

**NORTH YORKSHIRE STRATEGIC PARTNERSHIP**  
**ADULT STRATEGIC PARTNERSHIP & HEALTHIER COMMUNITIES**  
**THEMATIC PARTNERSHIP**

**JOINT MEETING OF THE ABOVE GROUPS**

**MINUTES OF THE MEETING HELD ON**

**9 AUGUST 2007**

**Meeting Room 3, County Hall, Northallerton**

**Present:**

- Derek Law, Corporate Director of Adult & Community Services, NYCC (co-chair)
- Peter Brambleby, Director of Public Health, North Yorkshire and York PCT (co-chair)
- Mike Padgham, Independent Care Group
- Ian Bitcon, Head of Community Risk, North Yorkshire Fire & Rescue Service
- Katie Needham, Health Improvement Principal, North Yorkshire & York PCT
- Lee Featherstone, North Yorkshire Police (representing Stuart Macklestone)
- David Archer, Strategic Director of Operations, Scarborough Borough Council
- Peter Burgin, Department of Health
- Elaine Schofield, Health Improvement Principal, North Yorkshire & York PCT
- Cath Doman, Performance & Change Manager, A&CS, NYCC
- Nigel Staton, Manager, Whitby and District Disablement Action Group
- Elaine Owen, South Craven Community Action
- Phil Broomhead, Special Projects Manager, Environmental Services, NYCC
- Sukhdev Dosanjh, Assistant Director, A&CS, NYCC
- David Fay, Library & Community Services, A&CS, NYCC
- Fran Lett, Principal Education Officer (Adult Learning), NYCC
- Gill Cashmore, Selby District Association of Voluntary Services
- Helen Christmas, Health Improvement Manager, North Yorkshire & York PCT
- Trudy Newell, Central Personnel Unit, NYCC (item 65/07)

**Apologies:**

- Paul Lightfoot, Director of Care Services, Broadacres Housing Association
- Stuart Macklestone, Inspector, North Yorkshire Police
- Mike Gibson, Performance & Change Manager, A&CS, NYCC
- Alison Leslie, Temporary Superintendent, North Yorkshire Police
- David Watson, North Yorkshire Sport
- Martin Connor, Chief Executive, Selby District Council
- Michael Hunt, Assistant Director, A&CS, NYCC
- Sandra Whitehead, Assistant Director, A&CS, NYCC

		For Note or Action by
<b>ASP 64/07</b>	<p><b>Apologies, Minutes of last Meeting (9 May 2007) &amp; Matters Arising</b></p> <p>Apologies (above) were noted. DL welcomed attendees and noted some changes:</p> <ul style="list-style-type: none"> <li>▪ Sallyann Deans is now on maternity leave, and Helen Christmas will take over arranging the meetings temporarily.</li> <li>▪ Andrew Clark is on secondment to the Strategic Health Authority as Acting Deputy Regional Director Of Public Health. Derek thanked Andrew on behalf of the group for his valued contribution.</li> <li>▪ Peter Brambleby is the new Director of Public Health at North Yorkshire and York Primary Care Trust, and will take over from Andrew as co-chair of this group.</li> </ul> <p>The minutes of the meeting on 9<sup>th</sup> May were agreed as a true record, subject to an amendment to item 56/07 – HC5 is a stretch target not HC6.</p>	HC
<b>ASP 65/07</b>	<p><b>Integrated Workforce Planning Arrangements</b></p> <p>Trudy Newell presented a report proposing that an Integrated Workforce Planning Group be set up as a sub group of the Adult Strategic Partnership. Trudy highlighted the national and local context, potential membership of the group and it's role.</p> <p>Derek Law welcomed the idea, and suggested that development and training of staff should be added to the list of challenges for the group to address.</p> <p>David Archer suggested that the District Councils' HR group could nominate a representative. Elaine Schofield will provide contact details for the PCT's HR team. Other possible links were healthcare providers such as hospital trusts.</p> <p>The group felt it was important to link into previous work and existing workforce development strategies, and to be very action focussed, for example picking up new staff roles from Our Health Our Care Our Say, and looking at specific issues like joint training.</p> <p>Trudy will write to the relevant organisations.</p>	ES
<b>ASP 66/07</b>	<p><b>Quarterly monitoring reports: LAA targets</b></p> <p>Sukhdev Dosanjh presented a report on the first quarterly monitoring for the Adults LAA targets. Key points were that it</p>	TN

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was hard to get a sense of achievement so early on in the process, but that most targets seemed to be on track so far, including the stretch targets. Difficulties so far have been the challenging timescales for the quarterly reporting, and the delay in receiving pump priming grant for stretch targets.

