

**HOUSING & HEALTH ADVISORY COMMITTEE**

**16 June 2015 at 7.00 pm**

**Conference Room, Argyle Road, Sevenoaks**

**AGENDA**

**Membership:**

Cllrs. Mrs. Bosley, Dr. Canet, Eyre, Gaywood, Halford, Horwood, Lowe, Parkin, Parson, Pearsall, Rosen and Ms. Tennessee

**Apologies for Absence**

	<b><u>Pages</u></b>	<b><u>Contact</u></b>
1. <b>Appointment of Chairman</b>		
2. <b>Appointment of Vice-Chairman</b>		
3. <b>Declarations of Interest</b> Any interests not already registered		
4. <b>Update from Portfolio Holder</b>		
5. <b>Referrals from Cabinet or the Audit Committee</b>		
6. <b>Scope of Officer Responsibilities</b>		
7. <b>Reconstitution of Working Group</b>	(Pages 1 - 2)	
8. <b>Health Liaison Board</b> a) To note the minutes of the meeting of the Health Liaison Board held on 22 April 2015. b) Report from the previous Chairman on Health	(Pages 3 - 8)	
9. <b>Work Plan</b>	(Pages 9 - 10)	

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)**

\*\*Two flyers are attached at the end of the agenda at the request of the Portfolio Holder, these advertise a Help to Buy Event and Kent's Help to Buy New Homes Show\*\*

This page is intentionally left blank

## RECONSTITUTION OF WORKING GROUPS

### Housing & Health Advisory Committee – 16 June 2015

Report of Chief Officer Legal and Governance

Status: For Decision

Key Decision: No

---

**Portfolio Holder** Cllr. Lowe

**Contact Officer** Philippa Gibbs Ext. 7288

---

**Recommendation to Housing & Health Advisory Committee:** That the Committee consider whether the working group as detailed in the report should continue, and if so, agree membership, reconfirm terms of reference and if necessary refer to the Planning Advisory Committee.

---

**Reason for recommendation:** It is necessary to review and if necessary reconstitute any working groups each municipal year, especially in light of changed membership or terms of reference to the Advisory Committee.

---

#### Introduction and Background

- 1 Under the previous Housing & Community Safety Advisory Committee there were a number of working groups formed last municipal year, only one of which would still fall under the remit of this Advisory Committee. Members are asked to review the need for the working group and confirm the terms of reference and membership, and refer to the Planning Advisory Committee.

#### **‘Squaring the housing circle, Joint Working Group’**

- 2 At the meeting of the Housing & Community Safety Advisory Committee held on 11 February 2014 (Minute 30) it was resolved that a joint Working Group with the Local Planning & Environment Advisory Committee be set up to consider Squaring the Housing Circle in using the planning system to provide more properties of the type needed within the District; that it consist of four Members, two from each Advisory Committee.
- 3 At its meeting on 17 June 2014 the Housing & Community Advisory Committee reconfirmed the working group and terms of reference and agreed to add a further member and the membership was increased to 6 to allow Local Planning & Environment Advisory Committee to also appoint up to three members.
- 4 The Local Planning & Environment Advisory Committee also reconfirmed and made appointments.

## Agenda Item 7

### **Key Implications**

#### Financial

None directly arising from this report.

#### Legal Implications and Risk Assessment Statement

Working groups are only constituted for a municipal year, and must be reconstituted each new municipal year. Members would only be allowed to claim travel expenses for formally constituted working groups.

#### Equality Impacts

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

### **Conclusions**

Members are asked to consider whether they wish the working group to continue to meet, and if so, agree the membership and reconfirm the terms of reference.

#### **Background Papers:**

[Housing & Community Safety Advisory Committee Minutes](#)

[Local Planning & Advisory Committee Minutes](#)

**Christine Nuttall**

**Chief Officer for Legal and Governance**

**HEALTH LIAISON BOARD**

Minutes of the meeting held on 22 April 2015 commencing at 9.30 am

Present: Cllr. Mrs. Cook (Chairman)

Cllr. Davison (Vice Chairman)

Cllrs. Mrs. Bosley, Brookbank, Clark, Fittock, Mrs. Sargeant and Searles

35. Minutes

Resolved: That the minutes of the meeting held on 25 February 2015 be approved and signed by the Chairman as a correct record subject to Minute 33, paragraph 5 being amended to read, 'a copy of the Ofsted inspection'.

36. Declarations of Interest

There were no additional declarations of interest.

37. Actions from Previous Meeting

The Chairman advised that an article would be included in the next InShape Magazine about the Patient Participation Groups (PPGs) but would be carefully worded as not all GP Surgeries had PPGs. The Chairman advised that in regards to action 3, a follow up report by the Care Quality Commission (CQC) had taken place and when available the report would be circulated.

