

Events Community & Leisure COMMITTEE **AGENDA**

**For a Meeting to be held at 7.30p.m. on
Tuesday 08 October 2024
at Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers**

**Membership:
Councillor Crosbie (Chair)
Councillor Humphrey (Vice-Chairman)**

Councillor Massey
Councillor Kelly
Councillor John

Councillor Sherlock
Councillor Wilson
Councillor Price

Councillor Perham Lake
Councillor Naslund

Local Residents are welcome to attend this meeting. At the meeting, your elected Councillors will take decisions affecting YOU, the Community, and the Town. At the beginning of the meeting there is an opportunity for you to make representations, answer questions and give evidence in respect of any item covered by the Committees Terms of Reference. If you have any queries, please telephone the Town Clerk on 01245 321817.

KATKINS

**Karen Atkins Town Clerk
02nd October 2024**

1. Apologies for Absence

To RECEIVE and ACCEPT any apologies for absence.

2. Dispensation considerations

To consider any dispensations, as required. Standing Order 12. Dispensation requests shall be in writing and submitted to the Town Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.

3. Declarations of Interest

Any Member declaring an interest is asked to state whether this is a pecuniary, registerable or non-registerable interest. Clarification, if required, can be sought prior to the meeting with the Chair or the Town Clerk.

4. Confirmation of Minutes

To APPROVE the minutes of the meeting held on 24th September 2024 as a true record.

5. Budgetary Position

To receive the current budgetary position as of 02nd October 2024 as attached to the agenda.

6. Public Questions

In accordance with Standing Order 3.e to allow up to 15 minutes for members of the public to make representations, answer questions and give evidence in respect of any item of business covered by the Committees Terms of Reference. At the close of this item members of the public will no longer be permitted to address the Committee; Members with pecuniary interests will also not be permitted to speak, address the Committee on those interests and must leave the meeting when the item in relation to their interest is being discussed.

7. Health & Social Care Group

Committee to receive the following reports -

- Current report
- Annual report and appendices

8. Items To Note

- Cinema Club: The next Cinema Club is on 9th October 2024 showing The Miracle Club.
- The Dementia Film Club will be held on Tuesday 8th October 2024 showing Made in Dagenham. This will be advertised locally. The Alzheimer's Society will be attending and offering support.
- The Christmas Pantomime went on sale on the 2nd of September 2024 through ticket source and is being advertised to residents.
- The Children's Halloween Party has now sold out. Eighty tickets sold.
- The Christmas Fayre is being advertised to residents.
- The request for wool donations for poppies on the Bandstand is ongoing and the deadline is the 8th of October 2024. Poppies will be attached to netting at Champions Manor Hall on the 29th of October 2024 10-4pm. All residents welcome to volunteer help.

9. Village Hall Play Area

- Play area repairs to the jeep and swing at the play area have been scheduled awaiting confirmation of dates. Total cost including labour for both repairs £829.15.
- Committee to consider the purchase of rust-oleum playground safe paint one coat - at a cost of £64.80 per tin in red, yellow and blue to restore rusty surfaces and weathered paint.

10. Warm Space at Champions Manor Hall

Committee to consider hosting a 'Warm Place' for residents at Champions Manor Hall during the winter months. Committee to discuss the arrangements to run the sessions. Current availability is Monday between 1-5pm. Councillor Massey to update.

11. SWFLC Swimming Pool Report 2023-24

- Committee to receive the report attached to the agenda.
- Committee to **NOTE** upcoming works at South Woodham Ferrers Leisure Centre. It confirms the closure from Monday November 4th through to Friday 20th December 2024. The work is to replace the aging boiler systems for more efficient boilers, pumps, and additional control systems, in addition some decorating and other repair works are planned during this period.

12. Christmas Fayre 2024

- Committee to receive an update report on the Christmas Fayre and light switch for 2024.
- Committee to consider a Best Dressed Christmas Window competition for businesses 2024 or ideas for an alternative competition.
- Committee to **NOTE** the response from Chelmsford City Council regarding the Christmas lights contribution. Attached to agenda.

13. Senior Events

Councillor Kelly to give an update on the recent Seniors trip to Walton-on-the-Naze and the Seniors Christmas party.

14. Remembrance Sunday

To receive an update from Councillor Birch and the Leisure Officer regarding the Royal British Legion Remembrance Parade and service for 2024. To **NOTE** the office will arrange for the Tommy Silhouettes to be placed around town for Remembrance Day and knitted poppies will be placed on the columns of the Bandstand.

15. Events 2024/25

- Committee to consider that the Town Council arrange a Toddler Group Children's Christmas Party on Monday 16th December 24 and use income from the toddler group to fund any requirements.
- Committee to **NOTE** soft play repairs are booked for 17th October 2024 at a cost of £351.54.
- To consider a Summer Event 2025 and setting up a Working Party.

16. Committee Projects 2024/25

Committee to consider future projects for Events, Community & Leisure Committee to be recommended to Finance & Projects Committee on 15th October 2024.

17. Budget 2025-26

To consider the draft budget for Events, Community & Leisure 2025-26. Information circulated prior to the meeting. This will be recommended to Finance & Projects Committee on the 12th of November 2024.

18. Report To Council

To agree items to report to the next Council meeting on 22nd October 2024.

19. Media Coverage

To consider whether any items on this Agenda warrant a Media release, and, if so, to agree a Councillor to comment if applicable.

20. Next Meeting

The next meeting of the Events Community & Leisure Committee will be on the 5th November 2024 at 7.30pm.

Any member who is unable to attend the meeting should send their apologies and reason to the Town Clerk prior to the meeting.

Detailed Income & Expenditure by Budget Heading 02/10/2024

Month No: 7

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
200 Leisure General							
1200 Allotment Income	350	350	0			100.0%	
1205 Bowls Club Income	0	4,650	4,650			0.0%	
1210 Christmas Lights Income	0	5,100	5,100			0.0%	
1254 Summer Event D Day income	0	1,000	1,000			0.0%	
Leisure General :- Income	350	11,100	10,750			3.2%	0
4500 Play Schemes	2,665	2,750	85		85	96.9%	
4505 Open Spaces Maintenance	1,060	2,500	1,440		1,440	42.4%	
4506 Open Spaces Maint. (John Cox)	6,509	13,000	6,491		6,491	50.1%	384
4508 Marsh Farm Road Allotments	0	350	350		350	0.0%	
4510 Play Area Running Costs	764	2,500	1,736		1,736	30.6%	
4515 Swimming Pool Subsidy	0	10,000	10,000		10,000	0.0%	
4520 Bowling Green Maintenance	0	1,000	1,000		1,000	0.0%	
4525 Bowling Green Sinking Fund	0	4,600	4,600		4,600	0.0%	
4530 Christmas Lights	9,546	25,000	15,454		15,454	38.2%	
Leisure General :- Indirect Expenditure	20,545	61,700	41,155	0	41,155	33.3%	384
Net Income over Expenditure	(20,195)	(50,600)	(30,405)				
6000 plus Transfer from EMR	384						
Movement to/(from) Gen Reserve	(19,811)						
210 Bandstand							
1230 Bandstand Income	73	500	427			14.6%	
Bandstand :- Income	73	500	427			14.6%	0
4600 Bandstand Expenditure	298	500	202		202	59.5%	
Bandstand :- Indirect Expenditure	298	500	202	0	202	59.5%	0
Net Income over Expenditure	(225)	0	225				
250 Community Events							
1250 Christmas Fayre Income	1,310	2,500	1,190			52.4%	
1252 Film CMH Club Income	540	500	(40)			108.0%	
1257 National celebrations	0	2,000	2,000			0.0%	
1258 Halloween Event Income	60	0	(60)			0.0%	
1259 CMH Fun	180	0	(180)			0.0%	
1600 Toddler Group Income	508	1,300	792			39.1%	
1601 Youth Week Income	0	200	200			0.0%	
Community Events :- Income	2,598	6,500	3,902			40.0%	0

Detailed Income & Expenditure by Budget Heading 02/10/2024

Month No: 7

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4350 Youth Club Expenditure	0	9,000	9,000		9,000	0.0%	
4540 Toddler Group Expenditure	415	350	(65)		(65)	118.5%	
4651 Christmas Fayre Expenditure	7,641	13,000	5,359		5,359	58.8%	
4652 Film Club CMH Expenditure	60	500	440		440	12.1%	
4653 Senior Citizens lunch Exp	0	650	650		650	0.0%	
4654 CMH Fun	1,524	1,750	226		226	87.1%	
4655 Summer d day Event	10,783	10,000	(783)		(783)	107.8%	
4656 Christmas Panto	607	1,700	1,093		1,093	35.7%	
4663 National Celebrations	0	5,000	5,000		5,000	0.0%	
4664 Youth Week	1,923	2,000	77		77	96.2%	
Community Events :- Indirect Expenditure	22,954	43,950	20,996	0	20,996	52.2%	0
Net Income over Expenditure	(20,356)	(37,450)	(17,094)				
Grand Totals:- Income	3,021	18,100	15,079			16.7%	
Expenditure	43,796	106,150	62,354	0	62,354	41.3%	
Net Income over Expenditure	(40,775)	(88,050)	(47,275)				
plus Transfer from EMR	384						
Movement to/(from) Gen Reserve	(40,391)						



Annual Report
May 2023 – April 2024

EXECUTIVE SUMMARY

May 2023 to April 2024 has arguably been one of, if not the, most productive year our Group has had, with key achievements and activities including:

- Publication, promotion, and widespread use of the independent academic “Health, Welfare & Social Care Assessment of the Dengie & South Woodham Ferrers (SWF) Primary Care Network”.
- Providing oral evidence and submitting papers to the Public Hearing for the Mid & South Essex Integrated Care Board’s consultations about the future for community health services, and the health services recently and presently delivered at St Peter’s Hospital, Maldon.
- Production and publication of our film about “The Impact of Covid on Dying, Death & Bereavement”. After premier screenings this is now freely available for use and we will be promoting it further.
- Involvement in the development of the Dengie & SWF Primary Care Network, with new staff providing support to GP treatment services, promoting public health and delivering preventative care.
- Involvement in the development of the Maldon Central, Dengie & SWF Integrated Neighbourhood Team to improve links between health and welfare service providers to deliver joined up services to patients and service users.
- Playing a leading part in the launch and development of the Mid & South Essex Compassionate Communities Campaign, including the launch of its Life & Legacy Café and its art exhibition.
- Including SWF in the development of the Culture Chelmsford Strategy’s “Improve Health & Wellbeing” strategic theme.
- Encouraging and supporting the widening of the SWF Community Care (Transport) scheme to include taking patients to and from Crouch Vale Medical Centre.
- Campaigning for the re-launch of the shuttle Park & Ride bus from Chelmer Valley to Broomfield Hospital [re-established in August 2024].
- Looking to the future for and sustainability of the Group.
- Keeping SWF informed with selected and edited public health information gathered from national, regional and local authoritative sources, using virtual meetings, website and social media publications, and Focus magazine.

