

**Minutes of Healthy City Executive
Wednesday 11 November 2009**

Present

Mark Menzies	Derby City Council
Mike Sandys	Derby City Primary Care Trust
Andrew Wakeman	Derby City Primary Care Trust
Cathy Bratt	Derby Hospitals NHS Foundation Trust
Kath Cawdell	Community Action
Advisor Sue Jacklin	Derby City Partnership
In attendance Cal Chikwendu	NHS Derby City
Lisa Stevenson	Derby City Partnership - minutes

Item	Issue	Action
1	Introductions, apologies and declarations of interest	
	Apologies were received from Michael Foote, Sarah Carter, Bob Betts, Pat Owen and Councillor Ruth Skelton.	
2	Minutes of the last meeting and matters arising	
	The minutes from the last meeting held on 9 September were confirmed as a true and accurate record. Page 1 – Minutes of the last meeting and matters arising Cathy Bratt, Deputy Director of nursing at Derby Hospitals has taken over the representation on the group from Maura Teager.	
3	Late items to be introduced by the Chair	
	There were no late items.	
4	Community Dialogue Presentation	
	Cal Chikwendu, NHS Derby City attended the meeting to give a presentation on the Community Dialogue Project - Working with Families to Improve Health. Cal gave the group some background information on the strategy for NHS Derby City which is why health related behaviour came across as an important issue for this project and has a major impact on the city. The objectives of the Community Dialogue project were “to develop, pilot, codify and roll out a process for systematic engagement and dialogue which can be incorporate into organisational strategic planning” Sinfyn was selected with the aim of working with local families to develop a service to improve health. Sinfyn was known as one of the most deprived areas in the city. The first stage of the process was for 160 interviews to take place to engage families to co-produce and design a new service to improve health. 10 participants were then selected to take place in 5 workshops to identify and generate solutions with local people.	

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	<p>From the results are the workshops, a Health Hub Programme has been created where neighbourhood approaches will inform the development of the city. This has been part of the 'Staying Healthy' initiatives project.</p> <p>Funding has been secured for 12- 18 months for a Time Bank to be created where a part time broker will be recruited who will set up and develop the scheme for the Time Bank. Although, the funding was only enough to get the project started, there are sources of funding available to apply to continue the project.</p> <p>Kath referred to the Time Bank which was in place in Derwent and asked whether there will be lessons that we can learn from this. Cal informed the group that she has been speaking to a range of areas who already have a Time Bank in place that is successfully working and hopes to use this good practice to develop the Sinfen Time Bank.</p> <p>Mike suggested that the methodology used for this project could possibly used for other work within the partnership to engage people and co-produce. Cal thought this was a good idea as a lot of services can be delivered in this way.</p>	
5	Strategic Priority Discussion - Reducing Child Poverty	
	<p>The information provided in appendix one to the Healthy City Contributions report will be taken back to the Strategic Poverty Group who will then pull all the information together into an action plan.</p> <p>It was agreed to include the previous presentation on the Community Dialogue Project into the information already collated on the report as well as the information provided by Sue in the Strategy Map for Healthy City.</p> <p>It was also agreed that issues on smoking and alcohol would be included in the Healthy City Contributions.</p> <p>It was asked whether the Poverty Task Group membership would be increased to include membership from Healthy City. This was still unknown however it was thought that this will be taken to each of the executives.</p> <p>Member of the group were asked to send any additional information to Sue to add to the contributions.</p>	<p>Sue</p> <p>All</p>
6	Monitoring and Reporting	
a	DCP Co-ordinator Report	
	<p>DCP Board Away Day - Derby has strong presence from global corporations but also has very strong supply chains. The discussion focused on the need for the people of Derby, particularly young people, to be made aware of the strength of Derby's global economy and the opportunities this brings.</p> <p>Discussion on 'Total Place' agenda - Total Place looks at a 'whole area' approach to public services that looks at better services at less cost. By looking at partner's budgets and how they are spent, we should be able to make sure we work together more effectively and efficiently and avoid providing services that are overlapping. The Board agreed that before a commitment is made to taking on the Total Place</p>	

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	<p>agenda that we must be clear what we want to achieve from it.</p> <p>CAA - Sue thanked all partners for their work in the Comprehensive Area Assessment and informed the group that no more information would be available until 10 December where the report will be published on the Audit Commission's 'Oneplace' website. The process will then begin again in January 2010.</p> <p>Mike informed the group that we do not want to lose the information collected through the Comprehensive Area Assessment, particularly in relation to the areas where we were looking to get a flag at one stage. Sue explained that GOEM have asked for the LAA Annual Review in January to have a similar format as the CAA themed discussions. This means that the discussions started in the CAA process will be taken forward further and develop into action/delivery plans.</p> <p>Third Sector Representation - Sue informed the group that there is a place on the Executive for a Third Sector Representative to sit. Kath informed the group that this was an agenda item at the Health and Social Care Forum to request additional representation. A few people have expressed an interest in being a representative. Kath is now going to meet the people who have expressed an interest to let them know what the duty will involve. More information will be available at the next meeting.</p>	Kath
b	Quarter 2 Performance Report	
	<p>Sue highlighted NI 125 - Achieving independence for older people through rehabilitation/immediate care as this was an area of strong performance.</p> <p>The group have six indicators which refer directly to Healthy City. It was highlighted that the performance report would only be discussed at the meeting when necessary if there are any problems to address to the group.</p>	
c	Health Improvement Forum Update	
	<p>Andy highlighted that the Health Improvement Forum met on 3 November. The main discussion which took place was by Andy Muirhead on the Joint Strategic Needs Assessment where a draft will be ready next week for the Executive to comment on. Although this report was annual, it was thought that few changes will need to be made next year as this year includes a wide range of information.</p> <p>Mark Menzies informed the group that Communities and Local Government are doing a national programme on the Supporting People project which may need to be amended in next year's Joint Strategic Needs Assessment.</p>	
d	Improving Services Update	
	<p>Andy informed the group that priority for the Improving Services Group over the next year is to concentrate on the falls prevention as this cuts across the entire Health Partnership.</p> <p>Kath suggested the Older Peoples Network should get involved in this work.</p> <p>Sue asked whether a programme of meetings are in place where Mike informed the group that meetings are in place but a lot will depend on the Derby City Council restructure.</p>	

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e	Supporting People Update	
	<p>Mark Menzies informed the group that the Sheltered Housing is being reviewed with the help of Peter Fletcher Associates. This would possibly result in moving away from having resident wardens.</p> <p>Cap Gemini are working with the Supporting People project as a pilot in Derby. This will hopefully be taken to cabinet as a presentation to Derby.</p>	
7	Confirmation of strategic priority discussion for next meeting	
	It was agreed that the Joint Strategic Needs Assessment would be discussion and Andy Muirhead would be invited.	
8	Report to DCP Board	
	<p>The below items were suggested to be included on the report to DCP Board:</p> <ul style="list-style-type: none"> • Community Dialogue project • Derby Advice - Migration Impact Fund • Healthy Assertive Outreach Support Service • Benefit and Debt outreach Support Service 	
9	Any other business	
	This is Andy's last meeting and the executive wish him luck for the future.	
	Date and time of next meeting	
	Wednesday 10 February 2010, 7 th Floor, St Peters House.	