38. Updates from Members

Cllr. Davison advised that he had attended the Kent County Council (KCC) Health and Overview Scrutiny Committee (HOSC) which had mostly covered subjects relating East Kent. The West Kent Clinical Commissioning Group (CCG) had hoped to have a balanced account for the end of the year. There was also concern expressed that the Sunrise Residential Home report had been issued without CCG knowledge.

Cllr. Brookbank advised that the CQC report for Pembury and Maidstone Hospital had been prepared and would be going to the HOSC meeting in June. There would also be a report on the emotional wellbeing of Children in relation to Mental Health and the West Kent CCG was lead on this. Concerns were raised at the restructure in the Swanley Children's Centres especially with the increase of babies in the area. Other Members also expressed their concerns.

Cllr. Fittock informed that the Dartford, Gravesham and Swanley CCG had discussed grants for voluntary bodies. There was no progress with the PPG regeneration which he was Chairman of. It was noted that KCC had provided a lot of training around the new Care Act that came in on 1 April 2015, and the impact it would have on people's rights and expectations.

Cllr. Mrs. Bosley advised that a Memory Café in West Kingsdown was opening.

Cllr. Searles spoke about the health meetings he had recently attended. The PPG at Darent Valley were moving away from Medway Hospital and more towards Queen Mary Hospital and there would be a new structure and Terms of Reference for the PPG. There were increasing concerns at Volunteer Bureaux for transport grants to enable residents to attend hospital appointments; more resources were being investigated. At Age UK there was open day for the Dementia day room and Cllr. Searles advised that he had also attended a PPG Chair's meeting where new appointment software was discussed for GP Surgeries and the various schemes surrounding each PPG. Officers had attended a recent PPG meeting to discuss providing a possible falls prevention class in Hextable. The Oaks Surgery in Swanley was looking to expand their premises. The Dartford, Gravesham and Swanley CCG were reporting that they were within budget. With the creation of new towns in Garden City it had been suggested that 27 new GPs would be required for the area. At the Dartford, Gravesham and Swanley Health and Wellbeing Board, priorities for Ebbsfleet and Paramount developments were being identified.

In response to a question, Cllr. Searles advised that the Garden City would have an impact on local health services and the medical impact was currently being consulted on at Darent Valley Hospital. There was also new A&E department being created at Darent Valley Hospital and minor injury units, like at Sevenoaks Community Hospital, were being investigated for the Garden City. The Chairman praised Sevenoaks Minor Injuries Unit for the efficient and useful service which was provided.

Cllr. Clark advised that as Chairman for the Children's Centre's Steering Group in Swanley, he was also concerned about another reorganisation taking place and the impact this had on staff morale. He advised that the Kent Health Trainers attended the Steering Group which provided support services for those who want to make positive lifestyle changes and also works with Children's Centres and other groups where needs were identified.

The Health and Communities Manager advised that in regards to the Children's Centres restructure there would not be a change to services but rather a change in management so that there would be one manager across both hubs. There was a new District Manager for the District and it was suggested that the Manager be invited to a future meeting to update on Children's Centres.

Cllr. Cook advised that she had attended the West Kent Health and Wellbeing Board where a guide to a Community Central Approach and the four key ways to do this, had been looked at.

The Health and Communities Manager advised that she had been working with Kent Public Health and Planning Team so that when new developments were being considered that the need for new health services were considered. She was also doing a piece of work for the West Kent Health and Wellbeing Board around Child Local Operational Groups and coordinating the children groups across West Kent. With Dartford, Gravesham and Swanley the Health and Communities Manager was looking into falls and falls pathways in relation to the Better Care Fund and the new provider.

39. Alzheimer's and Dementia Services

The Chairman welcomed Kate Sergeant from the Alzheimer's Society and Lesley Knight from Alzheimer's & Dementia Support Services. Kate advised that both offered similar services and that currently the Alzheimer's support service ran a Dementia café at the Stag theatre twice a month which was commissioned by KCC. There was also a peer support group based in Otford for those who were at the early stages of Dementia. This was currently oversubscribed and a further need had also been identified in Westerham and Edenbridge for this service.

Kate praised the Council for the leadership they had shown in Dementia and developing a Dementia Friendly Community. In Kent 21,000 people had been diagnosed with Dementia, unfortunately it was estimated that 50% of people suffering with Dementia had not been diagnosed or were in denial. West Kent CCG were the lead for Dementia Support Services and had renewed a service which provided a Dementia Support worker, to visit those known with Dementia and spend two hours with the individual to do what they would like to do, for example, go shopping.