1. Background

South Woodham Ferrers (SWF) Healthcare 2000 Group was formed as a Millennium project in 1999. South Woodham Ferrers Town Council (SWFTC) ran quarterly Care Lunches for many years. The increasing close combination of health and social care by the relevant authorities and organisations was recognised. As a result, as described in the next section, this successor joint organisation was established to enable SWF to mirror that development.

SWF Healthcare 2000 Group 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') 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 relevant health and social care authorities and organisations.

As a result, the Group is able to bring top level speakers and information to SWF. One important reason for this is that we are told attendances at our meetings in SWF attract consistently large and good quality audiences. The Group is flexible, adapts to requests from the authorities to fit in with their planning and developmental schedules, holds effective meetings which are purposeful and not held for the sake of meeting. As said later, we have recognised that in person meetings are no longer as popular nor as well attended as in the past and so have moved to other ways to inform and represent the patients, service users and public of SWF in the full range of health, social care and wellbeing issues.

2. Formation & Governance

Proposals for the establishment of the Group were considered as Agenda Item 106 by SWF Town Council (SWFTC) and the agreement to this was Minuted as Item 106 in the Minutes of SWFTC's Meeting held on 19 April 2016.

The Inaugural Public General Meeting of the Group was held on 28 June 2016. That meeting adopted the Group's Governance, which has been slightly updated at the 2017, 2018, 2021 and 2023 AGMs.

- Appendix 1 is the present Governance document of the Group.
- Appendix 2 is the Role Descriptions for the Group's Officers.
- Appendix 3 is the Role Description for the Group's Administrator.
- Appendix 4 is the Group's financial report for the last year.
- Appendix 5 is the Group's website, social media and newsletter data.

Our Organisation

South Woodham Ferrers Health & Social Care Group ("the Group") was established to look after the health and social care interests of the people of South Woodham Ferrers, recognising the roles of health and social care related professionals, volunteers and the Patient Participation Groups of the GP Practices. The Group incorporates a Task Force, which convenes when consultation or representation is required to consider major health and social care issues affecting the Town; it includes members from all constituencies in the Town. The Group is open to anyone who lives, works, has a local need to access health and social care, or is involved in health and social care in SWF.

It has been clear from the work carried out during the establishment of the Crouch Vale Medical Centre (CVMC), opened in November 2019, that a closer relationship between the Group and the Patient Participation Groups (PPGs) has many benefits. Working together enabled several significant improvements to the original plan. As the demarcation lines between General Practice and other Primary Care Services has become increasingly blurred, it is important that our close collaboration is maintained. Additionally, the COVID-19 Pandemic emphasised the need for Social Care to be integrated with traditional Primary Care and this gives rise to challenges for both groups.

Primary Care Networks (PCNs) were formed in 2019, with SWF being placed in the Dengie & SWF PCN. Integrated Neighbourhood Teams (INTs) were established during 2023 and are being developed. Our INT covers Central Maldon, the Dengie and SWF. This is in the context of the Integrated Care Systems (ICSs) set up in July 2022, taking over from Clinical Commissioning Groups (CCGs). SWF is in the Mid & South Essex (MSE) ICS. The Mid Essex Alliance/Place, the geographical area below the ICS made up of the Braintree, Chelmsford and Maldon Districts, is where “most of the work to join up planning and service delivery for routine health and care services (particularly community-based services) will happen.” INTs will bring together multi-disciplinary professionals from the different health and care services to work harmoniously in a joined-up way. The Dengie & SWF PCN sprang into life in April 2023 with the recruitment of its staff.

The MSE Integrated Care Board (ICB) is the statutory authority commissioning all NHS services. It is also responsible for the MSE Integrated Care Partnership (ICP) which “brings together a full range of partners including local authorities and voluntary and community organisations. The ICP is responsible for producing an integrated care strategy on how to meet the health and wellbeing needs of the population in the ICS area. The ICP will play a central role at system level in tackling health inequalities.”

Well, do hope that’s helped explain the way our healthcare is organised now! We do, and as always, aim to get the best from the system as possible so the patients, service users and people of SWF and surrounds get smooth treatment and service pathways.

3. Report

On 17 July 2023, the Group held our AGM virtually. This is fully reported on our website.

In June 2023 we reported (to SWF Town Council which publishes these reports as agenda items for its Events, Community & Leisure Committee) that:

Report to South Woodham Ferrers Town Council For Events Community & Leisure Committee Meeting on 6 June 2023

Since our last Report in March 2023 the Group has continued to be very active. Still the most significant has been the ongoing work on engagement and development with the Integrated Care System in conjunction with the local NHS and welfare services. The first Mid Essex Area Community Engagement (MACE) meeting was held on 22 March and the second meeting will be held on 8 June. The Terms of Reference for the VCFSE (Voluntary, Community, Faith and Social Enterprise) Assembly have been approved and this Assembly is now a full partner in the Mid & South Essex Integrated Care Partnership (MSE ICP). This will drive down to Alliance (Mid Essex) and neighbourhood levels.

The regular reporting of Covid and influenza and advice to local residents through the media of the website and Focus has continued throughout the period. Recently the owners of Focus have advised us that they need to cut down on the space assigned to regular articles. We are pleased to report that we have negotiated a regular half page to keep residents informed about health & welfare matters. It is extremely important that folk who do not have access to the internet are constantly updated, particularly as they are likely to be those in most need of services. We are looking at further Social Media options for dissemination and communication. In the meantime the usual full version of our newsletter continues to be put on our website and made available to our mailing list.

The study being undertaken by the Masters' student at the University of Warwick has continued at pace. A series of research questionnaires was made available online. Various groups including Town Councillors were invited to complete them. Considering the time constraints the response was very good. Two workshops were also held. These were also online. Unfortunately, attendance was limited because of external circumstances (teacher strikes). However, the output was useful in enabling the student to put the questionnaire results and her earlier enquires into context. A draft report has been written and is under review. A shortened version may be a requirement of the University, but we should get a full report which we hope to be able to publish during June. As promised in our last report, the summary of our meeting with Sir John Whittingdale [held on 3 March 2023 and reported in our 2022-23 Annual Report] is published on our website.

At the request of Kingsway Surgery we supplied stewards to enable the smooth running of their Covid booster vaccination programme.

The Chairman continues to be involved in things including: the launch of the new Essex mental health response car by our Ambulance service; the development of the Chelmsford Cultural Strategy with one of its main aims being the part culture plays in healthy living; rehabilitation resources for Essex; Compassionate Communities; and the production of a video documentary about the impact of Covid restrictions on dying, death and bereavement which is scheduled to be filmed in August.

In conclusion we would like still to know if there are any further ways we can help the Town Council in meeting the health and social care of the population. Also we need to know the Council's requirements of us to ensure its continued support including financial should that become necessary.

In July 2023 we reported that:

Report to South Woodham Ferrers Town Council For Events Community & Leisure Committee Meeting on 4 July 2023

Since our last Report for 6 June 2023 the Group has continued to be very active. As that was so recent this report simply describes significant activities we've been involved with since then.

The second meeting of the Mid Essex Area Community Engagement (MACE) group was held on 8 June.

Many thanks to the Councillors and staff who took part in our very productive Attitudes to Women Workshop on 9 June.

The Mid & South Essex VCFSE (Voluntary, Community, Faith and Social Enterprise) Assembly Steering Group which includes our Chair met on 7 June, has launched its social media presence and is getting into action.

The East of England Rehabilitation Network resumed after Covid on 22 June and our Chair is helping with seeking to arrange for an in-depth review of the demand for, and supply of, rehabilitation services throughout the East of England; this will cover community, acute and major trauma rehabilitation.

One strand of work of the Mid & South Essex Integrated Care Partnership is end of life and our Chair took part in the inaugural task group workshop for this on 22 June.

On 16 June our Chair spoke to BBC Essex about the CQC report into Medical Services at Mid & South Essex NHS Foundation Trust (our 3 local acute hospitals)

<https://swfhealthsocial.co.uk/2023/06/22/our-chair-spoke-to-bbc-essex-on-16-june-regarding-the-cqc-reports-into-medical-services-at-mid-and-south-essex-nhs-foundation-trust/>

“Improve Health & Wellbeing” is one of the three strategic themes of The Chelmsford Cultural Strategy. A meeting was held on 28 June to explore the ways in which SWF can be included in this. An audit of cultural organisations, activities, people and resources throughout the whole District is likely to be the first step for this.

SWF Christian Council is exploring with Chelmsford YMCA possibilities for some Detached Youth Work in the Town to complement the re-start of Youth Clubs by them as commissioned by SWF TC.

