

AGENDA FOR

STRATEGIC COMMISSIONING BOARD

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To: All Members of STRATEGIC COMMISSIONING BOARD

Members: Councillor J Black, F Boyd, Councillor S Briggs, Dr D Cooke, Councillor J Daly, D C Fines, H Hughes, Councillor D Jones, G Little, D McCann, Councillor E O'Brien, Councillor T Pickstone, Councillor A Quinn, Dr J Schryer (Chair), Councillor A Simpson, Councillor T Tariq, P Thompson, C Wild and M Woodhead

Dear Member/Colleague

STRATEGIC COMMISSIONING BOARD

You are invited to attend a meeting of the STRATEGIC COMMISSIONING BOARD which will be held as follows:-

Date:	Monday, 2 December 2019
Place:	Room 501, Townside Primary Care Centre, 1 Knowsley Place, Bury
Time:	4.30 pm
Briefing Facilities:	If Opposition Members and Co-opted Members require briefing on any particular item on the Agenda, the appropriate Director/Senior Officer originating the related report should be contacted.
Notes:	

AGENDA

1 WELCOME, APOLOGIES AND QUORACY

2 DECLARATIONS OF INTEREST *(Pages 1 - 10)*

- The CCG and Local Authority both have statutory responsibilities in relation to declarations of interest as part of their respective governance arrangements.
- The CCG has a statutory requirement to keep, maintain and make publicly available a register of declarations of interest under Section 140 of the national Health Service Act 2006 (as inserted by section 25 of the Health and Social Care Act 2012).
- The Local Authority has statutory responsibilities detailed as part of Sections 29 to 31 of the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

3 MINUTES *(Pages 11 - 28)*

Minutes of the meeting held on 04th November are attached.

4 PUBLIC QUESTIONS

Members of the public present at the meeting are invited to ask questions on any matter relating to the work or performance of Pennine Acute NHS Trust. A period of 30 minutes is set aside for public questions.

5 CHIEF EXECUTIVE AND ACCOUNTABLE OFFICER UPDATE

Geoff Little, Chief Executive and Accountable Officer will report at the meeting.

6 THE BURY NEIGHBOURHOOD MODEL

Councillor Simpson, Cabinet Member Health and Wellbeing and Lesley Jones, Director of Public Health Bury will report at the meeting. Report to follow.

7 WALKING AND CYCLING – GREATER MANCHESTER MAJOR'S CHALLENGE *(Pages 29 - 36)*

Councillor Quinn, Cabinet Member Environment and Operations and David Brown, Interim Director of Operations will report at the meeting. Report attached.

8 PLASTIC FREE PLAN *(Pages 37 - 54)*

Councillor Quinn, Cabinet Member Environment and Operations and David Brown, Interim Director of Operations will report at the meeting. Report attached.

9 FINANCIAL REPORT

Councillor Eamonn O'Brien, Cabinet Member for Finance and Housing and Mike Woodhead, Joint Chief Finance Officer for Bury Council and NHS Bury CCG will provide a verbal update at the meeting.

10 COUNCIL/ CCG RISK REPORT *(Pages 55 - 66)*

Lynne Ridsdale, Deputy Chief Executive, Bury Council and Margaret O'Dwyer, Director of Commissioning and Business Delivery, Bury CCG will report at the meeting. Report attached.

11 LOCALITY PLAN

Lynne Ridsdale, Deputy Chief Executive, Bury Council and Margaret O'Dwyer, Director of Commissioning and Business Delivery, Bury CCG will provide a verbal update at the meeting.

12 BURY STRATEGY UPDATE *(Pages 67 - 76)*

Lynne Ridsdale, Deputy Chief Executive, Bury Council will report at the meeting. Report attached.

13 STRATEGIC COMMISSIONING BOARD *(Pages 77 - 82)*

Nicky O'Connor, Director of Transformation will provide an update at the meeting. Report attached.

14 MINUTES OF MEETINGS *(Pages 83 - 102)*

The Chair, Dr J Schryer will present the Minutes of Bury Systems Board and the Transformation Programme Board. Report attached.

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Meeting: Strategic Commissioning Board			
Meeting Date	02 December 2019	Action	Receive
Item No	2	Confidential / Freedom of Information Status	No
Title	Declarations of Interest Register		
Presented By	Dr J Schryer Co-Chair of the SCB		
Author	Emma Kennett, Head of Corporate Affairs and Governance		
Clinical Lead	-		
Council Lead	-		

Executive Summary

Introduction and background

- The CCG and Local Authority both have statutory responsibilities in relation to declarations of interest as part of their respective governance arrangements.
- The CCG has a statutory requirement to keep, maintain and make publicly available a register of declarations of interest under Section 14O of the national Health Service Act 2006 (as inserted by section 25 of the Health and Social Care Act 2012).
- The Local Authority has statutory responsibilities detailed as part of Sections 29 to 31 of the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Recommendations

It is recommended that the Strategic Commissioning Board:

- Receives the latest Declarations of interest Register;
- Considers whether there are any interests that may impact on the business to be transacted at the meeting on the 2 December 2019; and
- Provides any further updates to existing Declarations of Interest includes within the Register.

Links to Strategic Objectives/Corporate Plan	Choose an item.
Does this report seek to address any of the risks included on the Governing Body / Council Assurance Framework? If yes, state which risk below:	N/A
<i>Add details here.</i>	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Have any departments/organisations who will be affected been consulted?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any financial implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any legal implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any health and safety issues?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do proposals align with Health & Wellbeing Strategy?	N/A					
How do proposals align with Locality Plan?	N/A					
How do proposals align with the Commissioning Strategy?	N/A					
Are there any Public, Patient and Service User Implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do the proposals help to reduce health inequalities?	N/A					
Is there any scrutiny interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
What are the Information Governance/ Access to Information implications?	N/A					
Has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any associated risks including Conflicts of Interest?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Are the risks on the CCG /Council/ Strategic Commissioning Board's Risk	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

Implications						
Register?						
Additional details	Conflicts of Interest not being declared in line with statutory obligations					

Governance and Reporting		
Meeting	Date	Outcome

Declarations of Interest

1. Register for the Strategic Commissioning Board

- 1.1 This report includes a copy of the latest Declarations of Interest Register for the Strategic Commissioning Board.
- 1.2 Strategic Commissioning Board members should ensure that they declare any relevant interests as part of the Declaration of Interest Standing item on meeting agendas or as soon as a potential conflict becomes apparent as part of meeting discussions.
- 1.3 There is a need for Strategic Commissioning Board Members to ensure that any changes to their existing conflicts of interest are notified to the Business Support Unit, via either the CCG Corporate Officer or Council Democratic Services team within 28 days of a change occurring to ensure that the Declarations of Interest register can be updated.
- 1.4 The specific management action required as a result of a conflict of interest being declared will be determined by the Chair of the Strategic Commissioning Board with an accurate record of the action being taken captured as part of the meeting minutes.

Emma Kennett
Head of Corporate Affairs and Governance
December 2019

Register of Interests for Strategic Commissioning Board

Members - Voting

Name	Current position (s) held i.e. Governing Body, Member Practice, Employee	Declared Interest- (Name of organisation and nature of business)	Type of Interest			Is the Interest direct or indirect?	Nature of Interest	Date of Interest		Action taken to mitigate Interest
			Financial Interests	Non-Financial Professional Interests	Non-Financial Personal Interests			From	To	
Cllr David Jones	Council Leader	Bury Council	X			Direct	Councillor	Jul-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Labour Party		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		National Association of Retired Police Officers		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Labour Party		X		Direct	Spouse Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Hollins Institute Educational Fund		X		Direct	Trustee			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Vision Multi-Academy Trust		X		Direct	Chair			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		United Reformed Church			X	Direct	Elder			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		International Police Association		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Bury South CLP		X		Direct				General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Cllr Andrea Simpson	Councillor	Bury Council	X			Direct	Councillor	Jul-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Silverdale Medical Practice	X			Direct	Employed			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Unite the Union		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		WMS				Indirect	Spouse / Civil Partner: National Sales Manager			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Jo Hague Photography				Indirect	Spouse / Civil Partner: Owner			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Parrenthorn High School		X		Direct	Governor			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Ribble Drive Primary School		X		Direct	Governor			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Salford LMC Subcommittee		X		Direct	Neighbourhood lead for Swinton			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Village Greens	X			Direct	Shareholder			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Medical Defence Union		X		Direct	Member	General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.				
Cllr Tamoor Tariq	Councillor	Bury Council	X			Direct	Councillor	May-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		GM Health & Social Care Partnership	X			Direct	Children & Young People Access & Waiting Time			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Lancashire BME Network				Indirect	Spouse / Civil Partnership: Senior Project Officer			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		GM Police & Crime Panel		X		Direct	Chair			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Domestic Violence Steering Group		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		St Lukes Primary School		X		Direct	Governor			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		The Derby High School		X		Direct	Governor			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Community Safety Partnership		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Unite the Union		X		Direct	Community Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Labour Party		X		Direct	Member	General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.				

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			Financial Interests	Non-Financial Professional	Non-Financial Personal Interests			From	To	
Cllr Eamonn O'Brien	Councillor	Bury Council	X			Direct	Councillor	Jul-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Young Christian Workers	X			Direct	Training & Development Team			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Labour Party		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Prestwich Arts College		X		Direct	Chair of Governors			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Bury Corporate Parenting Board		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		No Barriers Foundation		X		Direct	Trustee			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		CAFOD Salford		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Prestwich Methodist Youth Association		X		Direct	Trustee			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Unite the Union		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Cllrs Sharon Briggs	Councillor	Bury Council	X			Direct	Councillor	Jul-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Police & Crime Panel		X		Direct	Council nominated			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Police & Crime Steering Group		X		Direct	Council nominated			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Older Peoples Partnership		X		Direct	Council nominated			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Community Safety Partnership		X		Direct	Council nominated			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Dobbies Social Club			X	Direct	Social Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Salford / Manchester & Bolton Magistrate Court	X			Direct	Magistrate			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Labour Party		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Cllr Alan Quinn	Councillor	Bury Council	X			Direct	Councillor	Jul-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		BAE Systems - Military Aircraft	X			Direct	Skilled Aircraft Fitter			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Ivan Lewis MP			X	Indirect	Spouse / Civil Partner: Caseworker			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Harrogate and District NHS Foundation Trust			X	Indirect	Son and Daughter in Law			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Greater Manchester Waste Disposal Authority		X		Direct	Member / Council Representative			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Forests of Greater Manchester		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		University of Manchester		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Labour Party		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Co-Operative Party		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Unite the Union		X		Direct	Member	General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.				
Cllr Jane Black	Councillor	Bury Council	X			Direct	Councillor	Sep-18		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Essity UK Ltd				Indirect	Spouse: Senior IT Business Analyst			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Sedgley Park Community Primary School		X		Direct	Governor			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Village Green Community Co-Operative Prestwich	X			Direct	Shareholder			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Village Green Community Co-Operative Prestwich				Indirect	Spouse: Shareholder			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Manchester Reform Synagogue		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Manchester Jewish Museum		X		Direct	Friend			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Unison		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Labour Party		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Greater Manchester Muslim Jewish Forum		X		Direct	Member			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Jewis Labour Movement		X		Direct	Chair of NW Branch	General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.				

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			Financial Interests	Non-Financial Professional	Non-Financial Personal Interests			From	To	
Dr Jeff Schryer	Bury CCG Chair	Whittaker Lane Medical Centre	X			Indirect	Wife receives income from Practice	1990		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Whittaker Lane Medical Centre	X			Direct	Managing Partner	1990		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		NHS GP Trainer		X		Direct		1991		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		University of Manchester		X		Direct	Undergraduate Tutor	1991		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Strategic Clinical Network		X			GP Dementia Lead	Oct-17		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Prestwich Primary Care Network	X			Direct	Practice is a member	2019		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Howard Hughes	Clinical Director	Prestwich Pharmacy LTD	X			Indirect	Spouse is a Director	1996		Specific arrangements in respect of potential conflicts arising from Prestwich Pharmacy to be given further consideration when situation arises.
		Greater Manchester Mental Health Foundation Trust		X		Indirect	Sister is Performance Manager	2014		Specific arrangements in respect of potential conflicts arising from Prestwich Pharmacy to be given further consideration when situation arises.
		Prestwich Pharmacy LTD	X			Direct	Director	1996		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Hughes McCaul LTD (Dormant Company)	X			Indirect	Spouse is a Director	1995		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Hughes McCaul LTD (Dormant Company)	X			Direct	Director	1995		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Dr Cathy Fines	Clinical Director	Greenmount Medical Centre	X			Direct	GP	Apr-18		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Central Manchester Foundation Trust		X		Indirect	Spouse works as a Consultant			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Bury GP Federation	X			Direct	Member	2013		Specific arrangements in respect of potential conflicts arising from Bury GP Federation to be given further consideration when situation arises.
		Tower Family Healthcare	X			Direct	Member Practice is part of Tower Family Healthcare	2017		Needs to be excluded from any discussions and decisions that are related to possible primary care procurement in respect to Tower Family Healthcare.
		Horizon Clinical Network	X			Direct	Practice is a member	2019		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Dr Daniel Cooke	Clinical Lead - Elective Care	Whittaker Lane Medical Centre	X			Direct	Salaried GP	Aug-16		Interest ceased 01/04/19, to remain on list for 6 months to 1st Sept 2019
		Whittaker Lane Medical Centre	X			Direct	GP Partner	01/04/2019		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		University of Manchester		X		Direct	Undergraduate Tutor	Aug-16		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Bury GP Federation	X			Direct	Practice is a member	Aug-16		Specific arrangements in respect of potential conflicts arising from Bury GP Federation to be given further consideration when situation arises.
		Prestwich Primary Care Network	X			Direct	Practice is a member	Apr-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
David McCann	Lay Member - Patient & Public Involvement	PCL (CIP) GP LTD - Nature of Business Asset Management	X			Direct	Non-Executive Director	2014		Confirmed that this company doesn't have a relationship or business within the health economy. General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Praxis Capital LTD - Nature of Business Asset Management	X			Direct	Non-Executive Director	2014		Confirmed that this company doesn't have a relationship or business within the health economy. General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Woodcocks Solicitors, Bury	X			Direct	Senior Partner	2011	Jul-19	General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Praxis Real Estate Management LTD, Manchester	X			Direct	Non-Executive Director	2011		Confirmed that this company doesn't have a relationship or business within the health economy. General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Praxis Law Ltd	X			Direct	Director	2019		guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Bury Council		x		Indirect	Daughter - Employee	2012		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Rock Healthcare, Bury	X			Direct	Non-Executive Director	2009	Jul-19	Specific arrangements in respect of potential conflicts arising from Rock Healthcare Ltd to be given further consideration when situation arises.
Chris Wild	Lay Member - Finance & Audit	Secure Generation Limited	X			Direct	Shareholder / Director	Nov-15		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Efficient Generation Limited	X			Direct	Shareholder / Director	Nov-15		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		McNally Wild Limited	X			Direct	Shareholder / Director	Jul-14		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Capitas Finance Limited	X			Direct	Shareholder / Director	May-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Lower 48 Energy Limited	X			Direct	Shareholder / Director	Jul-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Close Brothers PLC	X			Direct	Retained Advisor	Sep-14		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Geoff Little	Chief Executive, Bury Council, Accountable Officer Bury CCG	Ratio Research a Community Interest Company				Indirect	Close family member is a Director of Ratio Research	Apr-19		Specific arrangements in respect of potential conflicts arising to be given further consideration when situation arises.
Mike Woodhead	Joint Chief Finance Officer						None Declared	Apr-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.