Lesley Knight informed the Board that her work was mostly based in the north of the District covering Swanley and the northern parishes as well as Dartford and Gravesham. There was a Dementia Friendly Café in Swanley and another one would be opening up in West Kingsdown. There was also a Community Café in Hartley where a Community Warden was based. Members were advised that a GP surgery in West Kingsdown had sent out letters to those known to be suffering with Dementia via the PPG to advise them of the services available to them.

In response to questions Members were advised that an Admiral Nurse was someone that supported carers with behavioural support and procedural care. They were similar to McMillian nurses but unfortunately there were not enough of these nurses. It was hoped that there would be at least two to cover, Dartford, Gravesham, Swanley and Swale. Lesley advised that it was important that once there was a diagnosis, planning for the future was important and this included personal plans and developments, as Dementia also affected families of the person suffering. A Member advised that at Darent Valley Hospital there were Dementia buddy's who were reducing the discharge time to 1 to 2 days.

In response to a question Members were advised that there were lots of theories around Dementia but the cause was still unknown. Alzheimer's and Vascular Dementia were the most common forms of Dementia. In the UK there were 850,000 people suffering with Dementia and it was estimated that around 85,000 people had not been diagnosed.

The Chairman thanked Kate Sergeant and Lesley Knight for attending the meeting.

The Health and Communities Manager advised that Dementia Friends training ran monthly at the Council and any new Councillors would be offered the training.

40. Sevenoaks District Local Strategic Partnership - Establishment of Older People's Sub-Group

## Agenda Item 8

### Health Liaison Board - 22 April 2015

The Health and Communities Manager presented a report which advised Members of the establishment of an Older People's Sub-Group of the Sevenoaks District Local Strategic Partnership (LSP). The LSP had identified the challenge of an aging population as a common theme and the Older People's Sub-Group would identify and address key issues and opportunities relating to older people. The group would be a multi-agency partnership.

The Seniors Action Forum was one of the agencies which would be part of the sub-group and the Chairman welcomed Frank McConnell, Marilyn Canet and Steve Plater to the meeting. The Seniors Action Forum was run by older people for older people and had carried out a survey of its members and was currently collating the results. There were currently 630 members and the survey was accessible to all its members via post, email or downloads from the website. From the initial results it was clear that there were interconnecting issues and the three main concerns were: fear of crime (an example of scams was given); health and transport; and housing was fifth on the list.

Members discussed scams and the concern surrounding the increasing recorded numbers. It was particularly a concern for those living alone or in isolated locations.

The Chairman thanked the Seniors Action Forum for attending the meeting and providing information on the survey results.

#### 41. Sunrise Residential Home

The Health and Communities Manager informed the Board that the CQC had been in contact and advised that a second inspection had taken place on 13 and 14 April 2015. Considerable improvements had been seen and the full report would be circulated to when it was received.

*Action: The Health and Communities Manager to circulate the CQC Sunrise report to Members.*

#### 42. Workplan

The work plan was discussed and an update at the autumn meeting would include the Older People's Housing Survey and an update from the LSP Older People's Sub Group.

The Chairman thanked the Members of the Health Liaison Board for their participation over the past two years and thanked members of the local community for the work which they carried out. She also expressed her thanks to the Chief Officer Communities and Business, and the Health and Communities Manager for their work on health and wellbeing.

Members thanked the Chairman for her Chairmanship.

THE MEETING WAS CONCLUDED AT 11.30 AM

CHAIRMAN



### **A Report to a Meeting of the Housing and Environment Advisory Committee.**

The key objective in creating a Health Liaison Board lies in its title. It is a committee consisting mainly of Members who have an active involvement in health related issues who can bring that knowledge and information back to the Council, flagging up any relevant issues or concerns.

Over the last two years Members have attended a considerable number of external meetings and have provided valuable updates on the Dartford, Gravesham and Swanley Clinical Commissioning Group (CCG), and the West Kent CCG, KCCs Health Overview and Scrutiny Committee (HOSC), Patient Participating Groups ( PPGs), the West Kent Health and Wellbeing Board, the Care Quality Commission (CQC) and the Kent Health Watch. Members have also attended a variety of seminars such as 'Better Care Together' and Dementia Friendly Forums as well as a number of AGMs including that of the South East Ambulance Trust. There have been reports from Officers on a range of matters two of which have been the Council's Mind the Gap Health Inequalities Action Plan and most recently the Care Act 2014 relating to adult health and social care which could have a significant impact for the Council not least on the Housing department.

Some of the obvious concerns raised have centred around obesity, 50% of older people will be obese within the next 25 years, dementia, again exacerbated by an ageing population and an increase in incidents of autism. These issues alone will have a major effect on budgets and on the future delivery of health care. To help counteract the expected shortfall in provision, communities will need to play a much greater supporting role and individuals will be expected to take more responsibility for their own health.

