

**REPORT TO THE MEETING OF THE EXECUTIVE 17 APRIL 2013**

**PORTFOLIO: YOUNG PERSONS, ADULT SERVICES, COMMUNITY CARE AND WELL-BEING, HEALTH AND COMMUNITY SAFETY**

**REPORT FROM CHIEF EXECUTIVE**

**SUBJECT: AGEING POPULATION STRATEGY ACTION PLAN REPORT 2012/13**

**1 DECISION BEING RECOMMENDED**

- 1.1 To note progress on the actions contained within the ageing population strategy action plan as outlined in the appendix.

**2 REASON/S FOR RECOMMENDATION**

- 2.1 The wellbeing of older residents in the District is a major priority for the Council, which is reflected in the corporate objective to 'make a difference to our community'.
- 2.2 An ageing population strategy was launched in September 2011 to promote the interests of older people in the District. This is of particular importance given that nationally the population is ageing. The strategy aims to raise awareness for the increased demands that an ageing population in the District will bring.
- 2.3 The strategy puts forward an action plan, which is line with the Council's overall vision and identifies actions within the six key themes of financial security; healthy and active lifestyles; support in the home and neighbourhood; community involvement and preparing the Council for the increase in the number of older people in the District.

**3 SALIENT INFORMATION**

- 3.1 The appended action plan contains a column entitled 'Updates'. This provides information on progress against each action.
- 3.2 The action plan will be updated for 2013/14. The following new actions will be included:-
- Pilot an older persons' crucial crew event. This will be funded from the existing budget of the Community Safety Team. A small amount of external funding will be sought to cover the cost of refreshments for the event.

- Liaise with the Castle Point & Rochford Clinical Commissioning Group to ensure that the emerging priorities for the over 65 age group are recognised by the Council and appropriate action taken.
- Disseminate the outputs from the 2011 Census, both internally and externally, to help inform future planning for the ageing population and assist local group working with older people secure funding.
- Promote GRANTnet to groups supporting older people to highlight funding opportunities and provide training if required.

3.3 Those actions that will not roll over into 2012/13 have been identified in the appended action plan.

#### **4 ALTERNATIVE OPTIONS CONSIDERED**

4.1 Not to report on progress made. This would mean Members are not kept up to date on how this issue is being addressed.

#### **5 RISK IMPLICATIONS**

5.1 There could be a risk to the Council's reputation if measures are not put in place to assist older people. Relations with older residents could also be harmed.

5.2 The Council cannot deliver all services and improvements without its partners. Therefore, the successful delivery of the Strategy will be dependent upon their commitment. The Joint Castle Point and Rochford Health and Wellbeing Partnership has identified support to the older population as a priority, particularly in relation to dementia care.

5.3 Departments of the Council need to note and deliver the agreed actions contained in the action plan going forward to ensure success.

#### **6 RESOURCE IMPLICATIONS**

6.1 The main resource implications arising from the action plan are officer time and this can be met from existing resources. The action plan details where existing budgets support the delivery of a particular action. Where the funding comes from an external source, such as the grant towards the cost of Disabled Facilities Grants, the amount of available funding will depend on the grant received.

I confirm that the above recommendation does not depart from Council policy and that appropriate consideration has been given to any budgetary and legal implications.

SMT Lead Officer Signature: \_\_\_\_\_

**CHIEF EXECUTIVE**

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**Background Papers:-**

None.

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## Ageing Population Action Plan 2012-13