Our AGM and Annual Meeting: **NOTICE OF AGM AND PUBLIC MEETING:**

SWF Health & Social Care Group’s 2023 **AGM** and public meeting will be held virtually from 1830-2030 on the early evening of **Monday 17 July**; details nearer then. **Nominations** for the offices of Chair, Task Force Chair, Minutes Secretary and Committee Members must be sent to our Administrator by email or voicemail **by 4 July 2023 to swfhealthsocial@outlook.com or 01245 322079. Please can we have a meeting with your Chair & Vice Chair before 17 July about the future of our Group.**

At the Mid & South Essex Integrated Partnership public meeting in Southend on 28 June we posed the following Question:

“What will be the impact on the development and delivery of the Integrated Care Strategy Joint Delivery Plan of the forthcoming severe cuts in the finances and resources of the MSE ICB? How will partnership working be affected? What will be the effect on the development of partnership working at Alliance, Neighbourhood and local/interest community levels? What can the people and communities of South Woodham Ferrers expect and do to help?”

Answer delivered by Anthony ‘Mac’ McKeever, Chief Executive Officer, Mid & South Essex Integrated Care Board:

“The Mid and South Essex Integrated Care Strategy (2023-2033) was adopted by partners on the 20th March this year and sets out a bold and ambitious long term vision for the Integrated Care System in Mid and South Essex. This work was developed by our Integrated Care Partnership (ICP). The NHS Joint Forward Plan sets out how NHS partners will work together over the next 5 years to help achieve the NHS ambitions. This was developed by the NHS Integrated Care Board (ICB). Both of these documents will be reviewed and refreshed annually, and in the case of the Integrated Care Strategy, each time our upper tier local authorities refresh their own Local Health and Wellbeing Strategies, or produce a new Joint Strategic Needs Assessments. Both pieces of work are designed to adapt and change over time, taking into account our performance and local challenges and opportunities, as and when they arise.

On 24th May this year, I wrote to all partners informing them that Mid and South Essex ICB, and its counterparts across the country, had been asked by NHS England to deliver a significant reduction in their running costs by 2025. This national mandate is to reduce running costs (known as the running cost allowance) by 30 per cent over the next two years. Running costs are costs that are not related to the delivery of front-line patient care. Locally and in line with feedback, the ICB has set about achieving the required reduction in the course of the current financial year of 2023/24. Accordingly, the ICB has now launched a formal consultation with our teams on a proposed structure for ICB, alongside extensive engagement with ICB partners.

The Integrated Care Strategy describes a partnership approach to achieving our ambitions, working together in what we call a 'Common Endeavour'. It describes a broad and equal partnership of individuals, organisations, and agencies, focusing on prevention, early intervention and providing high-quality, joined-up health and social care services, when and where people need them. From time to time, individual partners will of course face challenges, but the purpose of a partnership approach is to ensure that we can continue to work to achieve our ambitions, giving and taking weight at times of challenge. The ICB remains fully committed to playing a full and active part in our 'Common Endeavour' and working together to achieve the ambitions identified in the Integrated Care Strategy.

The ICB, and its local authority partners, have been at the forefront of advancing the 'subsidiarity' principle, which asserts that any central authority should have a subsidiary, or secondary role, performing only those tasks which cannot be performed at a more local level. This will not change. Further, we will continue to provide resource, through our Alliances and at a system-level, to work with local communities, as we simply cannot do it without them. The 'Common Endeavour' involves us all, both in organisations and agencies and as local residents. We welcome the opportunity of working with the community in South Woodham Ferrers, and I acknowledge the important work of the South Woodham Ferrers Health & Social Care Group, and the work taking place in communities and through groups like it, across mid and south Essex. We thank you for your support."

At the meeting members of the public including our Chair were invited to take part in the main business of the meeting which was a "Workshop Session focusing on the joint delivery plan, exploring opportunities and challenges for partnership working towards the ICP's system-wide Common Endeavour".

In September 2023 we reported that:

Report to South Woodham Ferrers Town Council For Events Community & Leisure Committee Meeting on 5th September 2023

Since our last Report for 4th July 2023 the Group has been less active than in previous months. This is partly the result of a normal slowing down of activities in the holiday months. Also the Chairman has been experiencing serious domestic and health issues which have restricted his involvement.

The Group has continued to publish a weekly newsletter on its website. This has alerted the readers to the continuing progress of a number of infectious conditions. It has informed them also of the continuing negative effect of the industrial actions and how these reflect locally. We have now settled into our new arrangements with the editorship of the Focus magazine whereby we now have a regular fortnightly half page article.

The Group has attended the Chetwood Family Centre open morning on 31st August.

Items of interest that the Chairman has been able to be involved in since the last meeting are mainly:

- Establishing an executive lead at Mid & South Essex Integrated Care System for rehabilitation services;
- Carers' services in SWF and throughout Essex;
- Production of our 2022-23 Annual Report & Appendices and holding our AGM on 17 July 2023 at <https://swfhealthsocial.co.uk/2023/07/16/the-swf-health-social-care-group-public-meeting-agm-2023/> ;
- Finalising and publishing the academic Health, Welfare & Social Care Assessment of the Dengie & South Woodham Ferrers Primary Care Network at <https://swfhealthsocial.files.wordpress.com/2023/07/health-welfare-social-care-assessment-of-the-dengie-south-woodham-ferrers-pcn-jun23.pdf>

Since our AGM the Chairman has been largely out of action due to his and his wife's illnesses and he won't be able to attend the EC&L meeting on 5 September as he will be attending a funeral in Yorkshire that day and so offers his **apologies**.

PLEASE:

- **Receive and Accept** our 2022-23 Annual Report & Appendices;
- **Accept** and start to consider the PCN Report;
- Cllr Massey chaired our AGM; Cllr Kelly attended it and the following public meeting; Cllr Birch was also there in her capacity as our Honorary Secretary.
- Cllr Birch has kindly agreed to arrange with the Chair and Vice Chair of your Committee and any other necessary fellow Councillors an urgent meeting to consider the future of this Group.
- We can have a detailed discussion about our Annual Report, AGM, the PCN report and the future of our Group at your next meeting which is reasonably soon on 10 October please.

There is to be a third meeting of the Mid Essex Area Community Engagement (MACE) group to be held in the first week of September. Members of the HSCG will attend, as will representatives of the Dengie Patient Participation Groups.

It is our intention to provide a much fuller report for your meeting of 10th October.

We continue to try and keep residents and the Town Council up to date with what is happening in the field of Health and Social Care, particularly as it effects our local population. Any suggestions for improvement are most welcome.

In October 2023 we reported that:

**Report to South Woodham Ferrers Town Council
For Events Community & Leisure Committee Meeting on 10 October 2023**

Since our last Report for 5th September 2023 the Group has been more active than in the previous months.

On 11th September the Chairman was able to interview Anthony McKeever (Mac), the Chief Executive on the Mid and South Essex Integrated Care Board. This was postponed from our AGM when Mac was to be the keynote speaker. The interview gave great insight to his thoughts about

the Health Service delivery in the local area and his view of its future direction. The interview is well worth listening to by anyone interested in our health and social care. It is available in full on the HSCG website at <https://www.youtube.com/watch?v=XIsycYAuhCk> .

On 26th September HSCG convened a meeting of some of the Patient Participant Group Heads from SWF and the Dengie. This was to discuss how the recommendations of the Warwick University research report, which we mentioned last month, could be taken forward. A number of actions were identified. For the second half of the meeting the attendees were joined by two members of the Primary Care Network team designated to work on the Dengie and SWF area. The exchange of views and information was very productive and will lead to some positive work which we hope to report upon in the coming months.

On 23rd September the HSCG called upon its group of volunteers to help Kingsway Surgery to deliver the autumn Covid and Flu vaccinations to its eligible patients. Nearly 1000 people were vaccinated on that one day. A further day of help is planned for 21st October. Greenwood surgery is also organising its vaccination programme in October.

We are pleased to report that the Chairman's domestic difficulties have eased a little and he has felt able to resume some of his activities. These included attendance at the virtual third meeting of the Mid Essex Area Community Engagement (MACE) group held in the first week of September. Other involvements have included: contributing to ongoing development of the Mid & South Essex Voluntary Community Faith & Social Enterprise Sector Assembly; contributing to development of the Mid & South Essex Compassionate Communities for Dying, Death & Bereavement project; asking questions of EPUT and Mid & South Essex Integrated Care Boards public meetings; visiting Chelmsford Theatre to see its accessibility provisions; consulting Essex public health about issues.

The Group has continued to publish a weekly article on its website. This has alerted the readers to the continuing progress of a number of infectious conditions. It has informed them also of the continuing negative effect of the industrial actions and how these reflect locally. We also distribute a weekly newsletter which draws attention to all items we have published in the previous week; please let us know if you'd like to subscribe for this if you don't already.

We continue to try and keep residents and the Town Council up to date with what is happening in the field of Health and Social Care, particularly as it affects our local population. Any suggestions for improvement are most welcome.

We hope urgently to meet with the Chair and Vice Chair of your Committee and any other necessary fellow Councillors to consider the future of this Group.

The latest copy of our weekly article is at <https://swfhealthsocial.co.uk/2023/10/02/an-update-from-swf-health-social-care-group-26/> . This covers the following issues:

- The ongoing doctors' strikes
- Present situation with Covid
- Covid & flu vaccinations arrangements
- Students and Meningitis
- Students and STIs
- TB
- Brucellosis
- Children's immunisations

The reaction to our Report about the Health, Welfare and Social Care of the Dengie & SWF Primary Care Network at <https://swfhealthsocial.files.wordpress.com/2023/07/health-welfare-social-care-assessment-of-the-dengie-south-woodham-ferrers-pcn-jun23.pdf> has been good.

