



## DISTRICT COUNCIL

Despatched: 25.03.14

### **HEALTH LIAISON BOARD**

**02 April 2014 at 2.00 pm**

**Conference Room, Argyle Road, Sevenoaks**

### **AGENDA**

#### **Membership:**

Chairman: Cllr. Mrs. Cook Vice-Chairman: Cllr. Davison  
Cllrs. Mrs. Bosley, Brookbank, Mrs. George and Searles

|  | <b><u>Pages</u></b> | <b><u>Contact</u></b>              |
|--|---------------------|------------------------------------|
| <b>Apologies for Absence</b>   |                     |                                    |
| 1. <b>Minutes</b><br>To agree the Minutes of the meeting of the Board held on 9 January 2014, as a correct record.   | (Pages 1 - 6)       |                                    |
| 2. <b>Declarations of Interest</b><br>Any interests not already registered.  |                     |                                    |
| 3. <b>Actions from the last meeting of the Board</b>   | (Pages 7 - 8)       |                                    |
| 4. <b>Referral from Economic and Community Development Advisory Committee</b><br><br>a) <u>NHS – A Call to Action</u> ( <i>Minute 35, Economic and Community Development Advisory Committee – 26 February 2014</i> ) | (Pages 9 - 10)      | Lesley Bowles<br>Tel: 01732 227335 |
| 5. <b>Review of Children's Centres</b><br>Presentation for future plans following the review.  |                     | Heather Robinson                   |
| 6. <b>Maternity Care</b><br><br>Verbal update  |                     | Councillor Ms.<br>Michelle Lowe    |
| 7. <b>Autism and Asperger Syndrome - Members Discussion</b>  |                     |                                    |
| 8. <b>Feedback from Children's partnership</b><br><br>Verbal update  |                     | Lesley Bowles<br>Tel: 01732 227335 |
| 9. <b>Updates from Members</b>   |                     |                                    |

10. **Workplan**

**EXEMPT ITEMS**

(At the time of preparing this agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public.)

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the appropriate Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

**The Democratic Services Team (01732 227241)**

**HEALTH LIAISON BOARD**

Minutes of the meeting held on 9 January 2014 commencing at 2.00 pm

Present: Cllr. Mrs. Cook (Chairman)

Cllrs. Mrs. Bosley, Brookbank, Mrs. George and Searles

An apology for absence was received from Cllr. Davison

Cllrs. Hogarth and Mrs. Sargeant were also present.

17. Minutes

Resolved: That the meeting of the Health Liaison Board held on 11 September 2013, be approved and signed by the Chairman as a correct record.

18. Declarations of Interest

No declarations of interest were made.

CHANGE OF ORDER OF THE AGENDA

With the Board's agreement the Chairman put back consideration of agenda item 4.

19. Actions from the last meeting of the Board

The actions from the previous meeting were noted.

The Chief Officer Communities and Business advised Members that of the locations which had been identified for closure, two were within the District, one in Dunton Green and the other in Westerham. Other centres would have reduced hours. It was felt by some Members that, in some cases, this was appropriate as the centres were not used to their full capacity.

*Action 1: That the update on Children's centres be circulated.*

20. Carers First

The Chairman welcomed Mr Turner from Carers First to the meeting. Mr. Turner reported that Carers First worked in West Kent, Medway, Dartford, Gravesham and Swanley. He explained that there were more older people than there used to be and that money from Central Government was being cut. Local Authorities had to transform Adult Social Services for supporting carers. It was estimated that it was saved society £119 billion per year for funding for carers.

In the 2011 census 15,777 people had said that they were a carer. Out of this figure 652 were carers that spent 50 hours or more caring for someone who had a Sevenoaks

## Agenda Item 1

### Health Liaison Board - 9 January 2014

post code. There were currently no figures available on a District-wide basis. There were a number of people who were carers but were not seen as carers until relationships broke down or health situations deteriorated and then Adult Social Services and hospitals become involved. The service provided now allowed for carers to contact Carers First and for home visits.

Mr. Turner tabled a diagram of the Carer Support Model which illustrated the different ways support could be given. There had been investments in life coaching which was having a positive affect on carers. The carers assessment worked on a 6 month process where carers were contacted at least 3 times to see how they were, and discussed ways in which they could develop. The telephone services also allowed Carers First to check how the carers were. It was also a time when an assessment can be made regarding the breakdown of relationships particularly with dementia and other mental health problems.

Mr. Turner informed the Board that they were working to raise awareness of dementia and had identified the barriers and changes that organisations needed to make to help become more dementia friendly. Mr. Turner explained that there was a holistic approach with other organisations and services to intervene early before a carers relationship broke down. This was helped by the model that had been implemented as it had brought carers to the system.

