

HEALTH LIAISON BOARD 11 September 2013 at 12.30 pm

7.	Dementia Friendly Communities Update	(Pages 1 - 12)
	As requested at the meeting notes of the Dementia Friendly Community day on 9 August 2013 are now attached.	
8.	Mind The Gap - District Level Health Inequalities Plan	(Pages 13 - 28)
	Updated presentation with the updated figures for Swanley St Mary's on the 'Life Expectancy Gap'.	



Swanley 'Whole community' Dementia Meeting

Swanley Town Council chamber 09/08/2013

Launch 'Whole communities' meeting

Attendees

Allendees	
Symone Salwan	Dementia Champion and Home instead senior care
Marion Gilchrist	Emerald team west Kent housing
Rose Waghorn	Forget me not singing
Val Miller	KCC Public Health
Roger Gough	KCC member for darent valley
Wendy Lakin	KMCS
Roger Bryan	SDSAF / U3A/ TWINNING / Health walks
Anton Tavernier- gustave	Sevenoaks district council
Hayley Brooks	Sevenoaks district council
liz davies	Swanley TC
Lesley Green	WKHA
Jessica stupple	WKHA
Jenny Wheeler	ADSS
Christine Tyler	Swanley History group
Maria Baynad	Cross road
John Taylor	CFKent
Simon Goldsmith	CFKent
Geoff Parsons	
Tony searles	Town Council
Katie	Invicta advocacy
Janet Davies	Sevenoaks library district
Michelle Whitlock	WKHA
Daisy Sayers	Crossroad care
Bridgette Withell	EllinorLions Hospice
Frank Mcconnell	SDSAF newsletter

All gave permission for photos etc and filled in the communications forms,

All attendees completed a basic survey questionnaire With an aim to get some good initial scoping info

Geoff provided everyone with a beverage (well done and thank you Geoff!)

Ice breaker and welcome

Geoff did 'housekeeping'

Tracey got all involved in a simple icebreaker

Tracey then explained a bit about the dementia friendly communities work and why Swanley

Tracey then explained the Aims for this first meeting

- Look at what we have in the area.
- Map existing services and provision,
- what are the gaps,
- Look at a baseline evaluation,
- Who are we missing?
- possible actions or projects
- Completion of communication logs etc

Group exercise Speed dating style

The group was split into six groups and the question sheets were rotated around tables looking at the following questions, giving an insight into what we are facing in Swanley

If anyone can provide information or contact details for any of these items please let me know!

Area research			
Area Insight / Relevant local information			
	N. (7:4)	Contact	
You said	Name/Title	Details	Notes
Working Mens clubs			
Police station / PCSO			
Library /on line resources/ local society			
lists			
Adult Education / library /café			
Bowls Club			
20000 residents			
Youth and Community centre			
Dementia Café / meeting point RACDV			
Local School			
Dementia Needs assessments - ? Taster			

grouping older people than Kent average		
West Kent housing (sheltered) drop in		
support groups		
PANTERS		
History Groups in Swanley and Hextable		
GPS and PPGs		
Awareness raising in local businesses and		
groups		
Leisure Centre		
Advocacy		
SE Dance		
Traveller Community		
Cultural issues with dementia		
Retirement groups		
Parks		
Sports clubs		
Senior citizen mailing list		
churches		
SDSAF Sevenoaks district senior action		
forum		

Area research

Opportunities/What do we have going for us

		Contact	
You said	Name/Title	Details	Notes
Health Walks			
Meeting Point			
dementia uk			
voluntary clubs			
advertised town booklet			
caring community oppertunity to influence			
younger generations			
care navigator service			
Churches involvement			
Advocacy			
Police community support officers /KCC			
wardens			
Dementia buddy scheme (DVH)			
Peer support			
Libraries (Home library / carers tickets)			
Volunteer bureaux service			
committed to dementia services			
Darent Valley Rural age concern / mini			
bus/ provide a variety of services			
COGS club			
reminiscence boxes from central library			
redevelopment of community library space			
dementia café			