The PCN staff have interrogated the report and they have gleaned from it the attached mind map [at <https://swfhealthsocial.co.uk/wp-content/uploads/2023/11/mind-map-pcn-rpt-main-points-sep23.docx>] and commentary and that is the main point of this report for our consideration and discussion please.

-oo0oo-

In November 2023 we reported that:

Report to South Woodham Ferrers Town Council For Events Community & Leisure Committee Meeting on 7th November 2023

Since our last Report for 10th October 2023 the Group has been involved in further progressing the work of the Warwick Research Project. In combination with the Primary Care Network representatives for the area a document has been produced listing the proposals accompanied by a mind map. This arose from our meeting with those PCN representatives and our colleagues from the Dengie. This work was referenced in our last report. The information is now on our website at: <https://swfhealthsocial.files.wordpress.com/2023/07/health-welfare-social-care-assessment-of-the-dengie-south-woodham-ferrers-pcn-jun23.pdf> and will be summarised in Focus next week.

In conjunction with Mid Essex Alliance we have also just submitted an application to Warwick Medical School to undertake another such project in the first half of 2024, which if successful will do a little follow-on work from the 2023 Report about our PCN and start to investigate aspects for the forthcoming Maldon Central, Dengie & SWF Integrated Neighbourhood Team. [Unfortunately this application was unsuccessful due to an unusually small number of students taking this option.]

As mentioned last time the HSCG volunteers were on hand to help the Kingsway Practice with its Covid and Influenza vaccination day on 21st October. Vaccine is still available at both of the Crouch Vale Practices for those patients who are eligible

On Monday 23rd October a Zoom meeting was convened between the Officers of HSCG and the Town Clerk with a number of Councillors. The purpose of the meeting was to encourage future Town Council support for the work of the Group and to float ideas as to how succession planning could be progressed bearing in mind the age and commitments of the current officers. A preparatory note was produced by the Chair of the Group identifying the task list undertaken currently by HSCG (appended). Some suggestions were made about ways to encourage potential volunteers and some of these are being worked upon. It was agreed that a formal request for support would be requested at this meeting of Events, Community and Leisure on behalf of the Town Council. In the meantime the Clerk has very kindly produced a draft poster for use with this.

As always the Chairman has been attending various meetings and asking pertinent questions of the people running our local health and social services. For the sake of brevity details of this aren't included this time.

We are pleased to report that a new second Social Prescriber has been appointed specifically for South Woodham Ferrers. Her name is Carly Gale and she will be helping Penny Collantine who is already responsible for SWF. They are complementary part-timers making up more than a full-timer.

The Group has continued to publish a weekly article on its website home page. This has alerted the readers to the continuing progress of a number of infectious conditions. It has informed them also of the continuing progress of the effects of the industrial actions and how these reflect locally. We also distribute a weekly newsletter which draws attention to all items we have published in the previous week; please let us know if you'd like to subscribe for this if you don't already.

We continue to try and keep residents and the Town Council up to date with what is happening in the field of Health and Social Care, particularly as it effects our local population. Any suggestions for improvement and future work are most welcome.

-oo0oo-

SWF H&SCG was formed in 1999 and since then has been a/the major resource promoting health and social care for SWF. It has always worked collaboratively with SWF Town Council (SWFTC). What is SWF TC's present policy and approach for this subject?

The Essential activities of the SWF Health & Social Care Group include:

- Knowing what health and social care services are needed and used by the people of SWF;
- Engaging with providers of those services as far as possible;
- Receiving public health and welfare information for national, regional, county, district and local sources, mainly by email;
 - Reviewing them;
 - Publishing and promoting those relevant to SWF H&SCG's audiences
- Representing SWF in relevant (usually local) consultations about health and social care services
- Engaging with the populace of SWF on health and social care issues
- Lobbying and engaging on behalf of SWF with local health and social care providers
- Maintaining the Task Force of invited members from all aspects of SWF's community
- Arranging and running relevant events, including an Annual General Meeting
- Publishing Annual Reports
- Delivered by:
 - A team of voluntary officers, without limit as to numbers
 - At present Chair with overall responsibility,
 - Task Force & Deputy Chair, supporting the Chair and running the Task Force
 - Hon Secretary, taking minutes of meetings
 - Administrator, running the website, social media and providing some admin support
- Represent SWF H&SCG & SWF at Livewell Chelmsford, which meets quarterly during weekdays, held virtual, half in person at Chelmsford Civic Centre
- Attend Mid Essex Community Engagement Group virtual meetings held every few months during weekdays
- Liaise with SWF GP Practices Patient Participation Groups, SWF's Primary Care Network and SWF's Integrated Neighbourhood Team; this can be little or bit more.

Desirable experience and activities:

- Some knowledge and understanding of community health and social care services used by SWF's people
- Some knowledge and understanding of acute and specialist health and social care services used by SWF's people.

The present officers are ready, able and willing to work for as long as able along with ‘new recruits’. It is important that SWF H&SCG is seen as an asset of the Town which is important to maintain and has the full support and backing of SWFTC.

What Peter tried to do here is to inform and reassure that the essence of SWF H&SCG is not terribly onerous. A lot of what Peter is able to do stems from his years of experience and involvement with ‘the system’ and personal invitations made to him to help with a number of activities and issues which are not core to SWF H&SCG; however, he does hope the things he manages to do are of benefit to the community and he’ll continue with them as long as he’s able to do so and is wanted.

In February 2024 we reported that:

Report to South Woodham Ferrers Town Council For Events Community & Leisure Committee Meeting on 13th February 2024

Since our last Report for 7th November 2023 the Group has been particularly involved with the South Woodham Ferrers and Dengie Primary Care Network (PCN). The PCN has recruited a number of new staff to support the Health Economy of the area and they are being proactive in their attempts to understand the needs of the local population. The HSCG has been initiating a number of virtual meetings involving the Patient Participation Group Chairs and the PCN staff to further their understanding. The mind map arising from the Warwick University research has been instrumental in guiding this work. The HSCG is encouraged by these developments as there seems to be a real willingness from the PCN to understand and to try and improve the local services. The HSCG applied for another research student from Warwick University to help progress the work by developing some of the recommendations of the original research. Unfortunately the application was not successful on this occasion but HSCG is exploring other ways of involving students in follow-up research [sadly also unsuccessfully].

It is pleasing to note that our two SWF General Practices have been recruiting new professional staff to help alleviate their workload. Although there will always be complaints about levels of services there has been a noticeable improvement over the last few months. The roll out of the Pharmacy First Scheme should further spread the workload; all three pharmacies in the Town will take part in this when their pharmacists are trained and accredited; two are already taking part and the other expects to do so from March.

The HSCG was pleased to see the extension of the Community Care Transport Scheme to improve the needs of SWF patients with local travel difficulties to the health facilities including Crouch Vale Medical Centre. This was the result of much lobbying by the Chairman at every opportunity in the various meetings that he attended.

The most important recent development locally has been the announcement that St Peter’s Hospital in Maldon is to close. There is a suggestion that some outpatient services currently provided there will be relocated to Braintree. HSCG feels that these services should be made available in South Woodham Ferrers and Burnham for the benefit of the local population and has suggested possible buildings where these could be provided. There is a series of workshops being held throughout February and it is important that Councillors are aware of the consultation process in order to protect the local interest. HSCG has been invited to give evidence to a public inquiry session in March and is asking for a specific consultation event in SWF to inform such a submission alongside the research data we already hold.

On the afternoon of this Council meeting members of HSCG and local PPGs will be attending the latest Mid Alliance Community Meeting. A virtual meeting that involves patient representatives across Mid Essex.

As always the Chairman has been attending various meetings, lobbying for SWF to be included in relevant projects and asking pertinent questions of the people running our local health and social services.

The Group has continued to publish a weekly article on its website home page. This has alerted the readers to the continuing progress of a number of infectious conditions. It has informed them also of the continuing progress of the effects of the industrial actions and how these reflect locally. We also distribute a weekly newsletter which draws attention to all items we have published in the previous week; please let us know if you'd like to subscribe for this if you don't already.

We continue to try and keep residents and the Town Council up to date with what is happening in the field of Health and Social Care, particularly as it effects our local population. Any suggestions for improvement and future work are most welcome.

HSCG was most grateful for the agreement at your last meeting to support our need to recruit new volunteers and we look forward to taking this forward as the winter pressures hopefully subside.

The virtual meeting held in December, kindly attended by a SWFTC Councillor, explained the make-up and purpose of the proposed Dengie, Central Maldon & SWF Integrated Neighbourhood Team (INT). The distinctions between the three areas involved will be taken into account as this INT develops its function which is to improve the joining-up of health and welfare services and providers so that patients and service users experience integrated care.

In May 2024 we reported that:

Report to South Woodham Ferrers Town Council For Events Community & Leisure Committee Meeting on 21st May 2024

Since our last Report for 13th February 2024 the Group has been particularly involved with the consultation process about community health services relating to the potential closure of St Peter's Hospital. The Group hosted a virtual public consultation meeting for SWF on 5th March which was attended by Sir John Whittingdale MP and other participants from various parts of the South Woodham Ferrers Community, including SWFTC. Notes of this meeting are on the HSCG website.

Additionally on the 19th March the HSCG Chairman was able to present our submission to the Public Inquiry Hearing. NHS decision makers heard evidence directly from local residents, community groups and leaders as part of the consultation. There have been recent social media reports which have suggested that we are supportive of the closure of St Peter's Hospital. These reports are without foundation. Our position has remained constant **to keep investigative and outpatient services available locally, and see a significant improvement in the quality and outputs of inpatient services.**

Our submission to the Public Inquiry Hearing is this [Memorandum submission-inquiry-hearing-re-community-services-inc-st-peters-cherry-trees-19mar24-vf.docx \(live.com\)](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fswfhealthsocial.files.wordpress.com%2F2024%2F03%2Finquiry-hearing-re-community-services-inc-st-peters-19mar24-vf.pptx&wdOrigin=BROWSELINK) and [Slides https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fswfhealthsocial.files.wordpress.com%2F2024%2F03%2Finquiry-hearing-re-community-services-inc-st-peters-19mar24-vf.pptx&wdOrigin=BROWSELINK](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fswfhealthsocial.files.wordpress.com%2F2024%2F03%2Finquiry-hearing-re-community-services-inc-st-peters-19mar24-vf.pptx&wdOrigin=BROWSELINK) .