| To support the financial security of older people                                                                            |                                                                                                                                                                                                                                                              |                                                          |                                |                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                             |
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| Action                                                                                                                       | Resource implications                                                                                                                                                                                                                                        | Responsibility                                           | Timeframe                      | Milestones                                                                                                                                                                          | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Updates                                                                                                                                                                                                                                                                                     |
| Continue to monitor the increased administration demands placed on the Benefits Service that an ageing population will bring | Staff time                                                                                                                                                                                                                                                   | Revenues and Benefits Manager                            | March 2013 – reviewed annually | <ul style="list-style-type: none"> <li>Monitor increased demands and feed into HRMT</li> </ul>                                                                                      | Monthly snap shot of caseload make-up to identify demands/trends. Link into introduction of Universal Credit and the local council tax support scheme.                                                                                                                                                                                                                                                                                                                                                                                                       | Data continues to be monitored on a monthly basis                                                                                                                                                                                                                                           |
| Continue to support financial and income advice services, such as the Citizens Advice Bureau                                 | <ul style="list-style-type: none"> <li>Staff time and assistance in identifying other grant funding streams</li> <li>Council grant (£60,000)</li> <li>Provision of office accommodation and parking spaces in Back Lane and Rayleigh Civic Suite.</li> </ul> | Head of Community Services<br>Community Planning Officer | March 2013 – reviewed annually | <ul style="list-style-type: none"> <li>Feed into budget process</li> <li>Statistics provided by the Citizens Advice Bureau showing take up of services from older people</li> </ul> | 20% of CAB clients were 65+ from 1 <sup>st</sup> April 2012 to 30 <sup>th</sup> November 2012. Although the majority of clients are in 35 – 64 age range, many seek advice for elderly parents and relatives, reflecting the increasing number of older people in the District. Almost 20% of clients are retired. This number is likely to increase due to the current economic climate which has seen an increase in the number of working age people claiming benefit. The take up group have discussed possible future campaigns aimed at the over 65's. | Council maintained annual grant of £60,000 and in kind support in the form of accommodation / parking spaces to the CAB. Close working relationship between the CAB and Council Services, particularly in respect of the changes to state benefits that will come into force in April 2013. |

## To support the financial security of older people

| Action                                                                                | Resource implications         | Responsibility                | Timeframe                      | Milestones                                                                                        | Comments                                                                                                                                                | Updates                                                                                                                                                                                                                                  |
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| Continued use of electronic claim form for Visiting Officers to use with older people | Staff time                    | Revenues and Benefits Manager | Ongoing                        | Target not considered appropriate as service is demand lead                                       | Take-up of service being monitored by marital status, date of birth, age, postcode and ethnic status.                                                   | See below                                                                                                                                                                                                                                |
|                                                                                       |                               |                               |                                |                                                                                                   | The intention is to take as many claims as possible via the electronic method, however there are still some scenario's where this will not be possible. | Low take up and recent resignation of Visiting Officer resulted in a review of service being provided. Consequently, Visiting Officer post not replaced so this action needs to be withdrawn from the APAP<br><b>NOT CARRIED FORWARD</b> |
| Evolve the community aspect of 'Shop At My Local'                                     | Staff time<br>Project funding | Economic Development Officer  | March 2012 – reviewed annually | <ul style="list-style-type: none"> <li>Continuation of quarterly magazine distribution</li> </ul> | Feasibility and viability of producing a paper version of the newsletter to increase contact to be considered                                           | Paper newsletter sent out in 2012 to all those with addresses on the SAML database. To be reviewed each year, likely to be sent out again in March/ April 2013.                                                                          |

## To support access to mainstream services to older people

| Action                                                                                                                                                      | Resource implications | Responsibility                                                | Timeframe                      | Milestones                                                                                                                                                        | Comments | Updates                                                                                                                                                                |
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| Regular updates on issues affecting older people in Rochford District Matters (both the newspaper and online) e.g. staying warm in winter, community safety | Staff time            | Corporate Communications Officer / Community Planning Officer | March 2013 – reviewed annually | <ul style="list-style-type: none"> <li>6 articles published</li> </ul>                                                                                            |          | 6 articles published on issues such as paying too much for utility bills, bus passes, carers organisations                                                             |
| Raise awareness of AGE UK's advice booklets to older people                                                                                                 | Staff time            | Community Planning Officer                                    | March 2013                     | <ul style="list-style-type: none"> <li>Publish details on Council website</li> <li>Publicise availability of booklets groups working with older people</li> </ul> |          | Letter sent to local groups that work with older people advising them of the booklets. Information on booklets on RDC website. Completed<br><b>NOT CARRIED FORWARD</b> |
| Keep Engagement Calendar up to date with activities / events relevant to older people                                                                       | Staff time            | Corporate Communications Officer/Community Planning Officer   | March 2013 – reviewed annually | <ul style="list-style-type: none"> <li>Continued development of calendar</li> </ul>                                                                               |          | Calendar promoted to local groups through direct contact and the Community Development Partnership. The Calendar is hosted on the RDC website                          |
|                                                                                                                                                             |                       |                                                               |                                | <ul style="list-style-type: none"> <li>Develop older people's awareness of older peoples groups operating in the District</li> </ul>                              |          | Calendar promoted to local groups through direct contact and the Community Development Partnership                                                                     |

