CH 14/1 DECLARATIONS OF INTEREST

Councillor Mrs Gale declared an Other Significant Interest in the item concerning the Key Voluntary Sector Bodies – Grant Support on the grounds of being a member of the Maidstone Mediation Scheme and she withdrew from the meeting during consideration of this item.

CH 14/2 MINUTES

RESOLVED: That the notes of the meeting of the Communities and Health Advisory Board held on 18 November 2013 be approved as a correct record and signed by the Chairman.

MATTERS FOR RECOMMENDATION TO THE CABINET

CH 14/3 KEY VOLUNTARY SECTOR BODIES - GRANT SUPPORT

Decision Notice D140027MEM

The report of the Chief Executive reviewed the work of voluntary sector bodies which received grant support from the Borough Council and set out details of proposed grants for 2014/15. Presentations were received from each of the applicant organisations and the Board commended them for the work undertaken within the community.

RECOMMENDED: That, subject to the services provided being of an appropriate standard, grants to the following organisations be confirmed for 2014/15:

Tonbridge and Malling CAB - £111,000
Voluntary Action within Kent - £5,000
Voluntary Action Maidstone - £5,000
Age UK Sevenoaks and Tonbridge - £10,000

Age Concern Malling/West Kent Community Care - £10,000
Maidstone and West Kent Mediation Services - £6,000

CH 14/4 COMMUNITY-LED LOCAL DEVELOPMENT (CLLD)

Decision Notice D140028MEM

The report of the Chief Executive set out details of an opportunity to establish a Community-Led Local Development (CLLD) which could provide funding for local projects addressing a range of community issues and needs within Tonbridge and Malling. The report outlined the bidding process and suggested that a Tonbridge and Malling CLLD could focus on addressing the needs of the more deprived communities within the Borough.

RECOMMENDED: That an expression of interest for a Community-Led Local Development initiative, focused on addressing the Borough's community development objectives, be submitted to the South East Local Enterprise Partnership (SELEP).

CH 14/5 HEALTH ACTION TEAM

Decision Notice D140029MEM

The report of the Director of Planning, Housing and Environmental Health provided a summary of the work of the Council's Health Action Team (HAT) which focused on co-ordinating health improvement work across the Borough in association with public, private and voluntary sector groups. The minutes of the meeting of the group, held on 11 December 2013, were attached at Annex 1 to the report.

RECOMMENDED: That the work of the Housing Action Team and the minutes of the meeting held on 11 December 2014 be endorsed.

MATTERS SUBMITTED FOR INFORMATION

CH 14/6 MINUTES OF THE LOCAL STRATEGIC PARTNERSHIP

The minutes of the meeting of the Local Strategic Partnership held on 6 December 2013 were presented for Members' information.

CH 14/7 WEST KENT HEALTH AND WELL BEING BOARD

The minutes of the meeting of the West Kent Health and Well Being Board held on 21 January 2014 were presented for Members' information.

MATTERS FOR CONSIDERATION IN PRIVATE

CH 14/8 EXCLUSION OF PRESS AND PUBLIC

There were no items considered in private.

The meeting ended at 9.15 pm

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TONBRIDGE & MALLING BOROUGH COUNCIL
COMMUNITIES and HEALTH ADVISORY BOARD

2 June 2014

Report of the Director of Planning, Housing and Environmental Health

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken by the Cabinet Member)

1 LOCAL HEALTH IMPROVEMENT PROGRAMMES

Background

This report describes the range of health improvement projects for which Kent County Council funding has been awarded for the current year and reviews the performance of these initiatives in 2013/14.

1.1 Local Health Delivery

1.1.1 We are now one year into the new arrangements for local health delivery, which include Kent County Council taking a statutory lead on public health following its transfer from the Primary Care Trusts to Kent County Council and commissioning health improvement programmes to Boroughs, Districts and other providers.

1.1.2 The objectives of local public health are:

- Health Improvement for the population of Kent – focussing particularly on reducing the health inequalities gap;
- Informing and advising all relevant agencies (councils, police, nursing homes, health services and so on) on health protection issues. These might be severe weather or threats of infectious diseases; and
- Providing professional Public Health advice to Clinical Commissioning Groups (CCGs) and all those who commission health and social care services.

1.1.3 The Kent Boroughs and Districts are recognised as being essential partners in achieving effective delivery of local health improvements, through their unique position within local communities. For example through our Joint Strategic Needs Assessment we are able to identify specific health related issues in each of our wards and use that data to help us target interventions and programmes. We are represented on the West Kent Health and Wellbeing Board, which is a sub-group of the Kent Health and Wellbeing Board.

1.1.4 Commissioning arrangements for 2014/15 have, to all intents and purposes, remained similar to last year, however, it is anticipated that future arrangements will be reviewed, although we do not yet know the details, it is critical, therefore, that we remain fully engaged with emerging debate and discussions in this area.

1.2 Health Improvement Initiatives 2013/14

1.2.1 The Borough Council's annual health delivery programme is currently split into three key elements:

- Healthy living centre initiatives.
- Healthy weight programmes; and
- Mental health, well-being and community-led programmes.

1.2.2 The outturn performance for 2013/14 is summarised in **[Annex 1]**.

1.3 The Virtual Healthy Living Centre

1.3.1 The Council uses a virtual Health Living Centre model, which suits the demographics of the borough and means we can be entirely flexible in where the various health improvement initiatives are delivered. The services provided through the Virtual Health Living Centre are organised by the Healthy Living Co-ordinator, who works with community resource centres and partners, such as the Children's Trust, Community Safety, Health Trainers and community development workers to deliver a wide range of community initiatives, with the aim of supporting public health goals in reducing health inequalities and promoting health improvement across the borough.