Recording at: <https://www.youtube.com/watch?v=CSqW0r0vRPw> our submission starts at 35:30. A further public consultation hearing is at [Proposed changes to services at local community hospitals - now closed | MSE Virtual Views \(ics.nhs.uk\)](https://www.msevirtualviews.nhs.uk/) .

This **Consultation** closed with 5,200+ online surveys completed, hundreds of paper surveys collected, and 15 consultative events held, including SWF's. Maldon's public meeting had 400 attendees, with others shut out. The independent report with the findings is being prepared and will be published in late spring. This will be used to develop a 'decision-making business case'. **It's now likely that due to the very large response it will take longer than originally planned to consider all the findings fully and compile a comprehensive business case. So it's unlikely a decision-making meeting of the Mid & South Essex Integrated Care Board will be possible on 11 July. That is likely to be delayed until the September meeting on 12 September. Information about progress will be given at significant stages.**

On 13 May the appointment of Tom Abell, as the new Chief Executive of NHS Mid & South Essex, Integrated Care Board, was announced. He will join in August. Tom was Deputy Chief Executive of our local Mid & South Essex Hospitals before becoming Chief Executive of the East of England Ambulance Service in 2021. He knows our area well and lives up to his name.

The HSCG has continued to liaise with the Primary Care Network Staff and the PPGs in South Woodham and the Dengie by holding further virtual meetings. Additionally the PCN staff have met with the PPGs of Kingsway and Greenwood to explain their plans for ensuring more tailored services for the local residents. The increasing team of PCN staff is supporting our GP Practices and making a significant contribution to the access of patients to primary health care; details at <https://www.dengieandswfpcn.nhs.uk/about-us/meet-the-team/> .

At the beginning of April the Chairman was able to announce the completion of the film resulting from the project funded by ECC about the Impact of Covid on Dying, Death and Bereavement. This 40-minute documentary has received much acclaim from health professionals. HSCG is planning to show the film for SWFTC, local residents and groups, hopefully in early June and probably at Holy Trinity Church. There will be other launches in Colchester and Chelmsford. This film will be submitted to the national Covid Inquiry and be made freely available as a resource for workshops and suchlike.

The HSCG has had presentation tables at two events held in Champions Manor Hall; Stay Well on 12th April and the Annual Town Meeting on 23rd April.

Since this report was compiled members of HSCG and local PPGs will have attended the latest Mid Alliance Community Meeting. A virtual meeting that involves patient representatives across Mid Essex.

As always the Chairman has been attending various meetings and asking pertinent questions of the people running our local health and social services.

The Group has continued to publish a weekly article on its website home page. This has alerted the readers to the continuing progress of a number of infectious conditions. It has informed them also of the continuing progress of the effects of the industrial actions and how these reflect locally. We also distribute a weekly newsletter which draws attention to all items we have published in the previous week; please let us know if you'd like to subscribe for this if you don't already.

Key issues at present include: the Public Inquiry into Essex mental health deaths and services; various reports about the serious concerns about midwifery services; the serious whooping cough outbreak; the latest Covid strain which is highly infectious but not more serious; improvements to urgent care, cancer and elective care; the importance of using Pharmacy First; Covid Spring Booster vaccinations; details of all these have been included in our recent weekly articles and news items.

We continue to try and keep residents and the Town Council up to date with what is happening in the field of Health and Social Care, particularly as it effects our local population. Any suggestions for improvement and future work are most welcome.

Other things:

- Thanks to our invaluable Administrator Nikki Boreham. Nikki has managed our website, social media and communications to great effect. This enabled us to provide the crucial public health and welfare information throughout the pandemic, and since then now that we are in the ‘living with Covid’ phase. The statistics for the last year are in Appendix 5.
- In addition, we are now answering around 250 enquiries per annum about health and social care issues and services.
- Other important issues on our horizon remain:
 - The future of community health services and those services recently and presently delivered at St Peter’s Hospital, Maldon;
 - The UK Covid-19 Inquiry;
 - The public inquiry into the mental health services in Essex;
 - The use of our film about “The Impact of Covid on Dying, Death & Bereavement”;
 - the impact on Primary Care, Social Care, our local hospitals and other welfare services of the Chelmsford City Council Local Plan, with its overall proposal for 20,000+ new houses to be built during the life of the Plan, with 1000+ of them in SWF, developments by Maldon District Council, and other such developments in our surrounds; and,
 - the possible development of Bradwell B nuclear power station.

Health, Social Care & Wellbeing

Our local GP services are of huge significance but there are also very many other health and social care services much used and needed by SWF people. In no particular order in the last year this Group has engaged in and with:

- Chelmsford CVS (Council for Voluntary Service)
- Livewell Chelmsford
- Chelmsford Cultural Strategy
- Mid Essex Alliance/Place
- Mid & South Essex Integrated Care System
- Mid & South Essex Integrated Care Board
- Mid & South Essex Integrated Care Partnership
- Mid & South Essex Compassionate Communities Campaign
- Mid & South Essex NHS Foundation Trust (managing our three local acute hospitals)
- Essex Healthwatch
- Essex County Council Public Health & Community Engagement
- Essex County Council Social Services
- Essex Cares
- Essex Partnership University Trust – provider of mental health services

Group representatives have attended, engaged with, been involved with and/or contributed to:

- Mid Essex Area Community Engagement (MACE)
- Mid & South Essex Voluntary, Community, Faith & Social Enterprise (VCFSE) Assembly
- SWF pharmaceutical matters
- SWF dental matters
- SWF ophthalmology services including opticians
- East of England Ambulance which serves SWF
- Carers' services including with Essex County Council, Carers First and Action for Family Carers
- Chetwood Healthy Family Delivery Site, part of Chelmsford Central Family Hub
- Some Accessibility & Disabled People's services including Chelmsford Area Accessibility Group
- Bereavement and Death Matters
- SWF Foodbank
- Social Prescribing
- CQC (Care Quality Commission) re various health and social care regulatory issues and their voluntary & community involvement
- ARU (Anglia Ruskin University) Patient Partnership group supporting training of medical students
- UK, Eastern Region and Essex Acquired Brain Injury Fora.

In response to requests from the local media, ie newspapers, radio and regional tv stations, officers have made personal contributions to reports, discussions and items about various health & social care issues. We are extremely grateful to SW Focus who publish our informative articles.

By invitation, the Chair is the Chair of Trauma East Voices, the patient & public engagement group for the East of England Major Trauma Network. In that capacity he has, inter alia, promoted the provision of support for families and friends of major trauma patients; is promoting the review of, maintenance of and increase in rehabilitation resources; is working with regional rehabilitation coordinators, rehabilitation service providers, social care providers, public health authorities, planning authorities, NHS & Department of Health and university researchers.

In this capacity:

- He continues to lobby for rehabilitation resources for major trauma patients in Essex. Unfortunately the scheme for the first high level complex needs rehabilitation 25 bed unit in Essex remains suspended due to the pandemic and its aftermath.
- As invited, he provides patient & public input to key national major trauma research projects mainly to do with pre-hospital care and treatment.

The Group's Chair represents SWF on the Livewell Chelmsford Group. Livewell Chelmsford has multi-agency and organisational membership and is linked to Mid Essex Alliance, Essex Public Health and to the Essex Health & Wellbeing Board.

Its main roles are to:

- Be a decision-making body in respect of setting and delivering small projects including the funding of such
- Be a locality group to inform the Mid Essex Alliance 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.

The Group's Chair is also chair of the Access Stakeholder Group for the Essex E-Scooter Trials.

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.

4. Our Organisation & Future Activities

This Group has run since 1999 and in that time has delivered benefits and ensured that SWF is heard and represented about a wide range of health and social care issues. This has been delivered entirely by voluntary time and effort. Succession and sustainability is required. If SWF values this and wants it to continue then fresh people need to join and contribute please.

This is a critical time. Health and social care services are under enormous pressures. Does SWF want to play its part in the development of the future of these vital services?

The Mid & South Essex (M&SE) Integrated Care System (ICS), Board and Partnership, and within that framework the Mid Essex Alliance, the Dengie & SWF Primary Care Network and Maldon Central, Dengie & SWF Integrated Neighbourhood Team, are very important opportunities. Under the umbrella of that system health and social care are joined up. It includes: the M&SE health board, Essex County Council, Southend-on-Sea City Council, Thurrock Council, the seven district councils including those for Chelmsford & Maldon, the acute hospitals trust, the mental health trusts, the ambulance trust, the Primary Care Networks and GP Practices, and others.

The most important activities for the coming months are expected to include:

- Consultations and decisions about the future of community health services and those recently and presently provided at St Peter's Hospital, Maldon;
- Promotion of our film about the impact of Covid and the restrictions caused by it on dying, death and bereavement;
- Continuing the use of the Report about healthcare services in the Dengie & SWF Primary Care Network;
- Contributing to Chelmsford Cultural Strategy's development of its Culture & Health strategic theme and ensure SWF and ruralities are fully included in this project;
- Contribute to development of the Mid & South Essex Compassionate Communities Campaign; and,
- Renew the Mid & South Essex VCFSE Assembly, particularly to include SWF and other local communities.

We welcome comments and suggestions now and in the coming months about our activities as they are and as people would like them to be.