Members - Non-Voting

Name	Current position (s) held i.e. Governing Body, Member Practice, Employee	Declared Interest- (Name of organisation and nature of business)	Type of Interest			Is the interest direct or indirect?	Nature of Interest	Date of Interest		Action taken to mitigate Interest
			Financial Interests	Non-Financial Professional	Non-Financial Personal Interests			From	To	
Fiona Boyd	Governing Body Registered Nurse	NHS Heywood, Middleton & Rochdale CCG		X		Direct	Employed (substantive) as Quality & Safety Lead	Apr-13		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Tameside Hospital		X		Direct	Seconded to Head of Nursing - Urgent Care	Sep-19	22-Sep-20	General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Peter Thompson	Secondary Care Clinician - Governing Body	Healthcare Safety Investigation Branch		X		Direct	Clinical maternity advisor	Sep-18		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.

In Attendance - Non-Voting

Name	Current position (s) held i.e. Governing Body, Member Practice, Employee	Declared Interest- (Name of organisation and nature of business)	Type of Interest			Is the interest direct or indirect?	Nature of Interest	Date of Interest		Action taken to mitigate Interest
			Financial Interests	Non-Financial Professional	Non-Financial Personal Interests			From	To	
Peter Bury	Lay Member - Quality & Performance	Labour Party		X		Direct	Member	1979		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Bury College		X		Direct	Member Board of Governors	2008		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Margaret O'Dwyer	Director of Commissioning & Business Delivery/Deputy Chief Officer	Christie Hospital		X		Indirect	Sister works as a Research Nurse	2017		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Catherine Jackson	Executive Nurse						None Declared	Apr-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Julie Gonda	Interim Executive Director Communities and Wellbeing	National Health Service, York			X	Indirect	Daughter works at National Health Service York	Jul-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Lesley Jones	Director of Public Health, Bury Council						None Declared	Apr-18		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Paul Patterson	Executive Director Business, Growth and Regeneration, Bury Council *Joint Exec Board	Liverpool NHS Health Trust	X			Direct	Non Executive Directorship	2011	2015	Discharged directorship
		Contour Homes (Housing Association)	X			Direct	Board Directorship	2011	2015	Discharged directorship
		Merseyside Probation Service	X			Direct	Board membership	2011	2015	Discharged directorship
		Wellbeing neighbourhoods Limited, linked to GB Partnerships	X			Direct	Director	2016	2017	Discharged directorship
		Placesrp Limited. Non-traded since 2017. Has never traded or been	X			Direct	Non-trading Directorship	2010	2017	None - as non-trading. And historically a non NHS trading entity
Lynne Ridsdale	Deputy Chief Executive						None Declared	Mar-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
David Brown	Director of Operations, Bury Council						None Declared	Apr-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Karen Dolton	Executive Director, Children & Young People, Bury Council						None Declared	Jun-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Jayne Hammond	Assistant Director of Legal & Democratic Services						None Declared	Jun-19	12-Jun-19	General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
Cllr James Daly	Councillor	Bury Council	X			Direct	Councillor	23-Jul-18		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Crompton Halliwell, Solicitors	X			Direct	Salaried Partner		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Crompton Halliwell, Solicitors			X	Indirect	Spouse / Partner has 50% Equity Share and is a partner		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Hoyle Nursery School			X	Direct	Chair of Governors		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Springside Primary School			X	Direct	Governor		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Hawkshaw Primary School			X	Direct	Governor		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		National Trust			X	Direct	Member		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Conservative Party		X		Direct	Member		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Conservative Councillors Association		X		Direct	Member		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Bury North Conservative Party		X		Direct	Member		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
Cllr Tim Pickstone	Councillor	Bury Council	X			Direct	Councillor	26-Jul-19		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.
		Employment/office/trade/profession/vocation:Disclosable Pecuniary Interest the details of which are withheld under Section 32(2) of the Localism Act 2011				Indirect	Spouse / civic partner		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Bury Liberal Democrats	X			Direct			General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Land: Disclosable Pecuniary Interest the details of which are withheld under				Indirect	Spouse / civic partner		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		St Margaret's Church of England Primary School			X	Direct	Governor		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Liberal Democrat Party		X		Direct	Member		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Association of Liberal Democrat Councillors		X		Direct	Member & Chief Executive		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
		Birchcliffe Training Ltd	X			Direct	Director		General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.	
Association of Chief Executives of Voluntary Organisations		X		Direct	Member	General guidance to be followed in respect of declaring conflicts of interest where identified. In advance and during the meeting.				

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Meeting: Strategic Commissioning Board			
Meeting Date	02 December 2019	Action	Approve
Item No	3	Confidential / Freedom of Information Status	No
Title	Minutes of Last meeting and Action Log		
Presented By	Dr J Schryer, Co-Chair of the SCB		
Author	Emma Kennett, Head of Corporate Affairs and Governance		
Clinical Lead	-		
Council Lead	-		

Executive Summary
<p>Introduction and background</p> <p>The attached minutes reflect the discussion from the Strategic Commissioning Board held on 4 November 2019.</p>
Recommendations
<p>It is recommended that the Strategic Commissioning Board:</p> <ul style="list-style-type: none"> Approve the Minutes of the Meeting held on 4 November 2019 and an accurate record; and Note progress in respect to agreed actions captured on the Action Log.

Links to Strategic Objectives/Corporate Plan	Choose an item.
Does this report seek to address any of the risks included on the Governing Body / Council Assurance Framework? If yes, state which risk below:	N/A
<i>Add details here.</i>	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Have any departments/organisations who will be affected been consulted?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

Implications						
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any financial implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any legal implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any health and safety issues?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do proposals align with Health & Wellbeing Strategy?	N/A					
How do proposals align with Locality Plan?	N/A					
How do proposals align with the Commissioning Strategy?	N/A					
Are there any Public, Patient and Service User Implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do the proposals help to reduce health inequalities?	N/A					
Is there any scrutiny interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
What are the Information Governance/ Access to Information implications?	N/A					
Has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any associated risks including Conflicts of Interest?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Are the risks on the CCG /Council/ Strategic Commissioning Board's Risk Register?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Additional details						

Governance and Reporting		
Meeting	Date	Outcome



Title	Minutes of the Strategic Commissioning Board on 4 November 2019		
Author	Emma Kennett, Head of Corporate Affairs and Governance		
Version	0.1		
Target Audience	Strategic Commissioning Board Members / Members of the Public		
Date Created	November 2019		
Date of Issue	November 2019		
To be Agreed	2 December 2019		
Document Status (Draft/Final)	Draft		
Description	Minutes of the Strategic Commissioning Board on 4 November 2019		
Document History:			
Date	Version	Author	Notes
15/11/19	0.1	Emma Kennett	Forwarded to Chair for review.
Approved:			
Signature:			
		 Cllr D Jones, Chair

Strategic Commissioning Board Meeting

DRAFT MINUTES OF MEETING

Strategic Commissioning Board Meeting, 4 November 2019 16:30-18.00

Chair – Cllr D Jones

Voting Members

Cllr David Jones, Leader of the Council, Cabinet Member for Economic Growth, Skills & Transport (Chair)
 Cllr Jane Black, Cabinet Member Corporate Affairs & HR
 Dr Daniel Cooke, Clinical Director, Bury CCG
 Dr Cathy Fines, Clinical Director, Bury CCG
 Mr Geoff Little, Chief Executive, Bury Council / Accountable Officer, Bury CCG
 Cllr Eamonn O'Brien, Cabinet Member Finance & Housing
 Cllr Alan Quinn, Cabinet Member Environment
 Dr Jeff Schryer, CCG Chair
 Cllr Andrea Simpson, Deputy Leader, Cabinet Member Health & Wellbeing
 Cllr Tamoor Tariq, Cabinet Member Children & Families
 Mr Mike Woodhead, Joint Chief Finance Officer

Non-Voting Members

Mrs Fiona Boyd, Registered Lay Nurse of the Governing Body, Bury CCG

Others in attendance

Mr Peter Bury, Lay Member Quality & Performance, Bury CCG
 Ms Karen Dolton, Executive Director of Children and Young People, Bury Council
 Mrs Julie Gonda, Interim Executive Director – Communities and Wellbeing, Bury Council
 Mrs Catherine Jackson, Executive Nurse
 Ms Lesley Jones, Director of Public Health, Bury Council
 Mrs Lisa Kitto, Interim Deputy Chief Finance Officer
 Ms Nicky O'Connor, Director of Transformation
 Ms Margaret O'Dwyer, Director of Commissioning and Business Delivery, Bury CCG
 Ms Lynne Ridsdale, Deputy Chief Executive, Bury Council
 Mrs Emma Kennett, Head of Corporate Affairs and Governance, Bury CCG/Business Support

Public Members/Officers

Mr J Timan, Bury Times

MEETING NARRATIVE & OUTCOMES

1	Welcome, Apologies And Quoracy
1.1	<p>The Chair welcomed those present to the meeting and noted apologies had been received from: -</p> <ul style="list-style-type: none"> • Mr Howard Hughes • Mr Chris Wild • Cllr Tim Pickstone • Mr Peter Thompson • Mrs Jane Hammond

1.2	The Chair advised that the quoracy had not been satisfied at this point of the meeting as there needed to be three or more elected members in attendance therefore it was agreed that the agenda would be reordered until the elected members arrived making this meeting quorate.		
ID	Type	The Strategic Commissioning Board:	Owner
D/11/01	Decision	Noted the information.	

2	Public Questions		
2.1	No questions raised		
ID	Type	The Strategic Commissioning Board:	Owner
D/11/02	Decision	Noted that there were no questions raised.	

3.	Chief Executive and Accountable Officer Update		
3.1	<p>The Chief Executive, Bury Council / Accountable Officer, Bury CCG provided an update on the latest developments across the CCG and Council. It was reported that:-</p> <ul style="list-style-type: none"> • General election (Purdah) guidance was awaited for both the CCG and Council in light of the scheduled election on the 12th December 2019. • Further work in relation to the development of OCO was being led by the Director of Transformation and a further update would be provided to the next SCB meeting. • In order to support future SCB Developments, it was proposed that a number of development sessions be arranged during the next quarter, SCB Members were supportive of these sessions being arranged. • A significant amount of work was underway from a finance perspective in terms of balancing the budgets. A further update on this would be provided as part of the Finance Report agenda item. 		
3.2	The Chair enquired whether the Council's Purdah arrangements were applicable to all partners. The Chief Executive, Bury Council / Accountable Officer, Bury CCG reported that there would be separate purdah arrangements in place for both the Council and CCG.		
3.3	<i>In light of the arrival of further elected members (Cllrs Quinn, O'Brien, Black and Tariq), the quoracy requirements were now satisfied in accordance with the SCB's Terms of Reference. The meeting was therefore declared quorate.</i>		
ID	Type	The Strategic Commissioning Board:	Owner
D/11/03	Decision	Noted the updated	
D/11/04	Decision	Supported the SCB Development Sessions being arranged during the next quarter.	
A/11/01	Action	SCB Development Sessions to be arranged during the next quarter.	Ms O'Connor

4	Declarations Of Interest		
4.1	The Chair reported that the CCG and Council both have statutory responsibilities in relation to the declarations of interest as part of their respective governance arrangements.		
4.2	It was reported that the CCG had a statutory requirement to keep, maintain and make publicly available a register of declarations of interest under Section 14O of the National		

	Health Service Act 2006 (as inserted by Section 25 of the Health and Social Care Act 2012). The Local Authority has statutory responsibilities detailed as part of Sections 29 to 31 of the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.		
4.3	The Chair reminded the CCG and Council members of their obligation to declare any interest they may have on any issues arising from agenda items which might conflict with the business of the Strategic Commissioning Board.		
4.4	Declarations made by members of the Strategic Commissioning Board are listed in the CCG's Register of Interests which is presented under this agenda and is also available from the CCG's Corporate Office or via the CCG website.		
4.5	The Cabinet Member for Environment commented that he needed to declare an interest in relation to his close family members working for the NHS. It was noted that this had been included as part of the SCB declaration of interest register which had been circulated with the papers for today's meeting.		
	Declarations of interest from today's meeting		
4.6	There were no declarations raised.		
	Declarations of Interest from the previous meeting		
4.7	There were no declarations of interest from the previous meeting raised.		
ID	Type	The Strategic Commissioning Board:	Owner
D/11/05	Decision	Noted the published register of interests.	

5	Minutes of the last Meetings and Action Log		
5.1	<ul style="list-style-type: none"> • Minutes <p>The minutes of the Strategic Commissioning Board meeting held on 2 October 2019 were proposed by the Deputy Leader as an accurate record and SCB Members agreed the minutes as an accurate reflection of meeting discussions.</p> <ul style="list-style-type: none"> • Action Log 		
5.2	<p>The Action Log was discussed and the following comments were made: -</p> <ul style="list-style-type: none"> • A/10/01 - Governance Sub Structure for the SCB to be further defined and a report be produced for the November SCB Meeting. It was noted that a report was included on today's agenda therefore this action could be closed. • A/10/02 - Business Support Unit to produce a glossary of terminology to help explain some of the common abbreviations used in the NHS and Local Government. This was scheduled for December 2019. • A/10/03 - An organogram of the existing CCG and Council structures. This was scheduled for December 2019. • A/10/04 - It was agreed that a proposal in relation to the Public Health Strategic priorities be developed for submission to the SCB meeting in December 2019. This was scheduled for December 2019. • A/10/05 - A thematic analysis of the Bury Strategy work to date linked to the SCB priority areas would be submitted to the SCB meeting in December 2019. This was scheduled for December 2019. 		

	<ul style="list-style-type: none"> • A/10/06 - The Locality Plan refresh to be submitted to the November SCB meeting for comments/discussion. This was included on today's agenda. This action could therefore be closed. • A/10/07 - It was agreed that Mr Woodhead, Cllr O'Brien and Mr Wild should meet to develop a plan of the key strategic finance issues that need to be captured as part of the SCB governance reporting arrangements going forward. A meeting has been convened and an approach agreed which is summarised within the Governance Sub-Structure on how to move forward. 		
ID	Type	The Strategic Commissioning Board:	Owner
D/11/06	Decision	Approved the minutes of the meeting held on the 2 October 2019.	