1.3.2 The Healthy Living Coordinator was successful in renewing our contract with Kent Community Health Trust to deliver the National Primary Prevention Screening Programme for Cardiovascular Disease risk assessment and risk management, known as NHS Health Checks. The Checks are targeted at 40 to 74 year olds, with no current medical history of cardiovascular disease. They involve an assessment of cholesterol; BMI; blood pressure and a discussion about risk factors such as diet, exercise, alcohol consumption and smoking. At the conclusion of the Check, a risk score is provided to the individual, along with advice on the management of their risk factors and onward referral to their GP, if appropriate. During 2013/14 we delivered 312 Checks across the Borough, focussing where possible in our priority communities.

1.4 Healthy Weight Programmes

1.4.1 Through this funding the Council and its partners deliver two projects to assist those who are overweight – adult weight management and family weight management.

1.4.2 The adult healthy weight programme targets adults with a body mass index (BMI) of 28 or more, who either self-refer or who are referred by their GP. The initial twelve week programme aims to create a supportive environment to help participants:

- increase physical activity and reduce sedentary behaviour;
- improve eating behaviour, the quality of diet and reduce energy intake; and
- improve emotional wellbeing.

On-going encouragement and support is given at the end of the programme.

1.4.3 This year the Tonbridge & Malling Leisure Trust will deliver a significant part of the adult healthy weight programme at Larkfield Leisure Centre and the Angel Centre, with the remainder being specifically targeted at community based programmes. Our target is for 200 adults to sign up to a new TMLT based programmes and to deliver community based programmes to a further 50 adults meeting the criteria, including working with Tonbridge Angels Football Club.

1.4.4 Over the last eighteen months the Healthy Living Co-ordinator has reviewed our approach to family weight management initiatives to offer greater flexibility to interested families. She has developed a new programme in conjunction with Tunbridge Wells Borough Council, called LEAP (Learn, Eat and Play). This year it is planned to run at least two school and four community based family healthy weight, which will include an element of nutrition, exercise and cookery.

1.4.5 Cook and Eat sessions have been run at a number of schools throughout the borough and it is proposed to use the same approach this year, focussing in our priority communities. It is also intended to deliver some of these programmes in community settings.

1.4.6 In addition to the community based healthy weight programmes referred to in paragraph 1.4.3 of this report a further ten thousand pounds of funding has been secured to address health inequalities with a focus on healthy weight. We will be working with MIND Sevenoaks, Tonbridge Angels and the Tonbridge & Malling District Partnership Group for Disability to specifically address inequalities in men's health, mental health and disability.

1.5 Mental Health, Well Being and Community-led Programmes

1.5.1 The Community Safety Partnership commissions a range of support services to address domestic abuse issues and alcohol and drugs misuse.

1.5.2 Additionally the Environmental Health Service delivers a Wellbeing in the Business community programme, which offers employees from local businesses and organisations the opportunity to receive an NHS Health Check or a Health and Wellbeing check, offers advice and information about healthy diet and

exercise, safe drinking, quitting smoking, mental health and wellbeing, based closely on the Government's Change 4 Life initiative. Employees are signposted as relevant to appropriate professional health services for follow-up. It was difficult to engage with the required number of businesses last year and the target for this year has been increased to incorporate businesses that wanted to work with us but due to a variety of constraints were unable to do so last year.

- 1.5.3 KCC have recently launched a new Workplace initiative promoting workplace health and well-being through the Workplace Wellness Charter. All Kent Borough's and Districts have been requested to partner them in the delivery of this initiative and additional funding has been made available to support this. It will complement the successful programmes that have already been delivered to support businesses and organisations to develop their own approaches to the health and wellbeing of their employees.
- 1.5.4 One of the on-going successes of the health improvement work has been the delivery of a further three Jasmine programmes, a 12 week course focussing on helping women with low level mental health problems. Twenty seven women went through the programme supported by a qualified psychotherapist and hosted by Platform 51. There was concern that with the closure of Platform 51 in Tonbridge the programme would not continue, however Sevenoaks MIND have recently confirmed their commitment to continuing these programmes, making them available to men and women in the local area.
- 1.5.5 Last year we introduced a mental health programme called SAFE (Suicide Prevention for Everyone), a youth led project that aims to make sure that young people are more aware of the danger signs of youth suicide and to support local young people within schools to raise awareness of mental health issues by breaking down stigma and encouraging young people to talk about their feelings and seek help. This was delivered successfully last year by the Voluntary Action West Kent Team to the Judd, Tonbridge Grammar School for Girls and Aylesford School. The same level of funding has been allocated for this year, with a request that the provider focuses on schools in our priority communities.

1.6 Health Improvement Initiatives 2014/15

- 1.6.1 Throughout 2014/15 the Healthy Improvement Team will provide, amongst others, the following services:
- promote and deliver cook and eat sessions, healthy walks and healthy weight initiatives;
 - a range of healthy living community and workplace events and campaigns;
 - work with businesses and organisations to encourage the adoption of the Workplace Wellbeing Charter;

- carry out brief advice and identification on smoking and alcohol and refer into services where appropriate;
- continue to provide NHS Health Checks; and
- commission partners to deliver mental health support and programmes in a variety of settings.

1.7 Legal Implications

1.7.1 Service level agreements are in place between the Council and KCC and the Council and its providers.

1.8 Financial and Value for Money Considerations

1.8.1 The delivery of these programmes is fully dependent on the health improvement funding being maintained by KCC. As referred to earlier in the report, there is potential for the funding mechanisms to change, which may require us to adopt a new approach to the delivery of these services.

1.9 Risk Assessment

1.9.1 In the short term a failure to deliver against the agreed commissioning proposals. These risks are mitigated through performance monitoring throughout the year.

