

South Woodham Ferrers Health & Social Care Group

Annual Report May 2016 – April 2017

1. Background

South Woodham Ferrers (SWF) Healthcare 2000 Group was formed as a Millennium project in 1999. South Woodham Ferrers Town Council (SWFTC) had run quarterly Care Lunches for many years. The increasing close combination of health and social care by the relevant authorities and organisations was appreciated. As a result consideration was given to the establishment of a new organisation to enable SWF to mirror that development.

SWF Healthcare 2000 Group has, for over 15 years, had an excellent reputation and ability to engage with all NHS and social care authorities and organisations at the highest, as well as operational, levels. The new SWF Health & Social Care Group ('the Group') has inherited that and built upon it. This continues to give the Group access to, and have the confidence of, the highest level officials including Councillors holding Cabinet portfolios, Chairs, Non-Executive Directors, Chief Executives and Executive Directors of all relevant health and social care authorities and organisations.

As a result, the Group is able to bring top level speakers to SWF. One important reason for this is that attendances at such meetings in SWF attract consistently larger audiences than similar meetings held in Chelmsford and elsewhere. The Group is flexible, adapts to requests from the authorities to fit in with their planning and developmental schedules, holds effective meetings where time is not wasted and meetings are not held for the sake of meeting but are always purposeful.

2. Formation & Governance

Proposals for [the establishment of] the South Woodham Ferrers Health and Social Care Group were considered as Agenda Item 106 by SWF Town Council (SWFTC) and the agreement to this is Minuted as Item 106 in the Minutes of SWFTC's Meeting held on 19 April 2016.

The Inaugural Public General Meeting of SWF Health & Social Care Group ("the Group") was held on 28 June 2016. The draft Minutes cannot be approved and adopted until the 2017 Annual General Meeting which will be held on 15 May 2017.

- Appendix 1 is the extract of the relevant part of the notes of the entire meeting held on 28 June 2016.
- Appendix 2 is the Governance document establishing the Group.

- Appendix 3 is the Role Descriptions for the Group's Officers.
- Appendix 4 is the Role Description for the Group's Administrator.
- Appendix 5 is the Report of the Group's Administrator of the work she has done since taking up her appointment in September 2016
- Appendix 6 is the Group's first financial report.

Following the SWF Town Council's approval to establish the Group on 19 April 2016:

- We drafted, discussed & agreed the governance arrangements between the putative officers of the Group and SWF Town Council
- Held the inaugural General Public Meeting on 28 June 2016 when the governance arrangements were agreed and adopted, and the officers were duly elected
- Immediately after 28 June 2016 the remaining steps were taken to establish the Group
- Continuing efforts were made to recruit and appoint the SWFH&SCG Administrator. A few applicants were interviewed and eventually Donna Cooper accepted the offer and took up the post with effect from September 2016.
- It then took until the end of November 2016 to get a new bank account opened! Since her appointment Donna has been working on the tasks identified in the role description.

3. Report

Public meetings (fully advertised, minuted & reported to SWFTC, in SW Focus & on SWF Facebook Group) have been held by the Group on:

- 28 June 2016 – Inaugural General Meeting + The 2014 Care Act; ECC Cabinet Member for Social Care was extremely impressed as SWF was the only place to have organised a meeting about this vital subject following the Essex-wide conference.
- 21 July 2016 – How Healthy is SWF? The Mid & South Essex Success Regime; particularly as regards secondary health & social care; as a result of this the workshop on 13 October was requested by the Success Regime as SWF is such a good contributor to such exercises.
- 13 October 2016 – Consultation workshop for Mid & South Essex Success Regime Acute Sector Plans & Proposals

