

101498117

Revision 01

HEALTH AND WELLBEING WORKING GROUP

NOT PROTECTIVELY MARKED

Meeting:	25 th March 2025, 10:00–11:20
Location:	MS Teams
Chair:	Chris Lawson (SNEE ICB)
Attendees:	SZC: Rebecca Calder (RC) ESC: Matt Stevens (MS) Norfolk and Waveney ICB: Rachel Hunt (RH) East Suffolk GP: Sarah MacLennan (SM) Public Health Suffolk: Dr Jeptepkeny Ronoh (JP)
Apologies:	SNEE ICB: Louise Hardwick (LH) SZC: Ceri Bryant (CB) Suffolk County Council: Alison Amstutz (AA), Isaac Nunn (IN) East Suffolk GP: Dr Imran Qureshi (IQ)

Meeting Notes:

Actions raised during the previous meeting:

Date Raised	Ref.	Description	Lead	Date Due
25/09/2024	1	CB to check with SZC induction team whether they capture data on the diversity of the workforce	SZC	Closed
25/09/2024	2	MS to share contact information of leisure providers in Leiston with CL and CB, to explore potential partnerships for outreach works	SNEE ICB	Closed
25/09/2024	3	CB to share information with CL regarding EDMS care pathways	SZC	Closed

- **Action 1:** closed. the workforce survey provides this information, however, SZC is not obliged to publish this information under the DoO. There is potential to share elements of this data.
- **Action 2:** closed
- **Action 3:** closed

Project Update (RC):

- This year marks the beginning of the transition to offsite infrastructure, with early site access and archaeological and ecological clearances currently underway.
- In Q2 2025, developments in offsite infrastructure will include the Yoxford roundabout, Friday Street roundabout, Sizewell Link Road (SLR), and Two Village Bypass (TVB), enhancing community presence across East Suffolk.
- The next workforce survey is in progress and will be reported at the next working group meeting, providing more comprehensive insights than the previous survey.

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- The FID decision is targeted for this summer.

Reporting – SZC

- The Wellbeing Liaison Officer commenced their role in January 2025, focusing on mental health support and the overall wellbeing of the workforce. Collaboration with the Chaplain will be a key aspect of this initiative.
- The emergency response treatment service is transitioning from a mobile unit to a full-service operation on-site, with completion expected by the end of the month. The service will be fully operational within 4-6 weeks, serving as an interim response until other services arrive as needed.
- Number of incidents resulting in the need for medical intervention
 - 13 first aid incidents.
 - 1 East of England ambulance call out.
- Investigations are conducted after each incident to identify lessons learned, implement changes to work practices, and provide necessary training.
- Preventative initiatives have taken place, including Bowel Cancer, Healthy Start to 2025, Para Olympian visit, Heart Health, NHS Health Checks and Women's Health.
- RC to raise linking Wellbeing Liaison Officer to public mental health and suicide prevention team with CB (if not already linked in)

Action – RC to link the Wellbeing Liaison Officer to the public mental health and suicide prevention team (if not already linked in)

- CL inquired whether the 13 first aid incidents were managed on-site or if further intervention was necessary. RC will follow up with CB for clarification.

Action – RC will consult with CB to determine whether first-aid incidents were managed on-site or if further intervention was required

- RH raised a point around the function of this group and emphasised the importance of clarifying its purpose to ensure it adds value. She acknowledged the usefulness of updates from SZC in terms of statistics, but stressed that the group should actively analyse the outcomes of these updates. This approach would enable the group to mitigate future problems and risks, ensuring that their efforts are meaningful and contribute to overall safety and effectiveness. This type of analysis would help identify potential issues and pressures on the local health economy, so that the group can help to avoid future health-related problems and improve pathways.

Action – Group to discuss function of the HWWG during the next session, to ensure they provide value in mitigating future health-related issues and alleviating pressures on the local health economy

- SM raised the difficulty in managing the influx of temporary registrations from SZC workers at the GP practice. SM emphasised the need to understand the timescale for the SZC service contract provider to better manage these registrations. RC mentioned that SZC are working on getting the necessary services, such as occupational health, up and running and will coordinate with CB to confirm timings with the group

Action – RC to investigate the timings for when the Occupational Health Service will be up and running

- CL mentions that a primary care provider should be in place by May and that SNEE ICB is in discussions about monitoring PMH data and costs. There is a focus on whether the IT case management system used by the provider can integrate with ICB's monitoring needs

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- RH raised the importance of understanding patient pathways and the flow of needs related to temporary registrations. By analysing this data, they can identify available services and any gaps in provision. This understanding will help determine necessary mitigations and adjustments to local service provision to meet demand effectively. RC states that SZC can adapt on-site services if clear issues arise.