1.9.2 Looking ahead it will be crucial to be engaged in any new processes for new ways of commissioning health improvement.

1.10 Equality Impact Assessment

1.10.1 See 'Screening for equality impacts' table at end of report

1.11 Recommendations

1.11.1 It is **RECOMMENDED** that the performance information at **[Annex 1]** be **ENDORSED** and that the range of programmes for 2014/15, as set out in the report and delivered by the Borough Council and its partners, be **APPROVED**.

The Director of Planning, Housing and Environmental Health confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

Background papers:

Nil

contact: Heidi Ward
Jane Heeley

Steve Humphrey

Director of Planning, Housing and Environmental Health

Screening for equality impacts:		
Question	Answer	Explanation of impacts
a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?	No	All health programmes are made available to all residents, regardless of any protected characteristics such as race, gender, age, sexual orientation etc.
b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?	Yes	Some health improvement programmes are actively marketed to harder to reach groups and communities.
c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?		Any concerns are dealt with as part of individual projects.

In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above.

HEALTH IMPROVEMENT PROGRAMMES
SUMMARY OF KEY PERFORMANCE MEASURES 2013/14

OUTPUTS

Initiative	Number of events	Examples
Health Events	Attendance at various events across the borough	Gateway, Platform 51, Children's Centres, K –college, Age UK, St James Centre, MIND, Tonbridge, Larkfield & Snodland Library, RBLI, Snodland working men's club, farmers market
Workplace Health Events	1	Kent Wildlife Trust
Jasmine Programmes	3	Platform 51, Tonbridge, Children's Centre, East Malling
Cook and Eat Sessions	8	7 Schools and 2 Platform 51 programmes
Walking For Health	Ongoing programme	Leybourne Country Park, Hadlow, Tonbridge Pool, Haysden Country Park
"Go 4 It!" Family Weight Management	4	Larkfield and Angel Leisure Centres, Ridge View School & Brookfields infant & Junior School
LEAP Family Weight Management	2	Longmead Primary School & St James the Great Academy
Adult Weight Management Programmes	Rolling programme	Larkfield and Angel Leisure Centres

OUTCOMES

Outcome	Number
Referrals to Stop Smoking Service	11
Brief interventions and advice re: alcohol	340
New children on weight management programmes	77
New adults on weight management programmes	426
Women benefitting from the Jasmine programme	36
Walking for Health	38 (new walkers)
NHS Health Checks delivered	312
Community Wellbeing Checks	18
Mental Health Impact Assessment	1

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TONBRIDGE & MALLING BOROUGH COUNCIL
COMMUNITIES and HEALTH ADVISORY BOARD

02 June 2014

Report of the Chief Executive

Part 1- Public

Matters for Information

1 PRESENTATION ON THE WORK OF SEVENOAKS AND TONBRIDGE AREA MIND

1.1 Background

1.1.1 Jill Roberts (Chief Executive of Sevenoaks and Tonbridge Area Mind) will provide an update on the work of Mind locally. The charity is one of 180 local Mind associations which are affiliated to the national charity Mind. It is an independent charitable organisation, which supports the overall values and vision of the national organisation.

1.1.2 Mind is the leading mental health charity in England and Wales. The goals of Mind are:

- Staying well: Support people likely to develop mental health problems, to stay well
- Empowering people: Empower people who experience a mental health problem to make informed choices about how they live and recover
- Improving services and support: Ensure people get the right services and support at the right time to help their recovery and enable them to live with their mental health problem
- Enabling social participation: Open the doors to people with experience of mental health problems participating fully in society
- Removing inequality of opportunity: Gain equality of treatment for people who experience both mental health and other forms of discrimination
- Organisational excellence: Make the most of assets by building a culture of excellence.

Background papers:

contact: Gill Fox

Nil

Julie Beilby
Chief Executive

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TONBRIDGE & MALLING BOROUGH COUNCIL
COMMUNITIES and HEALTH ADVISORY BOARD

02 June 2014

Report of the Director of Planning, Housing and Environmental Health

Part 1- Public

Matters for Information

1 TONBRIDGE & MALLNG HEALTH ACTION TEAM

The report provides a summary of the work of the Council's Health Action Team.

1.1 Background

1.1.1 Through the Health Action Team (HAT) it is intended that local partners involved in the delivery of "health" in its widest context have the opportunity to meet together to develop a wider understanding of the role of the various partners engaged in health improvement. The HAT also provides a focus for co-ordinating health improvement work across the Borough to help achieve good local outcomes for local people.

1.1.2 The minutes of the last meeting held on 26 February are attached **[Annex 1]**.

1.2 Legal Implications

1.2.1 None

1.3 Financial and Value for Money Considerations

1.3.1 Actions for the Council arising out of the HAT will be met by existing budgets or additional external funding.

1.3.2 An important role for the HAT is to ensure a co-ordinated approach to the delivery of health improvement initiatives, including the avoidance of duplication, to ensure that resources are used to best effect.

1.4 Risk Assessment

1.4.1 None

Background papers:

contact: Jane Heeley

Nil

Steve Humphrey
Director of Planning, Housing and Environmental Health

**TONBRIDGE AND MALLING
HEALTH ACTION TEAM**

MINUTES

**Wed 26th February 2014
14:00-16:00**

Present:

Jane Heeley	Chief Environmental Health Officer, TMBC
Heidi Ward	Healthy Living Co-ordinator, TMBC
Anthony Garnet	Licensing & Community Safety Manager
Martin Guyton	Chief Executive TMLT
Alison Finch	Safer & Stronger Communities Manager TMBC
Linda Hibbs	Private Sector Housing Manager
Satnam Kaur	Chief Housing Officer
Kas Hardy	KCC Public Health Specialist
Sarah Padfield	Health Improvement Assistant
Glen Page	Family Focus
Jeni Ashmore	Leisure Services
Jill Roberts	CEO MIND Sevenoaks
Karen Leslie	Home Improvement Agency

Actions**1. Apologies, welcome and introductions**

The meeting was chaired by Jane Heeley and apologies were sent from Mark Raymond & Stephen Greg.