6.	Governance: SCB Sub-Committee Structure
6.1	<p>The Chief Executive, Bury Council / Accountable Officer, Bury CCG submitted a report that set out the governance proposals for the SCB Sub Committee Structure. It was reported that: -</p> <ul style="list-style-type: none"> • Over the last 6 months, significant work has been undertaken to enable the development of a single commissioning system for health and care, referred locally as a 'One Commissioning Organisation' through the appointment of a joint Chief Executive and Accountable Officer, emergence of a joint senior leadership team and operating structure and establishment of a single decision making structure which became effective from 1st October 2019 and is supported by appropriate pooled and aligned budgets. • Furthermore, and in addition to the arrangements approved through respective governance arrangements, NHS England confirmed its support for the revised constitution of the CCG on 3rd October 2019, which enables the Strategic Commissioning Board to have delegated authority for the majority of commissioning decisions previously undertaken by the CCG's Governing Body. • The report built on the developments to date in establishing the Strategic Commissioning Board and set out a proposal for the governance sub-structure that would provide additional scrutiny and assurance to enable the SCB to discharge the duties delegated to it. • The recommendations as set out at Section 4 of the report reflected the view that developing an integrated sub-governance arrangement, where appropriate to do so, should be progressed to support the Strategic Commissioning Board in providing assurance to the CCG Governing Body and Council Cabinet that all delegated duties were effectively discharged. • The proposed governance arrangements were intended to drive improvements in provision, determine health outcomes, reduce inequalities and to hold providers to account. • The proposals outlined the development of a Health and Care Professional Congress and a Patient/Public/Stakeholder Congress in addition to changes to the existing Finance, Contracting and Procurement and Quality and Performance Committees at the CCG in terms of widening the remit to appropriately cover Council business.
6.2	<p>The following comments/queries were made in relation to the SCB Sub Committee Structure paper:</p> <ul style="list-style-type: none"> • Clarification sought in relation to the development of the Health and Care Professional Congress as to whether this would be an additional meeting given

		<p>the existing Clinical and Professional Congress. It was noted that the new proposals would build upon the existing arrangements in the first instance.</p> <ul style="list-style-type: none"> • The timescales for implementing the new governance structure would need to be defined especially in terms of the Patient and Public engagement elements. It was highlighted that the CCG and Council Communications team had been reviewing the engagement requirements across organisations and the next stage would be ensuring that this work is appropriately held to account from a governance perspective in light of the statutory obligations within this area. It was agreed that a further report would be submitted to the SCB meeting in December 2019 setting out these timescales for implementation in the context of a full Project Plan. • In terms of the Quality and Performance Committee proposed changes, there was need to define what the exception reporting arrangements would be in terms of ensuring that the Committee is still sighted on the overall performance picture in addition to receiving exception reports. A need to take into account that areas of good practice/quality should also be reported through to this Committee in terms of celebrating any successes/areas of good practice. • The role of the Primary Care Commissioning Committee also needed to be considered in terms of how its work may link into the Health and Social Care priorities/outcomes whilst not deviating from the delegated powers from NHS England. 	
ID	Type	The Strategic Commissioning Board:	Owner
D/11/07	Decision	Considered the report;	
D/11/08	Decision	Noted the requirement for continued clinical and professional input into commissioning and support the development of a Health and Care Professional Congress to provide assurance to the Strategic Commissioning Board.	
D/11/09	Decision	Noted the position in respect to patient, public, citizen and stakeholder engagement and support further consideration of the Strategic Commissioning Board requirements when the Communication and Engagement Strategy and framework is presented;	
D/11/10	Decision	Supported the further exploration of a Finance Committee operating on a joint basis, to provide scrutiny in respect to the collective budget arrangements and onward reporting to the Strategic Commissioning Board, Governing Body or Council Cabinet/ Scrutiny as required under delegation arrangements;	
D/11/11	Decision	Supported the further exploration of a Quality and Performance Committee operating on a joint basis, to provide scrutiny in respect to the collective quality and performance indicators required to demonstrate improvements across the whole health and care system.	
A/11/02	Action	It was agreed that a further report would be submitted to the SCB meeting in December 2019 setting out these timescales for implementation in the context of a full Project Plan.	Mrs Featherstone/Mrs Hammond

7.	Refreshed Locality Plan		
7.1	<p>The Deputy Chief Executive, Bury Council and Director of Commissioning & Business Delivery, Bury CCG presented a report in relation to the Refresh of the Bury Locality Plan for 2019-2024. It was reported that: -</p> <ul style="list-style-type: none"> • Following publication of the 10 year NHS Long Term Plan and the associated resources being made available nationally, each area, in our case, Greater Manchester, is required to set out its case about how it will achieve the objectives of the Long Term Plan and is asked to identify the resources it will need to meet those objectives. • In order to support the GM narrative each locality has been asked to refresh their Locality Plan. Bury’s original Plan covered the period 2017-2021. Work was underway to refresh the Bury Plan and the attachment sets out progress to date, proposed structure, content and timeline. One of the key changes of the Refreshed Plan would be the link between this and the emerging 2030 Strategy for Bury. • The refreshed Locality Plan would contribute to the overall delivery plan for the 2030 Strategy when developed. • A Neighbourhoods first – transforming health and care in Bury Session had taken place on the 30 October 2019 where individual and population health responsibilities had been discussed which would link in to the refresh of the Locality plan. • There was a need to submit the final draft of the Locality Plan to the Health and Wellbeing Board on the 20th November 2019 therefore delegated authority was being sought in terms of the Chair of the CCG, the Leader of the Council and the Chair of the Health and Well-Being Board reviewing the final draft ahead of the submission. 		
7.2	<p>The following comments/queries were made in relation to the report: -</p> <ul style="list-style-type: none"> • There had been a number of changes/progress made since the original Locality Plan was developed namely the OCO developments, the establishment of Primary Care Networks and the NHS 10 Year Plan. • There was a need as part of the Public Sector Reform work, to ensure that all partners are engaging in discussions and signing up to a common approach to ensure there are no issues that may impact on the implementation of plans in Bury. 		
7.3	<p>In terms of next steps, it was highlighted that it would be useful for a final copy of the Locality Plan to be included on the agenda for the SCB Meeting in December 2019 for information purposes once approved by the Health and Wellbeing Board. It may also be beneficial for there to be a focus on the 2030 Strategy at future SCB Development Sessions. It was noted that regular updates on the Bury Strategy and wider Public Sector Reform would continue to be provided to future SCB Meetings. It was noted that these actions would be picked up by the Deputy Chief Executive.</p>		
ID	Type	The Strategic Commissioning Board:	Owner
D/11/12	Decision	Noted the progress to date and the on-going engagement to support the refreshed Plan.	
D/11/13	Decision	Delegated to the Chair of the CCG and the Leader of the Council to review the final draft on behalf of the Strategic Commissioning Board for final consideration at the Health and Well-Being Board on the 20 th	

		November and for sign off by the end of November.	
D/11/14	Decision	Advised on how the Strategic Commissioning Board would like to receive updates and provide input as the Plan continues to be developed.	
A/11/03	Action	In terms of next steps, it was highlighted that it would be useful for a final copy of the Locality Plan to be included on the agenda for the SCB Meeting in December 2019 for information purposes once approved by the Health and Wellbeing Board.	Ms O'Dwyer
A/11/04	Action	A focus on the 2030 Strategy to form part of a future SCB Development Session	Mrs Ridsdale
A/11/05	Action	Updates on the Bury Strategy and wider Public Sector Reform would continue to be provided to future SCB Meetings.	Mrs Ridsdale

8.	Physical Activity Strategy
8.1	<p>The Director of Public Health and the Deputy Leader presented a draft copy of the Physical Activity Strategy for Bury entitled 'Bury Moving: A Physical Activity Strategy'. It was reported that: -</p> <ul style="list-style-type: none"> • Physical activity provided a great opportunity to help make Bury a better place to live and work, offering a powerful and effective way of helping to address some of the complex social, health, environmental, and economic challenges that we face as a borough. • Regular activity was proven to help prevent and treat non-communicable diseases (NCDs) such as heart disease, stroke, diabetes, and breast and colon cancer. It also helps prevent hypertension and obesity, and can improve mental health, quality of life and well-being. The cost of inactivity in the UK is £7.4 billion per annum. • It had previously been quoted that "If a medication existed which had a similar effect to physical activity, it would be regarded as a 'wonder drug'." • Physical activity can also act as a positive catalyst and contributor for community cohesion, economic growth, and raising aspirations, as well as giving opportunities for all to develop important skills that will help them to succeed in life. • The new Physical Activity Strategy for Bury sets out a framework for how we intend to increase the uptake of physical activity with all of our Bury residents. • In terms of the vision, this was to positively change the lives of people across Bury through physical activity, creating a healthier borough where everyone across all communities and all ages is more active – a whole population approach. Building from our strengths and through system-wide collaboration will double the rate of past improvements, reaching the target of 75% of people active or fairly active by 2025. • Bury Moving and the actions included within the report described the journey that is needed to realise the ambition. This is possible in light of the development of new approaches and models of public service in Bury which puts people at the heart of the approach and focuses on early intervention and prevention. • In relation to the Objectives and Priorities, 4 strategic objectives and 15 priorities have been identified to increase physical activity and reduce sedentary behaviour. Together, they capture the whole system approach required to meet our ambitions where physical activity is prioritised as a regular part of everyday life. The four strategic objectives were: <ul style="list-style-type: none"> - Create an Active Society

- Create Active Environments
- Enable Active People
- Create Active Systems.
- A significant amount of changes across the system would be needed in order for the full benefits of the Physical Activity Strategy to be realised.
- Section 7 of the report provided further details of the specific actions we will take in order to deliver the change. These actions will form an action plan that will set measurable targets and outputs against each area, including identifying key agencies who will be responsible for taking the work forwards.
- There had previously been a number of short term funded projects in Bury such as 'I will if you will' and this strategy would help support future developments in Bury aimed at increasing Physical Activity.

8.2

The following comments/queries were made in relation to the report: -

- The need to take into account that Physical Activity approaches need to be tailored to suit individual and population need.
- There was a need to highlight that physical activity can be simple such as walking and cycling and does not need to involve going to the gym.
- The need to encourage free initiatives such as the daily mile in Bury schools. It was noted that over 50% of Bury schools were currently signed up to this initiative however there was more to do in order to improve the uptake figures within this area.
- It would be useful to undertake some targeted work in relation to Bury workplaces to increase physical activity rates.
- In order for the benefits associated with the strategy to be realised, this would need to be underpinned with appropriate resources from both a finance/capacity perspective. The strategy would need to link into the CCG and Council Budget and Planning processes, and reflect prevention as a priority.
- The Strategy needed to link in with the wider Public Sector Reform work, for example, discussions in relation to future leisure provision in the borough and education in schools.
- The Strategy was a good example of how Health and Social Care can join together to encourage healthier lifestyles. It was noted that Type 2 Diabetes had a significant impact on the NHS from a financial perspective and the development of this strategy should support the preventative agenda within this area.
- There were a number of community walking groups in existence and Councillors had been approached for investment from their ward budgets to support such initiatives. The Park Run which started by one person having a good idea was a good example of how programmes can be scaled up on limited resources for the benefit of individual localities. It was noted that there was a need to empower people to come up with these ideas and not feel afraid to share their thoughts.
- Targeted work would be required in areas of high deprivation in Bury.
- There needed to be appropriate investment in the facilities of Bury for sports such as Cricket and tennis.
- Parents should be encouraged to walk their children to and from school which would be beneficial from both a climate change and physical activity perspective.
- Communication and engagement would be a key element of this strategy in terms of ensuring that members of the public are aware of what options they have for participating in physical activity within the borough. There were a number of sporting role models originating from Bury and this may be useful to take into account as part of the strategy being launched.

ID	Type	The Strategic Commissioning Board:	Owner
D/11/15	Decision	Recommended the Physical Activity Strategy for approval by the Council Cabinet and CCG Governing Body.	

9 Commissioning Review (Urgent Care, Learning Disabilities Respite, Intermediate Care)	
	<ul style="list-style-type: none"> • <u>Urgent Care</u>
9.1	<p>The Director of Commissioning and Business Delivery submitted a report that provided an update on the brief for the Bury Urgent Care Review. The objectives of the review were identified as follows:</p> <ul style="list-style-type: none"> • Improve performance of 4 hour waits to reach the Provider Sustainability Fund agreed trajectory of 92% at FGH by March 2020 • Reduce Non-Elective Admissions at FGH (metrics tbc) • Deliver £2.6m savings from current spend from Urgent Care Services “in scope” by April 2020 • Redesign to simplify access points to improve patient experience • Work towards achievement of the GM UEC Improvement and Transformation Plan. The paper provides details on the objectives of the review, the services in scope, governance, project support and outputs.
9.2	<p>This report provided further information on the structure, support and outputs of the review.</p> <p>(b) <u>Learning Disabilities Respite</u></p>
9.3	<p>The Interim Executive Director – Communities and Wellbeing, Bury Council submitted a report in relation to the Commissioning review of Learning Disabilities Respite that was being undertaken.</p>
9.4	<p>The report proposed a number of schemes and service reviews for prioritisation and development in 2020-21 which was based on the work undertaken to date and discussions at the Clinical Cabinet and Professional Congress. It can be noted that savings targets have been attributed to these reviews in line with service redesign and delivery of value for money principles.</p>
9.5	<p>The report incorporated copy of a scoping paper that has been developed in order to take forward the Bury Learning Disability Respite review. The paper includes further details in relation to: -</p> <ul style="list-style-type: none"> • Review objectives • Services in scope • Proposed project teams • Required outputs • Governance • Key Inter-relationships • Risks • Engagement • Key Milestones & Timeline
9.6	<p>A question was raised in relation to the scope of the respite being reviewed. The Interim</p>

Executive Director – Communities and Wellbeing, Bury Council confirmed that the review would focus on respite services across health and social care for both children and adults with learning disabilities.

(c) Intermediate Care

9.7 The Interim Executive Director – Communities and Wellbeing, Bury Council submitted a report in relation to the Commissioning review in relation to Intermediate Care. It was highlighted that:-

9.8 The report proposed a number of schemes and service reviews for prioritisation and development in 2020-21 which was based on the work undertaken to date and discussions at the Clinical Cabinet and Professional Congress. It can be noted that savings targets have been attributed to these reviews in line with service redesign and delivery of value for money principles.

9.9 Attached was a copy of a scoping paper that has been developed in order to take forward the Bury System Intermediate Care review and rebalance. The paper includes further details in relation to:

- Review objectives;
- Services in scope;
- Proposed project teams;
- Project sub structure;
- Required outputs;
- Key local reviews to be considered;
- Governance;
- Key Inter-relationships;
- Risks; and
- Engagement.

9.10 It was highlighted that this review would link with the Urgent Care review in light of the impact upon 'step up' and 'step down' facilities.