Agenda item /	
District council health checks	
carers group in farningham	
GP early intervention project	
dementia specific domiciliary care	
provided by ADSS	
Dementia Café	
Honeyfield (Hextable)	
CAB	
Fire service pledge	
Inclusive Swanley initiative	
GP/ PPG / end of life (pathway)	
Dementia Friends/ Champions	
Area research	
Themes and Visions / How to get there?	
You said	Notes
Establish a current 'Baseline'	
Living well with dementia	
Involve young people	
Involve whole community	
Community singing	
What do carers want 'survey'	
Use new technology	
What do those with dementia want?	
Media campaign to reduce stigma and promote	
awareness	
Reminiscence work	
What do GP's want	
Eating and drinking when in hospital	
Champions on Health and well being board	
Respite for carers	
Work with Banks	
Interlink with Mental health services	
Family support, guidance, groups	
dementia friendly groups	
Dementia café (better attended)	
GPS to be better aware of dementia	
How to get a diagnosis	
Liaison staff within hospitals	
more general awareness and understanding for people in	
the community(this could be achieved through dementia	
champions)	
Local media campaigns	
area research	
What is peeded to make Swapley demontic friendly?	
What is needed to make Swanley dementia friendly?	

You said	notes
Local dementia Action alliance / partnership- shops police	
organisations business etc all to sign up	
a definition as to what dementia friendly community is	
a defined point of contact for those who need information	
=possibly a well published geographical location rather	
than virtual	
To gain understanding and make changes i.e. signage /	
personal approach	
help not resist people with dementia	
peer support groups	
literature readily available	
Training and awareness	
Staff / public awareness / training / understanding in schools, shops, libraries etc	
more meeting points, dementia cafes, acceptance of behaviour	
Intergenerational work including schools and children	
going into care homes etc	
Engagement with business community	
A holistic and whole community approach to be welcome	
and inclusive	
cutting across the whole community	
Integrated local teams and services	
DF designs buildings parks environment etc	
Dementia "crèche" for carers who need to shop/bank etc	
Each service needs to know what is happening in their	
own service	
Professionals /volunteers able to assist with advance	
care planning eg recording wishes for end of life	
0	
Area research	
Risks to be aware of	N
You said	Notes
Challenges to 'expert' opinion	
Capacity of care/ health overwhelmed	
GP awareness of dementia	
Family refusal of intervention? Dementia	
Failure to treat people as individuals	
Isolation of person and family	
Not taken seriously	
Inappropriate medication or withholding of it	
Violence from or towards people with dementia	
Care decisions at variance to peoples wishes	
Late diagnosis	
understanding the persons frustration and emotions and	

7 ig - 1	
feelings	
Shocked by inappropriate sexual behaviours	
Taking offence at what is said	
sexual and financial vulnerability and abuse	
Appropriate language Less of the 'sufferer' 'inflicted'	
etc	
Transport	
communications / failure	
Funding tools and resources	
Do people understand the word 'dementia'?	
less focus on other needy groups	
sustainability of services	
Flavour of the month'	
Lack of referrals / take up	
Post diagnostics	
Silo thinking (all sections of the community can have	
dementia)	
Feeling ashamed / isolated	
take practical action, not just 'talk'	
Area research	
Problems / Challenges we may face	
-	
You said	Notes
You said Referrals for services / not enough	Notes
	Notes
Referrals for services / not enough Willingness to diagnose / capacity assessment	Notes
Referrals for services / not enough Willingness to diagnose / capacity assessment people dropping through the system	Notes
Referrals for services / not enough Willingness to diagnose / capacity assessment people dropping through the system family acceptance	Notes
Referrals for services / not enough Willingness to diagnose / capacity assessment people dropping through the system family acceptance pressure on carers / lack of affordable respite	Notes
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Lack of joined up thinking	
Identify and plan partnership working	
understand everyone with dementia is an individual -	
label does not reveal capability / preferences	

We then gave some feedback to group from the scoping surveys at start of meeting.... The most Interesting bits were discussed

What are you aware of in the local area that will benefit or support those affected by dementia?

Very interesting results......

Out of all the attendees we had the following; the number represents the amount of people who mentioned that service.

awareness of local services			
ADSS	6	Alzheimer's society	2
Dementia cafe	5	advocacy	2
Sing along sessions	1	Benefits help	1
medical/gps	2	Buddy scheme	1
Social care/welfare	1	Dementia web	1
Day care service	1	Dementia friends	1
Carers group farningham	1	Home instead	1
Carers first	2	Crossroads / cogs club	4
Home library service	1	Age uk	2
Memory clinic	1	Carers support organisation	1
Peer support group	2	Dementia crisis service	1

What can be done to make the area/service/organisation more 'dementia friendly?'

training and information	a little change with building facilities
experience from elsewhere	training for staff and managers
consistent work with GPs	awareness information
groups working together	training and awareness
good relationships and communications	work to establish best practice
more services / activities for early stages and young	Publicity
learning how to better respond to / deal with symptoms of dementia	public awareness
we need to continue to increase our knowledge and skills to understand what our patients/families are going through	early diagnosis
greater awareness	information hubs

customer care training	frontline awareness and supportive values
visual prompt cards / cards	transport services
public services	friendship networks
lots more contacts	volunteers in hospitals/nursing homes
0	local news and publicity
0	meetings

Communications appears to be a huge issue... and something that is concerning to all.... If professionals do not know who is out there to help, how can we expect the public to know?