5. Officers & contact details

Chair:	Peter Blackman
Task Force Chair:	David Birch
Minutes Secretary:	Jackie Birch
Administrator:	Nikki Boreham

Contact details:

Email: swfhealthsocial@outlook.com

Website: <https://swfhealthsocial.co.uk/>

Facebook: www.facebook.com/swfhealthsocial

6. Recommendations & Request

We commend the work of the Group and this Report to SWF Town Council (SWFTC) and the people of South Woodham Ferrers.

We request that our virtual AGM in August 2024 adopt this Report and SWFTC considers and accepts this Report at a subsequent meeting.

As far as possible, the Group has delivered value for money. The remaining funding will enable 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, service users and population of SWF.

The Group requests continuation of SWFTC's support and in due course further funding towards its future administration. We will continue to consult and keep everyone advised of developments, progress and future arrangements. Other sources of ongoing support will be explored.

-oo0oo-



Appendices to Annual Report May 2023 – April 2024

APPENDIX 1 - GOVERNANCE

In April 2016 it was agreed by SWF Healthcare 2000 Group (SWFHC2000) and SWF Town Council (SWF TC) to form the new South Woodham Ferrers Health & Social Care Group (SWF H&SCG). This is an amalgamation of SWFHC2000 and the SWF Care Lunches. It was agreed to run SWF H&SCG for an initial year's pilot when it was reviewed in conjunction with SWF TC. It was then agreed to continue as SWF H&SCG was operating as had been intended.

Purpose of the Group

SWFH&SCG was established to look after the health and social care interests of the people of South Woodham Ferrers, recognising the roles of health and social care related professionals, volunteers and the Patient Participation Groups.

SWFH&SCG also took on the SWFHC2000 Task Force which convenes to consider major health and social care issues affecting the Town where consultation or representation is required.

Representatives of the following are participants:

- Essex County Council
- Chelmsford City Council
- SWF Town Council
- SWF CPPG
- SWF Practice Managers
- SWF Faith Communities
- SWF Pharmacists
- SWF Dentists
- SWF Opticians
- SWF Business Community
- SWF Education
- SWF WIs
- SWF Rotary & other benevolent groups
- SWF Senior Citizens
- SWF Sports & uniformed groups

Others may be added as needed. The Town's MP is kept advised of significant developments and is expected to continue to use this group for appropriate constituency purposes.

Each of SWF's General Practices has a Patient Participation Group (PPG) which interacts with the Practice Staff to try to ensure that the best quality services are provided for their patients. The PPGs work closely with SWF H&SCG on matters involving all health and social care services provision for the Town. SWF H&SCG leads on all non-GP services whilst the PPGs lead on the Town's GP services. Although individual Practices have their own websites on which PPGs have a page, they have agreed with SWF H&SCG to use its website for communicating collective issues. Additionally, they will utilise SWF H&SCG's social media to obtain the widest possible coverage. So from time to time you will see PPG news here helping to give an integrated view of health and social care in SWF. This has increased substantially since the Covid-19 pandemic, the creation of the Mid & South Essex Integrated Care System and the Dengie & SWF Primary Care Network (PCN).

Governance

SWF H&SCG is open to anyone who lives, works, has a local need to access health and social care or is involved in health and social care in SWF.

SWF H&SCG will be managed by a Management Team comprising Chair, Task Force Chair and Minute Secretary supported by an Administrator.

There will be an annual meeting open to all, at which the posts of co-Chairmen and Minute Secretary will be elected.

Nomination notices will be issued on the website, on the Town's social media, in the Group's weekly newsletter, and as far as possible in Focus 4 weeks prior to the meeting with nominations for office required 2 weeks before the meeting

The nominations will be addressed to the Administrator.

Nominees must have a proposer and seconder and be willing to serve.

SWF TC will assign a representative and/or a deputy to attend meetings and report back to SWF TC as appropriate.

The SWF TC representative will also be a member of the Task Force as required.

The Administrator will be appointed by the Management Team and he/she will receive an honorarium or be paid on a self-employed basis for the work.

SWF H&SCG has a bank account and there will be an annual financial statement submitted by the Administrator to SWF TC on a date to be agreed.

SWF H&SCG's Annual General Meeting will be chaired by a City Councillor.

Venue for meetings

Any SWF H&SCG public meetings will normally be held in Holy Trinity Church, SWF, subject to availability.

Holy Trinity Church has kindly agreed to provide this facility free of charge. These public meetings will be held as required from 6.30pm – 8.30pm on a weekday evening to maximise accessibility to everyone.

Tea, coffee, water and biscuits will be provided.

At the 2019 AGM it was agreed that SWF H&SCG would move to a more online way of operating by increasing its use of its website, social media and virtual means. This has proved to be timely as it has been invaluable during the Covid-19 pandemic and is proving to be popular since then.

APPENDIX 2 - ROLE DESCRIPTIONS FOR GROUP'S OFFICERS

1. Group Chair:

- To put together, with the Management Team, a list of topics for presentation at the main meetings of the Group
- To receive from members of the Group, suggestions for topics to be presented at the main meetings of the Group
- To arrange with the Secretary /Administrator to convene the meetings (probably the AGM and Annual Meeting plus any others) as required.
- To keep abreast of developments in health and social care to inform the Group's agenda
- To maintain awareness of the key individuals or organisations in order to assist the Secretary/Administrator to invite speakers
- To chair the meetings
- To ensure proper communication of meetings
- To represent the Group as required
- To chair and be a key member of the Management Team
- Time requirement 10 hours per week, around 20 during and since the Covid pandemic

2. Task Force Chair:

- To react to requests from key players in health and social care who wish to consult the South Woodham Ferrers Community about their intentions
- To react to major changes planned in health and social care in South Woodham Ferrers.
- To ensure with the Secretary/Administrator that representatives of all key groups are involved in Task Force Business
- To work with CPPG and Practice Managers on any topic where they feel the influence of the Task Force would be helpful.
- To input to the Town Council Neighbourhood Plan
- To chair Task Force meetings
- To ensure proper communications
- To represent the Group as required
- To be a key member of the Management Team
- Time requirement 3 – 4 hours per month; more during and since Covid

3. Minute Secretary:

- To record proceedings of the main group meetings
- To record proceedings of the Task Force
- To record proceedings of the Management Team
- To be a key member of the Management Team
- Time requirement 3 – 4 hours per meeting ; more during Covid

APPENDIX 3 - ROLE DESCRIPTION FOR GROUP'S ADMINISTRATOR

Tasks include, but are not limited to:

- Maintaining the group's contact database using Mailchimp
- Maintaining the group's automated weekly newsletter and sending ad-hoc mailings to database using Mailchimp (to include meeting invites & minutes)
- Distributing group's articles and press releases to local newspapers and magazines
- Maintaining the group's website and adding news articles using WordPress
- Maintaining the group's social media presence and engaging with local residents and organisations to ensure relevant information is available to all
- Recording group's activities and financial incomings & outgoing in preparation for annual report
- Connecting with relevant organisations and build relationships – invite appropriate persons to join the Task Force, and assist organisations to hold appropriate events within SWF (i.e. consultations and awareness campaigns)
- Booking rooms and organise refreshments for meetings
- Supporting increasing use of virtual media and means of operating
- Attending Management Team meetings and make notes thereof as necessary
- Receiving and counting votes for annual election of Management Team
- Any other administration and action agreed with the Management Team

APPENDIX 4 – FINANCIAL REPORT

**Income & Expenditure Account
Year end 30 April 2024**

To Follow separately

APPENDIX 5 – WEBSITE, SOCIAL MEDIA & NEWSLETTER DATA
May 2023-April 2024

Website
May 2023 – April 2024

Total views: 19420

Total visitors: 13043

Posts: 251

	Views	Visitors	No of posts
May-23	1886	1315	25
Jun-23	1571	1072	17
Jul-23	1790	1195	19
Aug-23	1741	1168	19
Sep-23	1742	1179	27
Oct-23	1888	1314	16
Nov-23	1444	939	21
Dec-23	1041	712	17
Jan-24	1380	887	19
Feb-24	1431	925	23
Mar-24	1772	1131	22
Apr-24	1734	1206	26
Total	19420	13043	251

