

Joint Adult Commissioning Board

2 March 2016

Action notes of the Joint Adult Commissioning Board

held on **2 March 2016** at 14:30

Carisbrooke Room, CCG HQ, Ground Floor, Apex Building A, St Cross Business Park

PRESENT:

CCG Gillian Baker, Deputy Chief Officer
 Loretta Kinsella, Director of Quality & Clinical Services (from item 3 [part])
 Matt Leek, Finance Manager (for Loretta Outhwaite)
 John Rivers, Chair (Chair)
 Martyn Davies, Governing Body Lay Advisor (observing)
 Laurence Taylor, Governing Body Lay Advisor (observing)

Council Rida Elkheir, Director of Public Health (from item 3)
 Martin Elliott, Nominated Director for Adult Social Care
 Kerry Huddleday, Strategic Manager Finance
 Steve Stubbings, Executive Member

NOTED BY: Liz Elliott, EA to the Chief Officer, CCG

1.	<p>APOLOGIES FOR ABSENCE: Loretta Outhwaite (Matt Leek attended), John Metcalfe & Helen Shields.</p>	
2.	<p>NOTES OF THE LAST MEETING The notes of the meeting held on 3.2.16 were agreed as an accurate record.</p>	
3.	<p>ACTIONS ARISING</p> <p><u>Update on LD capital bid</u> Gillian Baker reported that the CCG/IW Council would not be able to proceed with the capital bid for this year; it was not feasible due to unrealistic timelines. There were also new issues that we had not been aware of in terms of housing associations and money they need in terms of tenancies in relation to caps on rooms (2nd bedroom issue). A joint decision had been made to bid for the capital investment next year, giving a longer time line to manage the process and develop a robust business case.</p> <p><u>Action Tracker</u> Reviewed and updated:</p>	

	<p>LD COMMISSIONER JD agreed and resent for job matching. Process is at the final stage before going out to advert.</p> <p>RECRUITMENT PROCESS Action from the last meeting: John Metcalfe to discuss the recruitment process with Claire Shand. John had sent apologies therefore no update available.</p> <p>Gillian Baker commented on an opportune discussion with Claire Shand and Mark Elmore (Deputy Director of Workforce, IW NHS Trust), and concerns regarding the workforce crisis across the system, particularly affecting system resilience. Gillian Baker felt there was insufficient focus on what we are doing about this now, John Rivers endorsed that view and will take back to the MLAFL Board 03.03.16. It was noted that this is affecting a number of work streams and is holding up progress with new initiatives.</p> <p>IW COUNCIL Gillian Baker shared a draft Assistant Director of Integrated Commissioning JD with John Metcalfe last week, John to share with Claire Shand. Gillian Baker/John Metcalfe had not yet had chance to prepare a joint paper for the JACB.</p> <p>BETTER CARE FUND PROGRAMME UPDATE <u>Micro-commissioning</u> There is a time imperative due to forthcoming retirements. There has been an issue in getting the teams together to gain clarity and scope out what the role will cover. It is less clear what elements in the local authority may be included as more complicated. This requires senior strategic input – Martin Elliott to discuss with Phillip Sharpe to move this forward. If no joint decision made by the next JACB the CCG will need to go out to recruitment as there can be a gap in the senior management. Martin Elliott agreed two areas within a joint integrated post but will give this more thought. CCG JD to be shared with Phillip Sharpe and Martin Elliott for comments.</p> <p>INDEPENDENT SECTOR FEE NEGOTIATIONS 2016/17 Fee negotiations meeting to follow the JACB today to go through the detail of the offer, see item 8.</p>	<p>ME/GB 29</p> <p>JM 37</p> <p>JM/GB 39</p> <p>GB/ME 40</p> <p>41 ITEM CLOSED</p>
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BETTER CARE FUND (BCF) PROGRAMME UPDATE

Technical Guidance

Frustrations in terms of the planning round, technical guidance only received last week for the submission 02.03.16, numerous templates to complete.

A separate BCF narrative plan is required as well as the S75 pooled budget and various targets to meet including the national conditions in reported 2015/16 plus two additional conditions: agreement to invest in NHS commissioned out of hospital services, delayed transfer of care agreed target and joint local action plan.

Key lines of enquiry received 01.03.16, to be answered within the plan.