Spoke about the Helpline number, and that ADSS need to be told what is available so they can inform people via the helpline

Wendy Lakin spoke about the GP's and explained a little about the recent and upcoming changes

General conversation about the issues around signposting and understanding what is available and how to get the information to the right people

We then looked at 'Who' is missing from the group? Whose views do we need? Who may we want to pull in?

Tracey explained that there will be some who may need to attend meeting, some who just need to be kept informed, some may just need to be involved if the action decided points their way etc

All were asked to pop anyone they think should also be attending on the list before they left

Since the meeting I have split these into two groups.... Stakeholders and Partners

A Stakeholder would be a person, group, agency or organisation that may have a direct interest in the project or who may be affected by a project

A partner would be someone or some agency etc that we could work with to reach an aim (not the usual suspects)

.....please let me know if you can fill the blank bits.....

Stakeholders

A Stakeholder would be a person, group, agency or organisation that may have an interest in the project or who may be affected by a project

Stakeholder (who do I need to keep informed?)	How do I get their support (what way will I approach?)	Stakeholder role (active, Passive, Informed)
Doctors / GP's		
Fire service		
Age Concern (Darwent Valley)		
Community Matrons / District Nursing Team		
Local Care Homes		
Emergency Services		
DGS integrated care working group		
A+E		
Memory Clinic		
Health and well being board		

Partnerships

A partnership is an agreement where parties agree to cooperate to achieve a mutual goal

Potential Partner
(List those who we may be able to partner with)

Benefits of this partner (what can this partner bring to the project/ what could this partner be responsible for)

Engaging Partner (what can be done to get the partner 'on board')

Agenda Item 7 Asda Swanley Aldi Swanley Churches together in Swanley and district Community Safety team Faith Communities Young People Universities **Business representatives** Leisure groups

We then discussed Evaluation

Is it bad to see a 'need more training?' nothing is negative ... it all leads to positive. If everyone is happy and knows everything, what's left to do!

A baseline evaluation is needed from across the whole community, to go one step further in identifying need and understanding awareness and possible solutions...

I think that the surveys can be printed from the web addresses also, but if anyone would like some printed out copies to distribute please let me know and I will send you out some.

Tracey.schneider@kent.gov.uk

As you can see, there are a few different types, for different aspects of the Swanley community, Can I ask that you pass these far and wide for as many different people to complete as possible. It does not matter if some of these are completed 'outside' Swanley as the survey asks for a 'location' and any replies would be relevant to the wider programme if not 'exactly' Swanley!

There are also generic survey links I can send out if you wanted to send to people in other areas, (just email me and I will get my finger out and send!)

Hope that all makes sense!

For all local service providers already working in the 'dementia field'... care homes/ home care etc

http://www.smartsurvey.co.uk/s/Swanley-localservices-dementiasurvey

For all Local families and carers

http://www.smartsurvey.co.uk/s/Swanley-familyandcarers-dementiasurvey

For Local organisations such as Gov, emergency services, shops, pubs, banks etc http://www.smartsurvey.co.uk/s/Swanley-localorganisation-dementiasurvey

For people within Swanley /residents

http://www.smartsurvey.co.uk/s/Swanley-GeneralCommunity-Dementiasurvey

For people with Dementia in Swanley, May need to be done with carers help in some cases http://www.smartsurvey.co.uk/s/Swanley-survey-for-people-with-dementia

The surveys will be all anonymous for the purpose of this evaluation, please be as honest as possible on completing them

.....there are no wrong or right answers, just indications of where work needs to be targeted.

For example,

If lack of training is identified in the organisational surveys... we know that we need to address the 'training' issue

If public transport comes back as an issue from families and people with dementia.... then we know we will need to look at the issues around transport.

If lack of awareness of other local services is shown in the results we know we need to work on that!