Targets where there have been concerns were:

- ASP 12 Energy efficiency (data not submitted)
- ASP 13 Falls (Target Lead Officer (TLO) needs rethinking)
- ASP 7b Handyperson (not clear what current performance is)

Elaine Schofield outlined progress so far for the healthier communities LAA targets. Most were OK, although not all have data available for quarterly monitoring.

The under-18 conceptions target, HC1d, is potentially problematic. The official data we receive is 2 years out of date, but early indications from more recent raw data look worrying. However, much work is ongoing.

The group discussed the issues and agreed actions:

Energy efficiency - David Archer was surprised about the data problem, the information is definitely there so perhaps just a communications issue. David will go back to discuss with his staff.

Falls – some confusion about why this target had been given an NYCC TLO rather than a PCT lead. Group agreed that although delivery required a strong partnership approach, the performance data is PCT owned, so a PCT TLO would make more sense. All the data and systems are in place so the lack of data this time round is unlikely to represent a major issue. Sukhdev will discuss with Peter Brambleby / Helen Christmas.

Sukhdev will follow up handyperson target with Paul Lightfoot.

Peter Burgin introduced himself and his new role as Government Office (GOYH) / Department of Health link for the Healthier Communities and Adults parts of North Yorkshire's LAA. He explained that from a GOYH perspective, they were now more concerned with looking forward to the refresh of the LAAs for 2008. This would consist of a national basket of 200 indicators (plus 18 children and young peoples'), expected in October / November, of which localities will be expected to choose 35 as their priorities from 2008 onwards. The challenges are to reduce the overall number of targets, and to second-

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guess the likely contents of the basket.

Sukhdev asked for confirmation that our performance reward targets would not need to be renegotiated, however Peter was not sure of the position with this yet.

**ASP 67/07      LAA targets – risk management**

Elaine Schofield had circulated a paper outlining the key risk areas for each of the healthier communities targets, following a similar discussion about the adults targets last time. The risks were noted.

**ASP 68/07      Joint Strategic Needs Assessment**

Elaine Schofield introduced the item. The Health and Wellbeing Commissioning paper sets out an expectation that local authorities and primary care trusts will carry out joint strategic needs assessments to determine future health and care needs. Adult and Community Services have already done much of this work, however the PCT did not participate at the time due to its reconfiguration.

Peter Brambleby referred to the National Institute for Health and Clinical Excellence (NICE) guidance for Health Needs Assessment. He emphasised that resources were key, and existing resources (not aspirations) were the starting point so that the work becomes a “needs addressment” more than just a “needs assessment”. From the PCT’s angle, a programme budgeting approach – a reappraisal of health care needs broken down by bodily systems (“programmes”) and focussing on the programmes’ objectives – will be able to feed into the joint work.

Derek Law explained that Adult and Community Services have produced a strategic commissioning document for the next 15 years, and it’s part of his responsibilities as a Director of Adult Social Services to coordinate this.

The work had been done ahead of the latest guidance and unfortunately without the PCT’s involvement, so it would be positive to take it to the next level jointly. Childrens Services also need to be involved.

Cath Doman, Elaine Schofield and Helen Christmas will meet to discuss next the steps.

**ASP 69/07      Any other business and date of future meetings**

**7 November 2007**, 2-4pm, Meeting Room 3, County Hall, Northallerton

**ES / CD / HC**

<b>For Note or Action by</b>

**Monday 4 February 2008**, 10am-12midday, Meeting Room 3,  
County Hall, Northallerton

There was no other business and the meeting closed at 3pm.

If you have any enquiries about items on the above minutes please contact Helen Christmas, telephone 07904 107351 or email <a href="mailto:helen.christmas@nyypct.nhs.uk">helen.christmas@nyypct.nhs.uk</a>
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