In response to questions Mr. Turner explained that North West Kent Carers, at the time that Carers First had been commissioned to provide services in their area, had made 60 referrals for carers who might benefit from help provided by Carers First. The number of carers was increasing from 1,900. In response to questions, he explained that abuse of older people was widespread and that the organisation had safeguarding policies and training in place.

Members expressed an interest in the literature provided, and questioned whether it was used in local communities to help carers hear of Carers First. A Member suggested that a way to get the information in to GP surgeries was through the Patient Participation Group (PPG). Members also suggested ways in which the District Council could be involved. This was through website links, Inshape and literature packs in reception. Members could also have the information packs to provide to residents in their wards.

*Action 2: That the Chief Officer for Communities and Business circulate the packs to Members from Mr Turner.*

#### 21. Older People's Housing Strategy - Brief Update

The Housing Policy Manager explained that there had been some changes regarding the update on the older people's housing needs study since the briefing note was published. He explained that an Older People's housing needs study was to be undertaken. So far there was funding from Housing Associations and Section 106 money. The first stage of the stock analysis had been completed. The second stage was a wider analysis which would include home improvement agencies work and disabled facility grants.

More older people were wanting to stay in their family homes and not move. There was a need to improve the system to help people to stay independent. A wider housing survey would be completed to update the previous studies. The surveys would be carried out at the same time using the same methodology to reduce the cost; this was why there would

be a delay in the studies being completed. Once the Sevenoaks District Housing Strategy had been completed an action plan would be made. Kent County Council (KCC) had completed an Accommodation Strategy which identified specialist stock at a District level and social gaps.

*Action 3: KCC's Accommodation Strategy be circulated to the Board.*

Once the Strategy was completed an action plan under the Housing Strategy will be made. Further support for independent living is being looked into through partnership working to allow for trials with residents to take place.

Concerns were raised that older people were worried about moving from their family home and having to downsize. A Member also expressed concern that homes that were originally designated for older people were no longer purely for older people but for anyone to live in. The Housing Policy Manager informed the Board that he was not aware of this and would investigate.

*Action 4: To look investigate the cases where homes designated for older people that were being used for all ages.*

Members discussed that Older People were classed as those who were over the age of 55. Some Members felt that sheltered accommodation should not be available for those of that age as people were living longer and may lead a different lifestyle to those of an 80 year old. Other Members felt that having a mixed community provided support for those who were older.

The Board discussed the idea of converting larger properties into smaller ones for people to continue to live in an area they are used to, and that other options for providing housing to older people needed to be looked into. It was felt that the classification of Greenbelt and Brownfield sites needed to be looked into with the view to changing some Greenbelt sites to Brownfield. Members were keen that this was something that should be brought to Cabinet's attention.

## 22. 'Mind the Gap' Action Plan

The Chief Officer Communities and Business reported that the 'Mind the Gap' action plan had been approved and that the first quarterly monitoring report would be available at a future meeting of the Board.

The Chairman proposed that the Board should look at each of the six objectives in turn, and that Cllr. Ms Lowe should be invited to speak regarding the work around maternity care.

## 23. Update on Dementia Friendly Communities

The Chief Officer Communities and Business informed the Board that Mr Turner from Carers First had touched on the subject and that Sevenoaks District Council were looking into providing training for Staff and Members. Members agreed that this would be a good idea for more awareness to be raised to help front line staff recognise signs of Dementia in customers.

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#### 24. Annual Report

The Chief Officer Communities and Business explained that the annual report was KCC's annual health report. She also informed Members that the health walks in the District were well attended.

#### 25. Autism and Asperger Syndrome - Members Discussion

Members discussed Autism and Asperger Syndrome and the services that were available. A Member raised concerns with children in Swanley who had Autism and Asperger Syndrome and the help they are being provided with and the problem for the time it took for them to be assessed. Members also questioned their housing needs and what support was available to them.

*Action 5: The Housing Policy Manager to look into the needs of those with Autism and Asperger Syndrome.*

The Chief Officer Communities and Business informed the Board that someone from KCC could be invited to speak about what is being done for those with Autism and Asperger Syndrome.

*Action 6: For KCC to be invited to speak about Autism and Asperger Syndrome.*

#### 26. 111 - Health Telephone Service - Members Discussion

The Chief Officer Communities and Business informed the Board there had been an update at Kent County Council's Health Overview and Scrutiny Committee (HOSC) the report and minutes of the meeting were available. Members agreed that it was an item that should be deferred until the next meeting of the Board.

*Action 7: 111 Health Telephone Service report and minutes from the HOSC be circulated.*

#### 27. Mapping the Future

The Chief Officer Communities and Business informed Members that there was no further update to the Mapping the Future documents. Members agreed that they were happy with the information provided.