The following comments/queries were made in relation to the report: -

- A query as to whether there had been many empty beds in the borough. It was noted that Bury was very over reliant on beds when compared to an average of 49 from our population size. There was therefore a need to move to a more home based model of care.
- The role of a patient's family when dealing with intermediate care issues and the need for organisations to be provide appropriate information to family and carers reducing the reliance of people having to ask the right of services including the availability of GP home visits.
- The need to appropriately balance risk to meet the needs of patients and services to ensure patients are not being kept within intermediate care services any longer than they need to be.
- The need to capture the patient voice as part of this review.
- Clarification sought on the benchmarking figures included within the report. It was noted that the figures were nationally published.
- The need to ensure that there are the right skills and capacity in the system to deal with the case mix of patients requiring intermediate care services.
- There had previously been issued faced in obtaining appropriate discharges services for homeless people and this needed to be considered as part of the

review.			
ID	Type	The Strategic Commissioning Board:	Owner
D/11/16	Decision	Noted the Bury System Urgent Care Review and Redesign Brief.	
D/11/17	Decision	Noted the Commissioning Review – Learning Disabilities Respite report	
D/11/18	Decision	Noted the Commissioning Review – Intermediate Care	

10	Mental Health Strategy Update		
10.1	Dr Cooke submitted an update report in relation to the Mental Health Strategy.		
10.2	It was reported that since August 2019, system partners had been working on the development of a refreshed mental health strategic framework for the borough. It was noted that to date, work had focused on building relationships and developing a joint framework.		
10.3	The following comments/queries were made in relation to the report: - <ul style="list-style-type: none"> An update requested on the current Crisis Service Provision and whether this service was adequate at present. The current service provision was outlined in terms of the core offer and future aspirations in this regard. 		
10.4	It was highlighted that the final draft strategy would be submitted to the SCB meeting in January 2020 once further work had been undertaken with the voluntary sector.		

ID	Type	The Strategic Commissioning Board	Owner
D/11/19	Decision	Noted the progress to date on the development of the framework and the outlined next steps	
A/11/06	Action	Mental Health Strategy to be submitted to the SCB in January 2020	Mrs Gonda

11	Financial Report		
11.1	The Joint Chief Finance Officer presented the latest Finance Report which set out the financial position for the period April 2019 to August 2019 and projected the estimated outturn at the end of 2019/20.		
11.2	It was reported that at month 5, the Council’s forecast outturn was £467k overspend and the CCG’s forecast outturn was breakeven. However, the level of risk in the CCG position was significant at £7.2m. There were strategies identified for balancing the 2019/20 books for each organisation.		
11.3	The report also included Prudential Indicators in accordance with CIPFA’s Prudential Code.		

ID	Type	The Strategic Commissioning Board	Owner
D/11/20	Decision	noted the financial position of the Council and CCG	
D/11/21	Decision	noted the level of risk built into the forecast outturns, particularly in relation to the CCG.	

12	System Wide Performance and Outcome Framework		
12.1	The Director of Commissioning and Business Delivery submitted a report in relation to the work undertaken to date on developing performance management frameworks across the Bury System, including Council reporting, Clinical Commissioning Group		

	Quality and Performance Reporting and work completed by the Local Care Organisation.
12.2	The report included recommendations for the introduction of a single system wide performance framework to underpin the Bury 2030 Strategy, aligned to the other performance reporting mechanisms required across the system as a whole.
12.3	The following comments/queries were made in relation to the report: - <ul style="list-style-type: none"> • That this was a key piece of work in moving towards monitoring the health outcomes for the people of Bury. This would assist in the CCG and Council's ability to target resources appropriately and hold the system to account for any poor outcomes. • There was a need to develop an integrated risk register across health and social care. It was noted that work was ongoing in this regard and a report would be submitted to a future SCB meeting once this work was concluded.

ID	Type	The Strategic Commissioning Board	Owner
D/11/22	Decision	Supported the approach outlined to developing a System Wide Outcome and Performance Framework and the next steps for further development; and	
D/11/23	Decision	supported capacity being released to ensure the system wide workshop is well represented and effective outputs are achieved.	
A/11/07	Action	Integrated Risk Register to be submitted to future SCB meeting.	Mrs Ridsdale/Ms O'Dwyer
A/11/08	Action	Performance Framework to be submitted to a future SCB once the development work has been concluded.	Mrs Ridsdale/Ms O'Dwyer

13	Minutes of Meetings
13.1	Members received copies of the minutes from the Bury System Board Meeting held on 10 th September 2019.




ID	Type	The Strategic Commissioning Board:	Owner
D/11/24	Decision	Noted the information.	








14	AOB and Closing Matters
15.1	The Chair summarised the main discussion points from today's meeting and thanked members for their contributions.





ID	Type	The Strategic Commissioning Board:	Owner
D/11/25	Decision	Noted the information.	

Next Meeting	Monday, 2 December 2019, 4.30 p.m., Committee Room A and B, Bury Town Hall (Chair – Dr J Schryer)
Enquiries	Emma Kennett, Head of Corporate Affairs and Governance. Emma.kennett@nhs.net

Strategic Commissioning Board Action Log – November 2019

Status Rating  - In Progress  - Completed  - Not Yet Due  - Overdue

A/10/02	Business Support Unit to produce a glossary of terminology to help explain some of the common abbreviations used in the NHS and Local Government.	Mrs Featherstone/ Mrs Hammond		January 2020	
A/10/03	An organogram of the existing CCG and Council structures to be produced	Mrs Featherstone/ Mrs Hammond		January 2020	This will be picked up as part of the further Governance paper that is being submitted to the SCB in January 2020.
A/10/04	It was agreed that a proposal in relation to the Public Health Strategic priorities be developed for submission to the SCB meeting in December 2019.	Mrs Jones		January 2020	This has been deferred until the SCB in January/February 2020 as further work is required.
A/10/05	A thematic analysis of the Bury Strategy work to date linked to the SCB priority areas would be submitted to the SCB meeting in December 2019.	Mrs Ridsdale		December 2019	An update on the Bury Plan is included on today's agenda.
A/11/01	SCB Development Sessions to be arranged during the next quarter.	Ms O'Connor		January 2020	An update paper is included on today's agenda
A/11/02	It was agreed that a further report would be submitted to the SCB meeting in December 2019 setting out these timescales for implementation in the context of a full Project Plan.	Mrs Featherstone/ Mrs Hammond		January 2020	Following the meeting, it was agreed that this report would be brought back in January 2020 and would need to include more specific details around the Council's governance arrangement in addition to the timescales for implementation.
A/11/03	In terms of next steps, it was highlighted that it would be useful for a final copy of the Locality Plan to be included on the agenda for the SCB Meeting in December 2019 for	Ms O'Dwyer/ Mrs Ridsdale		December 2019	A verbal update on this will be provided at the meeting. Delegated authority for sign off by the 29 th November 2019 was requested at the Health and Wellbeing Board on the 20 th November 2019 meaning that the final plan was not available for

	information purposes once approved by the Health and Wellbeing Board.				circulation with the SCB papers on the 22 nd November 2019.
A/11/04	A focus on the 2030 Strategy to form part of a future SCB Development Session	Mrs Ridsdale		TBC	
A/11/06	Mental Health Strategy to be submitted to the SCB in January 2020	Dr D Cooke / Mrs J Gonda		January 2020	
A/11/07	Integrated Risk Register to be submitted to future SCB meeting.	Ms O'Dwyer / Mrs Ridsdale		December 2019	Report included on today's SCB agenda.
A/11/08	Performance Framework to be submitted to a future SCB once the development work has been concluded.	Mrs Ridsdale / Ms O'Dwyer		December 2019	Performance Workshop scheduled for the 25 th November 2019. Due to the timing of reports being issued, a verbal update will be provided at the December SCB meeting.

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Meeting: Strategic Commissioning Board			
Meeting Date	02 December 2019	Action	Consider
Item No	7	Confidential / Freedom of Information Status	No
Title	Walking and Cycling - GM Mayor's Challenge Fund		
Presented By	David Brown, Interim Director of Operations		
Author	David Giblin, Head of Engineering Services		
Clinical Lead	TBA		
Council Lead	Cllr Quinn, Cabinet Member - Environment		

Executive Summary
<p>In June 2018 the Greater Manchester Mayor's Cycling and Walking Commissioner, Chris Boardman, published 'Beelines - a walking and cycling infrastructure proposal'. It proposed new standards in highway infrastructure and a walking/cycling network of 1,000 miles, including 75 miles of segregated routes and 1,400 new crossings.</p> <p>The Greater Manchester Mayor has allocated £160 million to begin constructing the network. This report details how Bury has engaged with the Mayor's Challenge Fund programme, explains the bidding process, and outlines the schemes that are currently in development.</p>
Recommendations
<p>It is recommended that the Strategic Commissioning Board:</p> <ul style="list-style-type: none"> • Notes and provides any comments in relation to the contents of this report.

Links to Strategic Objectives/Corporate Plan	Choose an item.
Does this report seek to address any of the risks included on the Governing Body / Council Assurance Framework? If yes, state which risk below:	Choose an item.
<p>The emerging vision for Bury 2030 includes:</p> <ul style="list-style-type: none"> • The aspiration to be the City region eco-leaders, well- progressed to carbon neutrality through innovative ideas. • Bury towns have great transport connections which will be further improved and be less congested by 2030 with investment in highways, walking and cycling routes as part of the Bee Network initiative. 	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Have any departments/organisations who will be affected been consulted ?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any financial implications?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any legal implications?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any health and safety issues?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
How do proposals align with Health & Wellbeing Strategy?	Bury Moving Strategy objective: create active environments					
How do proposals align with Locality Plan?	Tackling the wider determinants of health: we will maximise opportunities for Active Travel, including by increasing cycle facilities and infrastructure within the borough.					
How do proposals align with the Commissioning Strategy?	N/A					
Are there any Public, Patient and Service User Implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do the proposals help to reduce health inequalities?	N/A					
Is there any scrutiny interest?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
What are the Information Governance/ Access to Information implications?	None					
Has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any associated risks including Conflicts of Interest?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

Are the risks on the CCG /Council/ Strategic Commissioning Board's Risk Register?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Additional details	<i>NB - Please use this space to provide any further information in relation to any of the above implications.</i>					

Governance and Reporting		
Meeting	Date	Outcome
Overview and Scrutiny	16/07/2019	Noted

Greater Manchester Mayor's Challenge Fund

1. Introduction

- 1.1. In June 2018, the Greater Manchester Mayor's Cycling and Walking Commissioner, Chris Boardman, published 'Beelines - a walking and cycling infrastructure proposal'. It was a response to serious problems of obesity, poor air quality, and congestion in Greater Manchester – and the limited progress made in changing people's travel behaviour.
- 1.2. It proposed new standards in highway infrastructure and a walking/cycling network of 1,600 kilometres (1,000 miles), including 120 kilometres (75 miles) of segregated routes and 1,400 new crossings. It mapped a first draft network of routes and also reported the Greater Manchester Mayor's decision to allocate £160 million to begin constructing the network. The total cost of all the proposed improvements will be over £1bn and will take many years to complete.
- 1.3. In order to tap into this funding stream, Greater Manchester Local Authorities needed to submit pro forma application forms outlining details of their proposals. The "windows" for such submissions come around every quarter and are called tranches.

2. Background

- 2.1. Upon a successful pro forma submission, the status of "initial programme entry" is awarded to the submitted scheme. This is, in essence, a green light to undertake more design work up to such a point that either the scheme is determined no longer viable subsequent to more detailed analysis and dropped or a business case is submitted containing, among other things, a value for money appraisal. Business cases such as these are appraised by a cycling team at the Greater Manchester Combined Authority and approval at this stage will grant a scheme "full programme entry".
- 2.2. Council's incurred costs can be recovered for the period between initial and full programme entry irrespective of whether or not the scheme gains Greater Manchester Combined Authority approval or is abandoned.

- 2.3. With full programme entry comes a commitment for the scheme to be funded from the £160m Mayor's Cycling and Walking Challenge Fund (MCF). This covers construction costs and design/supervision fees.
- 2.4. The cost of the design and project management of this type of scheme is typically around 10% to 15% of the total value. As there is no spare in-house resource an external designer (Atkins) has been appointed through Transport for Greater Manchester's professional services framework.
- 2.5. Atkins are assisting the Council with the preparation of a cohesive walking and cycling plan for implementing the Bee Network in the borough. This includes the following key elements:-
- The identification and design of cycling upgrades in conjunction with required improvements to the highway network taking full account of existing demand, latent demand and safety considerations;
 - Identifying pedestrian and public realm improvements including the opportunity for delivering filtered neighbourhoods¹ ;
 - Providing technical input to ensure the pro forma submissions secure programme entry status; and
 - Producing robust business cases to enable schemes to gain full programme entry and secure the required funding.
- 2.6. The Council has also secured a programme manager resource from Atkins via the Transport for Greater Manchester (TfGM) professional services framework.

3. Schemes

3.1 To date, there have been 6 opportunities for bid submissions since the fund "opened". Bury has made bids in 4 of them (Tranches 1, 2, 5 & 6) and has been successful with Tranches 1 and 5. The Tranche 2 bid was rejected as it was seen as not being in line with Transport for Greater Manchester's cycling and walking ambitions even though the proposals were similar in nature to the Tranche 1 submission. Tranche 6 submissions are currently under consideration and we anticipate a favourable result.

3.2 Tranche 1 – List of Schemes

The Mayor's Cycling and Walking Challenge Fund Tranche 1 submission bid (18 June 2018) for circa £2.2m included the introduction of new crossings to improve walking and cycling routes and road safety for vulnerable users at the following locations:

New signalised Junctions

1. A6044 Rainsough Brow/ Kersal Vale Road, Prestwich
2. Heywood Road/Rectory Lane, Prestwich

¹ Filtered neighbourhoods - A neighbourhood where the movement of people is prioritised over the movement of motor vehicles. Typically this is achieved by creating cul-de-sac style access for cars but allowing through traffic for people walking and cycling. This approach creates spaces to play and socialise and enables more green areas to be created.

3. A667 Ringley Road/Stand Lane, Radcliffe

Upgraded existing signalised junctions

1. A56 Bury New Road/St Anns Road, Prestwich
2. A665 Bury Old Road/Heywood Road, Prestwich
3. A665 Higher Lane/Pinfold Road, Whitefield
4. A665 Higher Lane/Dales Lane, Whitefield
5. A56 Manchester Road/Sunnybank Road, Whitefield
6. A58 Angouleme Way & Manchester Road (1 arm only)
7. Junction 1 M66, Ramsbottom

New Toucan crossings

1. Higher Ainsworth Road x 2, Radcliffe
2. A56 Manchester Road near Gigg Lane, Bury
3. B6213 Bury Road near Darlington Close, Bury
4. B6215 Brandlesholme Road (end of Kirklees trail), Greenmount

Upgraded existing crossing point to a toucan

1. Knowsley Street, Bury

Since gaining Programme Entry status, some of the schemes identified are now being pursued through other initiatives such as Local Growth Deal funding. In addition, feasibility work has led to some rationalisation of the remaining schemes, with the scope of some of them being extended and others being removed as they are not capable of delivering infrastructure to the design specification required by Mayor's Cycling and Walking Challenge Fund. The schemes now being taken forward through the Mayor's Cycling and Walking Challenge Fund Tranche 1 business case are as follows:-

Proposed new Toucan / Shared use crossings

1. A56 Manchester Road near Gigg Lane

Proposed new signalised junction featuring pedestrian and cycling facilities

1. A6044 Rainsough Brow / Kersal Vale Road, Prestwich
2. Heywood Road / Rectory Lane, Prestwich

Proposed upgrade of existing signalised junction for pedestrians and cyclists

1. A665 Bury Old Road / Heywood Road, Prestwich
2. A665 Higher Lane / Pinfold Lane & Higher Lane & A665 Higher Lane & Dales Lane, Whitefield
3. The Town Hall Triangle - A58 Angouleme Way / A56 Manchester Road – junction upgrade, A58 Angouleme Way / Knowsley Street – junction upgrade & Knowsley Street Toucan conversion - Bury East

3.3 Tranche 5 – List of Schemes

The Mayor's Cycling and Walking Challenge Fund Tranche 5 bid for circa £3.6m included for delivering new crossings and route improvements in the Fishpool neighbourhood was submitted on the 05 April 2019. The announcement on Programme Entry status for this scheme was expected on the 28 June 2019. Initial

feedback from Transport for Greater Manchester regarding the development of the submission was very positive.