Without consultation with the community we will not know in which direction we need to work

We need to get them filled in... what can each group commit to?

Time scales

Agreements of all around the table to distribute around their contacts and ask those to respond either online or direct to me within 2 month

The Town council and Library have also agreed to collect on my behalf

We then looked back over the meeting and looked at Next steps What we look to do by next meeting...

Send in evaluations by certain date
Look at what each agency can do alone, or jointly,
bring ideas back to the table next meeting
Circulation of results and paperwork /minutes
Confirm that everyone has filled in the communications sheet.
See where people can fill in the gaps of circulated materials

What the next meeting may look like!

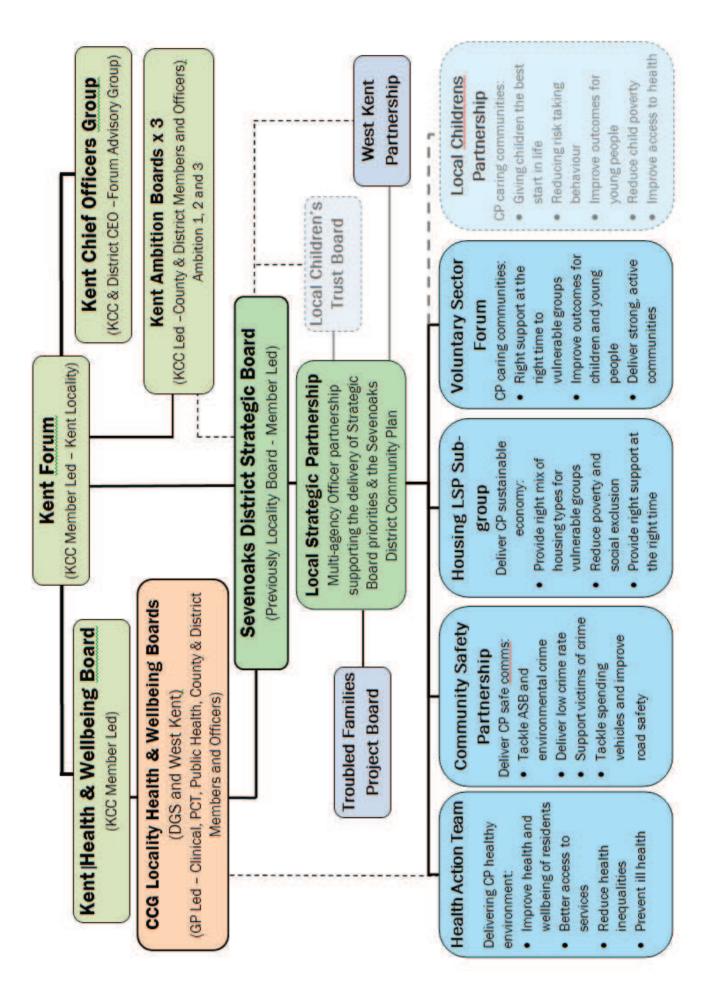
As by the next meeting we should have the results from Swanley, the next meeting will be bigger and more of a public 'show and tell' style. So if anyone has ideas or wants to put out some 'bit's for display please let me know!

<u>Date and venue to be concerned for End of October/Beginning of November, suggestions and venues etc welcome!</u>

Health Inequalities Action Plan Seveoaks District 'Mind the Gap'

Members Health Liaison Board 11th September 2013





Page 14

'Mind The Gap' Priorities

Objective 1:

Give every child the best

start in life

1A: Conception-9 months,

1B: 9 months onwards

Objective 3:

Create fair employment & good work for all

Ensure healthy standard of

living for all

Objective 4:

Objective 6:

Strengthen the role and impact of ill health prevention

maximise their capabilities &

Enable all children, young

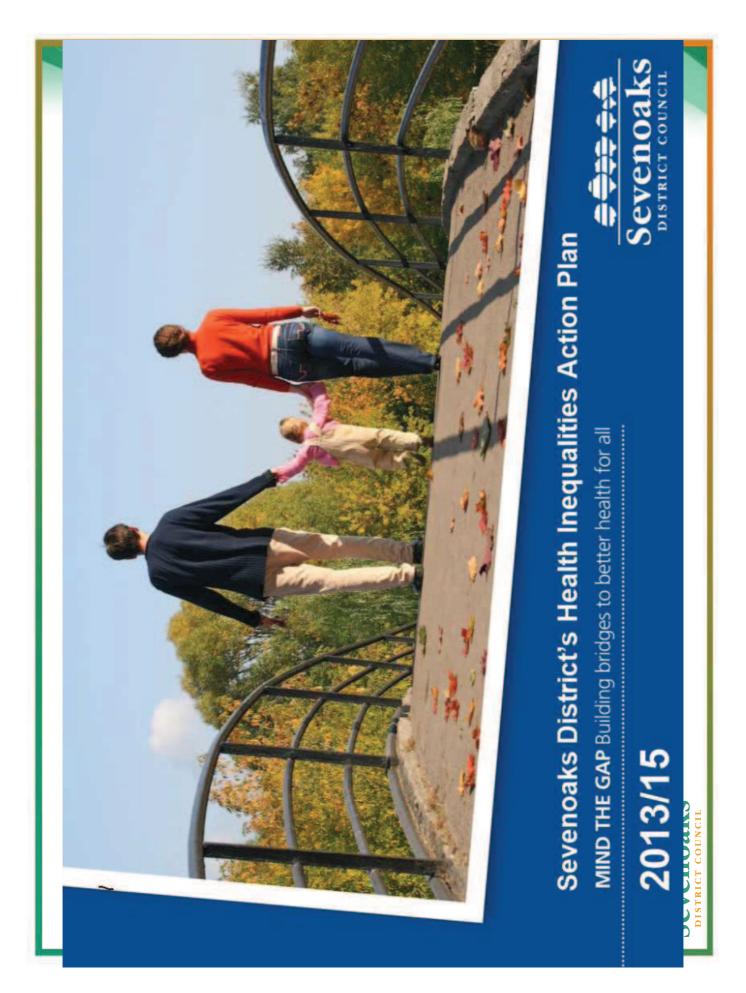
Objective 2:

people and adults to

have control over their lives

Objective 5:

Create and Develop Healthy and Sustainable Places & Communities

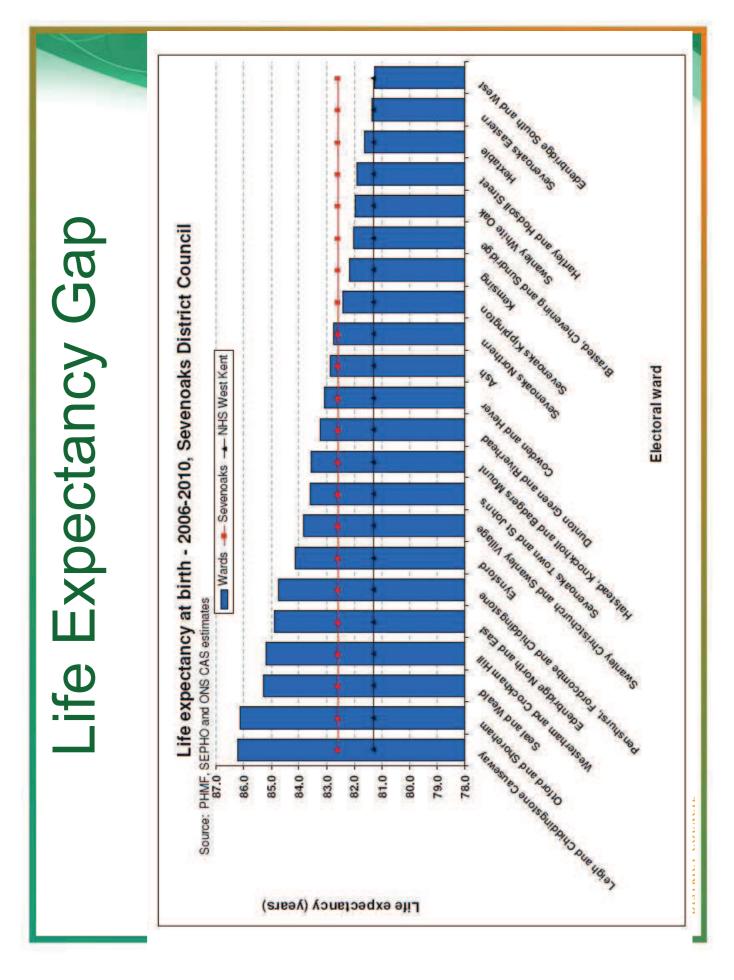


Health Inequalities in Sevenoaks District

Health inequalities are the result of a set of complex interactions, including:

- The long-term effects of a disadvantaged social position
- Differences in access to information, services and resources
- Differences in exposure to risk
- Lack of control over one's own life circumstances
- A health system that may reinforce social and economic inequalities.





