



## SOUTH KENT COAST HEALTH AND WELLBEING BOARD

White Cliffs Business Park Dover Kent CT16 3PJ  
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21 April 2014

Dear Member of the Health and Wellbeing Board

NOTICE IS HEREBY GIVEN THAT a meeting of the **SOUTH KENT COAST HEALTH AND WELLBEING BOARD** will be held in the Council Chamber at these Offices on Tuesday 29 April 2014 at 3.00 pm.

Members of the public who require further information are asked to contact Rebecca Brough on (01304) 872304 or by e-mail at [rebecca.brough@dover.gov.uk](mailto:rebecca.brough@dover.gov.uk).

Yours sincerely

Chief Executive

### South Kent Coast Health and Wellbeing Board Membership:

Councillor P A Watkins (Chairman)	Dover District Council
Dr J Chaudhuri (Vice-Chairman)	South Kent Coast Clinical Commissioning Group
Ms K Benbow	South Kent Coast Clinical Commissioning Group
Councillor P G Heath	Dover District Council
Councillor J Hollingsbee	Shepway District Council
Mr S Inett	Healthwatch Kent
Mr M Lobban	Kent County Council
Councillor G Lymer	Kent County Council
Councillor M Lyons	Shepway District Council
Ms J Mookherjee	Public Health Representative
Ms J Perfect	Community and Voluntary Sector Representative
Mrs S S Chandler	Children's Trust Representative

### AGENDA

1        **ELECTION OF A CHAIRMAN**

To elect a Chairman for the ensuing municipal year.

2        **APPOINTMENT OF A VICE-CHAIRMAN**

To appoint a Vice-Chairman for the ensuing municipal year.

3        **APOLOGIES**

To receive any apologies for absence.

4        **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointments of Substitute Members.

5        **DECLARATIONS OF INTEREST**

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

Where a Member has a new or registered Disclosable Pecuniary Interest (DPI) in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Where a Member is declaring an Other Significant Interest (OSI) they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Where a Member does not have either a Disclosable Pecuniary Interest (DPI) or Other Significant Interest (OSI) but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a Voluntary Announcement of Other Interests (VAOI). A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of

outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

6 **MINUTES**

To confirm the Minutes of the meeting of the Board held on 11 February 2014 and 18 March 2014.

7 **MATTERS RAISED ON NOTICE BY MEMBERS OF THE BOARD**

Any member of the Health and Wellbeing Board may request that an item be included on the agenda subject to it being relevant to the Terms of Reference of the Board and notice being provided to Democratic Services at Dover District Council ([democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk)) at least 9 working days prior to the meeting.

There were no matters raised.

8 **INTEGRATED COMMISSIONING GROUP UPDATE - TERMS OF REFERENCE**  
(Pages 5 - 6)

To consider the attached report of the Head of Leadership Support.

9 **INTEGRATED COMMISSIONING GROUP UPDATE - INTERMEDIATE CARE PROJECT (6 MONTH PROGRESS REVIEW)**

To receive a verbal update from Dr Joe Chaudhuri (South Kent Coast Clinical Commissioning Group).

10 **SOUTH KENT COAST CLINICAL COMMISSIONING GROUP OPERATIONAL STRATEGY 2014-19** (Pages 7 - 57)

To consider the report of Ms K Benbow, Chief Operating Officer (South Kent Coast Clinical Commissioning Group).

11 **CHILD AND ADOLESCENT MENTAL HEALTH SERVICES: CURRENT PROVISION IN SOUTH KENT COAST**

To receive a verbal update from Ms K Benbow, Chief Operating Officer (South Kent Coast Clinical Commissioning Group).

12 **DRAFT SOUTH KENT COAST HEALTH AND WELLBEING STRATEGY**

To consider the report of Mrs M Farrow (Head of Leadership Support, Dover District Council) and Ms J Mookherjee (Consultant in Public Health, Kent Public Health Department). (To follow)

13 **CHILDREN'S OPERATIONAL GROUP UPDATE** (Pages 58 - 61)

To receive an update from Councillor S S Chandler and Mrs M Farrow (Head of Leadership Support, Dover District Council).

**URGENT BUSINESS ITEMS**

To consider any other items deemed by the Chairman to be urgent in accordance with the Local Government Act 1972 and the Terms of Reference. In such special cases the Chairman will state the reason for urgency and these will be recorded in the Minutes.

**Access to Meetings and Information**

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website [www.dover.gov.uk](http://www.dover.gov.uk). Minutes are normally published within five working days of each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting. Basic translations of specific reports and the Minutes are available on request in 12 different languages.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Rebecca Brough, Team Leader - Democratic Support, telephone: (01304) 872304 or email: [rebecca.brough@dover.gov.uk](mailto:rebecca.brough@dover.gov.uk) for details.

**Large print copies of this agenda can be supplied on request.**