

# Regional Advisory Group for Mature and Working Life

12 September 2008

Gallowgate 3, Citygate

## Minutes

### **Present:**

Kate Welch (Chair)  
Cynthia Bartley (Theme Lead)  
Tracey Sharp  
Chris Drinkwater  
Nick James  
Kevin Rowan  
Neil Revely  
Howard Forest  
Suzanne Henderson  
Steve Martin

### **In Attendance:**

Eugene Milne  
Carla Braid

### **Apologies:**

Anna Lynch  
Claire Bambra

## **1. Introduction**

**1.1** Kate Welch welcomed and thanked everyone for their attendance. She explained the role of Regional Advisory Groups and the Public Health Board, giving updates on other Regional Advisory Group meetings that had already taken place.

**1.2** Kate introduced herself, explaining her job role, and asked others to introduce themselves.

## **2. Better Health, Fairer Health – Mature and Working Life Theme Presentation – Eugene Milne.**

**2.1** Eugene Milne gave a presentation on the Better Health, Fairer Health Strategy (**appendix A**) and the group discussed the aims and objectives of the strategy

**2.2** Chris Drinkwater suggested that as it was such a diverse remit it would be useful to have sub groups that sat under the Mature Working Life Group and he queried how this group would feed into other Regional Advisory Groups. Tracey explained that each Regional Advisory Group had a senior member of staff acting as a Theme Lead who would meet monthly and any cross-cutting themes discussed.

**2.3** Regarding one of the Principles in the presentation relating to seeking evidence where it does not yet exist, Nick James queried whether more data was needed. He asked how to identify where the gaps were. Eugene Milne explained that at this stage it is not known what questions will need to be asked but the Mature and Working Life Regional Advisory Group is a mechanism to discover and raise them. Cynthia Bartley made the group aware of the latest evidence review on vocational rehabilitation 'What works, for whom, and when'

### **3. Terms of Reference and Membership**

**3.1** Kate Welch summarised the Terms of Reference and the members' roles. The group agreed to adopt the Terms of Reference and it was agreed that deputies could attend meetings.

**3.2** The group endorsed Anna Lynch as vice chair

**3.3** The frequency of meetings was discussed. The general consensus was that, while the group is in its early stages, the meetings should be every six to eight weeks.

**Action: Cynthia Bartley to meet with each member of the group individually within the next four weeks.**

**Action: Cynthia Bartley to arrange the next Mature and Working Life Regional Advisory Group meetings**

### **4. Review of Priorities and Commitments**

**4.1** Kevin Rowan remarked that domestic violence should be a priority in Mature and Working Life. It was suggested that a sub group for domestic violence be set up.

**Action: Cynthia Bartley to set up a Domestic Violence Sub-group that includes herself, Chris Drinkwater, Anna Lynch and Kevin Rowan.**

**4.2** Kate Welch asked for comments on priorities. She stated that it seemed that research around employability and workplace health had dropped down the list of

priorities due to the amount of evidence already available, and everyone agreed. Eugene queried this. It was agreed that this group should have strong links to the Regional Employability Framework Group led by ONE North East.

**Action: Suzanne Henderson to add an item to the agenda for the next REF meeting to discuss MWL group and the links.**

**4.3** Kevin Rowan stated that there are three groups within Mature and Working Life; getting people into work, people who are already in work and concentrating on individual circumstances. There is already a group working on Workplace Health and it would be necessary to avoid duplication

**Action: Cynthia Bartley to arrange for Robin Beveridge to give a presentation on Workplace Health at the next meeting to ensure we avoid duplication.**

**4.4** It was suggested that there should be another sub-group to discuss movement into work. Dave Wright/Steve Martin, Howard Forest and Suzanne Henderson from ONE North East volunteered.

**Action: Cynthia Bartley to set up a sub group meeting to discuss employability and movement into work.**

**4.5** Kate asked if there were any items in the Potential Areas of the Strategy that should be moved to Priorities.

**Action: Group to identify for next meeting**

## **5. Membership review**

**5.1** The group was asked to bring any suggestions of any additional members, who could add value, to the next meeting

**Action: Group to propose potential new members at next meeting**

## **6. Influencing Change**

**6.1** Tracey Sharp spoke about influencing change. (**Appendix B**).

## **7. Welfare Reform Green Paper**

**7.1** Kate Welch informed the group that if they are not responding to the paper via their organisation, they can do so via the Mature and Working Life Regional Advisory Group.

**Action: Group to send these to Cynthia Bartley if appropriate.**

## **8. Communication and Social Marketing**

**8.1** This agenda item will be discussed at the next Mature and Working Life Regional Advisory Group meeting.

**Action: Cynthia Bartley to add this item to the agenda and arrange for Claire Riley, Strategic Head of Communications at the Strategic Health Authority to attend the next meeting.**

**9. AOB**

**8.1** Nick requested a copy of the Vocational Rehabilitation. What works, for whom and when.'

**Action: Cynthia Bartley to send executive summaries of the report to the group.**

**8.2** The group were told that if they had any items to add to the next agenda, to email the details to Cynthia Bartley.

**8.3** Nick James asked if it was possible to get copies of the Joint Strategic Needs Assessments for the 12 PCTs

**Action: Cynthia to check**

**10. Future Meetings:**

To be confirmed.