On 16 August 2016 the Group's officers held a key meeting with Dr Anita Donley, Independent Chair, Mid & South Essex Success Regime. The Group introduced itself to the newly appointed Independent Chair of the Success Regime which is pivotal to the future of health services for the people of SWF. At that meeting we were told that future clusters of GP, Primary and Community health services would be based upon populations of around 50,000 people. We argued strongly that SWF and its immediate neighbourhood is a natural group and it is false (and has been proved to be so previously) to 'lump' SWF arbitrarily with other conurbations in the Maldon or Chelmsford or

Wickford or Rayleigh areas. This was the first time Dr Donley had heard this argument and she promised to give it serious consideration. We are delighted that the result was that she accepted this point and SWF is now to be a 'Lighthouse' area for the Success Regime. The Lighthouse approach will then be rolled out across Mid & South Essex so it is fundamental that it works in SWF and that initial lessons are learnt from it. We also offered and recommended SWF as an ideal location in which to experiment, pioneer and run pilots. We were able to refer to our many previous such exercises, many of which have led to initiatives which have been adopted generally.

The decision by the Success Regime and MECCG (Mid Essex Clinical Commissioning Group) to develop SWF as a Lighthouse was made towards the end of 2016 and in January and February 2017 the necessary partners were engaged. At a development workshop held on 1 March 2017 it was agreed that six weeks were needed to produce the detailed Lighthouse Plan. Hence the Group was requested to postpone our Task Force workshop meeting from 8 February and it has been rearranged for 25 April 2017.

On 7 October 2016 a key meeting was held with Carol Anderson, Managing Director, MECCG, and Melanie Crass, Director of Primary Care & Resilience, MECCG. Amongst other subjects discussed were: ambulance handover delays at Broomfield Hospital A&E Department, which as a result have subsequently been reduced significantly; supply of community hospital beds, which are now more available; hospital discharge delays due to delays arranging social care packages, which are being examined; inadequate provision of rehabilitation resources, which are being addressed by a new procurement exercise.

Regular circulation of relevant information is made to all Group contacts, including from:

1. Chelmsford CVS
2. Mid Essex CCG
3. Mid & South Essex Success Regime & S....TP
4. Essex Healthwatch
5. Essex County Council Public Health
6. Essex County Council Social Services
7. Chelmsford Public Health Portrait 2016
8. Essex Cares

Group representatives have attended and/or contributed to:

- MECCG Maternity Voices Group
- Supporting Carers in Essex conference
- Essex Families Network
- Integrated Discharge Planning Project for Broomfield Hospital
- Essex County Council's Early Years & Childcare contracts & services
- NHS 111 & out of hours consultation
- Consultations about provision of community hospital beds
- Consultations and efforts to address handover delays of patients from 999 ambulances to Broomfield Hospital A&E

- CQC inspections including of:
 - Mid Essex Hospital Services Trust
 - SWF health services
- SWF Health Visitors events for children's health safety week, Summer 2016

In response to requests from the local media, ie newspapers and radio stations, officers have made personal contributions to reports, discussions and items about various health & social care issues

By invitation, the Chair is the Patient & Public representative on East of England Major Trauma Scheme & Operational Delivery Network Board. In that capacity he has, inter alia, promoted the provision of support for families and friends of major trauma patients; is promoting the review of, maintenance of and increase in rehabilitation resources; is working with regional rehabilitation coordinators, rehabilitation service providers, social care providers, public health authorities, planning authorities, NHS & Department of Health and university researcher; and, is promoting an integrated regional transport scheme for major trauma and critical care patients between trauma and critical care units in East of England.

The Group has lobbied successfully for continuance of Chetwood Children's Centre and was then involved in planning its ongoing development & services, and in the consultations about the service provider.

The Group's Chair represents SWF on the Chelmsford Health & Wellbeing Group, recently rebranded as LiveWell Chelmsford; LiveWell Chelmsford is linked to Mid Essex CCG and to the Essex Health & Wellbeing Board. Its main roles are to:

- Be a decision-making body in respect of setting and delivering projects including the funding of such
- Be a locality group to inform the CCG and ECC of local health and wellbeing issues, and translate Mid-Essex and countywide initiatives into local action, and
- Be a forum for disseminating and discussing information relevant to partners.