Problems caused by bed blocking, the inadequacies of the Hospital Transport service and underperforming Children's Services with specific reference to Spring House in Sevenoaks were raised. CAMBS, (Children and Adult Mental Health Services) also came under the spot light, following the award of the new contract initial interviews and diagnosis were taking up to 2 years to be completed. Things have improved but more still needs to be done. It had been hoped that a representative would attend the February meeting of the Board but at the last moment they couldn't make it.

The Work Plan is themed around the Council's Community Plan to include subjects such as improving mental health and wellbeing, supporting older people to live safely and independently in their own homes and giving young people the best start in life. It also provides a platform for invited experts from the statutory and voluntary sectors to make presentations to the Board. Speakers have included Katie Skinner talking on Autism Spectrum Disorder, specialist support for drug and alcohol misuse was addressed by the Kenward Trust and Carers First attended twice to discuss support for those involved with coping with Alzheimer's and Dementia and again to talk about the pressures placed on young carers. Chairmen from several PPGs have also attended meetings to express concerns raised by patients and to explore ways in which the Council could offer support and exert some influence.

This is just a brief report on the activities of the Board but over the last two years it has become increasingly clear that factors which impact on the health and wellbeing of our residents can be identified in almost all the services which this Council provides. The importance of integrating health and wellbeing with housing, leisure and indeed the arts is now being increasingly recognised by both

## Agenda Item 8

health bodies and Government. As SDC prepares for a new four year term perhaps now is the appropriate time to consider bringing these three elements together under one Portfolio Member and one Advisory Committee.

Alison Cook

Chairman Health Liaison Board

**Housing and Health Advisory Committee Work Plan 2014/15 (as at 03.06.15)**

<b>16 June 2015</b>	<b>13 October 2015</b>	<b>2 February 2016</b>	<b>23 March 2016</b>
<p>Role of the Advisory Committee and Key Challenges</p>	<p>Budget: Service Reviews and Service Change Impact Assessments (SCIAS)</p> <p>Under Occupation Officer – Update</p> <p>HERO Update</p> <p>Review of Disabled Facilities Grant process</p> <p>Health Priorities – Better Care Fund</p> <p>Health Inequalities Action Plan</p>	<p>Strategic Housing Market Assessment (SHMA)</p> <p>Addressing Housing Needs (Cllr. Mrs. Parkin)</p>	<p>Update on Climate Change Matters</p>

This page is intentionally left blank



Backed by  
HM Government

# Kent's Help to Buy New Homes Show

We can **Help to Buy** your perfect place.

**Help to Buy East and South East** are the appointed  
Help to Buy agents for Kent

**Lenham Community Centre, Groom Way, Lenham,  
Maidstone, ME17 2QT**

**Saturday 20 June, 2015 10.30am – 3.30pm**

**ADMISSION IS FREE AND NO NEED TO BOOK JUST DROP IN**

Page 11

- ✓ Find out more about the different schemes
- ✓ Meet providers and developers with existing and upcoming developments in and around Kent
- ✓ Get advice from our specialist team, Independent Financial Advisors and solicitors

There are a number of Help to Buy products to make buying a home more affordable, including

**Shared ownership** - Buy a percentage of a property and pay rent on the remaining share

**Equity loan** - Purchase specific new-build properties from participating developers with as little as a 5% deposit

**For more information about  
Help to Buy in the East or South East  
visit [www.helptobuyese.org.uk](http://www.helptobuyese.org.uk)  
or call **03333 214044****



Agenda Item



This page is intentionally left blank

Buying your own home is more affordable than you think.  
Find out how we can **Help to Buy** your perfect place.



Backed by  
HM Government



The Council Offices, Argyle Road, Sevenoaks, TN13 1HG.  
on Wednesday 15 July 2015  
between 3pm and 7pm

- The event is FREE no need to book just drop in
- Details of available homes across the local areas and there will be housing providers able to give you expert advice
- FREE Independent financial advice
- Can't afford to buy outright. You can buy a share for as little as 30%

There are a number of Help to Buy products to make buying a home more affordable, including

**Shared ownership** - Buy a percentage of a property and pay rent on the remaining share

**Equity loan** - Purchase specific new-build properties from participating developers with as little as a 5% deposit

For more information about  
**Help to Buy in the East or South East**  
visit [www.helptobuyese.org.uk](http://www.helptobuyese.org.uk)  
or call **03333 214044**



We operate in the following areas:

Buckinghamshire, Bedfordshire, Hertfordshire, Essex, Cambridgeshire, Norfolk, Suffolk, Surrey, West Sussex, East Sussex and Kent.

This page is intentionally left blank