2. Minutes and actions of previous meeting

- Kallie Hayburn will provide CCG representation on the group.
- LH and KH agreed to link together about the winter deaths
- JH confirmed that the Health inequalities update postponed from the last meeting would be given at this meeting

JH
KH/LH

3. 'Time to Change' – Sevenoaks area Mind – Jill Roberts

Jill Roberts gave a presentation on Sevenoaks Mind and 'Time to Change'. Sevenoaks Mind is affiliated to National Mind but are run and funded independently at a local level. They are 3 years into a 5 year plan; development was needed in both Sevenoaks and Tonbridge but it was felt that it was difficult to focus on both areas at the same time so the first 3 years of the plan was to develop Sevenoaks. This phase of the plan is now coming to an end, and the second phase is to develop in Tonbridge with key aims being to support mental health, building stronger communities and to overcome stigma and discrimination around issues to do with mental health. This is timely as Platform 51 is closing down and Sevenoaks Mind are taking on

some of their services - Harmony group and the Jasmine group (commissioned by TMBC). Keeping the same people delivering the programmes. At Platform 51 these services were only open to women, however now Mind is providing these programmes will now be available for men. It is planned to also offer support groups, arts and crafts, sports, gardening, one to one sessions in Tonbridge.

Jill then updated the group on the 'Time to change' programme explaining that it is national programme/movement running Kent wide. The purpose is to break down stigma on mental health issues in partnership between Rethink and Mind. 41 people with mental health problems have been recruited as volunteer ambassadors aimed at attending events and sharing their experience of suffering from mental health problems. The aim is to raise awareness of mental health issues so that more support can be given and there is less reliance on mental health services. Data collection is by means of an evaluation tool (questionnaire) which contributes towards national targets.

Actions

- | | |
|---|----------------|
| • Jill agreed to link in with HW to let her know what's going on locally. | JR/HW
JR/MG |
| • Jill and Martin to liaise about physical activity sessions in Tonbridge. | JR/HW |
| • Jill and HW agreed to liaise regarding a Weight Management Programme at Sevenoaks Mind. | JR/HW
JR |
| • HW to put Jill in touch with RBLI as a contact | HW |
| • MG and AF agreed to liaise with Jill regarding front line training for staff. | MG
AF |
| • Linda agreed to liaise with Jill with regard to linking in with training and what TMBC housing can offer with broader training. | |

4 Troubled Families Agenda – Glen Page

The Troubled Families Agenda is a 3 year national initiative focussed on improving the life chances of Kent's most disadvantaged families. The criteria for inclusion are based on three main elements; reducing the number of school exclusion/absences, reducing crime/Anti-social Behaviour and improving work readiness.

Families need to meet 2 out of 3 of the following criteria to be eligible for the initiative;

- Children not attending school/been excluded, schools have concern about child/children.
- family members involved in crime or anti social behaviour
- No adult in the family working.

In year 1 there were 74 families were invited onto the programme and this year the target is 75 families but so far 43 families have been enrolled. Although this is similar to other areas, they are presently looking into East Kent model as they have a higher success rate.

Glen asked that if anybody that knows of a potential family for the programme please refer as they are slightly short on numbers.

Linda to nominate potential families for programme from her contacts. LH

5. Kent integrated adolescence support service (KIASS) – Overview

Glen Page updated the group on behalf of Akua Agyepona who sent her apologies but was hoping to attend the next HAT meeting. Glen briefly explained that KIASS aimed to deliver better integrated working through a new integrated multi-disciplinary and multi agency service model operating as part of the new Preventative Services Directorate within KCC. KCC staff will be integrated into one team as part of this transformation process (Youth services, Youth offending services) The development of KIASS will lead to integrated pathways into and across services. HW

The aim of the service is to deliver early and effective interventions for young people to prevent situations escalating into situations such as children going into care or committing crime.

6. Health update TMBC

Health inequalities Action Plan update

JH gave an update on the Health Inequalities Action Plan for TMBC. JH explained that the plan was aimed at systematically addressing health and wellbeing outcomes and inequalities in Tonbridge & Malling by aiming to reduce the gap in life expectancy between those living in the most deprived areas and those living in the more affluent areas of T&M.

The plan follows the life course and is split into six chapters, to mirror the Kent Plan. All the Council's services are involved in its delivery in a co-ordinated way and to monitor ur progress with the plan an Officer Study Group has been established, the first meeting is due on 19th March.

It was agreed that the Health Inequalities Plan should be put onto the Council's website. HW

HW gave an update on the latest family weight management programmes that are running – LEAP – Learn Eat and Play is a Family weight management programmes that aims to help families with an unhealthy weight to make behaviour and lifestyle changes. HW

JA to link with HW about getting children from play schemes into the LEAP programme. JA

With regards to the Health Improvement programmes 2014/15 HW explained that JH and HW would be meeting with KH shortly to confirm commissioning intentions for 2014/15. HW explained that a proposal template had been developed to support those being commissioned to deliver programmes to ensure that there was a clear focus on the aims objectives and budget outlines for the programmes they were wishing to deliver. HW also explained that they would also ensure that clear Service Level Agreements were put in place this year to ensure that delivery specifications were clear.