As required and requested, the Group liaises with local health service providers, our MP and SWF's local authority Councillors about individual and generic issues of concern/interest to them.

The Group has established good relations with the SWF Combined Patient Participation Groups. The Group has monitored MECCG's decision not to renew the contract of the Practice and the ramifications therefrom but this has mainly been an issue for the CPPG.

The Group works with all parts and aspects of the Mid & South Essex Success Regime & Sustainability Transformation Plan (STP) and neighbouring STPs. There are STPs covering the whole of the country. In the three places where there is a Success Regime, the Success Regime and STP are synonymous.

The Group has engaged with the mental health service Trusts in Essex, including about the merger of the relevant North & South Essex Trusts.

The Group attended and exhibited at the SWF Annual Town Public Meeting on 4 April 2017

The Group is monitoring the development of a proposed new health centre as part of a planned superstore development North of Burnham Road.

4. Future Activities

Rescheduled Task Force meeting re SWF Lighthouse Primary & Community health services arranged for Tuesday 25 April (delayed from 8 February at request of MECCG/M&SE Success Regime). The public meeting about children's health and social care, which had been planned for this day, has therefore been rescheduled for Monday 15 May 2017, 6.30 to 8.30pm in Holy Trinity Church, Trinity Square, SWF.

Immediate future public meetings, to be held by October 2017, with at least one more before the end of the financial year:

- Children's health & social care – arranging for 15 May 2017; speakers invited are from Virgin Care (new providers of Children's & Adolescent Mental Health Services for all Essex), Essex County Council Social Services, Chetwood Children's Centre, and a Consultant Paediatrician from Broomfield Hospital; and this will also include our 2nd Annual General Meeting
- MacMillan & other cancer services; Chelmsford & MECCG MacMillan consultant Dr Liz Towers wants to come to talk to SWF + nurses, hospice & carers re cancer preventions & care
- Pharmacy services – agreement from Paula Wilkinson, MECCG Chief Pharmacist, to hold a public meeting in SWF about the wastage of medicines and the increasing role of pharmacists in delivering health care; SWF pharmacists will contribute, subject to availability

Immediate future developments

- Hold Task Force meetings as required, for instance by issues with MECCG, the Success Regime and the Local Neighbourhood Plan
- Develop simple new website
- Establish Facebook & Twitter social media accounts
- Increase public profile
- The representatives of the Patient Participation Groups (PPGs) for the three SWF GP practices come together in the CPPG (Combined PPGs). At

a meeting at the end of May 2017 the CPPG will be discussing the proposals of the three PPG Chairs that a closer working relationship between the Group and CPPG should be developed. In particular, this will enable guest speakers access to a wider audience covering all constituencies/patients of SWF, enhance the liaison with MECCG to cover all aspects of its work, reflect the integrated approach of MECCG and the Success Regime with all types and levels of health and social care and provide access to the CPPG to administrative support. It should strengthen the ability of both groups to bring MECCG and the NHS to account for the benefit of patients.

5. Officers

Chair:	Peter Blackman
Task Force Chair:	David Birch
Minutes Secretary:	Jackie Birch
Administrator:	Donna Cooper

April 2017

6. Recommendations & Request

We commend the work of the Group in its first year and this Report to SWFTC.

We request that SWFTC considers and accepts this Report.

The Group has delivered good value for money. The funding has enabled the Group to deliver an integrated approach to all levels and types of health and social care as they affect and apply to the patients and population of SWF. The out of pocket expenses have been economical. The honorarium to the Administrator has delivered the establishment and running of an efficient and wide reaching Group.

The Group requests continuation of SWFTC's support and funding for another twelve months. As there is a year-end surplus of a little over £100 due to the Administrator coming on board during the first year the Group requests £1,100 from General Reserves for 2017-18.