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19 January 2015

Dear Councillor

I am now able to enclose, for consideration at the meeting of the **SOUTH KENT COAST HEALTH AND WELLBEING BOARD** on Tuesday 20 January 2015 at 3.00 pm, the following reports that were unavailable when the agenda was printed.

4 **MINUTES** (Pages 2 - 5)

To confirm the attached Minutes of the meeting of the Board held on 25 November 2014.

Yours sincerely

A handwritten signature in black ink, appearing to be "Nicky", written over a white background. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Chief Executive

Minutes of the meeting of the **SOUTH KENT COAST HEALTH AND WELLBEING BOARD** held at the Council Offices, Whitfield on Tuesday, 25 November 2014 at 3.00 pm.

Present:

Chairman: Councillor P A Watkins

Board: Ms K Benbow
P M Beresford
Dr J Chaudhuri
Councillor P G Heath
Councillor J Hollingsbee
Mr M Lobban
Ms J Mookherjee
Ms J Perfect
Mr D Reid

Also Present: Ms P Beer (NHS England)
Mr A Fairhurst (Public Health, Kent County Council)
Mr K Fordham (Your Leisure)
Mr W Greaves (Shepway District Council)
Ms J Hulks (Kent Community Health NHS Trust)
Ms H Knight (South Kent Coast Clinical Commissioning Group)
Mr R Jackson (Shepway District Council)
Mr D Martin (Your Leisure)
Mr I Rudd (Public Health, Kent County Council)
Ms L Rumbelow (Kent Community Health NHS Trust)

Officers: Head of Leadership Support
Leadership Support Officer
Scheme Manager
Head of Democratic Services

28 APOLOGIES

Apologies for absence were received from Councillor S S Chandler (Dover District Council), Mr S Inett (Healthwatch Kent), Councillor G Lymer (Kent County Council), and Councillor M Lyons (Shepway District Council).

29 APPOINTMENT OF SUBSTITUTE MEMBERS

In accordance with the agreed Terms of Reference, it was noted that Councillor P M Beresford and Mr D Reid has been appointed as substitutes for Councillor S S Chandler and Mr S Inett respectively.

30 DECLARATIONS OF INTEREST

There were no declarations of interest made by members of the Board.

31 MINUTES

It was agreed that the Minutes of the Board meeting held on 16 September 2014 be approved as a correct record and signed by the Chairman.

32 MATTERS RAISED ON NOTICE BY MEMBERS OF THE BOARD

There were no matters raised on notice by members of the Board.

33 DOVER MEDICAL PRACTICE UPDATE

Ms P Beer of NHS England gave the Board an update on the progress of transferring patients from the Dover Medical Practice following Concordia decision to cease delivering the service.

The Board expressed its concern at the number of patients who had yet to register with another practice and sought clarification on the process and timing.

The Board was assured that the NHS policy was being followed and all patients would have access to a GP and that all vulnerable patients had been transferred. Letters had been sent to all patients and drop in sessions with translation services had been arranged. Approximately one third of the 3000 patients had already been allocated another GP with a backlog of several hundred manual applications still to be processed.

The Board questioned why telephone contact had not been made with patients who had yet to register with another GP and were advised that, whilst the Practice has contact numbers, NHS England does not hold this information.

Dover District Council offered to display posters at its offices to advise patients of the surgery of the need to register with another GP and to signpost them.

The Board were advised that NHS Property Services were realigning the accommodation in Pencester to offer better facilities to accommodate additional patients.

It was noted that the recruitment and retention of GPs generally continues to be a problem with many newly qualified medical staff choosing to move abroad.

The NHS England representative agreed to the request of the Board that an update on the numbers that had transferred to another practice at the next meeting together with details of any further action that was being taken and any remaining issues that need to be addressed as a result of the closure of the surgery.

The subject of training, recruitment and retention of medical staff within the Health and Wellbeing Board area be the subject of consideration at a future meeting.

RESOLVED: That the update be noted.

34 CARDIO VASCULAR DISEASE WORKSHOP

The Board received a presentation from Ms J Mookherjee on the positive impact that early diagnosis and behavioural changes can have on patients with Cardio Vascular Disease.

RESOLVED: That the presentation be noted.

35 THE ROLE OF PHYSICAL ACTIVITY IN IMPROVING HEALTH AND WELL BEING & POTENTIAL LINKS BETWEEN YOUR LEISURE AND SOUTH KENT COAST HEALTH & WELLBEING BOARD

The Board received a presentation from Mr K Fordham and Mr D Martin from Your Leisure on the benefits of exercise on reducing ill health and their drive to turn the tide of inactivity. The use of technology with the increasing use of Apps to measure health scores was highlighted.

RESOLVED: That the presentation be noted.

36 NHS HEALTH CHECKS AND HEALTH IMPROVEMENT

The Board received a presentation from Ms L Rumbelow and Ms J Hulks regarding the NHS Health Checks and Health Improvement and how these activities can highlight those with health issues and target actions.

RESOLVED: That the presentation be noted.

37 CURRENT CARDIO VASCULAR DISEASE WORK AND SERVICES AVAILABLE IN SOUTH KENT COAST

The Board noted the report from Ms J Mookherjee and Ms K Benbow regarding the SKC CCG CVD Working Group and the aim to ensure patients are seen in the most appropriate setting and the Public Health work looking at equity across practices and variations across the CVD Pathway.

Mr W Greaves (SDC Sports Development) and Mr R Haynes (DDC 'Up on the Downs') noted the work each are undertaken to encourage participation, noting accessible countryside in close proximity to urban areas and looking at funding opportunities.

- RESOLVED:
- (a) That the South Kent Coast Clinical Commissioning Group Cardio Vascular Disease Working Group and the Healthier South Kent Coast Group (a sub-group of the South Kent Coast Health Wellbeing Board) liaise through Mr I Rudd (Kent Public Health) to identify the services provided in the South Kent Coast area and understand how these could be better co-ordinated and integrated.
 - (b) That Mr K Fordham to be invited to join the Healthier South Kent Coast Group to understand motivational behaviour to encourage people to increase activity and look at joint opportunities.
 - (c) That the potential for healthy Living Pharmacies to signpost within the community and for better liaison with GPs around exercise referrals be explored.
 - (d) That Mr I Rudd report back to the Board through the Healthier South Kent Coast Sub-Group.

38 OPERATION OF SOUTH KENT COAST HEALTH AND WELLBEING BOARD

The Board discussed the need to review the trial of 'Operational' and 'Strategic' meetings and ensure the Boards work plan keeps up with national policy.

RESOLVED: That Ms M Farrow to report at next meeting with suggestions on how to move forward.

39 CONSULTATION AND NEWS UPDATE

RESOLVED: That the update be noted.

40 URGENT BUSINESS ITEMS

There were no items for urgent business.

The meeting ended at 5.35 pm.