Page 18

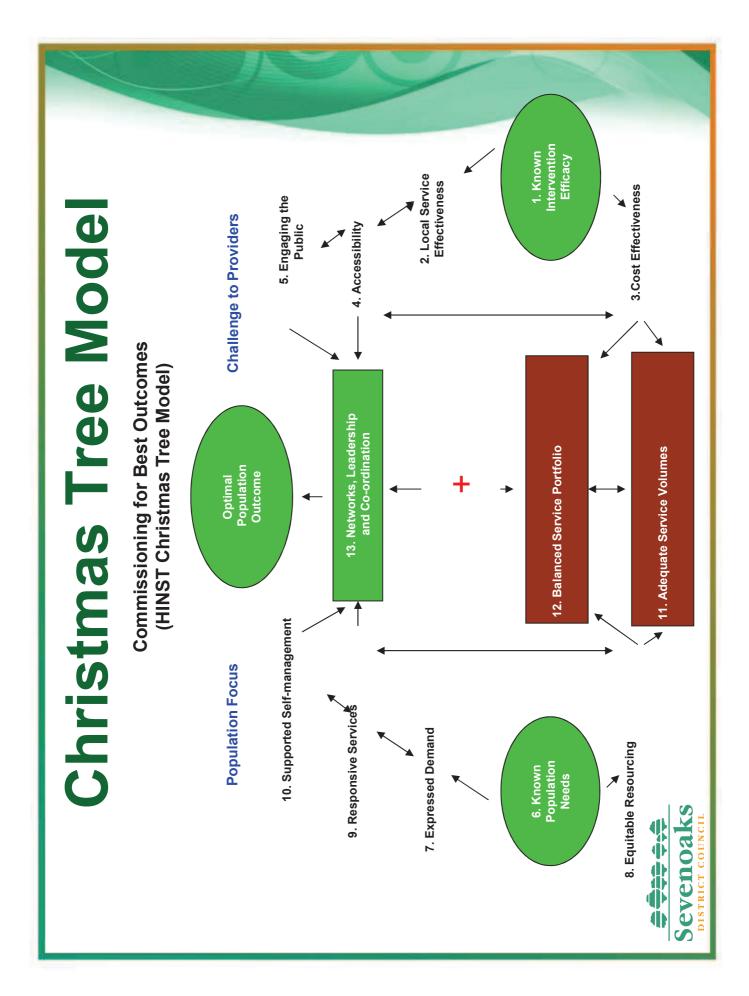
Mind the Gap - What We Need to Do

The action this Council needs to take is summarised in this Four Point Approach, in line with the Kent Health Inequalities Action Plan

Deliver this 4 POINT APPROACH:

- ntelligence, data from the JSNA, locality health profiles, Target the population appropriately by using local community consultations
- II. Apply the HINST Christmas Tree Tool to commissioning to ensure interventions are delivered effectively to achieve population outcomes.
- III. Assess impact on health inequalities by applying the wellbeing screening tool and by listening to local communities
- IV. Ownership and delivery of priorities through locally agreed action plans and partnership working





Objective 1(a): Give every child the best start in life (Conception-9 months)

Delivered through:	Maternity Matters, Infant Feeding Action Plan, Children Centres Delivery Action Plan, Sevenoaks District Teenage Pregnancy Action Plan	n Centres Delivery Action Plan, Sevenoaks District
Local Priorities:	1(a): Support good health and wellbeing in pregnancy and the new born	and the new born
	1.1 Help increase the number of healthy births (Priority)	1.2 Increase breast-feeding initiation rates at 6-8 weeks through Children Centre targeted locations
Actions:	1.1.1 Run campaigns and deliver initiatives to promote good health in pregnancy and promotion Start4 Life	1.2.1 Positive promotion and creation of breast-feeding friendly environments
	1.1.2 Ensure teenage parents receive holistic support	1.2.2 Provide support to new mothers to increase the initiation and continuation of breast-feeding
	1.1.3 Early identification of vulnerable parents smoking in pregnancy and work to reduce	

Give every child the best start in life (From 9 months upwards) Objective 1(b):

ered igh:	Kent Early Intervention and Prevention Team; KCHT Child and Young People's Wellbeing Team; Putting Children First - Safeguarding and Looked After Children's Services Improvement and Development Plan;
	Smokefree Homes initiative; SDC Family Healthy Weight Programmes; Troubled Families Project, Community Safety Partnership; CCGs; Patient Participation Groups; Children Centres