## To support access to mainstream services to older people

| Action                                                                                                               | Resource implications                       | Responsibility                         | Timeframe                      | Milestones                                                                                                                                                                                     | Comments                                                                         | Updates                                                                                                                                                   |
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| Continue to use face the public events rotating around the district as a key way of engaging with older people       | Staff time<br>LSP/Community Planning budget | LSP Officer/Community Planning Officer | March 2013 – reviewed annually | <ul style="list-style-type: none"> <li>Hold at least one older person themed event every year</li> </ul>                                                                                       |                                                                                  | Older Persons Information Day held at Rayleigh Library on 3 October linking in with National Older Peoples Week. 30 attendees. Positive feedback received |
| Continue to ensure access to new developments and neighbourhood facilities are given due priority in the LDF process | Staff time                                  | Planning Policy                        | March 2013 – reviewed annually | <ul style="list-style-type: none"> <li>Adherence to Development Plan Documents</li> </ul>                                                                                                      | Relates to physical access or accessibility of neighbourhood services/facilities | Ongoing process                                                                                                                                           |
| Continue to ensure that emergency planning issues are communicated effectively to older members of the community     | Staff time and existing budgets             | Emergency Planning Officer             | March 2013 – reviewed annually | <ul style="list-style-type: none"> <li>Provide information to Parish Councils to pass on to their residents. Linked to Divisional Plan</li> <li>Use RDM to communicate key messages</li> </ul> |                                                                                  | Information fed through to parishes on a regular basis. Rochford District Matters also used to communicate key messages                                   |

## To support access to mainstream services to older people

| Action                                                        | Resource implications | Responsibility                                          | Timeframe            | Milestones                                                                                                                                                                      | Comments                                                                                                                                           | Updates                                                                                                        |
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| Continue to administer National Concessionary Bus Pass Scheme | Staff time            | Transportation Manager/<br>Concessionary Travel Officer | To 30 September 2012 | To ensure all residents are aware when they are eligible for a free bus pass, the automatic renewal process and how to apply for a duplicate pass.                              | ECC are extending the agreement for RDC to continue issuing bus passes to resident of the district for a further 6 months until 30 September 2012. | These are no-longer issued by RDC and were transferred to ECC in September 2012.<br><b>NOT CARRIED FORWARD</b> |
| Continue to support community transport within the district   | Staff time            | Transportation Manager                                  | Ongoing              | To attend WCT meetings when there are specific issues relevant to the Council to provide assistance and support to WCT in delivering their service in the District of Rochford. |                                                                                                                                                    | Voluntary Sector Capital Grant allocated to Wyvern Community Transport to improve facilities on its fleet.     |



## To support older people to lead healthy and active lifestyles

| Action                                                                                                                                        | Resource implications                              | Responsibility              | Timeframe | Milestones                                                                                                                                                                                                                                                                                                                                                                                      | Comments                                                                                                                                                                                                                                                                                                                   | Updates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| Continue to provide and promote a range of culture, sport and physical activities which appeal to the active over 50's, on an on going basis. | Staff time<br>External funding<br>Existing funding | Leisure Development Officer | On going  | Continuation of Active Plus Games Project<br><br>Relevant activities offered at Wild Woods Day<br><br>Continued support of Fit for Life sessions running in Great Wakering, Hockley and Hullbridge<br><br>Continued development and promotion of weekly health walks - including increasing number of walk leaders and introducing new walk in Cherry Orchard Park once infrastructure in place | All budgets and funding are subject to spending reviews and further national announcements.<br>Monitoring demographic at larger events such as Wild Wood Days is not possible due to large attendance figures and nature of event.<br>Monitoring of demographic of members of Blues Bodycare and Health Walks takes place. | <b>Active Plus Games</b><br>250 have signed up to scheme<br>Relaunched in January 2013 including new activities<br>Additional funding secured for 2013<br><br><b>Wild Woods Day</b><br>Relevant activities to be included in WWD13<br><br><b>Fit for Life sessions</b><br>Promoted through Active Plus Games project<br><br><b>Health Walks</b><br>Weekly walks continue with excellent numbers<br>Walking your way to the games project first introduced in 2011 continuing through 2013<br>4 New walk leaders trained in past 12 months<br>Additional Walk Leader training to be arranged during first half of 2013 |