The key elements of the Fishpool Neighbourhood Bee Network scheme include two new crossings on the Key Route Network (the name given to the collection of strategic routes within Greater Manchester. Bury's sections of the A56 and A58 fall within the Key Route Network), two new crossings on Market Street (one on a busy route), a new crossing over the River Roch and improvements to route connections for walking and cycling. This will help to cohesively deliver the Bee Network in the Borough, connecting neighbourhoods in south Bury and achieving full permeability through Fishpool to provide access to the town centre and Pilsworth Industrial Estate by walking and cycling. It will also open the potential to connect with two strategic areas of development outlined in the Greater Manchester Spatial Framework (GMSF), Northern Gateway and Elton Reservoir. It also shows the relationships with the committed Growth Deal 2 scheme on Market Street and Mayor's Cycling and Walking Challenge Fund Tranche 1 schemes on the Key Route Network (KRN) (A58 Angouleme Way and A56 Manchester Road) to demonstrate the wider network linkages.

3.4 Tranche 6 – List of Schemes

Several pro formas were submitted to the Mayor's Cycling and Walking Challenge Fund Tranche 6 on the 26 July 2019. These include:

Pimhole Neighbourhood Bee Network

The key elements of the Pimhole Neighbourhood Bee Network scheme include three new crossings on the Key Route Network (A58 Rochdale Road) and a new crossing on the B6219 Heywood Street (a busy route), and improvements to route connections for walking and cycling. This will help to cohesively deliver the Bee Network in the Borough, connecting neighbourhoods north-south in east Bury and achieving full permeability through Pimhole. This will help provide access to the town centre, Pimhole Business Park and Pilsworth Industrial Estate by walking and cycling and the potential to connect to a strategic area of development outlined in the Greater Manchester Spatial Framework (GMSF), Northern Gateway. This scheme is located to the east of the town centre, adjacent to the Mayor's Cycling and Walking Challenge Fund Tranche 5 scheme.

Pilsworth Bee Network

The key elements of the Pilsworth Bee Network scheme include two new crossings on Pilsworth Road (a busy route) and a new crossing at M66 Junction 3. This will help to cohesively deliver the Bee Network in the Borough, connecting the town centre and Bury Interchange with Pilsworth Industrial Estate through increasing permeability by walking and cycling, and the potential to connect to a strategic area of development outlined in the Greater Manchester Spatial Framework, Northern Gateway. This is intrinsically linked to the Mayor's Cycling and Walking Challenge Fund Tranche 5 scheme and provides the remaining proposed crossings to complete this comprehensive scheme.

Radcliffe Central Bee Network

The key elements of the Radcliffe Central Bee Network scheme include a new

crossing over the River Irwell and improvements to route connections for walking and cycling. This will help to cohesively deliver the Bee Network in the Borough, connecting Cross Lane neighbourhood to Radcliffe Metrolink stop and Radcliffe Town Centre by walking and cycling and the potential to connect to a major housing development proposed on the site of the former East Lancashire Paper Mill. This scheme could also potentially provide links to the Elton Bee Network via National Cycle Network Route 6.

M60 Haweswater Underpass – Bee Network Improvements

Highways England has been working with Transport for Greater Manchester to identify where the emerging Bee Network interfaces with the strategic road network, to develop a prioritised list of locations for bids to the Highways England Funds in Roads Period 2 (2020 to 2025). If the bid is successful, together with Mayor's Cycling and Walking Challenge Fund this funding will help to upgrade the facilities at these priority locations and develop a cohesive Bee Network in Bury by addressing key severance points on the network. Highways England and Bury Council are working together to submit a proposal to upgrade Haweswater Underpass which passes beneath the M60 near J18.

Elton Bee Network

The key elements of the Elton Bee Network scheme include a new crossing over the River Irwell and improvements to route connections for walking and cycling between National Cycle Network (NCN) Route 6 at Elton and Bury Town Centre. This will help to cohesively deliver the Bee Network in the Borough and improve connections to the town centre by walking and cycling, and the potential to connect to the strategic area of development outlined in the Greater Manchester Spatial Framework at Elton Reservoir. This scheme would interface with the Mayor's Cycling and Walking Challenge Fund Tranche 1 and Tranche 5 schemes.

4 Associated Risks

- 4.1 "Initial programme entry" is approval to undertake more detailed assessment and design in order to be able to submit a full business case. Approval of this business case would then secure a financial commitment to fund the works. Up to this point, however, there always exists the risk that the scheme may be undeliverable or cannot demonstrate a robust enough business case to be accepted.
- 4.2 The final bidding window, Tranche 6, has seen the £160m Mayor's Cycling and Walking Challenge Fund well oversubscribed. Consequently, Transport for Greater Manchester are undertaking a process of prioritisation: some based on strategic fit and some based on what level of financial contribution can be made by the districts. Depending on the outcome of this process, it may have an impact on some Bury schemes but it is too early to assess.

5 Recommendations

- 5.1 That the contents of this report are noted.

David Giblin

Head of Engineering Services

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November 2019

Plastic Free Bury

Single-Use Plastics Strategy



2019 – 2022

1. INTRODUCTION

- 1.1. Since the broadcast of the BBC's Blue Planet programme highlighting the effect of plastic pollution in seas, oceans and on beaches, single-use plastic (SUP) has become a much-debated topic with high levels of public interest. However, the answer is not as simple as "all plastic is bad". If plastic products are made to last and are reused again and again, and then recycled at the end of their usefulness, they can be a sustainable option. Some single-use "disposable" plastic items are less avoidable – for example single-use plastics used in medical testing and discarded safely to avoid contamination and potentially serious impacts on human health.
- 1.2. The problem is the prolific use of avoidable single-use plastic items such as plastic drinking straws, plastic drinks stirrers, and disposable coffee cups and lids. These are all examples of items that (if made of plastic) are used on average for around 20 minutes, but can take over 400 years to degrade.
- 1.3. Plastic doesn't breakdown at a chemical level (i.e. it doesn't biodegrade or compost), it simply degrades. This means it breaks down into smaller and smaller pieces, a process that can take hundreds of years. This process releases CO₂, increasing our carbon footprint, and leaches chemicals that can be dangerous to wildlife, soil, eco-systems, and human health. The tiny pieces of plastic that result from a plastic product degrading, termed micro-plastics, also get into ecosystems, wildlife, and even our bodies (for example by eating fish). The long terms impact of micro-plastics on human health are currently unknown, but there are serious concerns about the consequences.
- 1.4. Bury Council recognises that by eliminating single-use plastic materials we can achieve a significant reduction in plastic waste across our sites. The council has developed this strategy and action plan in line with the ambition and wider plan of Greater Manchester Combined Authority to be the first UK city-region to drive down single-use plastics.

2. BACKGROUND AND ACTIONS TO DATE

2.1. Council Motion 16/01/19

2.1.1. On 16/01/19 Bury Council passed a motion to become a plastic free Council (see Appendix 1), which resolved the following:

- a) Develop a plastics strategy with the objective that Bury will become a Plastic Free Community by 2022.
- b) That the requirement to be plastic free (where allowable) will be incorporated into the Council's Social Value Policy, to ensure that the Council's supply chain is plastic free by 2026.
- c) Create plastic free community spaces in our parks, libraries, community and leisure centres with a £20,000 being made available to community groups from the Council's Social Capital Fund (19/20 allocation) whose ambitions are to support the plastic free agenda.
- d) Support Plastic Free Community initiatives in the area.
- e) Nominate a member of the council to sit on the Plastic Free Community Steering Group.

2.2. Council Motion 07/01/18

2.2.1. On 17/01/18 Bury Council passed a motion to reduce plastic waste (see Appendix 2). The actions taken as a result are described below.

2.2.2. Single Use Plastic (SUP) Audit

2.2.2.1. Audit forms have been completed by service heads. The results are summarised in Appendix 3. Single use plastics are widely used across the authority. It should be noted that this is snapshot and the use of SUP is constantly changing. Current actions to reduce SUP use include:

- a) Civics & Castle Leisure Cafe – are looking at replacing SUP food trays, cups, cup lids, salad/pasta containers with compostable or recyclable alternatives. The café is also offering tap water alongside bottled water for sale.
- b) Civics – Milk and cream portions in small plastic containers have now been changed to milk jugs and 1 litre milk cartons

2.2.2.2. Finding alternatives to SUP is easier in some areas than others. For example:

- a) Easier to achieve – plastic cups to paper cups / plastic cups to reusable ware e.g. mugs, glasses, re-fillable non-plastic bottles.
- b) Easy to Medium to achieve – offering tap water instead of bottled water, where possible.
- c) Hard to achieve – replacing items like sacks for containment of waste, litter and excess recycling.
- d) Very hard to achieve – replacing items for medical/PPE use such as latex gloves, aprons, body fluid disposal kits.

2.2.2.3. Issues for further consideration:

- a) Compostable or recyclable alternative products are currently not acceptable for treatment at GMCA waste facilities.
- b) The cost of alternatives is usually higher.
- c) Procurement has a key role to play in sourcing non SUP alternatives.

2.2.3. **Education**

2.2.3.1. Mayor Andy Burnham launched the 'PlasticFreeGM' campaign in March 2018 and as a consequence the GMCA is seeking to play a leading role in the delivery of a co-ordinated and consistent approach across GM with regard to reducing the use of SUP.

2.2.3.2. To this end the GMCA launched a PlasticFreeGM website on 8 January 2019, to which all GM Councils can signpost the public to. The website states – 'Greater Manchester is setting its businesses, organisations, residents, workers and visitors a challenge. Help us stamp out avoidable single-use plastics and make a positive change to our city-region. We will work together to make more sustainable choices about the products we use, the way we work, and the way we live our lives.'

2.2.3.3. The website provides a wealth of information about how members of the public and others can reduce or eliminate their use of SUP.

2.2.3.4. The first GM Plastics Workshop was held in Bury on March 7th 2019 with a view to sharing best practice and eliminating, as far as possible, single use plastic across the 10 GM Councils.

2.2.3.5. Recycle for Greater Manchester (R4GM) is running an ongoing advertising campaign to reduce contamination by encouraging and educating the public to put pots, tubs and trays into the residual (grey) bin.

2.2.4. **Increasing Recycling**

2.2.4.1. The GMWDA (now GMCA) commissioned a study into the feasibility of increasing the amount of plastic product that can be recycled through doorstep and other recycling. The report concluded that it was not feasible either environmentally or economically to collect any type of plastic other than bottles from the kerbside for recycling. The MRF (materials recycling facility) to which all co-mingled recycling is delivered for sorting would need to be adapted at great expense and the fact is that mature, stable markets do not exist for any plastic other than bottles (PET & HDPE). Most Councils that collect mixed plastics from the kerbside for 'recycling' in reality send the material for energy recovery. This is exactly what happens across GM when this material is placed in the residual bin i.e. the grey bin in Bury.

2.2.5. **Writing to MPs, MEPs And Secretary Of State**

2.2.5.1. A letter was sent on 13 June 2018 to the above by the then Interim Chief Executive – Pat Jones-Greenhalgh (see Appendix 4).

2.2.6. **Businesses**

2.2.6.1. The [PlasticFreeGM website](#) which went live in January will in due course contain lots of content relevant to businesses, including a Plastic Business Audit that will help businesses to identify where they can reduce their use of SUP. The GMCA are also looking at compiling a 10 quick wins factsheet for businesses. The website also encourages businesses to sign a pledge to reduce SUP.

- 2.2.6.2. The Bury Council [website](#) and social media signposts residents and businesses to the PlasticFreeGM website, and to sign the pledge which then enables the GMCA to keep in contact with them regarding new developments and offer advice and guidance through the campaign. There is also a 'contact us' form for direct contact with the GMCA for any specific questions/help needed.
- 2.2.6.3. With regards to supermarkets this is being led again by the GMCA. The GMCA have recently been approached by 'Plastic Planet' an organisation that is extremely keen to work with Greater Manchester in delivering the Mayor's vision of a Plastic Free City by 2020. The organisation launched the World's first plastic free aisle in a Dutch supermarket and the World's first plastic free consumer trust mark.

2.3. Council Motion 05/07/2017

- 2.3.1. In July 2017 Bury Council became the first council in England to propose a Deposit Return Scheme (DRS) that would also include the 9 other GM authorities that were members of the old GMWDA. This was done with help from Surfers Against Sewage and the Campaign for the Protection of Rural England. In November 2017 the government stated that it was "minded" to introduce a DRS across England and called for evidence from local authorities to be submitted. Evidence from the GMWDA was submitted. A national DRS has now been proposed in the English National Waste Strategy document submitted by the government.

2.4. Plastic Free GM

- 2.4.1. Bury Council has signed the Greater Manchester plastic free pledge as follows:
- As a local authority in Greater Manchester we will help to eradicate the use of avoidable single use plastics by the end of 2024. With support, we will review our practices, and make more sustainable choices about the products we use, and the way we deliver our services.

3. PLASTIC FREE COMMUNITY STATUS

- 3.1.1. Plastic free community status is awarded by Surfers Against Sewage (SAS). It publishes advice for Councils on its [website](#). This advice includes the following actions:
- a) Demonstrate leadership and set up a working group to examine the options available to reduce avoidable single-use plastic.
 - b) Perform a complete audit of avoidable, single-use plastic items used across council owned buildings and facilities.
 - c) Develop a plastics strategy with specific objectives for eliminating avoidable single-use plastics. Link this to environmental policy, waste strategy and sustainable procurement policies where appropriate.
 - d) Ensure appropriate recycling routes are available to capture plastic.
 - e) Enable reuse and refill schemes to replace single-use plastic consumption.
 - f) Consider how you can promote the reduction of single-use plastics across the council area and involve collection and waste disposal authorities in this process.
- 3.1.2. The Council has already made progress towards implementing some of these actions:
- a) An audit of single use plastic in council owned buildings has been carried out.
 - b) This document forms the Council's plastic strategy.
 - c) Recycling routes have been made available through our work with GM.
 - d) Working in partnership with United Utilities and the charity Refill, Bury became the first GM authority to install public water fountains in Prestwich, Radcliffe and Ramsbottom.

