

Joint Commissioning Board

7 December 2016

Action notes of the Joint Commissioning Board

held on **7 December 2016** at 14:30 – 16:30

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
 Matt Leek, Finance Manager (for Loretta Outhwaite, Chief Finance Officer)
 John Rivers, Chair (Chair)
 Helen Shields, Chief Officer

Council

Rida Elkheir, Director of Public Health (to item 7.3 inclusive)
 Kerry Hubbleday, Strategic Manager – Finance
 Kathy Marriott, Interim Area Director Children’s Services
 Steve Stubbings, Executive Member
 Carol Tozer, Director of Adult Social Services

In attendance:

Simon Laker, Managing Director, Pathways for Care (item 4) and colleagues Jon Savage and Ian Hutchinson
 Martin Robinson, Associate Director – Transformation for Health and Social Care (item 5)
 Ursula Horrix, Business Administrator to the Deputy Chief Officer, CCG

NOTED BY:

Liz Elliott, EA to the Chief Officer, CCG

1.	APOLOGIES FOR ABSENCE: Loretta Outhwaite and John Metcalfe	
2.	DECLARATIONS OF INTEREST Carol Tozer was welcomed to the Joint Commissioning Board (JCB), Carol confirmed that she had no conflicts of interest relating to agenda items. It was agreed that the process for declarations of interest used at formal CCG meetings would be adopted by the JCB to provide assurance.	
3.	NOTES OF THE LAST MEETING The notes of the meeting held on 2.11.16 were agreed as an accurate record.	

	<p><u>Action Tracker</u> Reviewed and updated:</p> <p>Action to resolve £1.4m shortfall in the BCF Agenda item, discussed under item 5.</p> <p>My Life A Full Life (MLAFL) The Turnaround Board will be an NHS system board.</p> <p>Local Area Coordination (LACs) options appraisal Agreement received that Public Health will not do the evaluation. Responsibility to sit with MLAFL Evaluation team.</p> <p>BCF Risk Log – IW Council Risk Log At the last JCB it was recognised that the IW Council has its own set of templates; Claire Foreman to review if this risk log is fit for purpose to cover-off IW Council requirements. Claire Foreman has now left the IW Council. Kerry Hubbleday agreed to send the IW Council risk log template to Gillian Baker; this item will then be closed. <i>[Post meeting note: actioned: risk template used by the IW Council sent to Gillian Baker 08.12.16]</i></p> <p>Commissioning Intentions Completed on CCG website & circulated.</p> <p>BCF Risk Log – Occupational Therapy Occupational Therapy added to the Risk Log.</p> <p>Occupational Therapy wait times The JCB had issued a formal letter to the IW NHS Trust; the Chief Operating Officer attended the 02.11.16 JCB and gave a verbal response to concerns raised in the letter. It was noted that the formal written response remained outstanding.</p> <p>Gillian Baker fed back from the Commissioning Leadership Group that a decision had been made to go out to tender.</p> <p>JCB TOR to include Children’s Services</p> <ul style="list-style-type: none"> • Children’s Trust to report to the Health & Wellbeing Board (HWB) - Cathy Metcalfe has had an initial discussion with John Metcalfe who has agreed to the reporting. • The Joint Children’s Commissioning Group should be a sub-group to the JCB and provide minutes, TOR to be reviewed and the group will report into the JCB. 	<p>JM 45</p> <p>HS 51 ITEM CLOSED</p> <p>CF/GB 55 ITEM CLOSED</p> <p>CF KH 56</p> <p>GB 57 ITEM CLOSED</p> <p>GB 58 ITEM CLOSED</p>
4.	<p>APPROACH TO JOINT MARKET POSITION STATEMENT Gillian Baker introduced the item, explaining that Claire Foreman had</p>	

	<p>secured Simon Laker and team through Vanguard funding to deliver the market position statement. There is a need for joint ownership of the work going forward and how it will be delivered.</p> <p>Simon Laker and team gave a verbal update focussing on the approach rather than product. They have been commissioned to provide 3 deliverables: market summit (already held), market position statement as a document including looking at digital tools to make it a live document, and the stakeholder engagement plan to bring together CCG and adult social care.</p> <p>Carol Tozer said that we need to be clear on what changes to the business model we need to see.</p> <p>John Rivers stated that the following were areas of interest: rehabilitation, dementia beds and community beds.</p> <p>A programme plan will be produced shortly after Christmas.</p> <p>In terms of stakeholders, the IW NHS Trust will be included as a provider.</p> <p>Carol Tozer commented that the market position statement will be very important to self-funders, and it is important not to forget this group.</p>	
<p>5.</p>	<p>BETTER CARE FUND (BCF)</p> <p>BCF Section 75 (£1.4M)</p> <p>Helen Shields, John Rivers, Steve Stubbings and John Metcalfe discussed this issue prior to the JCB. Helen Shields advised that the CCG would respond to the specifics within the formal letter from John Metcalfe stating the definitive IW Council position. The JCB needs to look at how we move forward despite no signed BCF.</p> <p>The CCG will not pursue arbitration from NHS England.</p> <p>The Assistant Director vacancy (joint post) therefore cannot be pursued at this point and will be revisited after Christmas.</p> <p>The CCG and IW Council remain committed to integrated commissioning, Carol Tozer and Gillian Baker will return to the JCB with a proposal of how we can make it work.</p> <p>The CCG has asked external auditors to review in the absence of a section 256 agreement how payment can be made to the council.</p> <p>BCF Quarterly Report Q2 2016/17 Noted without comment.</p>	<p>HS 45</p> <p>CT/GB 45</p>