To support older people to lead healthy and active lifestyles

| Action | Resource implications | Responsibility | Timeframe | Milestones                                                                                                                                                                      | Comments | Updates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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|        |                       |                |           | <p>Up to 6 arts opportunities organised and promoted in partnership are held for older people across the District</p> <p>Exhibitions held at Rayleigh Windmill April – Sept</p> |          | <p><b>New Projects</b></p> <p><b>Active 50+ Festival</b><br/>2 hour Festival delivered by Active Life<br/>21 March 2013 at Freight House</p> <p><b>Time for Life</b><br/>Fun &amp; Friendly exercise sessions together with essential life skills<br/>6 week programme starting 17 April 2013<br/>Delivered by Active Life</p> <p>Intergenerational event at Hockley &amp; Hawkwell 55+ with Greensward students</p> <p>Art &amp; memories workshop at Millview Court (Rochford) to create Rochford 'Glass Bead'</p> <p>Knitting workshops x 2 in run up to/part of Wild Woods Day</p> <p>Fitzwimarc Students running music workshop at The Lavers (27 March)</p> <p>Intergenerational activity 'We Were There' on Olympic Torch day</p> |

**To support older people to lead healthy and active lifestyles**

| <b>Action</b>                                                              | <b>Resource implications</b> | <b>Responsibility</b>                  | <b>Timeframe</b>               | <b>Milestones</b>                                                                                   | <b>Comments</b>                                                                      | <b>Updates</b>                                                                                                                                                                                                                                                                                                                                |
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|                                                                            |                              |                                        |                                |                                                                                                     |                                                                                      | <p>James Merriott talk &amp; art demonstration at Rayleigh Arts Festival</p> <p>Exhibitions held. Further exhibitions booked for 2013: Community Service Volunteers Healthy Ageing Project.</p> <p>Exhibitions held in 2012 season. Further exhibitions to be held in 2013 including Community Service Volunteers Healthy Ageing project.</p> |
| Promote NHS initiatives targeted at older people                           | Staff time                   | LSP Officer/Community Planning Officer | March 2013 – reviewed annually | <ul style="list-style-type: none"> <li>Use relevant LSP subgroups to promote initiatives</li> </ul> | New Castle Point and Rochford Health & Wellbeing Partnership formed in December 2011 | <p>Health &amp; Wellbeing Board meets on quarterly basis. Priority areas identified based on updated JSNA profile – includes older population and dementia care. Community Development Partnership aims to develop healthier communities through involvement in Public &amp; Patient Engagement and contact with Active Rochford.</p>         |
| Ensure regulations around safeguarding of vulnerable adults are adhered to | Staff time                   | Head of Community Services             | Ongoing                        | Roll out of e-learning module April-June 2012<br>Training for managers rolling out April 2012.      |                                                                                      | Staff e-learning module launched. All staff required to complete by the end of February 2013                                                                                                                                                                                                                                                  |

## To support older people to feel safe and supported in their home and their neighbourhood

| Action                                                                                                                     | Resource implications                                              | Responsibility            | Timeframe                      | Milestones                                                                                      | Comments                                                                                                                                           | Updates                                                                                                                                                       |
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| Continue to provide Disabled Facilities Grants and Rochford Maintenance Grants to older people in line with agreed targets | Staff time<br>Capital Budget funds both. DFG part funding by grant | Strategic Housing Manager | March 2013 – reviewed annually | Measures re time taken to approve and complete works<br><br>Refer to Divisional Plan for detail | Rochford Home Maintenance Grants have been temporary suspended whilst the policy is reviewed. This is in light of Central Government funding cuts. | New Rochford (Home) Maintenance and Adaptation Grants policy introduced.<br>29 Disabled Facility Grants offered from 01/04/12 to 31/12/12                     |
| Continue to provide housing options advice for older people and people with specific support needs                         | Staff time                                                         | Strategic Housing Manager | Ongoing                        | Target not considered appropriate as service is demand led                                      | Advice provided on a continuing basis as and when required.                                                                                        | Targets not set – on-going service<br>.                                                                                                                       |
| Continue to offer housing support and advice to owner occupiers                                                            | Staff time                                                         | Strategic Housing Manager | Ongoing                        | Target not considered appropriate as service is demand led                                      | Advice provided on a continuing basis as and when required.                                                                                        | Targets not set – on-going service<br>73 approaches made from 01/04/12 to 31/12/12 for advice regarding mortgage arrears and mortgage possession proceedings. |