4. AIMS AND OBJECTIVES

4.1. Aims

- 4.1.1. **Make Bury a plastic free community by the 1st January 2022.**
- 4.1.2. **Create plastic free community spaces in our parks, libraries, community and leisure centres.**

4.2. Objectives

- 4.2.1. **Minimise Council use of single use plastics** – Bury Council committing to reducing our reliance on single-use plastics where economically and practically possible. Identifying sites and service areas where significant improvements can be made. Working with the Association of Greater Manchester Authorities on identifying all single-use plastic products purchased through the variety of public sector contracts. Communicating to staff, building users and visitors the role they have to play to ensure the success of the strategy.
- 4.2.2. **Engage strategic partners and businesses** – Encouraging partners and businesses across the borough to do their bit on reducing single-use plastics. Disseminating the council's strategy and engaging with businesses to provide strategic leadership on how they can develop their own actions. Promoting the Greater Manchester Plastics Pledge and initiatives such as the Manchester Bee paper straw.
- 4.2.3. **Engage schools and community groups** – Getting schools and young people on board with this agenda. Supporting schools that are tackling single-use plastics through their eco-councils or the GM Plastic Pledge and working with members of Bury Youth Parliament with engaging young people. Also assisting community groups e.g. people who manage allotments on raising awareness with members of the public who they engage with.
- 4.2.4. **Engage residents** – Engaging with residents through the Green Bury campaign, our webpage, social media, case studies, press releases, Borough Life and Family Life and identifying how they can contribute and Do Their Bit. Suggesting simple changes that can be made to daily routines that'll help save money, improve health and help the planet.

5. ACTION PLAN

Aim	Actions	Lead	Key Dates	Progress/Notes	%
Make Bury a plastic free community by the 1st January 2022	Baseline audit of single use plastic	GS	NA	Complete – see Appendix 3 for summary	100
	Nominate plastic champion for each directorate	DB	01/05/19	Complete	100
	Establish single-use plastic working group	DB	31/05/19	Complete (subgroup of Green Champions)	100
	Phase 1 reductions:	DB	31/03/20		20
	• <i>Plastic cups</i>				
	• <i>Plastic waste sacks</i>				
	• <i>Plastic bags</i>				
	• <i>Food trays</i>				
	• <i>UHT Milk portions</i>				
• <i>Mineral water bottles</i>					
• <i>Plastic cutlery</i>					
Progress audit	GS	30/04/19		0	
Modify the Council's social value policy to include single-use plastic in the evaluation of contracts	SJ	01/05/19	Complete	100	
Identify items for phase 2 reductions	DB	31/05/19		0	
Apply for plastic free community status	DB	01/11/21		0	

Aim	Actions	Lead	Key Dates	Progress/Notes	%
Create plastic free community spaces	Establish plastic free community steering group	AQ	31/12/19		10
	Identify potential plastic free community spaces	NL	31/01/20		20
	Publicise grant opportunities	NL	31/01/20		0
	Engage with local businesses	TF	31/03/20		0
	Engage with local schools through an environmental summit	GS	03/02/20	Event organised for 03/02/20 subject to GM Mayor confirming availability	50
	Promote the GM plastic free pledge	TF	31/07/19	Ongoing	N/A

APPENDIX 1 – COUNCIL MOTION 16/01/19

BURY TO BECOME A PLASTIC FREE COMMUNITY

This Council notes:-

- The recent Government consultation [ending on 3 December 2018] into the elimination of single use plastics in respect of plastic stirrers, cotton buds and straws.
- The new Government Resources and Waste Strategy launched on 18 December 2018.
- Notes the environmental impact of both excess plastics in natural environment and in relation to Global Warming

Council welcomes:

- A. Welcomes the opening of the borough's first plastic free shop 'Fulfilled' in Ramsbottom in September 2018.
- B. The significant increase in recycling achieved in the Borough since 2011.
- C. The introduction of Deposit Return Schemes.

This Council therefore resolves that:

1. Develop a plastics strategy with the objective that Bury will become a Plastic Free Community by 2022;
2. That the requirement to be plastic free (where allowable) will be incorporated into the Council's Social Value Policy, to ensure that the Council's supply chain is plastic free by 2026;
3. Create plastic free community spaces in our parks, libraries, community and leisure centres with a £20,000 being made available to community groups from the Council's Social Capital Fund (19/20 allocation) whose ambitions are to support the plastic free agenda.
4. Support Plastic Free Community initiatives in the area
5. Nominate a member of the council to sit on the Plastic Free Community Steering Group

APPENDIX 2 – COUNCIL MOTION 17/01/18**(i) Reducing Plastic Waste**

A motion had been received and set out in the Summons in the names of:

Councillors D'Albert, Pickstone and S Wright

It was moved by Councillor Pickstone and seconded by Councillor D'Albert that:

This Council notes with concern:

1. That 300 million tons of new plastic is made each year, half of which is for single use plastic such as packaging and convenience foods. In many cases, such as plastic straws, takeaway food containers and coffee cups, there are practical alternatives available that are either reusable or sustainable.
2. That in 2016, the Ellen MacArthur Foundation estimated that by weight, there could be more plastic in our oceans than fish, as soon as 2050. As plastics are durable and strong they will stay in our environment for up to an estimated 600 years. (Columbia University)
3. That marine plastic leads to coastal / offshore dead zones, entanglement, death through ingestion, toxic transfer and, once degraded into micro plastics, contamination of the food chain – including our own. We are quite literally eating the plastic that has ended up in our seas.

Council welcomes:

1. The significant increase in recycling achieved in the Borough in the last decade, through improvements to doorstep recycling. From 27% in 2011 to @66% in 2019.
2. Policy adopted in 2017 in support of Deposit Return Schemes, and the significant reduction in plastic waste that such schemes could achieve.
3. The success of the 'Plastic Bag Levy', introduced by the 2010-15 Coalition Government, which has led to an 85% reduction in disposable plastic bag usage.

This Council therefore commits that Bury will play its full role in helping to reduce plastic waste, specifically:

1. That the Council will undertake an audit, within existing resources, of single use plastics used by the Authority seek to replace with sustainable or reusable alternatives where practicable.
2. That the Council will play its role in helping to educate members of the public about plastic waste, specifically by including information for members on the public on reducing plastic waste in both online and written materials.
3. That the Council will use its membership of the Greater Manchester Waste Disposal and Combined Authorities to work towards increasing the amount of plastic product that can be recycled through doorstep and other recycling.
4. To write to both our members of Parliament and the European Parliament, and to the Secretary of State for Environment, Food and Rural Affairs, urging them to consider legislation and regulations which will reduce the amount of single use plastic used by society.
5. To use the links we have with businesses in Bury to encourage them to reduce the amount of plastic waste produced and specifically to write to each of our major supermarkets asking them to consider introducing a 'plastic free aisle' in their Bury store(s) on a trial basis.

On being put, with 44 voting for, 0 voting against, and with the Mayor abstaining, the Mayor declared the motion carried.

APPENDIX 3 – SINGLE USE PLASTIC AUDIT

Type of SUP	Use	Quantity PA Where Known
Plastic Vending Cups	HR/Workforce- Customers purchasing hot drinks from vending machine at BALC	6,000
Plastic cups	Soft drinks (only water)	1,000
	BALC - Cups used at events	
	BCMHT – Provision of drinks to SU’s & visitors awaiting appts and for meetings	
	Bury Art Museum – Office water dispenser	4,000
	Libraries & Archives - water cooler at Bury Library (Children’s drinks all 4 libraries)	
	Sch Improv Serv – for visitors and staff	300
	CLAS - Water machine	300
	Markets – Water dispenser	4,000
Paper Cones	Drinking water for customers	
Insulated cups for hot drinks	Used for foster carer training sessions	80
Bin Bags	Cleaning temporary accommodation	500
Evidence Bags & Tags	Collecting evidence & sealing the bag to ensure continuity and security of evidence	100
Disposable Gloves (latex & non-latex)	Check bins e.g. for contamination & SC staff during their litter pick duties	
	BALC – Daily use in ESCAPE-PERSONA day service/BALC – craft classes	
	Disability Servs – Barrier & Infection control	200
	Caretaking & Cleaning – For staff with allergies	
	Sch & College Transport Team – Issues on request to pupil escorts for First Aid purposes	150

Type of SUP	Use	Quantity PA Where Known
Body Fluid disposal kit (includes disposable apron, gloves, spillage compound, scoop, hand & surface disinfectant yellow biohazard bag)	Used by pupil escorts to clean up bodily fluids/sick from the vehicle	40
Disposable wipes	WM/SC – Wiping down hands... or spillages after any work involving bins or dirty work e.g. collections, contamination checking...	
	BALC – ESCAPE-PERSONA day service	
Sun Protect tubes	Sun protection for crews and SC staff during hot weather work	
Insect Repellent Bottles	Insect repellent spray for crews and SC staff during hot weather work	
Cable Ties	Hold up signs and comms materials e.g. correx boards to fencing...	
	Street Lighting – various use	
	Fostering – Putting up banners to advertise the fostering role	50
	Engineering – Erecting official notices on posts & lighting columns etc.	100
IT Screen Wipes	Cleaning monitors & computer equipment	
Plastic bottles	Fluid bottles e.g. car oils, Ad-blue etc.	60
	C&C – 5 litre containers that chemical come in used by caretaking/cleaning staff in their jobs	
	Anti-bacterial Hand Gel Used by pupil escorts to cleanse hands bottles -	40
Vehicle Bumpers	Replacement part in accident repairs	3
Polystyrene Food Trays	Service of burgers & chips etc.	25,000
Plastic pint & half pint glasses	Serving drinks on boxing events	9,000
Milk & cream portions in plastic containers	Service of tea & coffee	16,000
Mineral water bottles/Bottled water (Sold as a healthy alternative to soft drinks)	Service of water to customers on a daily basis	10,000
Cordial bottles	Service of drinks at various functions on a daily basis	400
Salad/Pasta containers	To display and sell cold salads and pasta dishes	1,200

Type of SUP	Use	Quantity PA Where Known
Plastic cutlery	Available for customers to take for consuming food (knife, fork, spoon) & teaspoons for drinks	12,000
Plastic disposable aprons	Daily use in ESCAPE-PERSONA day service	
	Cookery room and craft classes to protect clothing	
Barrier & Infection control aprons	Infection control, PPE	550
Food Plastic Packaging	Cookery classes & in ESCAPE-PERSONA day service	
Straws	ESCAPE-PERSONA day service	
	Libraries & Archives – Children’s craft activities	100
Cleaning Products – Bleaches, Spray Bottles etc.	Cleaning temporary accommodation	150
Bottles/Containers for Chemicals	Various cleaning chemicals are supplied in plastic bottles and containers	
Hand Soap dispensers	Markets – Holds liquid soap in public toilets	
Poo/sputum pots, in plastic envelopes	Sampling for infectious disease control	200
Disposable ear speculum	Corp HR & OHU – For ear examinations in the OHU & at Bradley Fold	250
Disposable mouth pieces for spirometer with plastic filter	Corp HR & OHU – To carry out lung function tests in the OHU & at Bradley Fold	200
Disposable urine specimen containers	Corp HR & OHU – To collect urine samples	100
PPE – protective overshoes, neoprene gloves, Tyvek suits	PPE	50
Binding strip	Secure boxes of A4 paper reams from opening	100
	Markets – Secure boxes of A4 paper reams from opening	
Plastic Bags	Shop bought items	3,000
Plastic Wrapping	Wrapping on purchased items (stationery etc.) from suppliers	
Some large items of mail rec’d in polythene wrapping	Legal Servs – Packaging for goods rec’d	
Clear plastic covers on Trade Journals in the post		
Packaging for printer toner cartridges	Architectural Servs – Protection of the tube so that it will fit into the machine	5

Type of SUP	Use	Quantity PA Where Known
End stops in the cardboard tubes which carry 90 metre lengths of printed paper		8
Car Seats/Booster Seats	Legal requirement for pupils under 135cm to travel	50
Laminating Pouches	Markets - Laminating notices) posters for use in public areas	50
Hackney Carriage/Private Hire Vehicle licence plates	Licensed Vehicle identification plate	2,000
Red Sacks	Lining litter bins and containing picked litter	
Black Sacks	To contain residual waste for properties not on bins	
	Markets – Used to line public litter bins on the market	
Excess Waste & Recycling Sacks	To contain excess recyclable or non-recyclable items where bin collections may have been missed...	

APPENDIX 4 – CORRESPONDENCE

**Pat Jones-Greenhalgh CSS, MSc Management,
MSc Environment & Public Health
Interim Chief Executive**

Our Ref PJG/LG
Your Ref
Date 13 June 2018
Please ask for P Jones-Greenhalgh
Direct Line 0161 253 5102
E-mail p.jones-greenhalgh@bury.gov.uk

Ms T Griffin
European Parliament
North West
Unit 303, Vanilla Factory
39 Fleet Street
Liverpool
L1 4AR

Dear Ms Griffin

On 17th January 2018, Bury Council passed the following motion, regarding reducing plastic waste.

This Council notes with concern:

- 1 That 300 million tons of new plastic is made each year, half of which is for single use plastic such as packaging and convenience foods. In many cases, such as plastic straws, takeaway food containers and coffee cups, there are practical alternatives available that are either reusable or sustainable.
- 2 That in 2016, the Ellen MacArthur Foundation estimated that by weight, there could be more plastic in our oceans than fish, as soon as 2050. As plastics are durable and strong they will stay in our environment for up to an estimated 600 years. (Columbia University)
- 3 That marine plastic leads to coastal / offshore dead zones, entanglement, death through ingestion, toxic transfer and, once degraded into micro plastics, contamination of the food chain – including our own. We are quite literally eating the plastic that has ended up in our seas.

The Council welcomes:

- 1 The significant increase in recycling achieved in the Borough in the last decade, through improvements to doorstep recycling.
- 2 Policy adopted in 2017 in support of the Government for the Deposit Return Schemes, and the significant reduction in plastic waste that such schemes could achieve.

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www.bury.gov.uk

13 June 2018

- 3 The success of the 'Plastic Bag Levy', introduced by the 2010-15 Coalition Government, which has led to an 85% reduction in disposable plastic bag usage.

This Council, therefore, commits that Bury will play its full role in helping to reduce plastic waste, specifically:

- 1 That the Council will undertake an audit, within existing resources, of single use plastics used by the Authority seeking to replace with sustainable or reusable alternatives where practicable.
- 2 That the Council will play its role in helping to educate members of the public about plastic waste, specifically by including information for members on the public on reducing plastic waste in both online and written materials.
- 3 That the Council will use its membership of the Greater Manchester Waste Disposal and Combined Authorities to work towards increasing the amount of plastic product that can be recycled through doorstep and other recycling.
- 4 To write to both our members of Parliament and the European Parliament, and to the Secretary of State for Environment, Food and Rural Affairs, urging them to consider legislation and regulations which will reduce the amount of single use plastic used by society.
- 5 To use the links we have with businesses in Bury to encourage them to reduce the amount of plastic waste produced and specifically to write to each of our major supermarkets asking them to consider introducing a 'plastic free aisle' in their Bury store(s) on a trial basis.