	<p>BCF Overarching Highlight Report Noted without comment.</p> <p>BCF Overarching Dashboard Noted without comment.</p> <p>BCF Schemes</p> <p><u>Locality/Community Model</u> Martin Robinson presented the Locality/Community model, what has happened recently, what is planned to happen and took questions. It was noted that GP Champions are important to make this work. There was insufficient time to view the entire presentation, the presentation will therefore be circulated to the JCB.</p> <p><u>Carers</u> Highlight report noted without comment.</p> <p><u>Rehabilitation</u> Highlight report noted without comment.</p> <p>BCF Planning Guidance Publication should be before Christmas, but may be in the New Year.</p>	MR 59
6.	<p>PROGRESS WITH INTEGRATED COMMISSIONING</p> <p>Terms of Reference (TOR) Gillian Baker noted final comments on the Joint Commissioning Board TOR, these amendments will be made. The JCB signed-off the TOR.</p> <p>JCB Work Plan Gillian Baker presented the JCB work plan, a similar document to the IW Council Forward Plan, which will give more structure for the board. It was noted that children’s services need to be reflected, Carol Tozer and Kathy Marriott to review and feedback to Gillian Baker. Gillian Baker had received no feedback from JCB members and requested this prior to Christmas to inform the work plan for the next JCB 04.01.17. The Market Position Statement will be added to the work plan.</p> <p>The draft JCB work plan was approved; the final version will be approved at the next JCB 04.01.17.</p>	<p>GB/CF 51A Item closed</p> <p>CT/KM 60</p>
7.1	<p>LD CAPITAL UPDATE Ann O’Brien attended the November JCB presenting options regarding the proposed use of the Department of Health Capital Funds for accommodation for people with a Learning Disability. Gillian Baker</p>	

	<p>presented an update from Ann O'Brien. There is potential for more capital investment in 2017/18 therefore it has been agreed with Ann O'Brien to work up a proposal in readiness for any capital funding becoming available in order to not miss out on the opportunity again.</p> <p>This is a key piece of work in terms of LD that the JCB needs to push forward for the BCF.</p>	
7.2	<p>MENTAL HEALTH RECONFIGURATION BOARD DRAFT TERMS OF REFERENCE</p> <p>Gillian Baker advised that a programme board is being set up to look at the transfer of mental health services within a revised financial envelope. The reconfiguration should be commissioning-led and report to the JCB. Gillian Baker has offered to chair the board. The next meeting is scheduled for 05.01.17.</p> <p>Gillian Baker took note of comments made regarding the membership.</p>	
7.3	<p>WISR PRE-CONSULTATION BUSINESS CASE</p> <p>Gillian Baker explained that the slide deck is the outcome of all whole integrated system redesign co-produced work at a high level.</p> <p>Gillian Baker tabled and discussed a slide on next steps. The detailed business case will be ready in the summer once the Clinical Services Review is complete.</p> <p>Steve Stubbings commented on the operation of the STP and WISR, Helen Shields explained that the WISR will inform the STP. In terms of STP alignment Gillian Baker stated that we are shaping the STP process to deliver the Island solution.</p> <p>The JCB supported the Island new care model as developed through WISR.</p>	
8.	<p>NEW CARE MODEL FUNDING SUBMISSION</p> <p>Gillian Baker tabled the New Care Model submission in terms of Vanguard for the JCB awareness, how it has been constructed and commissioning implications.</p> <p>It was noted that there had been insufficient time to fully consult due to an unreasonable timescale for response, and will be dependent upon the funding received, therefore to be revisited within the framework we need to focus on.</p>	
9.	<p>LD PEER REVIEW</p> <p>Carol Tozer advised that the Local Government Association will be undertaking a peer review 23-24 January 2017, this will be very useful. Carol Tozer will send to Gillian Baker terms of reference. Safeguarding must be an element of this.</p>	CT 61
10.	<p>RISK LOG</p> <p>Noted.</p>	

11.	DATE & TIME OF NEXT MEETING Wednesday 4 January 2017, 1430 – 1630 Carisbrooke Room, Apex Building A, St Cross Business Park	
------------	--	--

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/Becky Berryman

Health & Wellbeing Board – Marie Bartlett

Cathy Budden - BCF

IW Council

Rida Elkheir, Director of Public Health

Kerry Hubbleday, Strategic Manager – Finance

John Metcalfe, Chief Executive Officer

Kathy Marriott, Interim Area Director Children’s Services

Cllr Steve Stubbings, Executive Member

Carol Tozer, Director Adult Social Services