Additional investment required in out of hospital care but no new funding. The only new funding will be coming late to the local authority in 2017/18.

Agreed 01.03.16 (with approval by the JACB today) to continue with the community OT target in terms of waiting times. An important target to achieve. Noted that a full review of OT is to take place.

Plan to be pulled together, first draft in 3 weeks (21.03.16) followed by final plan 25.04.16.

Gillian Baker plans to take a brief paper to the Health & Wellbeing Board setting out what we are trying to achieve in terms of key schemes going forward, what the pooled budget will look at and meeting the national plans.

The short time periods for submissions were noted.

BCF Financial proposal 2016/17 (for discussion)

Draft BCF 2016-17 IWC & CCG proposals tabled. Finance and commissioning colleagues have included what they feel should be in BCF for this year. The funding in the draft document has been set out in more detail than required for submission to aid greater clarity on what is agreed to be within the BCF.

There is an increase in terms of what is included for mental health this year including non-acute mental health services, and LD is new for this year.

Rehabilitation and reablement: wheelchairs added from the CCG, as well as the community rehabilitation team, and all reablement services from the local authority.

The Locality Community model supports what we are doing in MLAFL, all social work services included. We need to be developing alliance contracts this year.

The financial proposals provide a more rounded picture of out of hospital care and shows an increase of c.£20m to c.£30m. The proposal provided a real sense of moving towards shared community budget concept and was supported by the JACB.

Rida Elheir noted that it was our intention for Public health to be part, John Metcalfe agrees with the principle, some issues to be resolved around contracts.

In 2015/16 we ended up with aligned budgets within pooled fund. This year we start to look at total resource and how we use it more effectively. Leads have been identified for each scheme and the outcomes and objectives are being developed. The JACB needs to monitor real change going forward.

The financial proposals will be finalised following some refinement of figures, e.g. building in uplifts. Explanation will be within the narrative plan.

2015/16 Dashboard

Dashboard noted, with the following comments:

Reduction in Community Occupational Therapy waiting time in weeks to first assessment

The underlying problem has been a mixture of staffing, how they work and process. A fundamental review is required. In the short term the System Resilience Operational Group has requested a piece of work to reduce the waiting list backlog, whilst review commences, and gain a clear plan of action for the OT service.

Non elective admissions into hospital (general and acute)

It is currently difficult to quantify the impact the MLAFL scheme will have in relation to the non-elective admissions.

Overarching Highlight Report

Noted. The BCF has delivered on reporting to NHS England, however receipt of the individual BCF scheme highlight reports to the JACB has been patchy from project managers, this is to be reviewed going forward.

Quarterly report

Gillian Baker tabled a summary of the quarterly report that was

	<p>submitted 26.02.16.</p> <p>BCF offer of support initial proposals</p> <p>Kerry Hubbleday has worked on the bid for additional resource to help us in relation to BCF around risk management support. Nationally KPMG support the BCF work. Following a very helpful visit from Gary Bellfield (KPMG) regarding a potential offer, we have been allocated 5 days of KPMG time to undertake the support work on the BCF. KPMG have offered to facilitate the JACB to determine what we really mean around integrated commissioning. Target date is June 2016 for an options appraisal on integrated commissioning. KPMG will facilitate these discussions. This will provide the opportunity for the JACB to have a time out to session to look at how we go forward.</p> <p>BCF Scheme Highlight Reports</p> <p>None of the anticipated scheme highlight reports had been received.</p>	
<p>5.</p>	<p>OUTCOME OF COUNCIL SAVINGS PROPOSALS</p> <p>The budget proposals were discussed at the 24.02.16 meeting of the Full Council; the preferred savings for 2016/17 were accepted. The other savings for consideration were not taken forward.</p> <p>Gillian Baker questioned the impact on the CCG/BCF of the preferred savings schemes:</p> <ul style="list-style-type: none"> • 8) ICES Review and increased use of assisted technology – Martin Elliott understood this was not coming out of the BCF, and was around supply of assistive technology equipment rather than staff within the BCF. • 11) Reeve Court contract adjustments – revision of NHS contract and re-negotiation. The CCG does not support the current local authority proposals. • 14) Reduced grant for carers training - carers training has been within the BCF, now removed. 	
<p>6.</p>	<p>CCG OPERATIONAL PLAN – EXECUTIVE SUMMARY – FIRST DRAFT SUBMISSION</p> <p>Since the first draft submission of 08.02.16 (attachment E), a further submission has been submitted today (Operational Plan narrative & financial plan). Gillian Baker highlighted the changes in the second submission including:</p> <ul style="list-style-type: none"> • First submission deficit position £3.5m, following discussions with NHS England the second submission shows a forecast a breakeven position • Performance section – draft Capacity Plans from the IW NHS Trust indicated a 30-bed equivalent shortfall in the system from April 2016 going forward. 	