In light of the motion, I therefore write to you as '*our members of Parliament and the European Parliament, and to the Secretary of State for Environment, Food and Rural Affairs*' urging you to consider legislation and regulations which will reduce the amount of single use plastic used by society.

The Council is particularly interested in Government's proposals for Deposit Return Schemes for plastics and would welcome any opportunity to participate in any pilot scheme.

Yours sincerely

PAT JONES-GREENHALGH
Interim Chief Executive

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Town Hall, Knowsley Street, Bury, BL9 0SW
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Department
for Environment
Food & Rural Affairs

From the Private Secretary
Parliamentary Under Secretary for the Environment

Seacole Building
2 Marsham Street
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Pat Jones-Greenhalgh
Interim Chief Executive
Bury Council
Town Hall
Knowsley Street
Bury
BL9 0SW

Your ref: PJG/LG
Our ref: PO2018/20396/GM

OS October 2018

Dear Pat,

Thank you for your letter of 13 June to the Secretary of State about plastic waste. In the absence of the Minister responsible for this policy area, I am replying on her behalf.

It is encouraging to note the positive steps Bury Council is taking. Reducing plastic waste is critical if we are to stem the damage to our seas and wider natural environment.

The Government has committed in its 25 Year Environment Plan to eliminating all avoidable plastic waste. We will set out how we will achieve this in our upcoming Resources and Waste Strategy to be published later this year. The strategy will set out the actions we will take to encourage producers to take more responsibility for the lifespan of their products and make sure these are more carefully designed with resource efficiency and waste prevention in mind, including making more use of recycled materials and ensuring packaging is recyclable. We will also make it easier for people to recycle and increase the quantity and quality of recycling.

The Government has confirmed that it will introduce a deposit return scheme in England, subject to consultation later this year. The consultation will look at the details of how such a scheme would work, alongside other measures to increase recycling rates. In April, the Prime Minister announced the Government's intention to ban the sale of plastic straws, plastic-stemmed cotton buds and plastic stirrers. Work is currently underway with a consultation due to be launched soon. We also held a call for evidence on using the tax system or charges to address single-use plastic waste. The summary of responses can be found at: www.gov.uk/government/consultations/tackling-the-plastic-problem.

Yours sincerely,

Private Secretary
Office of the Parliamentary Under Secretary for the Environment

Meeting: Strategic Commissioning Board			
Meeting Date	02 December 2019	Action	Consider
Item No	10	Confidential / Freedom of Information Status	No
Title	Strategic Commissioning Board Risk Register		
Presented By	Margaret O'Dwyer, Director of Commissioning and Business Delivery, Bury CCG Lynne Ridsdale, Deputy Chief Executive, Bury Council		
Author	Lynne Byers, CCG Risk Manager David Hipkiss, Council Risk Manager		
Clinical Lead	-		
Council Lead	-		

Executive Summary

Risk Management is the process of identifying, analysing, evaluating, treating, monitoring and communicating **risks** associated with any activity, function or process in a way that will enable organisations to deliver against or manage challenges to its agreed objectives.

This report provides an updated position in respect to those risks within both the Council and CCG that have been identified, assessed and recorded on Pentana - the risk management system - and assigned to the Strategic Commissioning Board for oversight.

Notwithstanding the on-going programme of work to align the Risk Management Strategy and underpinning administration arrangements to support the One Commissioning Organisation, the current report includes five risks which have been assigned to the Strategic Commissioning Board for collective oversight:

CCG Risks

- Lack of effective working with key partners which influence the wider determinants of health (level 20);
- Assuring decisions are informed by all staff including clinicians (level 20);
- Lack of effective engagement with communities (level 15);

Council Risks

- Failure to implement Public Service Reform resulting in increased demand (level 16); and
- Decline in Ofsted ratings across the Borough (level 16).

Recommendations

It is recommended that the Strategic Commissioning Board:

- Receive the Strategic Commissioning Board Risk Register;

- Review the information presented; and
- Provide a Strategic Commissioning Board opinion on the risks reported and any reflections for future development.

Links to Strategic Objectives/Corporate Plan	Yes
Does this report seek to address any of the risks included on the Governing Body / Council Assurance Framework? If yes, state which risk below:	Yes

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Have any departments/organisations who will be affected been consulted ?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any financial implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any legal implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any health and safety issues?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do proposals align with Health & Wellbeing Strategy?	N/A					
How do proposals align with Locality Plan?	N/A					
How do proposals align with the Commissioning Strategy?	N/A					
Are there any Public, Patient and Service User Implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do the proposals help to reduce health inequalities?						
Is there any scrutiny interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
What are the Information Governance/	N/A					

Access to Information implications?						
Has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any associated risks including Conflicts of Interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are the risks on the CCG /Council/ Strategic Commissioning Board's Risk Register?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Additional details						

Governance and Reporting		
Meeting	Date	Outcome

Strategic Commissioning Board Risk Register

1. Introduction

- 1.1. This report presents the Strategic Commissioning Board Risk Register. It is the first risk register to be presented to the Strategic Commissioning Board.
- 1.2. These risks, which have been identified across the CCG and Council as relating to the business the Strategic Commissioning Board, have been identified, assessed and recorded on Pentana - the risk management system.
- 1.3. The Strategic Commissioning Board is required to maintain oversight of the risks assigned to it.
- 1.4. The report presents the risk position and status as at November 2019.

2. Background

- 2.1. Risk Management is the process of identifying, analysing, evaluating, treating, monitoring and communicating **risks** associated with any activity, function or process in a way that will enable organisations to deliver against or manage challenges to its agreed objectives.
- 2.2. Once identified, each risk should be assigned a risk owner, who is responsible for ensuring day-to-day management and undertaking regular re-assessment of the risk level, taking into account changes in context, controls and assurance.
- 2.3. Good practice also recommends assigning risks to Boards, Committees and Sub-Committees to provide a further level of objective and collective oversight, review and assurance.
- 2.4. Both the CCG and Council have existing risk management arrangements, however as part of the integration of health and care, including the development of the One Commissioning Organisation, a programme of work has commenced on aligning the underlying approaches within each organisation in respect to risk management, building on the good practice already in place.
- 2.5. This work continues to be developed and the aspiration is to achieve a joint Risk Management Strategy under which both organisations will operate by 1st April 2020.

3. Strategic Commissioning Board Risk Register

- 3.1 Recognising the on-going work to align to single risk reporting arrangements, the current Strategic Commissioning Board Risk Register includes risks identified by both the CCG and the Council.
- 3.2 The report includes an overarching risk register (Appendix A) which reflects the

summary position and a more detailed reflection of each risk (Appendix B).

- 3.3 Future reports will also include a supporting narrative in respect to risks that have been reviewed in the reporting period, which will summarise changes in assessed risk levels, changes in sources of control and assurance, progress against actions and any new risks that have been identified and assigned to the strategic Commissioning Board.
- 3.4 The Strategic Commissioning Board will consider the updates provided against each risk in the context of the wider agenda, raising any additional points for consideration.
- 3.5 There are five risks included on the Risk Register, all of which have been reviewed during the reporting month.

4 Risk Summary

4.1 The following summary is provided to the Strategic Commissioning Board:

	Nov	Nov %
Total Risks on Report	5	
New Risks	0	
Risks reduced since last report / review	0	0.0%
Risks increased since last report / review	2	33.3%
Risks that have remained static	3	33.3%
Risk that have reached target level	0	0.0%
Low Risks (1-3)	0	0.0%
Medium Risks (4-6)	0	0.0%
High Risks (8-12)	0	0.0%
Significant Risks (15-25)	5	100.0%
Risks reviewed in this period (October and November)	5	100.0%
Risks yet to be reviewed (November)	0	0.0%
Risks to be reviewed for next report (January Review, February Report)	5	100.0%

5 Recommendations

- 5.1 The Strategic Commissioning Board is asked to:
 - Receive the Strategic Commissioning Board Risk Register;
 - Review the information presented;
 - Provide a Strategic Commissioning Board opinion on the risks reported and any reflections for future development.

Appendix A: Strategic Commissioning Board Risk Register: Summary



CCG Risks									
Risk Management	Risk Id	Risk Description	Date Risk Identified	Original Risk Score	Risk Last Reviewed	Current Risk Score	Target Risk Score	Direction of Travel	Next Risk Review
GBAF	GB1920_PR_2.1	Lack of effective working with key partners which influence the wider determinants of health	14-Aug-2019	20	10-Oct-2019	20	15	▬	01-Jan-2020
GBAF	GB1920_PR_4.1	Assuring decisions are informed by all staff including clinicians	29-Nov-2016	20	10-Oct-2019	20	10	▬	01-Jan-2020
GBAF	GB1920_PR_1.1	Lack of effective engagement with communities	28-Nov-2016	20	10-Oct-2019	15	10	▬	01-Jan-2020

Council Risks									
Risk Management	Risk Id	Risk Description	Date Risk Identified	Original Risk Score	Risk Last Reviewed	Current Risk Score	Target Risk Score	Direction of Travel	Next Risk Review
BC Corporate	CRR_E_01	Failure to implement Public Service Reform resulting in increased demand	01-Apr-2018	16	21-Nov-2019	16	12	↑	01-Jan-2020
BC Corporate	CRR_E_03	Decline in Ofsted ratings across the Borough	01-Apr-2019	20	14-Nov-2019	16	9	↑	01-Jan-2020

Appendix B: Strategic Commissioning Board Detailed Risk




CCG Risks

Areas highlighted in **BOLD** reflect additions to the risk at the last review

Risk Code & Title	GB1920_PR_2.1 Lack of effective working with key partners which influence the wider determinants of health			
Risk Statement	2.1 Because of the significant impact that the Public Sector Services has on health, there is a risk that opportunities to reduce inequalities will be minimised if health does not influence and work in harmony with key partners	Assigned To	Current Risk Status	Direction of Travel
Current Issues		Margaret O'Dwyer		

Original Risk				Current Risk				Next Risk Review	Target Risk			
Date Risk Identified	Impact	Likelihood	Rating	Current Risk Review Date	Impact	Likelihood	Rating		Impact	Likelihood	Rating	Target Date
14-Aug-2019	5	4	20	10-Oct-2019	5	4	20	01-Jan-2020	5	3	15	31-Mar-2020

Existing Assurance	Existing Controls	Gaps in Assurance / Gaps in Control
1. Health and Well-Being Board 2. Governing Body 3. Council Cabinet (key partner) 4. Joint Strategic Commissioning Board w.e.f. October 2019	1. Bury Strategy 2. Locality Plan 2. Commissioning Strategy which will include commissioning for social value (e.g. maximise the CCG's potential to become an anchor organisation by supporting the local supply chain/local recruitment, being an exemplar organisation, inclusion of social value goals in Provider contracts, support environmental sustainability etc.)	<u>Gap(s) in controls:</u> 1. Bury Strategy including refresh of locality plans is currently under development 2. Commissioning Strategy not yet developed 3. Locality Plan currently being refreshed 4. Potential failure of a systematic process to oversee the implementation of a number of high-level strategies which together could have a major impact in reducing health inequalities/improving health and well-being. <u>Gap(s) in assurances:</u> 1. None identified.




Action	Due Date	Assigned To	'Action' progress update (latest)	% Progress	Status	
2.1a Active participation in the development of the Bury Strategy	31-Mar-2020	Margaret O'Dwyer	Workshops held. Output of Bury Big Conversation being analysed.	30%		In Progress
2.1b Refresh of the Locality Plan	30-Nov-2019	Margaret O'Dwyer	Steering Group established. Final version due 30th November 19.	30%		Check Progress
2.1c Development of an Integrated Outcome Based Commissioning Strategy	31-Mar-2020	Margaret O'Dwyer		0%		Assigned

Risk Code & Title	GB1920_PR_4.1 Assuring decisions are informed by all staff including clinicians				
Risk Statement	4.1- Because of the commitment to work as one commissioner there is a risk that the new governance structure fails to recognise the importance of staff and clinicians in shaping the One Commissioning Organisation (OCO) and its decision making	Assigned To	Current Risk Status	Direction of Travel	Annual profile
Current Issues		Margaret O'Dwyer			

Original Risk				Current Risk				Next Risk Review	Target Risk			
Date Risk Identified	Impact	Likelihood	Rating	Current Risk Review Date	Impact	Likelihood	Rating		Impact	Likelihood	Rating	Target Date
29-Nov-2016	5	4	20	10-Oct-2019	5	4	20	01-Jan-2020	5	2	10	31-Mar-2020







Existing Assurance	Existing Controls	Gaps in Assurance / Gaps in Control
1. Reports to GB on progress and development 2. GB and Clinical Cabinet sessions - stakeholder engagement 3. Joint Executive Team meetings 4. Primary Care Working Together meetings 5. Monthly EMT meetings with Clinical Directors 6. Bury System Board 7. Strategic Commissioning Board 8. NHS England approval of revised governance arrangements	1. Clinical Director and Executive Director involvement in all key decision-making Committees/ Groups / Boards 2. Regular meetings across Health and Social Care to shape the working arrangements for integrated commissioning 3. Staff engagement events ongoing 4. Use of and access to all OD opportunities available to all staff (e.g. Employee Assistance Programme(EAP) , Perform @ Your Peak NHS North West Leadership Academy, Advancing Quality Alliance (AQuA)) 5. External capacity secured to support OCO transformation which has development of a comprehensive OD programme as a priority area which will ensure alignment across CCG and Council offer.	<u>Gap(s) in controls:</u> 1. Clarity regarding support available to staff during the period of restructure <u>Gap(s) in assurances:</u> 1. Different decision-making cultures 2. Clarification of the committee substructure and role of clinicians in future sub-committees to be explored

Action	Due Date	Assigned To	'Action' progress update (latest)	% Progress	Status	
4.1a Roles and responsibilities as commissioners to be explored and made explicit	31-Mar-2020	Margaret O'Dwyer	High level restructure issued 03rd October 2019 and is subject to a 3-month consultation.	100%		Completed
4.1b Continued development, engagement and involvement of all staff	31-Mar-2020	Margaret O'Dwyer	New OD Programme to be put in place.	20%		In Progress
4.1c Review the roles and responsibilities of the Clinical Cabinet and Joint Professional Congress with the LCO	31-Mar-2020	Margaret O'Dwyer	Joint clinical and professional congress meetings in situ. Strategic Commissioning Board (SCB) sub-committee structure under consideration.	0%		In Progress
4.1d Commence meetings between the Chief Officer and Clinical Directors to explore their future roles within integrated commissioning	31-Dec-2019	Geoff Little	Joint meeting on potential new roles for directors / leads held September 19. To be explored through more joint meetings.	20%		In Progress
4.1e Bi-lateral conversations between the Chair and individual Clinical Directors	31-Mar-2020	Jeff Schryer	Programme of meetings in situ and ongoing.	60%		In Progress




Risk Code & Title	GB1920_PR_1.1 Lack of effective engagement with communities				
Risk Statement	1.1 - Because of a lack of effective engagement with communities there is a risk that the public will not access preventative services and make lifestyle changes which supports good health and quality of life	Assigned To	Current Risk Status	Direction of Travel	Annual profile
Current Issues		Catherine Jackson			

Original Risk				Current Risk				Next Risk Review	Target Risk			
Date Risk Identified	Impact	Likelihood	Rating	Current Risk Review Date	Impact	Likelihood	Rating		Impact	Likelihood	Rating	Target Date
28-Nov-2016	5	4	20	10-Oct-2019	5	3	15	01-Jan-2020	5	2	10	31-Mar-2020

Existing Assurance	Existing Controls	Gaps in Assurance / Gaps in Control
1. Patient Cabinet reports to the Governing Body 2. Lay Member for PPI voting member on the Governing Body and Primary Care Commissioning Committee 3. Healthwatch attend PCCC 4. NHSE PPI indicator assessment (an external assessment of the CCG's website/annual reports etc.) 5. Annual 360 Stakeholder Survey 6. New Strategic Commissioning Board in place October 2019.	1. Close working with Public Health to co-ordinate joint working and messages 2. Communications and Engagement Strategy for CCG activity 3. Patient Cabinet in place to promote active engagement and public voice 4. Self-care has an increased focus in the refreshed locality plan 2017 5. Beginning to mobilise locality plan e.g. integrated neighbourhood teams. 6. Neighbourhood engagement models 7. Joint Comms & Engagement Team in place.	Gap(s) in controls: 1. Engagement Strategy related to the locality plan not yet in place. 2. Slow pace in respect of the implementation required to deliver the transformation programme 3. Patient cabinet is currently on hold pending agreement of future arrangements 4. refreshed Locality Plan is not yet approved 5. Neighbourhood engagement models currently under development Gap(s) in assurances: 1. Unable to monitor the Strategy see as currently being developed.