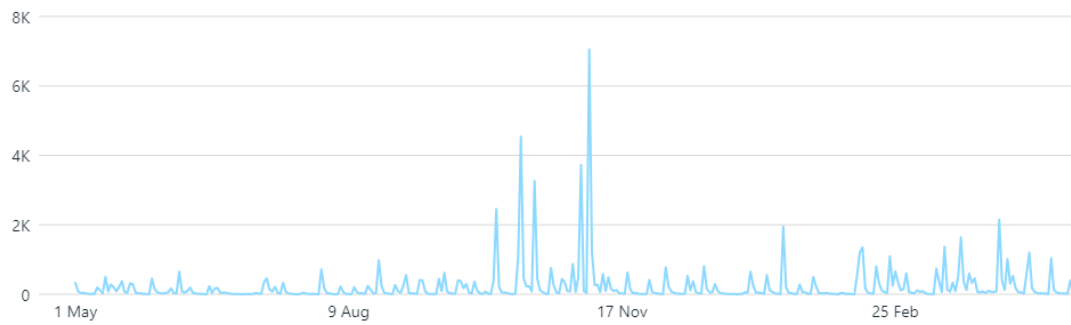
Facebook

1 May 2023 – 30 April 2024

Reach

Facebook reach ⓘ

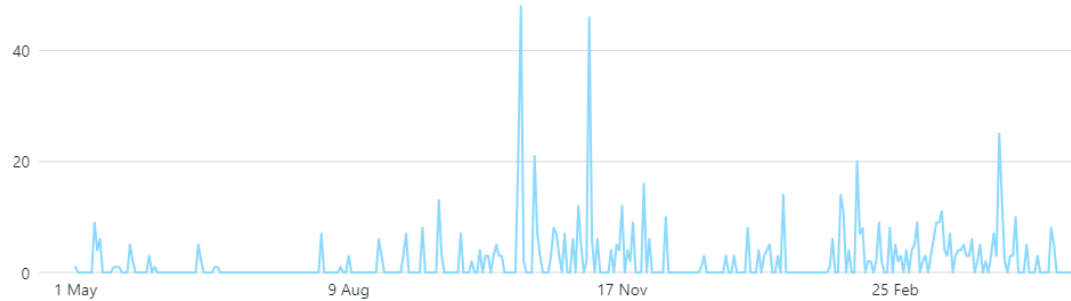
17.9K ↓ 7.8%

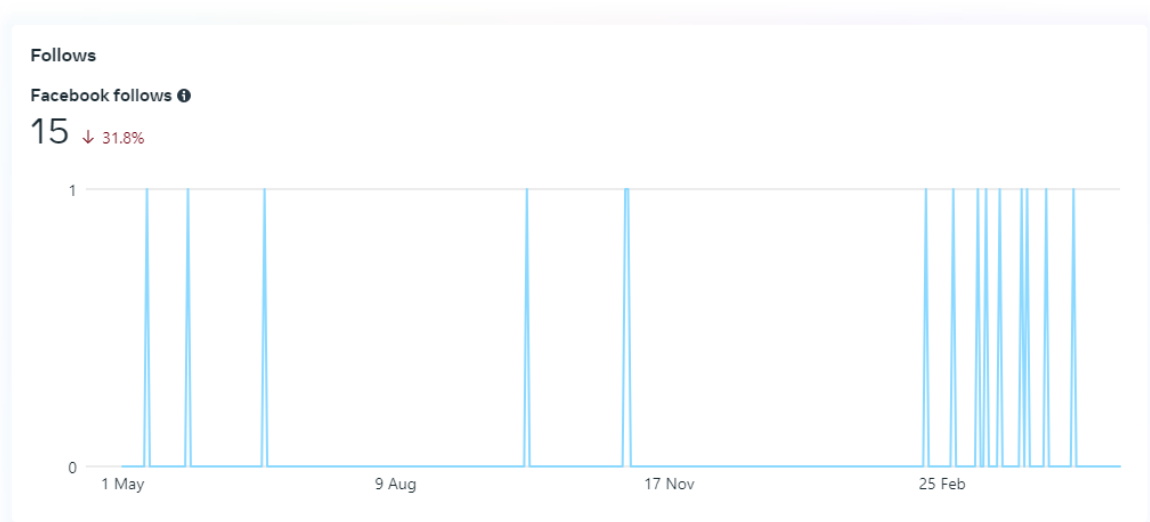


Visits

Facebook visits ⓘ

777 ↑ 72.7%





Newsletter
To 30 April 2023

313 subscribers (no other data available)



Report to South Woodham Ferrers Town Council For Events Community & Leisure Committee Meeting on 8 October 2024

Since our last Report for the meeting not held on 3 September 2024 there have been the following significant developments:

Following our independent academic assessment of the **SWF & Dengie Primary Care Network** (PCN) published in June 2023, the PCN's development has gone on with pace. Our report formed the basis of the PCN's initial agenda and it now has great understanding of the six individual GP Practices and of SWF's and the Dengie's communities. It has clinical and operational directors, a manager, digital lead, clinical pharmacist, 5 first contact physiotherapists, 3 emergency care practitioners, a health and wellbeing coach, 4 care coordinators and 3 social prescribers. These practitioners support many patients of our GPs with their prevention and treatment specialist skills. This is a tremendous boost to our care that's arrived during the last year.

From September 2024 **Kingsway Practice** has changed the way **appointments** can be booked. Calls are taken from 8am Monday to Friday and there's no need to call back at 1pm for appointments in the afternoon. All calls for appointments or queries or requests for home visits or medical certificates etc will have a triage slot for their clinical team to review and deal with appropriately. This could mean callers get a call back from a clinician, are navigated to a different pathway like the local pharmacy first service or are asked to attend later on the same day for a face to face appointment.

To make the triage appointments work reception staff will be asking some questions when people either call or attend the surgery to book an appointment. These questions help the clinical team deal with each patient efficiently so they do not have to ask you to repeat the information given to the reception staff.

Art Exhibition to celebrate Living, Caring, and Dying – 3rd September to 3rd November 2024, at the Ideas Hub in The Meadows, Chelmsford, opener by the Lord Lieutenant of Essex, is the first of hopefully many activities for the Mid and South Essex Compassionate Communities Campaign (MSE CCC) in which we play a full part. The exhibition showcases the incredible artwork of over 28 different local artists, including two from SWF, around the theme of "Celebrating Living, Caring and Dying." Our Chair chaired the selection panel. These unique pieces are the creative expression of very personal experience, important reflections, and stories, that we would like to share with the public to help our communities to openly embrace discussions around dying, death and loss as a normal part of life.

To celebrate the launch of SWF Leisure Centre's newly refurbished **Multi-Use Games Area**, they've launched two brand new Netball courses for both juniors and adults, plus Pickleball Pay and Play sessions!

NHS chiefs agree delay to final decision on community hospital changes

The NHS Mid and South Essex Integrated Care Board (MSEICB) has announced a six-month delay in the final decision-making regarding the reconfiguration of community hospital beds, a midwife-led birthing unit and ambulatory care services.

The decision follows an extensive public consultation, where valuable feedback was gathered from patients, staff, and the wider community.

The delay aims to allow further engagement to ensure the final decision is fully informed and aligns with the needs of the local population.

To ensure that the final decision reflects a broad range of perspectives, an independently chaired working group will be established to support looking at viable options in detail, including the long term future of services provided at St Peter's Hospital in Maldon.

This group will include representatives from the NHS, local authorities, community organisations, and key stakeholders.

The working group will focus on:

Reviewing feedback: Further analysing the input received during the consultation to explore feasible options for reconfiguring community beds, a midwife-led birthing unit and ambulatory services.

Community and stakeholder engagement: Engaging with stakeholders to co-develop viable solutions that meet local healthcare needs.

Providing recommendations: After the six-month engagement period, the working group will present its recommendations to NHS Mid and South Essex Integrated care Board (ICB) for consideration.

A special decision-making board meeting was due to be held on 30 September 2024 but will now be postponed enabling the working group to complete its review.

The delay means there will be no immediate changes to the provision of community hospital beds, midwife-led birthing or ambulatory care services. All current services will continue as they are while the engagement process is ongoing.

The working group will begin in the coming weeks.

We submitted two questions to the recent MSE ICB Board Meeting held in public:

Q: Whether effective communication about the ICB's situation with all communities including South Woodham Ferrers is a priority across the ICB and its Alliances.

A: Thank you for the warm welcome. I'm pleased to be back in MSE, and I appreciate your kind words [Tom Able, new CEO]. I fully agree with the sentiment expressed by my predecessor regarding the importance of patient and public engagement, especially in challenging times. Transparent, clear communication is essential to maintaining trust and avoiding misunderstandings. I am committed to ensuring that effective communication with all our communities, including South Woodham Ferrers, remains a priority. We will work hard to keep everyone informed about both the challenges we face and the progress we make, fostering an open dialogue across the ICB and its Alliances.

Q: Recognising the widening and increasing transport problems for patients across M&SE, will MSE ICB work with South Woodham Ferrers Health & Social Care Group and other partners to review this issue?

A: The ICB recognises the importance of supporting patients, carers and their families in being able to access health and care services, and welcomes the work undertaken by MSEFT to restore the shuttle bus to Broomfield Hospital and the work undertaken by ECC to replace the services lost by the closure of the Dart and Arrow public transport service. We have noted the strength of feedback around the importance of travel, transport and parking highlighted by those who responded to the public consultation on the future of community services across MSE. We are continuing to consider the response to the consultation and what is needed to respond to the issues raised through it as part of implementation of any potential changes, including those relating to travel and transport. Working in partnership with local authorities, local residents and others will be key to developing those plans in the future. MSE ICB, through the Mid Essex Alliance, is also engaging with the work being led by Essex County Council to consider the infrastructure challenges in the Maldon District – which includes those relating to travel and transport.

Whilst the ICB recognises the importance of good transport links for patients and the public attending health and welfare services, the ICB is not ultimately responsible for public transport. We would be happy to be engaged in any review undertaken by the South Woodham Ferrers Health and Social Care Group and are always committed to working with partners to improve services where possible but how involved we can be would be based upon capacity within teams who are stretched due to the financial recovery programme across the ICB.

Baroness Lampard's **public inquiry into more than 2,000 mental health related deaths** at NHS-run children and adult inpatient units in Essex between 2000 and 2023 opened in Chelmsford. The first three weeks of hearings of commemorative and impact accounts has finished. The next set of hearings will start on 25 November 2024; they will be held remotely, with everyone participating and watching online.

SWF's GPs start Covid & Flu vaccinations in October and are delivering RSV vaccinations; all by invitation. Vaccines are a key line of defence for us this winter. The guide to who's eligible for the 2024 flu vaccine is at: <https://swfhealthsocial.co.uk/2024/09/26/your-guide-to-whos-eligible-for-the-2024-flu-vaccine/>. Those eligible for Winter 2024 Covid vaccinations are: adults aged 65 years and over; residents in a care home for older adults; individuals aged 6 months to 64 years in a clinical risk group ([as defined in tables 3 or 4 in the COVID-19 chapter of the Green Book](#)); and, frontline NHS and social care workers, and those working in care homes for older people. The vaccine should usually be offered no earlier than around 6 months after the last vaccine dose. If you are eligible, you can get protection from an autumn COVID-19 vaccination even if you have not taken up a COVID-19 vaccine offer in the past. Our Group is organising marshalling for Covid & Flu vaccinations at CVMC on Saturdays 5 & 12 October.