KPIs – Updates (CL)

- Sizewell C Community Fund
 - A meeting has been scheduled for early April, to discuss how SZC can use the Live Well hub as a joint education centre.
 - There has been continued signposting of local groups and organisations to the community fund, as well as supporting potential partnerships.
 - Works are ongoing at the Leiston and Saxmundham connect space to support partnership applications.
 - CL asks for confirmation of his role as Health and Wellbeing Group Partnership Officer regarding the community fund. RC notes that there is no formal position. While CL can volunteer as an independent representative, it is not a requirement. The role is more informal, focusing on guiding individuals to the appropriate funding sources.
- PHM Data – reviewing data and trends
 - A review of patient lists from GP surgeries in SNEE and Norfolk & Waveney, within catchment area of SZC has been conducted. Leiston GP has seen an increase in patient list size as of January 2025, but cannot distinguish where those registrations are with regards to workforce.
 - Working to establish data sets to monitor impact of local health services. Considerations regarding the case management system being used by the primary care provider.
 - Local practice has raised concerns around increased patient list size and temporary registrations as well as additional costs of GP interventions.
- Alignment Opportunities with SZC project to deliver positive change
 - Provisional meeting held with ESNEFT regarding the review of clinical pathways, following up meeting planned for April. This offer has been provided to James Paget too.
 - Links have been made with new SZC Wellbeing Liaison Officer to support monthly health themes, bringing in ICB cancer leads. Further engagement will continue to be explored.
 - Provisional dates provided for the attendance of the Be Well Bus for SZC workforce and residents. Looking to bring bus in September time.
 - Ongoing work with the Live Well hub and linking these services in with SZC Occupational Health.
- Residual Healthcare Fund
 - In recognition of increase patient list size at Leiston surgery, CL is looking to understand the spend and explore funding of Leiston Surgery from April.
 - Current spend has been towards salary for SZC Health and Wellbeing Partnerships Officer and the backfill for clinical lead.
- Review – Q3
 - Meeting arranged with SNEE ICB IT Team to discuss System One requirements for SZC, in January.
 - Meeting held with East Suffolk Councillors in January, highlighting concerns of the impact on wellbeing of local residents, including concerns of wider energy projects.

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- Attendance and reporting to the Adult Health Safe-Guarding Group has been provided.
- SZC Health and Wellbeing Group ToR have been updated and shared with the group.
- Meeting with the Practice Managers of Leiston, Saxmundham, Wickham Market, Framlingham and Alderton have taken place to provide project updates and understand initial trends.
- Joined up monthly meetings with ICB and Norfolk & Waveney Primary Care colleagues.
- Part of joint Communication and attendance of meetings with PPGs, PCN and local councillors.
- Going forward to Q4 -
 - Follow up meeting arranged with ESNEFT to review SZC clinical pathways, with a view of a wider meeting with EDMS and SZC, offer has been extended to James Paget.
 - Continued collaboration with SNEE ICB and Norfolk & Waveney to establish data templates, facilitate monitoring, and identify potential gaps in pathways. Discussions have already taken place regarding the types of reports they can generate and how these can be linked to data monitoring efforts.
 - Planned quarterly attendance of Leiston, Saxmundham, Felixstowe and Woodbridge INT meeting, to provide project updates and reporting to align with Health and Wellbeing Working Group meetings.
 - Regular PPG meetings to be arranged with allocated representation for SZC.
 - Working with Norfolk & Waveney ICB colleagues to develop a joint communication plan for GP surgeries within catchment of SZC and Pakefield, as well as PCN and PPG's.
 - Initial planning for the Be Well Bus to visit SZC and Leiston, linking to Stand Up for Safety and Know Your Numbers campaign.
- RC asked if there has been similar feedback about additional temporary registrations from the wider area. CL confirmed that feedback has been minimal, with some concerns about roadworks and transportation, but none

Key Risk Issues and Opportunities

- RC suggested flagging the increased GP Temporary Registrations to the Social Review Group, and that while a definitive link to SZC cannot be established, it is still important to raise this issue.
- CL highlighted two concerns stemming from a recent town council meeting. The first involved a potentially disorderly individual, suspected to be a SZC worker, causing disturbances in Lowestoft while under the influence; however, this has not been confirmed. The second concern, raised through the Social Prescribing Service, pertains to landlords in Leiston increasing rental prices, which may displace local residents in favour of attracting the local workforce. This situation raises the risk of homelessness and social isolation.
- RC informed the group that SZC is aware of these issues and has collaborates with ESC to secure funding for housing and homelessness resilience measures. This funding will support recruitment efforts and aid in the implementation strategies to address these challenges. Additionally, SZC is assisting with initiatives such as the Accommodation Management System and ensuring HMOs meet appropriate standards.

AOB

- Terms of Reference: CL has circulated an updated version incorporating the feedback from the SRG, with RH contributing some clarifying comments.

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- CL will address the feedback to the ToR offline

Action – CL to incorporate any additional feedback to the ToR prior to finalisation

Next meeting date is 23rd July 2025.

Actions raised during the meeting:

Date Raised	Ref.	Description	Lead	Date Due
25/03/2025	1	RC to link the Wellbeing Liaison Officer to the public mental health and suicide prevention team (if not already linked in)	SZC	Next meeting
25/03/2025	2	RC will consult with CB to determine whether first-aid incidents were managed on-site or if further intervention was required	SZC	Next meeting
25/03/2025	3	Group to discuss function of the HWWG during the next session, to ensure they provide value in mitigating future health-related issues and alleviating pressures on the local health economy	Working Group	Next meeting
25/03/2025	4	RC to investigate the timings for when the Occupational Health Service will be up and running	SZC	Next meeting

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25/03/2025	5	CL to incorporate any additional feedback to the ToR prior to finalisation	Working Group	Next meeting
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