#### 28. Updates from Members

Councillor Searles updated Members with the progress of the Dartford, Gravesham and Swanley Clinical Commissioning Group. They had identified Dementia, falls, Accident and Emergency and preventative measures as priorities.

Councillor Searles informed Members that there was an event for putting patients first. PPGs were invited to attend in Swanley. Training was being provided for other voluntary organisations to raise awareness of Dementia and strategies for dealing with people who suffer from Dementia.

#### 29. Workplan

**Health Liaison Board - 9 January 2014**

It was agreed that the following items be added to the meeting of the Board on 2 April 2014:

- Children's Best Start
- Review of Children's Centres
- Feedback from Sevenoaks District Children's partnership
- Troubled families progress report
- Autism and Asperger Syndrome
- Maternity Care

THE MEETING WAS CONCLUDED AT 3.57 PM

CHAIRMAN

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| ACTIONS FROM THE MEETING HELD ON 09.01.14 |  |   |                 |
|---|--|---|-----------------|
| Action                                    | Description  | Status and last updated   | Contact Officer |
| ACTION 1                                  | An update regarding the Children centres will be circulated.                       | The outcome of Children centres has been added to the Health Liaison Board agenda under item 6.   | Lesley Bowles   |
| ACTION 2                                  | Circulate information packs from Carers First to Members of the Board              | To be updated at the meeting.   | Lesley Bowles   |
| ACTION 3                                  | Kent County Council's accommodation strategy to be circulated.                     | More work is now being done by KCC. This will be shared once an updated draft is available.   | Gavin Missions  |
| ACTION 4                                  | To investigate the cases where homes designed for Older People are used for anyone | Sheltered housing schemes and current age rules have been looked at. There are two schemes (Bramble Down, Hartley and Church Road, West Kingsdown) where rules have been relaxed from +55 to +45. This was done to improve take-up, they having a few difficulties in finding tenants. This is becoming more evident in outdated facilities and the two new scheme replacements in Swanley are addressing such issues. This is a long-term strategy objective and will help to deal with outdated facilities. | Gavin Missions  |
| ACTION 5                                  | To look into Housing needs for people with Autism and Asperger Syndrome            | We reviewed the Council's Allocation Policy to take into account Localism and welfare reform requirements. Following the review   | Gavin Missions  |

|          |  |   |               |
|----------|--|---|---------------|
|          |  | West Kent housing Association have identified that they are finding some of their units difficult to let. When we implemented the new policy we gave an undertaking to members that we would do a review of the new allocations policy 3 months and 6 months after implementation to enable us to mitigate any unforeseen impacts. As a result we propose to include an additional band for people who have a connection in with out District but who have no housing need. This will include older people and it is hoped that this help with allocating older persons accommodation. This change should be approved early February. |               |
| ACTION 6 | For KCC social Services to be invited to speak about Autism and Asperger Syndrome. | This has been added to the Health Liaison Board agenda as a discussion item under agenda item 7.  | Lesley Bowles |
| ACTION 7 | 111 Health Telephone Service report and minutes from the HOSC be circulated.       | The minutes of the HOSC were circulated by email on the 20.03.2014.   | Lesley Bowles |

**RECOMMENDATION FROM ECONOMIC AND COMMUNITY DEVELOPMENT  
ADVISORY COMMITTEE**

- a) NHS – A Call to Action (*Minute 35, Economic and Community Development  
Advisory Committee – 26 February 2014*)

The Chief Officer, Communities and Businesses advised Members that the NHS call to action was a survey regarding what the Council wanted to see in the NHS. Examples were given of the types of questions which were in the survey. Members agreed that this was something the Health Liaison Board could look at.

Resolved: That the Health Liaison Board be requested to look at the survey questions and a draft responses to be brought back to the Portfolio Holder for Economic and Community Development.

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**Health Liaison Board Work Plan 2014/15**

| 2 April 2014   | July 2014  | October 2014  | January 2015 |
|--|--|---|--------------|
| <p><b>Theme:</b> Give every child the best start in life</p> <p>Review of Children’s centres – outcome</p> <p>Maternity Care</p> <p>Feedback from Children’s partnership</p> <p>Autism and Asperger Syndrome</p> <p>NHS – A call to action</p> | <p><b>Theme:</b> Enable all children, young people and adults to maximise their capabilities and have control over their lives</p> <p>Progress report on Troubled families</p> <p>Specialist support for alcohol and drug misuse</p> <p>Mind the gap monitoring.</p> | <p><b>Theme:</b> Enable all children, young people and adults to maximise their capabilities and have control over their lives.</p> <p>Support older people, to keep them safe, and independent living</p> <p>Older people action group – priorities</p> <p>Falls prevention</p> <p>Annual Report 2013/14</p> |              |

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