With regard to the TMBC priority to support businesses to have healthy workplaces, Jane Heeley and Anthony Garnett agreed to liaise about taxi driver health. AG/JH

7 Meeting update

CCG – JH explained that the CCGs were keen to know about the role of districts in supporting mental health initiatives, Community Safety Partnerships and that this had been deferred to the next meeting. JH explained that WKCCG had set up a range of Task & Finish groups; JH attending the Smoking one and HW attending the Childhood Obesity and Mental Health Task Group. These groups were coming to an end with reports being pulled together. JH is to report on findings on Smoking Task and Finish Group. HW reported that the Childhood Obesity Task & Finish group was likely to continue so that regular reports could be fed into the CCG. JH

8 AOB

Karen Leslie updated on the Winter Warmth Programme. This programme is funded by KCC and Enterprise and there is a criteria that the owner, tenant must be over 65 and diagnosed with a health condition to qualify. This has been problematic because GPs want to charge for diagnoses. Once the person qualifies The Home Improvement Agency provides a home assessment and puts them in contact with initiatives for home improvement such as ECO. KL explained that ECO (Energy Compliant Obligation) is a government initiative, whereby energy companies support those in fuel poverty with energy efficiency improvement such as insulation. Unfortunately the funding was being reduced

KH attended a 6 ways to well being information day organised by Ivan Rudd. KH explained that Kent Sheds project is now running and the contract went to Groundwork. KH also explained there was funding for projects around Gurkers and agreed to email the contact to Heidi. KH also spoke about available funding (KCC business portal) - funding (35k per district) for creative arts and wellbeing.

Jill Roberts also requested that outreach venues for one to one counselling are needed. AF mentioned the St James's Centre in East

Malling could be a potential venue. HW also mentioned that there are several Children's centres across the borough that could also be used. JA to look into Tonbridge hub as a potential venue – unsure as to whether this venue is just available for adolescences.

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TONBRIDGE & MALLING BOROUGH COUNCIL
COMMUNITIES and HEALTH ADVISORY BOARD

02 June 2014

Report of the Director of Planning, Housing and Environmental Health

Part 1- Public

Matters for Information

1 WEST KENT HEALTH AND WELLBEING BOARD

Summary

To present the minutes of the most recent West Kent Health and Wellbeing Board

1.1 Background

1.1.1 The West Kent Health and Well Being Board met on the 18th March and the 15th April. Minutes of the 18th March are submitted for information at **[Annex 1]**.

1.2 Legal Implications

1.2.1 None

1.3 Financial and Value for Money Considerations

1.3.1 None

1.4 Risk Assessment

1.4.1 None

Background papers:

contact: Jane Heeley

Nil

Steve Humphrey

Director of Planning Housing and Environmental Health

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WEST KENT CCG HEALTH AND WELLBEING BOARD

MINUTES OF THE MEETING HELD ON 18 MARCH 2014

Present: Dr Bob Bowes (Chairman) and Gail Arnold, William Benson, Alison Broom, Councillor Richard Davison, County Councillor Roger Gough, Steve Humphrey (substituting for Jane Heely), Mark Lemon, Mairead MacNeil and Malti Varshney

In Attendance: Kevin Day, Alison Finch, Rob Jarman, Katie Latchford, Val Miller, Sarah Robson and Chief Inspector Simon Wilson

1. APOLOGIES FOR ABSENCE

It was noted that apologies for absence had been received from Lesley Bowles, Councillor John Cunningham, Jane Heely, Steve Inett, Dr Tony Jones, Councillor Brian Lukker, Chief Inspector Dave Pate, Dr Sanjay Singh and Dr Meriel Winter.

2. DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

There were none.

3. MINUTES OF THE MEETING HELD ON 21 JANUARY 2014

RESOLVED: That the Minutes of the meeting held 21 January 2014 be approved as a correct record subject to the amendment of the first sentence of Minute 12 (CCG Commissioning Plans) to read:

It was noted that there is a scheme in Liverpool where people admitted with alcohol problems are taken better care of.

4. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 21 JANUARY 2014

Minute 4 – General Overview of Substance Misuse in West Kent CCG District

In response to a question by the Chairman, Malti Varshney undertook to ensure that the liver disease mortality rates for each district in the West Kent CCG area are circulated to the Board.

5. HEALTHY WEIGHT - ADULTS

The Chairman agreed to take this item first due to one of the presenters having to leave at 6.00 p.m. to attend another meeting.

Val Miller, Public Health Specialist, presented an overview of adult excess weight rates (overweight and obese combined) calculated by Public Health England as part of the Public Health Outcomes Framework. It was noted that:

- The England rate is 63.8% and the West Kent Districts are statistically similar which means that only one third of the population in West Kent is a healthy weight. Being obese substantially increases the chances of a person developing a wide range of medical problems, including type 2 diabetes, heart disease and many common cancers. Overweight and obese adults are also likely to have children who are overweight. If levels of obesity continue to rise at their present rate, there will be unmanageable pressures on the NHS and adult social care and implications for the whole economy.
- Excess weight is a complex issue, influenced by a range of factors including social and economic deprivation and age. With the new health and wellbeing agenda in local government, there are new opportunities for working with colleagues in disciplines such as sports and play, environmental health, trading standards, licensing and planning to tackle the problem.

Sarah Robson, Community Partnerships Manager, Maidstone Borough Council, presented a snapshot of obesity in Maidstone, which showed that 10.7% of 4-5 year olds and 20% of 10-11 year olds are obese. Children who live in more deprived areas are more likely to be overweight and obese than those from the most affluent areas. Access to healthy food and adopting healthier life styles is more difficult in deprived areas.

A map of the Borough was displayed which showed the location of hot food takeaways in clusters near schools and in deprived areas.