1.3			
	1.3 Support parents so that they can raise emotionally and mentally healthy children	1.4 Encourage access to health services for all (Priority)	1.5 Promote Healthy Weight for Children (Priority)
Actions: 1.3.1	1.3.1 Improve outcomes for families with crime and anti-social behaviour, absence and worklessness through the Troubled Families Programme	1.4.1 Improve access to GP services and to hospitals, particularly in rural areas	1.5.1 Support parents and children to maintain a healthy weight
1.3.2	1.3.2 Reduce repeat incidents of Domestic Abuse	1.4.2 Making more localised – bring services out of traditional settings.	1.5.2 Increase interaction between parents and children including healthy lifestyles and active play
1.3.3	1.3.3 Supporting carers and child minders	1.4.3 Provide support for vulnerable groups to access health services	
1.3.4	1.3.4 Give a better start for children through early intervention services for children 0-5 and their parents		
1.3.5	1.3.5 Help young people to feel safe from bullying at home, at school and be safe on the internet		

Objective 2: Enable all children, young people and adults to maximise their capabilities and have control over their lives

Delivery through – Kent Teenage Pregnancy Strategy; Adult Social Care Transformation Programme; 14-24 Strategy Primary and Secondary Improvement Strategy; Youth Justice Plan; Anti-social behaviour Strategy; CYPP; Falls Strat Active Lives Now; Valuing People Now
Delivered through:

2.1 Improve educational 2.2 Reduce the risk taking 2.3 Support older people to keep attainment particularly at behaviours of young people the safe, independent and GCSE level (Priority)	Local Priorities:	2: Enable all children, young peopl lives	oung people and adults to maximise their capabilities and have control over their	bilities and have control over their
			2.2 Reduce the risk taking behaviours of young people	2.3 Support older people to keep them safe, independent and fulfilled lives (Priority)

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	אום ומ	2.2.1 Divertormal and young people 2.3.1.1 Toylde access to frequity incopie	2.9.1 1 10 vide access to realtry inestyre
	have their achievements	from crime and anti-social	interventions to enable older
	recognized	behavior	people to remain healthier and
			independent
2.1.2	2.1.2 Build in support and services	2.2.2 Specialist support for alcohol and	2.3.2 Partnership working to promote
	within schools for vulnerable	drug misuse	and develop self help services
	young people to engage		
2.1.3	2.1.3 Manage and support school non-	2.2.3 Promote peer support	2.3.3 Increase referrals for home
	attendance and increase access	interventions including youth peer	adaptations and falls prevention
	to services	educator, SAFE, health	pathways to reduce the risk of
		champions etc.	falls
			2.3.4 Support older people and
			vulnerable people to remain in
			their own homes and live
			independently

Objective 3: Create fair employment & good work for all

Delivery through Regeneration Strategy; Backing Kent Businesses; 14-24 Strategy; Employability Strategy

Delivered

through:

3.3 Support businesses to have workplaces or as public access 3.3.2 Place defibrillators as AED in 3.3.1 Support employers o create healthy work places and environments for staff. defibrillators (PAD) in healthy workplaces communities. 3.2 Increase proportion of young 3.2.2 Increase the number of people accessing apprenticeship and 3.2.1 Support 16-18 year olds into people (16-18) & 18-24) in employment or training employment and training graduate opportunities fulltime education, (Priority) Create fair employment & good work for all employment for people facing vulnerable groups and people on adults with disabilities into work employment for disadvantaged, community groups to support 3.1.2 Support local charities and 3.1.1 Improve opportunities for 3.1 Improve chances of disadvantage and training benefits. Priorities: ocal



Objective 4: Ensure healthy standard of living for all

Delivered through:	Delivery through Backing Kent People Pr	People Programme; District Community Strategies; CYPP Kent's Poverty Strategy	es; CYPP Kent's Poverty Strategy
Local Priorities:	4: Ensure healthy standard of living for all	for all	
	4.1 Provide the right support at the right time including financial capacity support and inclusion	4.2 Promote opportunities to support families in poverty	4.3 Meet the housing needs of people living in the District include affordable and appropriate housing (priority)
Actions:	4.1.1 Support people in accessing benefits and in the transition to universal credit	4.2.1 Meet the needs of vulnerable and lower income households.	4.3.1 Carry out an Older Persons Housing Needs Assessment
	4.1.2 Provide support and advice for families regarding benefits and employment.	4.2.2 Provide support, advice and information to residents about debt management and financial awareness	43.2. Affordable housing?
			4.3.3 Work with developers and landlords?



