

South Woodham Ferrers Health & Social Care Group

Annual Report May 2017 – April 2018

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 27th July 2017.

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 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:

- 25th April 2017 – The Changing Face of Primary and Community Care. We rescheduled the task force meeting, at the request of the Mid Essex Clinical Commissioning Group and Success Regime, having originally to have been held on 8th February, to discuss the rapidly changing world of primary and community care provision in the town.
- 15th May 2017 – Children and Young People's Health. Senior speakers told us there is great interest in the health and social care services for under 18's.
- 13th July 2017 – Pharmacist: Their expanding role in the NHS and AGM
- 27th September 2017 – Cancer Care. The presentation was given by the Macmillan GP for their Mid Essex Care Commissioning Group, Farleigh Hospice and Cancer Research UK.

- 2nd Feb 2018 – Mental Health Awareness. Speakers from all the key organisations were there to deliver information about treatment, care and services for anyone with any type of severity of mental illness and those who look after them
- 8th March 2018 – STP Consultaion Meeting. This was really important because of the New Health Centre and development plans for the new houses around South Woodham Ferrers

Full reports are published on the website: <https://swfhealthsocial.wixsite.com>

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
- Virgin Care
- Banardo
- 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

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 services including Virgin Care and Banardos

The Group attended and exhibited at the SWF Annual Town Meeting on 6th April 2018

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

Immediate future developments

- Hold Task Force meetings as required, for instance by issues with MECCG, the Success Regime and the Local Neighbourhood Plan
- Publicise Facebook & Twitter social media accounts
- Increase public profile
- Redesign website

5. Officers

Chair: Peter Blackman

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

April 2018

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. Group requests £1,000 from General Reserves for 2018-19.