Rob Jarman, Head of Planning and Development, Maidstone Borough Council, gave a presentation on the contribution that Local Planning Authorities can make to improving public health and wellbeing, including shaping an urban environment that encourages people to adopt healthier lifestyles. He explained that:

- It is common place in developments above a certain size for the Local Planning Authority to seek contributions for healthcare.
- There is potential to work with the Board and other partners on a Supplementary Planning Document, the purpose of which would be to explain the Council's approach as Local Planning Authority towards encouraging better access to healthy food. There are two main elements to this: Restricting the development of new hot food takeaways particularly in deprived areas and areas of poor health and promoting the creation of more allotments and encouraging community growing opportunities.

- There is guidance relevant to this in the National Planning Policy Framework (NPPF) and the draft Local Plan, which is being put out to consultation, sets out ways in which public health principles and planning can be integrated to reduce health inequalities.
- Existing Local Plan policies aim to protect retail streets from being diluted by non A1 uses where this would harm the vitality and viability of the centre or the shopping character of a particular street. A number of Local Planning Authorities have adopted Supplementary Planning Documents which include a 400m exclusion zone around shops and leisure centres etc. designed to deter people from submitting planning applications for hot food takeaways in these zones.
- To date, five Local Planning Authorities have had their policies tested at appeal, but there are no examples of appeals where a Planning Inspector has cited the exclusion zone as the only consideration (fear of crime and highway safety have been cited). It is necessary to produce an evidence base to justify the formulation of policies to be followed when determining planning applications for hot food takeaways.

Members of the Board commented that:

- In terms of the evidence base, it would be necessary to demonstrate a direct link between access to unhealthy food and the long term health outcomes, and this might not become apparent for some years.
- Planning alone will not provide the solution, but has a role which could be developed in conjunction with the Board and other partners.
- There is an opportunity to influence the design of developments to include access to open space and trim trails etc. and also to promote walking and cycling as alternative forms of travel.

Kevin Day of Kent Sport gave a presentation on how sport and physical activities can have a positive effect on those who are considered overweight or obese. It was noted that:

- Kent Sport can provide advice and support regarding funding opportunities for sporting activities.
- The Active People Survey commissioned by Sport England continuously measures the number of people taking part in sport across the nation and in local communities.
- Kent Active People data shows an increase in adults doing 3 x 30 sport and active recreation since 2005/6 of 5.2% across Kent. Inactive People data for 2012-13 shows that 44.9% of people in Kent are physically inactive and the cost of physical inactivity in

Kent is £21m per year. This date could be shared with health partners with a view to pooling resources, sharing intelligence and piloting activities.

Members of the Board commented that:

- Tools are being developed to target those at risk due to inactivity and to direct effective intervention.
- Physical inactivity has implications for social care in terms of the provision of adaptations and equipment etc.

Val Miller gave a short presentation on Kent's Healthy Weight Pathway for adults to receive treatment for obesity. Specific reference was made to the four tiers of service provision, barriers to effectiveness and the financial implications in terms of commissioning weight management services. Val concluded by commending the in-house tier 2 programme at the Balmoral Surgery, Deal as a model for primary care.

Members of the Board commented that:

- Consideration should be given to the impact of obesity on employers in terms of lost productivity etc. and the role employers can have in tackling obesity and promoting healthy living.

RESOLVED: That the presentations be noted with interest and that the slides be circulated to all Members of the Board.

6. COMMUNITY SAFETY (BARRIERS AND PERSPECTIVES)

Chief Inspector Simon Wilson introduced a briefing paper outlining the activities of the four Community Safety Partnerships in the West Kent CCG area in relation to substance and alcohol misuse which is associated with a wide range of criminal and anti-social behaviour. He said that, as an example, up to 20,000 people come into Maidstone on a Saturday night and they are vulnerable to harm or causing harm due to drug or alcohol misuse. It is necessary to educate people to make informed choices.

Members of the Board commented that:

- There is a need to include clinicians on Community Safety Partnership Boards.
- There is a need for a proactive and co-ordinated approach to prevention and education to avoid duplication of effort and resources. This should include intelligence sharing and targeted work.
- Could consideration be given to linking co-ordinated outreach work to late night levies?

In response to a question by the Chairman, William Benson agreed to follow up the possibility of alcohol related hospital admissions being coded as a trial exercise. It was noted that at present, unless a patient stays for more than four hours they are not recorded. The data could be used to quantify costs and inform decision making on preventative measures.

RESOLVED: That the position be noted.

7. CCG/STRATEGIC COMMISSIONING PLAN

Gail Arnold, Chief Operating Officer, presented the WKCCG Strategic Commissioning Plan 2014-19 making specific reference to the following:

- The NHS outcome framework domains, outcome measures, key improvement measures and West Kent specific targets and initiatives.
- The need for alignment with the Better Care Fund.
- The widening gap between need and what can currently be afforded within the funding available.
- Stakeholder engagement including Mapping the Future.
- Current health challenges in West Kent.
- Ambitions to be achieved by 2018/19 having regard to the data available in relation to the electoral wards in West Kent CCG in the highest mortality quantiles for those aged under 75 and the causes of death.

Members of the Board made reference to the following:

- The need to discuss responsibilities in relation to the “Collective Challenge” to ensure effective service delivery and investment.
- The need to make decisions now regarding the funding of the health and care services to be provided in future.
- The need for a co-ordinated partnership approach to achieve positive outcomes.
- The need to consider how to engage schools in a pro-active way in the education/preventative agendas as there is potential to achieve positive results in ten years’ time.
- The need to use the available data to direct resources where required.
- The need for an indepth discussion on the role, responsibilities and ambitions of the Board and how member organisations can work

together to achieve best development having regard to the defined Plan outcomes and available resources.