Objective 5: Create and develop healthy and sustainable places and communities

5. Create and Develop Healthy and Sustainable Places & Communities: 5.1 Reduce	Delivered through:	Find ways to integrate plannin health in each locality. Deliver Community Strategies; Keep \	Find ways to integrate planning, transport, housing, environmental and health policies to address the social determinants of health in each locality. Delivery through Kent housing strategy, Supporting people, Regeneration strategy; District Community Strategies; Keep Warm Keep Well and Warm Homes Healthy people	intal and health policies to addres Supporting people, Regenerationes Healthy people	ss the social determinants of on strategy; District
homelessness and is regative impact for hose living in temporary accommodation 5.1 Reduce change communities to be support safe regative impact for hose living in temporary accommodation 5.1.1 Intervention for young 5.2.1 Maintain cleanliness around mentoring on budgeting and around mentoring on the benefits of workers on the welfare change welfare change around mentoring parks, and communities in communities in affect them the benefits of between PCSO's, including parks, and communities around mousing to target most vulnerable households to reduce risk of fire		5: Create and Develop He	althy and Sustainable Place	s & Communities	
homelessness and is communities to be support safe negative impact for hose living in temporary accommodation 5.1.1 Intervention for young 5.2.1 Maintain cleanliness around mentoring on the neusing housing of fifty tipping as soon workers on the welfare change welfare change including parks, and communities in communities of healthy places hearted and crime issues that affect them sone healthy places hearted the process of the process of the places hearted and communities of healthy places hearted and communities of healthy places hearted by the process of the process	Priorities:	5.1 Reduce	5.2 Develop our		5.4 Reduce Fuel
5.1.1 Intervention for young 5.2.1 Maintain cleanliness 5.3.1 Consult with and standards and seek around mentoring on budgeting and budgeting and housing as possible. 5.1.2 Training for front line some workers on the workers on the healthy places including parks, and open spaces on to reduce risk of fire to reduce risk		homelessness and is negative impact for hose living in temporary accommodation	communities to be healthy places	support safe communities	Poverty by supporting development of warm homes
Training for front line 5.2.2 Work with residents workers on the workers on the benefits of healthy places welfare change including parks, and open spaces open spaces 5.3.3 Working with Fire services and housing to target most vulnerable households to reduce risk of fire	Actions:				

Objective 6: Strengthen the role and impact of ill health prevention

Delivered	through:

Delivery through NHS Future Forum; Health Checks; QIPP; Live it Well; No Health Without Mental Health; Tobacco Control Plan; Healthy Weight Strategy; Kent Sport Framework; Alcohol Plan

Local Priorities:	6: Strengthen the role and in	6: Strengthen the role and impact of ill health prevention		
	6.1 Improve access to screening	6.2 Reduce the gap in health inequalities across the social gradient	6.3 Provide support for people with mental illness and raise awareness of mental health issues	6.4 Grow participants and partnerships to find new ways to target and deliver services
Actions:	6.1.1 Improve early diagnosis of dementia and provide services and activities to support sufferers and their carers	6.2.1 Reduce the prevalence of smoking, particularly in areas of deprivation and young people	6.3.1 Support vulnerable people to manage long-term mental health conditions	6.5.1 Work with Health & Wellbeing Boards to support the delivery of key priorities set out in the health inequalities agenda
	6.1.2 Promote sensible drinking and ensure treatment and support services are accessible for all	6.2.2 Reduce the increasing prevalence of Type 2 diabetes through early detention and prevention	6.3.2 Raise awareness of mental health issues and signpost into relevant services	6.5.2 Co-ordinate the Sevenoaks District Health Action Team for operational partners to work holistically
	6.1.3 Increase access to sexual health and Chlamydia services for young people to reduce teenage pregnancy	6.2.3 Deliver activities to promote the benefits of increased physical activity and reduce obesity		6.4.3 Develop the "Be Inspired, Be Active" legacy programme



Taking It Forward

- Approved by Members and HAT **Partners**
- Monitored quarterly at HAT Officer meetings
- Monitoring data fed into Community Plan quarterly monitoring
- Annual Report for achievements and progress