7.

UPDATE ON THE PUBLIC HEALTH FINANCIAL POSITION 2015/16 AND 2016/17

Rida Elkheir was unable to supply detail on Public Health contracts with the hospital for this meeting as this has not been completed in time however the key issue is around the three major contract areas with the IW NHS Trust following the cut to the Public Health budget by the Department of Health.

The 3 major contract areas are:

- Sexual Health
- Drugs & Alcohol
- PH nursing (school nursing and health visitors)
- As well as the mortuary contract (separate local authority contract with the Trust)

There are issues with the specifications inherited from the time of PCTs that need to be changed, and the Trust has not been very cooperative in negotiations. In terms of benchmarking there are more cost-effective providers in the market. However there is the desire to keep the Island pound on-island where possible.

Rida Elkheir requested that we need to work as a JACB together with the Trust rather than separately, to facilitate more collective negotiating power. Rida had spoken with Alan Sheward who was in agreement.

Public Health wants to join up with the CCG on contract negotiations processes with the Trust including on the Contract Quality committee.

Gillian Baker commented that it is clear that contract negotiations with the provider will be challenging and due to the difficult financial climate.

John Rivers stated that it makes sense to co-commission community nursing, Rida Elkheir to consider whether PH nursing should be within the BCF.

It was agreed that there was a need for wider discussion regarding involvement of all providers and following proper procurement processes and that part of the WISR is to have discussions with providers.

Rida aims to bring a paper to the JACB in April for discussion. Gillian Baker asked that the impact as a result of budget reduction and proposed use of budgets for 2016/17 is included.

In response to a question from John Rivers regarding public health obesity management and smoking management, Rida Elkheir advised that the public health offer is to bring this together through the family

RE 42

	wellbeing platform based in the community by health trainers. There will be a gap in service for general practice until May 2016, Rida will ensure a communication is sent to practices to advise.	RE 43
8.	<p>FEEDBACK FROM THE COMMISSIONING LEADERSHIP GROUP (CLG)</p> <p>Progress with integrated commissioning including new posts JD for the Programme Manager to support integrated commissioning has been drafted and is now with John Metcalfe, in readiness to go ahead pending confirmation of Vanguard funding, expected 18.03.16.</p> <p>Priorities for 2016/17 Commissioning priorities have been agreed by the CLG for 2016/17 and included in the schemes in the BCF, plus older peoples services and prevention.</p> <p>Independent Sector Fee Negotiations 2016/17 The CCG and IW Council will meet with the independent sector following the JACB to discuss the proposal and negotiate. Steve Stubbings noted the context is difficult, and that the overall feeling in the market is negative.</p>	GB/KH 41
9.	<p>INFORMATION GOVERNANCE There were no information governance issues.</p>	
10.	<p>IMPACT ON THE CONSTITUTION None.</p>	
11.	<p>DATE & TIME OF NEXT MEETING Wednesday 6 April 2016, 1430 – 1630 Carisbrooke Room, Apex Building A, St Cross Business Park</p>	

Circulation:

CCG

Helen Shields, Chief Officer
Gillian Baker, Deputy Chief Officer
Loretta Kinsella, Director of Quality & Clinical Services
Loretta Outhwaite, Chief Finance Officer
John Rivers, Chair (Chair)

In attendance:

Liz Elliott (notes)

For information:

Clinical Executive – Tracy Richards
Health & Wellbeing Board – Marie Bartlett
Cathy Budden - BCF

IW Council

Rida Elkheir, Associate Director of Public Health
Martin Elliott, Head of Adult Social Care & Community Wellbeing
(Nominated Director Adult Social Care)
Kerry Huddleday, Strategic Manager – Finance
John Metcalfe, Chief Executive Officer
Cllr Steve Stubbings, Executive Member