RESOLVED: That subject to the points raised in the discussion, the presentation be noted with interest.

8. UPDATE ON BCF

The West Kent Better Care Fund Plan was circulated for consideration prior to discussion at the Kent Board the following week. It was noted that the Plan would be amended to include reference to district involvement in prevention.

RESOLVED: That comments or proposals for inclusion in the Plan going forward should be sent to the Chairman and/or Gail Arnold at the WKCCG in time for consideration by the Kent Board on 26 March 2014.

9. CHILDREN'S OPERATIONAL GROUPS

Alison Broom drew the Board's attention to a letter she had received that day setting out details of the decision which has been taken to establish Children's Operational Groups (COGs) on local Health and Wellbeing Board boundaries. It was noted that the COG is now a sub-group of the local Health and Wellbeing Board and accountable to it for the effective delivery of its programme. The Board felt that it should have been consulted on the new arrangements and that clarification is required.

RESOLVED: That clarification be sought regarding the role of the Children's Operational Groups and their governance arrangements.

10. FUTURE DATES - FREQUENCY AND VENUE OF MEETINGS

The Board considered the arrangements for future meetings.

RESOLVED:

1. That arrangements be made for the Board to meet on a monthly basis (at 4.00 p.m. on the third Tuesday where possible) at venues within the West Kent area.
2. That the next meeting of the Board be arranged to take place at 4.00 p.m. on Tuesday 15 April 2014 at the offices of Tonbridge and Malling Borough Council at Kings Hill.
3. That arrangements be made for the Board to have a discussion (in May) on its role, responsibilities and ambitions and how member organisations can work together to achieve best development having regard to the Strategic Commissioning Plan outcomes and available resources; the discussion to include the implications of the arrangements in relation to the Children's Operational Groups and the partnership working environment in Kent generally.

11. DURATION OF MEETING

5.40 p.m. to 7.50 p.m.

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TONBRIDGE & MALLING BOROUGH COUNCIL
COMMUNITIES and HEALTH ADVISORY BOARD

02 June 2014

Report of the Chief Executive

Part 1- Public

Matters for Information

1 MINUTES OF THE LOCAL STRATEGIC PARTNERSHIP

To receive the minutes of the March meeting of the Partnership

1.1 Minutes

- 1.1.1 The Local Strategic Partnership met on 14 March 2014 at K College in Tonbridge. The minutes of the meeting are attached as Annex 1.
- 1.1.2 The key items discussed at the meeting included a presentation on the Borough's Health Inequalities Report, focussing on actions and target for partners, an agenda item on flooding issues in Tonbridge and an item from the CAB on the Advice Service Transition Fund.
- 1.1.3 The next meeting of the LSP will be held on 13 June 2014 and will include an update from Jill Roberts on the work from Sevenoaks and Tonbridge Area Mind along with an update on the Family Focus project and feedback from the Peer Challenge.

Background papers:

contact: Gill Fox

Nil

Julie Beilby
Chief Executive

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**Tonbridge & Malling Local Strategic Partnership
Minutes of Meeting – 14 March 2014**

Present: Cllr Nicolas Heslop – Leader, TMBC
 Julie Beilby – TMBC
 Mark Raymond – TMBC
 Cllr Brian Luker – TMBC
 Cllr John Balcombe - TMBC
 James Harman – KCC
 Chris Hare – K College
 Jane Heeley - TMBC
 Gill Fox – TMBC
 Angela Newey – Tonbridge CAB
 Peter Robinson – T&M District Cricket Partnership
 Harry Rayner - Kent Association of Parish Councils
 Bishop Brian Castle - Bishop of Tonbridge
 John Handley – Bridge Trust
 Amanda Forrest – Kent Libraries
 Nichola Hermitage – Kent Libraries
 Bev Cleves – Hadlow College
 Victoria Buckle – Tonbridge CAB
 Angela Painter – Kenward Trust
 Inspector Steve Lea – Kent Police

Apologies: Father Brendan Grady – The Friars
 Chris Smith – KCC
 Penny Nicholls – Age Concern Malling
 Jon Kirby – Kent Police
 Capt Richard Garrett – 220 Med Sqn.
 Bernadette Gillow – Ightham Mote
 Karen Hardy - KCC

	ACTION BY
<p>1. Introductions and Apologies Nicolas Heslop welcomed all to the meeting and thanked Chris Hare for the use of the meeting room at K College. Apologies received from those listed above.</p>	
<p>2. Declarations of Interest No declarations were made.</p>	
<p>3. Minutes of the meeting held on 6 December 2013 The minutes of the previous meeting were agreed as a correct record.</p>	
<p>4. K College Update – Chris Hare, K College Chris Hare provided an update on the situation at K College.</p>	

<p>Currently in due diligence mode, but was able to provide an outline of process and timings. Hadlow will run the Tonbridge, Tunbridge Wells and Ashford campuses. East Kent College will take over the Dover and Folkestone sites.</p> <p>Assets due to be transferred on 31 July. 2 principles – Paul Hannan (for Tonbridge, Tunbridge Wells and Ashford) and Graham Razey (for Dover and Folkestone).</p> <p>There should be no impact to students – if anything it will enhance the college, providing a wider scope of opportunity, unique in the Country. Beverley Cleves commented on the positive future for the college and huge range of opportunities that will be available. On behalf of Paul Hannan, she thanked TMBC and local partners for the support for their bid.</p> <p>It was noted that K College would now be rebranded as West Kent College and the LSP welcomed this change. A further report on progress will be made to the next LSP meeting.</p>	CH
<p>5. Presentation – Health Inequalities Report / Actions and Targets – Jane Heeley, TMBC</p> <p>A presentation was given by Jane Heeley on the Health Inequalities Action Plan– previously called “Mind the Gap”. Strong focus on behavioural change, themes including weight management, smoking cessation, health checks and early intervention. Aims to narrow the gap in health inequalities in Tonbridge and Malling.</p> <p>A number of issues were raised including:</p> <ul style="list-style-type: none"> - The need to engage more local schools on health issues - Linkages to the Family focus initiative, it was agreed that an update on this be made to the next LSP meeting. - The links between sport and good health needed further discussion and development - Concern about the number of local alcohol related deaths - The need to engage with the work of the Clinical Commissioning Group <p>Nicolas Heslop thanked Jane for her presentation. He suggested that members of the LSP could contact Jane Heeley with any further suggestions about how to best deliver the strategy.</p>	MR JH/PR ALL