## To support older people to feel safe and supported in their home and their neighbourhood

| Action                                                                                                                                                                             | Resource implications                                                                                                                                | Responsibility            | Timeframe | Milestones                                                                                                                                                                                                         | Comments                                                                                                                                                                              | Updates                                                                                                                                                         |
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| Continue with the assisted collection service                                                                                                                                      | Small amount of Staff time in administering this service. There are no additional costs arising from this from the council waste management contract | Street Scene Manager      | Ongoing   | No targets set for contractor. In Feb 2012 448 residents on the scheme. Approx. Majority of service users are over 65. Age range of service users not routinely monitored but an annual snapshot will be recorded. | This service is provided to all residents requiring this service, anyone contacting the council or who RDC identifies as needing this service will be provided with it, at no charge. | In February 2013 459 residents part of the scheme                                                                                                               |
| Continue to offer exemption from recycling scheme to older people that meet stated criteria                                                                                        | Small amount of Staff time in administering this service.                                                                                            | Street Scene Manager      | Ongoing   | No targets set.                                                                                                                                                                                                    |                                                                                                                                                                                       | In February 2013, 251 residents on scheme                                                                                                                       |
| Continue to work in partnership with Housing Providers and other agencies across the District to improve housing and support for older people based on personalisation and choice. | Staff time                                                                                                                                           | Strategic Housing Manager | Ongoing   | Choice Based Lettings introduced 2011.<br><br>Work with Registered Providers to identify needs of older people and possible improvements to their sheltered schemes.                                               | Work with Registered Providers when required.                                                                                                                                         | Targets not set – on-going service<br><br>Blues Bodycare sessions held in sheltered housing units<br>Further specific work to be identified in Divisional Plans |

## To support older people to feel safe and supported in their home and their neighbourhood

| Action                                                                                                              | Resource implications                                           | Responsibility           | Timeframe                                                  | Milestones                                                                                                     | Comments                                                                                                                                             | Updates                                                                                                                                                                                                                                                                                                                                         |
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| Communicate key community safety messages to local communities, linking in with schemes such as Neighbourhood Watch | Staff time and future funding for Community Safety Partnerships | Community Safety Manager | Ongoing. Linked to CSP targets set in related action plans | Increase the number of NHW households across the District. Baseline figure of 1272 increased by 5% in 2012/13. | Links into Community Safety messages conveyed through both the RDC Community Safety Team and Castle Point and Rochford Community Safety Partnership. | 7.5% increase in the number of NHW households across the District achieved - on going.                                                                                                                                                                                                                                                          |
|                                                                                                                     |                                                                 |                          |                                                            | Support Information Days and groups representing older people to convey community safety messages              |                                                                                                                                                      | Key Community Safety messages communicated in quarterly RDM and Neighbourhood Watch quarterly newsletters. Regular use of local media to raise immediate awareness of emerging issues such as scams, doorstep callers etc.<br><br>Partnership event to deliver a wide range of safety advice for older people scheduled to take place May 2013. |
|                                                                                                                     |                                                                 |                          |                                                            | Promote and publicise the work of Rochford District Community Safety Partnership.                              |                                                                                                                                                      | Regular articles in RDM, local media, website and via partner agencies.<br><br>On- line reporting forms developed for anti-social behaviour, hate crime and domestic abuse.<br><br>Community Safety concertina leaflets on hate crime, anti-social behaviour, domestic abuse, be safe, be secure and vehicle crime developed.                   |

## To support older people to feel safe and supported in their home and their neighbourhood

| Action                                                                                        | Resource implications                                                  | Responsibility  | Timeframe | Milestones                                                | Comments                                                             | Updates                                                                                                                                         |
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| Continue to require all new housing built in the District to meet the Lifetime Homes Standard | Staff time. Evidence base to support requirement from existing budgets | Planning Policy | Ongoing   | Apply relevant policies relating to development proposals | Requires on-going monitoring through Development Management process. | Development Management Team are attaching conditions to planning approvals, requiring residential developments to meet Lifetime Homes Standard. |