The **Patient Participation Groups** for Greenwood and Kingsway surgeries have set up a combined group called **Crouch Vale Medical Centre Patient Group**. This is meeting three monthly and the next one is scheduled for November. The aims of this group are to provide a patient perspective on all matters affecting the Medical Centre as a whole. The practice specific PPGs are still meeting as before as the two practices are quite separate in their operational activities.

The Chair has just been invited to represent patients and public at a one-day workshop being run by NHS East of England to develop a five-year **regional strategy for** taking on responsibility by the regions' six Integrated Care Boards of 59 **specialised services** previously managed nationally.

-oo0oo-

-oo0oo-

SOUTH WOODHAM FERRERS LEISURE CENTRE

Swimming Pool Report 2023/24

This report has been prepared for the South Woodham Ferrers Pool Partnership Steering Group and the Town Council's Events, Community & Leisure Committee. The report sets out a summary of the 2023/24 financial position for the Leisure Centre and provides details of other key developments during the period. It was agreed that a City Council representative is not required to attend the Town Council's Committee. **If the Committee have any comments, they are asked to make these known to Jon Lyons (Leisure & Heritage Services Manager jon.lyons@chelmsford.gov.uk / 01245 606989) immediately following their meeting, at which time an invoice for the Town Council's revenue contribution will be placed and budgets prepared for the arrangement to continue for the following year.**

1. Attendances

The key headline pool attendance statistics are provided in figure 1 & table 1 and include:

- 180,847 swimming attendances during the year (Prev year = 156,698)
- 50,393 attendances on Junior Swimming Courses (Prev year = 47,485)
- 289,170 total attendances for the Centre (Prev year = 257,169)

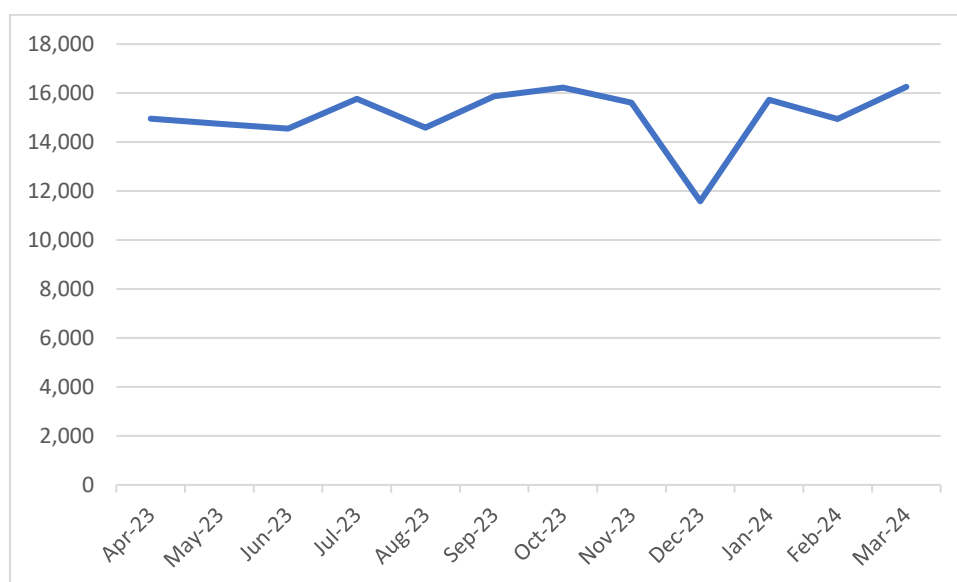


Fig 1 – Pool Attendance

Month	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	TOTAL
Total Attendance	14,960	14,752	14,549	15,772	14,593	15,876	16,229	15,606	11,583	15,724	14,947	16,256	180,847
Including													
Junior Courses	3,632	4,107	4,434	4,381	3,574	4,735	4,552	4,561	3,172	4,444	4,083	4,718	50,393

Table 1 – Pool Attendance breakdown

2. Pool Programme

- Section 1 shows extremely high attendances which highlights the value of this pool to local residents
- Swimming lessons continue to be a crucial part of the pool programme with strong numbers.
- The pool is home to two competitive swimming clubs, Woodham Swimming Club and Maldon Sharks, Scuba diving club and also used by up to three Canoe clubs during the winter months.
- Successfully hosted the Rotary Swimmarathon, an annual event.
- The National Pool Lifeguard qualification ran twice in the last year, providing local people with the skills to join our lifeguard team.
- The swimming programme can be accessed via: <https://www.chelmsford.gov.uk/leisure-centres/what/swimming-at-swflc/>

3. Finance

- A methodology was agreed at the outset with the Town Council to calculate their contribution to revenue costs. The calculation can be found in Appendix 1. **Based on this methodology the contribution requested to revenue costs from the Town Council for the period 2023/24 is therefore £10,000.**
- A budget summary is presented in Appendix 2 which shows an overall net deficit of around £327,000. This compares with £316,000 the previous year. The centre management are working hard to reduce this net deficit. This slight increase is due to continuing increasing operating costs which were not offset by the increased income from the higher footfall.
- It is anticipated that the City Council and Town Council's revenue contribution arrangement will continue for subsequent years.

4. Miscellaneous

- Some of the pool plant equipment is ageing and becoming inefficient. A Swimming Pool Support Fund (SPSF) government grant of £233,256 has been secured to tackle some of the required replacement/upgrades. The shutdown required for this to occur also provides the opportunity for some additional capital replacement work such as re-tiling and painting. This is the first major planned maintenance closure since the pool opened. The primary objectives are to ensure the pool plant and swimming operation becomes more resilient and returns a reduction in energy usage and associated revenue costs.
Works are scheduled for 4th November to 21st December 2024. By avoiding half-term and scheduled to be completed before the new year this will minimize disruption to customers. The Council website will be kept updated with exact timescales and all affected customers will be kept informed. The remainder of the centre will remain open.
Customers will have the opportunity to use the Councils other leisure centres as part of any memberships for swimming.
- As of 1st April 2024, the centre boasts 616 Monthly Members (up from 417 the previous year and much higher than pre-covid levels) – A fantastic achievement by the centre staff and promotions team.
- Many customers still choose “pay and play” casual use of the Centre, as Our Chelmsford card holders.
- New activities and events held in the Centre in 23/24 included hosting a Rubik's cube competition over a weekend, Cheerleading competition, large South Woodham Ferrers United football tournament, various swimming galas for clubs and schools and annual Burnham and district table tennis tournament.
- The centre continues to run the Activate Holiday Scheme supporting children in receipt of free school meals with a day of activity alongside our City Camps courses and receive a meal at lunchtime.
- Floating floor maintenance - In the past this annual closure has been for one-day, works this year were more complicated due to parts wearing over the past twenty years and resulted in a two-day closure. The twenty-year-old floor is approaching the end of its serviceable life and will eventually require a full replacement in the coming years. When this is required it will be a large project and require a full closure of the pool for a period of weeks.
- The centre is keen to work closer with the Town Council and other local partners on joint promotional opportunities, especially if it would help target specific activities and opportunities to the local community.

6. Pool Partnership Steering Group Meeting

- The Pool Partnership Steering Group Meeting has not met since 2011. The group decided that it was not necessary to meet and that the Terms of Reference would continue to be followed (i.e. the group remains a constituted body but rather than holding an annual formal meeting will meet only to deal with any urgent issues or exceptional circumstances or at the request of one of the parties). All group members will continue to receive a copy of the annual Swimming Pool Report and additional updates can also be distributed by Chelmsford City Council on request or if necessary. Partners are encouraged to meet or address each other individually concerning any issues regarding the pool.

- Chelmsford City Council Members resolved at Council on 22nd February 2023 that as this group had not physically met for a considerable amount of time, the role no longer needed formal City Council appointments. The Council's Cabinet Member for an Active Chelmsford will now however be copied into the circulation of this annual report.

7. Conclusion

- The centre and pool have returned from and now exceed pre covid participation levels. As with many such facilities challenges remain but headline figures demonstrate the growth:
 - Attendances have increased year on year. Our last full year showed a 23% increase in the final full year prior to Covid.
 - Similarly Premium membership income is up by 200% rising from £11,000 in Feb 2020 to £35,190 in Feb 2024.
 - Swim school in the same period shows a 44% increase in income from £20,000 in 2020 to almost £29,000 in February 2024. There are now 1,100 swimmers in swim school
- Despite these obvious successes it does highlight the significant financial pressure to run community swimming pools of this type – this is an issue throughout the UK. The financial support from the Swimming Pool Support Fund is welcomed but it is hoped that the value of swimming pools are prioritised for future Government/Sport England funding.
- Whilst the planned works at the end of 2024 will inevitably cause some temporary inconvenience for our customers, the improvements will not only lower operating costs but should also help protect against future unplanned closures.

APPENDIX I

Town Council Revenue Funding Calculation

Background:

Average facility net cost based on three years prior to pool launch:

Year	Net Cost (£)
2001/2	-7,670
2002/3	+1,610
2003/4	-27,180
TOTAL	-33,240
Average	-11,080

Contribution Calculation:

Town Council contribution equates to 6.248% of the Annual Net Control Budget less average net cost prior to pool opening (i.e., £11,080)

2023/24 Contribution:

2023/24 Net Control Budget	-£327,096
Less average net cost prior to pool opening (-£11,080)	-£316,016
Town Council contribution (6.248%)	£19,745*

* It is however noted that the Town Council revenue funding contribution is subject to a maximum sum of £10,000 per annum. **The contribution requested for 2023/24 is therefore £10,000.**

APPENDIX 2**South Woodham Ferrers Leisure Centre Account Summary 2023/24**

		2023/24
		Actual
Expenditure		
Employees		£817,229.64
Other Expenditure		£539,612.06
Gross Expenditure		£1,356,841.70
Income		
Sales, Fees/Charges, Income etc.		-£1,029,746.07
Gross Income		-£1,029,746.07
Net Expenditure (Control Budget)		£327,095.63