6. Presentation – Emergency Response to the Flooding

Julie Beilby covered this item as Mike O'Brien (TMBC) and Neil Gunn (EA) were unable to attend the meeting.

Julie expressed sympathy for all residents affected by the floods. Problems started on 5/6 December with tidal section in Aylesford – first rest centre set up. Then over Christmas, fluvial flooding of the Medway, Hilden brook and Bourne. Also surface water flooding, drainage flooding and groundwater flooding. From TMBC over 100 staff working shifts over Christmas and the following two weeks. Emergency Plan in place - operates at Gold (strategic group), Silver (tactical delivery group) and Bronze (on the ground) levels. Working with highways, police, and rest centres etc.

Following the flooding – community meetings have been held in Tonbridge. 335 residential properties were affected. 101 businesses flooded and approximately 720 have been affected by flooding. Government funding available – however funding application process not simple. £185k available to support businesses that have flooded or been affected by the floods plus 3 months business rate relief. For residential – 3 month council tax redemption if the house had water in, in addition to this repair and renewal grants are available (up to £5k) to provide flood protection measures. Details on TMBC website.

Investment in flood defence and the capacity of the Leigh Flood Barrier (scheme planned for 2030, but still not funded). Need to re-enforce the message about flood protection. John Stanley and Tracey Crouch both supportive and lobbying for improvements.

Work is ongoing and the Borough Council will take a lead role to work with partners on drainage issues etc. We are now in the recovery phase and focus is on future planning.

AN commented that the CAB was completely flooded on the ground floor. Smell caused concern for staff, would be useful to have more messages about hygiene and whether it was safe to work in the conditions. Also, difficulties around insurance / lack of knowledge about the process, particularly as CAB are not the landlord of the building. The "Bronze" team are looking into these sorts of issues for future.e.g. what advice is needed and how to disseminate.

HR commented that mapping needs to take place prior to development taking place in areas liable to flood or ensuring that any

<p>new developments include flood resilience measures.</p> <p>PTR drew attention to the number of sports pitches that have been flooded and damaged and the effects this had had on the viability of local sports clubs etc.</p> <p>JHarman mentioned that the flood response undertaken by T&MBC had been highly respected by other agencies and confirmed via Twitter and engagement with residents T&MBC were viewed as an example of best practice.</p> <p>J Handley considered there was a need to clarify the roles of various agencies involved in dealing with the floods.</p> <p>Bishop Brian Castle mentioned the effects on the community, the fear felt by many, which will be extremely difficult to overcome.</p> <p>Neil Gunn from the Environment Agency and Mike O'Brien from TMBC to provide full updates at the next meeting.</p>	<p>N.Gunn and M.O'Brien</p>
<p>7. Presentation – Advice Service Transition Fund – Angela Newey, Tonbridge CAB</p> <p>AN provided an update on the Advice Service Transition Fund, which came from the Big Lottery Funding a year ago. The aim is to ensure partners are working together and advice services are not duplicating their efforts etc.</p> <p>The service had been renamed “Advice Together West Kent Partnership” and has so far proved beneficial to providers and those seeking advice, providing a much more joined up approach.</p> <p>It was suggested that there was scope for local Church premises to be used for outreach support/advice services. AN to discuss opportunities with local clergy/rural deans.</p>	<p>AN</p>
<p>8. KCC Update – James Harman, KCC</p> <p>JH provided an update covering budgets, savings and the KCC Transformation Programme. The Member Grants for 2014/15 were also discussed - £25,000 available for each Member to spend on community enhancing projects. Details of application process will be available in April.</p>	

<p>KCC have announced proposals to change the Freedom Pass - increasing it to £200 to take effect in 2014. Consultation closes 24 March.</p> <p>KCC have signed the Time to Change pledge underlining their commitment to tackling mental health stigma.</p> <p>Postural stability classes have been commissioned by KCC, planned to roll out more classes across Kent from April 2014. Details on website.</p> <p>Updates on the street lighting scheme – also on website.</p> <p>Improvement plans for the Children’s Centre Cluster, following the Ofsted report, was discussed.</p> <p>Consultation available on line for the new Road Casualty Reduction Strategy.</p>	
<p>9. AOB</p> <p>Police response teams are due to change from July – will move to a district based approach.</p> <p>MR mentioned the Peer Challenge 28-30 April, focus on economic regeneration, will need to talk to partners. Planning a round table discussion for 29 April for members of the LSP. Details to follow.</p> <p>Young Leaders in Cricket launched at Hadlow. 1st aid module due to start in April. Presentation on 5 October at Lords.</p> <p>AF mentioned ASB issues outside library and thanked police and TMBC for the support they had received.</p> <p>AP mentioned Community Relief Fund, to tackle stigma around alcohol and abuse – partners welcome to get involved. Recovery café proposed.</p> <p>BC mentioned the forthcoming lambing weekend at Hadlow.</p> <p>Next meeting due to be held 13 June at Ightham Mote.</p>	<p>MR to send further details</p>

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