## To support older people to make a positive contribution within their community

| Action                                                                                                               | Resource implications | Responsibility                                          | Timeframe    | Milestones                                                                                                                                                                                                   | Comments | Updates                                                                                                                                                                                                                                                                                                  |
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| Ensure that any consultation that is undertaken with local residents takes full account of the views of older people | Staff time            | Community Planning Officer                              | Ongoing      | <p>Prepare quarterly email newsletter for Have Your Say group members with email. Other group members to receive bi-annual hard copy newsletter</p> <p>Ensure group has representation from older people</p> |          | The over 55 age group accounts for 65% of Have Your Say Group membership. All members have received regular newsletter updates.                                                                                                                                                                          |
| Hold an intergenerational event linking in with International Older Peoples Day                                      | Staff time            | Community Planning Officer/<br>Arts Development Officer | October 2012 | Event held                                                                                                                                                                                                   |          | Intergenerational event held at Hockley & Hawkwell 55+ Club for students from Greensward Academy. The session took place during international older people's week on 4 October. Art project – students and older people asked to share memories and produce a piece of art work from their conversations |



## To support older people to make a positive contribution within their community

| Action                                                                                       | Resource implications | Responsibility             | Timeframe                      | Milestones                                                                             | Comments | Updates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| Encourage attendance at the Essex Older Peoples Planning Group in Chelmsford                 | Staff time            | Community Planning Officer | March 2013 – reviewed annually | Increased representation from older residents in District                              |          | <p>Letter sent to local groups that work with older people advising them of the Planning Group. Not many residents have taken up the offer.</p> <p>The Planning Group is currently changing the way it works in that it is no longer a networking group but a group that is assigned projects with a 'workplan' to undertake on behalf of the County Council. A consultation on the changes was held in November 2012. It is necessary to assess how these change bed in before promoting widely to local groups.</p> <p><b>NOT CARRIED FORWARD</b></p> |
| Continued promotion of volunteering opportunities for older people in partnership with RRAVS | Staff time            | Community Planning Officer | Ongoing                        | Ensure voluntary groups representing older people are invited to relevant LSP meetings |          | <p>Key groups representing older people in the District invited to attend Community Development Partnership. Groups that attend representing older people include:</p> <ul style="list-style-type: none"> <li>• Alzheimer's Society</li> <li>• Southend Mind</li> <li>• Essex Dementia Care</li> <li>• Age UK Essex</li> <li>• Crossroads Care Essex</li> </ul>                                                                                                                                                                                         |

**To support older people to make a positive contribution within their community**

| <b>Action</b> | <b>Resource implications</b> | <b>Responsibility</b> | <b>Timeframe</b> | <b>Milestones</b>                                                     | <b>Comments</b> | <b>Updates</b>                                                                                                                                                                                                                                                                                         |
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|               |                              |                       |                  | RRAVS<br>Volunteering<br>newsletter sent<br>to older people<br>groups |                 | Volunteer Centre at RRAVS confirmed that their monthly newsletter continues to be sent to sheltered housing schemes, doctor's surgeries and day centres.<br>Community Development Partnership has a key objective to increase volunteering levels. Task and Finish group set up to look at this issue. |

## Preparing RDC as an organisation for the ageing population

| Action                                                                                                                                            | Resource implications | Responsibility             | Timeframe | Milestones                                                                                                                 | Comments | Updates                                                                                                      |
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| Consider the ageing population as a corporate issue, linking into budget planning                                                                 | Staff time            | SMT                        | Ongoing   | Ageing population implications factored into relevant Council decisions                                                    |          | When applicable, ageing population considered by senior managers in decision making process                  |
| Role of 'Older Persons Champion' to be maintained                                                                                                 | Staff time            | Community Planning Officer | Ongoing   | Continued attendance at the Older People's planning Group<br><br>Be a point of contact for older residents in the District |          | Community Planning Officer role as 'Older Peoples Champion' for the Older Peoples Planning Group maintained. |
| Update action plan, on an annual basis, which links into existing strategies and associated action plans. Action Plan reviewed on an annual basis | Staff time            | Community Planning Officer | Ongoing   | Action plan produced                                                                                                       |          | Action Plan produced and reported on                                                                         |