Action	Due Date	Assigned To	'Action' progress update (latest)	% Progress	Status	
1.1a PPI action plan to be implemented	31-Mar-2019	Catherine Jackson	A significant number of actions have been progressed and whilst there is still work to be completed the recent self-assessment prepared indicates a score of 13 (out of a total 15) which would improve the rating from amber to green. External validation of the self-assessment by NHS England will not be known until July 19.	100%		Completed
1.1b CCG Engagement Programme to be developed	30-Sep-2019	Catherine Jackson	Action has been superseded by OCO Bury 2030 Survey.	100%		Completed
1.1c Commence development of an integrated Communications and Engagement Strategy	30-Sep-2019	Catherine Jackson	This action has been superseded by new OCO Engagement Strategy being developed.	100%		Completed
1.1d Scrutiny of the Health and Well-being of the local population to be built in to regular reporting	31-Mar-2020	Catherine Jackson	Recent Public Health Paper presented to SCB and GB on Health Inequalities in two of the boroughs. To be extended to the whole locality.	50%		In Progress
1.1e OCO Bury 2030 Survey	01-Dec-2019	Catherine Jackson	Survey being provided via Public Engagement and Social Media Events etc.	50%		Check Progress
1.1f OCO Engagement Strategy to be developed following Bury 2030 Survey	29-Feb-2020	Catherine Jackson		0%		Assigned




Council Risks

Risk Code & Title	CRR_E_01 Failure to implement Public Service Reform resulting in increased demand				
Risk Statement	4.1 Investment of transformation funding to deliver reform to reduce increasing demand	Assigned To	Current Risk Status	Direction of Travel	Annual profile
		Mike Woodhead			
Current Issues					

Original Risk				Current Risk				Next Risk Review	Target Risk			
Date Risk Identified	Impact	Likelihood	Rating	Current Risk Review Date	Impact	Likelihood	Rating		Impact	Likelihood	Rating	Target Date
01-Apr-2018	4	4	16	21-Nov-2019	4	4	16	01-Jan-2020	4	3	12	31-Mar-2020

Existing Assurance	Existing Controls	Gaps in Assurance / Gaps in Control
<ol style="list-style-type: none"> Scrutiny via CWB SMT, escalation to JET if required - lead Tracy Minshull/Adrian Crook. Working group in place for ControCC reporting to DMT, led by Assistant Director (Social Care). Where not stated, separately assurance is via internal scrutiny either at CWB SMT or Commissioning Board. Established Quality Assurance Framework testing compliance against CQC measures and Care Act compliance (commissioned services). Quarterly joint meetings with CQC to support inspection visits/provider compliance over KLOE's. Monthly integrated provider contract meeting (including Infection Control and CCG), 	<ol style="list-style-type: none"> Finance fortnightly savings tracker and monthly finance report. Fortnightly JET report re: activity relating to activity in long-term residential placements - further report being developed relating to short-term residential care. Development of new care finance IT system. Programme of activity around reducing reliance / spend on social care such as panel scrutiny of care packages. Flexible Purchasing System in place (LD). LD plan in line with GM approach. Development of local offer to carers. Leading blended roles - trailblazer. Zoned Care at home model. Ongoing programme of contract and care package reviews. Development of social prescribing model. Adoption strengths-based approach. System flow group exploring System Balance Model - managing system demand/blockages - Trusted Assessor Model. Bury 2030 Locality Plan - Neighbourhood Plan. 	<ol style="list-style-type: none"> System wide change control programme established.

Action	Due Date
CRR_L_01a There is a strong GM programme of work which is supporting Bury in its approach to mitigating the effects of Adult Social Care demand. This includes wider system (i.e at a GM level) to provider failure, rising and predicting demand etc	28-Oct-2019
CRR_L_01b System flow work is a multi-agency approach across health and social care stakeholders.	28-Oct-2019

Risk Code & Title	CRR_E_03 Decline in Ofsted ratings across the Borough				
Risk Statement	4.2 Decline in Ofsted ratings across the Borough	Assigned To	Current Risk Status	Direction of Travel	Annual profile
					
Current Issues	National comparisons against Bury's performance				

Original Risk				Current Risk				Next Risk Review	Target Risk			
Date Risk Identified	Impact	Likelihood	Rating	Current Risk Review Date	Impact	Likelihood	Rating		Impact	Likelihood	Rating	Target Date
01-Apr-2019	4	5	20	14-Nov-2019	4	4	16	01-Jan-2020	3	3	9	31-Mar-2020

Existing Assurance	Existing Controls	Gaps in Assurance / Gaps in Control
<ol style="list-style-type: none"> The Cabinet Member for Children and Young People, alongside the Interim Assistant Director of Education to appear before each sitting of the Scrutiny Committee for this municipal year to brief members on the steps being taken by Bury Council to drive up educational standards. Life Chances Commission reviewing life readiness. Improved Quality Assurance arrangements for social work practice including audit framework, social work standards and audit recommendation tracker. Monthly Performance Management Meetings for Social Care with Team managers to account for team performance report cards. Monthly SEND Partnership Board accountable and with oversight of the SEND system SEND Improvement Governance Structure in place 	<ol style="list-style-type: none"> Notice of Motion at July 2019 Council - The Interim Assistant Director of Education to provide a written report to all councillors by Friday 9th August 2019 to confirm what steps must be taken to improve educational standards within the Borough. Working group of councillors be appointed to assume responsibility for overseeing the transformation of educational standards within the Borough. Inspection Action Plan in place following social care inspections of Front Door and Care Leavers Recovery plans in place for those areas of weaknesses following Joint Area SEND inspection revisit (13 May 2019) 	<ol style="list-style-type: none"> Question of whether a role for internal audit or a wider peer challenge to assess impact of Council activity in the role of school standards (particularly for maintained) Recognition of potential impact of wider determinants of health on school standards and performance Ofsted framework for inspection changes significantly Level/intensity of concerns and views of parents on SEND Increase in number of SEND tribunals and judicial reviews Political "goal posts" locally and nationally change

Action	Due Date
CRR_E_03a Determined through written report by Interim AD Education	31-Oct-2019
CRR_E_03b Role of BAMP/BASH to be explored in driving the required improvements	31-Oct-2019
CRR_E_03c Education given greater prominent with Health and Wellbeing Board arena.	31-Oct-2019
CRR_E_03d Horizon scanning for future changes in policy and system design	31-Oct-2019
CRR_E_03e Positive relationships with parents through work on co-production and with wider stakeholders	31-Oct-2019
CRR_E_03f Strong local political relationships	31-Oct-2019

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Meeting: Strategic Commissioning Board			
Meeting Date	02 December 2019	Action	Receive
Item No	12	Confidential / Freedom of Information Status	No
Title	Bury Strategy Update		
Presented By	Lynne Ridsdale, Deputy Chief Executive, Bury Council		
Author	Lynne Ridsdale, Deputy Chief Executive, Bury Council		
Clinical Lead	Dr. Jeffrey Schryer, CCG Chair		
Council Lead	Lynne Ridsdale, Deputy Chief Executive, Bury Council		

Executive Summary
Updated set of slides in relation to the latest thinking on the emerging Bury 2030 strategy.
Recommendations
It is recommended that the Strategic Commissioning Board: <ul style="list-style-type: none"> Review the presentation slides and provide their strategic input into the proposals.

Links to Strategic Objectives/Corporate Plan	Yes
Does this report seek to address any of the risks included on the Governing Body / Council Assurance Framework? If yes, state which risk below:	No
<i>Add details here.</i>	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have any departments/organisations who will be affected been consulted ?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any conflicts of interest arising from the proposal or decision being	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

Implications						
requested?						
Are there any financial implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any legal implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any health and safety issues?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
How do proposals align with Health & Wellbeing Strategy?	Report outlines proposals for future community strategy including health and social care integration within the context of PSR					
How do proposals align with Locality Plan?	Locality Plan refresh is to be a forerunner of the Bury 2030 Strategy					
How do proposals align with the Commissioning Strategy?	The Bury Strategy will provide the strategic vision for the Borough for the next decade, articulating the key outcomes for the people of the Borough which should sit centrally within future commissioning plans.					
Are there any Public, Patient and Service User Implications?	Yes	<input checked="" type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do the proposals help to reduce health inequalities?	Focus on IMD will ensure Bury Strategy targets activity to drive necessary increases in quality of life and outcomes for residents of the Borough.					
Is there any scrutiny interest?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
What are the Information Governance/ Access to Information implications?	N/A at this stage – will be considered as part of wider integration work					
Has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any associated risks including Conflicts of Interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are the risks on the CCG /Council/ Strategic Commissioning Board's Risk Register?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Additional details	<i>NB - Please use this space to provide any further information in relation to any of the above implications.</i>					

Governance and Reporting		
Meeting	Date	Outcome
Joint Cabinet & JET	18/11/2019	At time of writing, report still to take place
JET	11/11/2019	Noted and comments fed back on

Bury Strategy Update

1. Introduction and background

- 1.1 This report is a further update to SCB following an earlier paper in October 2019 with regards to the latest developments in relation to the Bury (2030) Strategy.
- 1.2 The Bury Strategy will be our 10 year vision for the place rather than a plan just for any given organisation – this is a plan for the Borough of Bury, by the people of Bury.

2. Presentation slides

- 2.1 Following engagement over the summer, an updated set of presentation slides are provided for information to outline the key feedback from the engagement session, emerging key themes of the strategy and a timetable for next steps including consultation and implementation.
- 2.2 The Board are asked to consider the recommended direction of travel, based on resident feedback and data analysis.

3. Recommendations

- 3.1 It is recommended that the respective Members of the Board review the proposals outlined in the slides and provide their strategic input into the proposals.

4. Actions Required

- 4.1 To review this report and to provide strategic input into the development of the Bury Strategy with any specific contributions to be sent to corporate.core@bury.gov.uk

Lynne Ridsdale
Deputy Chief Executive (Corporate Core)
l.ridsdale@bury.gov.uk
November 2019

Bury 2030

SCB 2nd December 2019

Updates / Inputs to Bury 2030

- Cabjet feedback summer 2019
- Partnership meetings feedback
- 1200 resident questionnaires returned:
 - Pride/love of place & community spirit – but local not Borough-wide identity;
 - More evidence of disenchantment in Radcliffe
 - Interest in getting more involved
 - clean & green valued – carbon-neutral a priority
 - Congestion big issue
- Index of multiple deprivation report
 - Bury less deprived than similar places
 - Direction of travel has changed – now getting worse relative to others
 - Deprivation in Bury remains highly concentrated AND it is the same neighbourhoods as 2010 & 2015

Summary – proposed analysis of what we need to reflect in Bury 2030?

- Integrated public services around individuals and their families at neighbourhood level (targeted PSR).
- Highest quality public services so all neighbourhoods are attractive places to live. (Universal public services; Population Health for all neighbourhoods).
- Health & Care strategy to improve outcomes and lower service demand
- Regeneration - the longer term more strategic economic and physical development of places
- Clear economic strategy for Bury to stand out as one of the first post industrial northern districts to achieve higher than national average levels of economic growth and lower than national (not stat neighbours) average levels of deprivation
- Self-care; community capacity; strengths based
- Six township identities; one common “USP” / “thing” for Bury

The Bury Community Strategy 2030

Happy People

Bury people will have bold aspirations & the whole community will be working together to improve life chances to realise these. Bury will work as one system where everyone plays their part to care for themselves, each other through their time, skills & enterprise. Our health inequalities will have been reduced and outcomes for long term conditions will improve meaning people live longer lives in good health. We will be giving our children the best start in life through high quality early years and high performing schools. Our arts showcase will inspire new talent and social connections as part of pioneering mental health support and through our Friendly Bury model tackling loneliness. Communities will be empowered to support each other through self-led groups; the voluntary, community and faith sector; peer-mentoring; and volunteering so people can participate fully in their lives.

Thriving Place

Bury has a rich tapestry of six distinct townships and neighbourhoods within them. By 2030, they will all have less crime, more affordable, high quality housing and the Borough will not have any places within the most deprived in the UK. People will be proud to live in the Borough. Radcliffe and Prestwich town centres will have created vibrant new futures for themselves, reflecting the similar success and local identity of Bury and Ramsbottom town centres. We will be known as the garden of GM because of our bountiful access to clean and green spaces; our economic growth will be amongst the fastest in GM, managed sensitively to preserve our valued green spaces through developing brown field sites first. We will be the City region eco-leaders, well-progressed to carbon neutrality through innovative ideas and the engagement of young people.

Creative Ideas

Bury will be known as a centre for the arts, which drive social engagement and regeneration, raise aspirations and inspire talent development. The Borough will be a tourist destination for people who appreciate culture, heritage & green space. Visitor numbers will continue to grow to our museums; East Lancs Railway; Sculpture Trail; our renowned markets for local produce and Victoria Wood heritage. There will be an annual “Happy” festival & events in our townships; performances; symposium & sharing and targeted work around dementia, in our care homes & schools. Bury will be a thought-leader in the science of happiness. The gap in outcomes between our most deprived communities and the rest of Bury will be reduced because of the happiness that is coming from our community cohesion, wellbeing and optimism

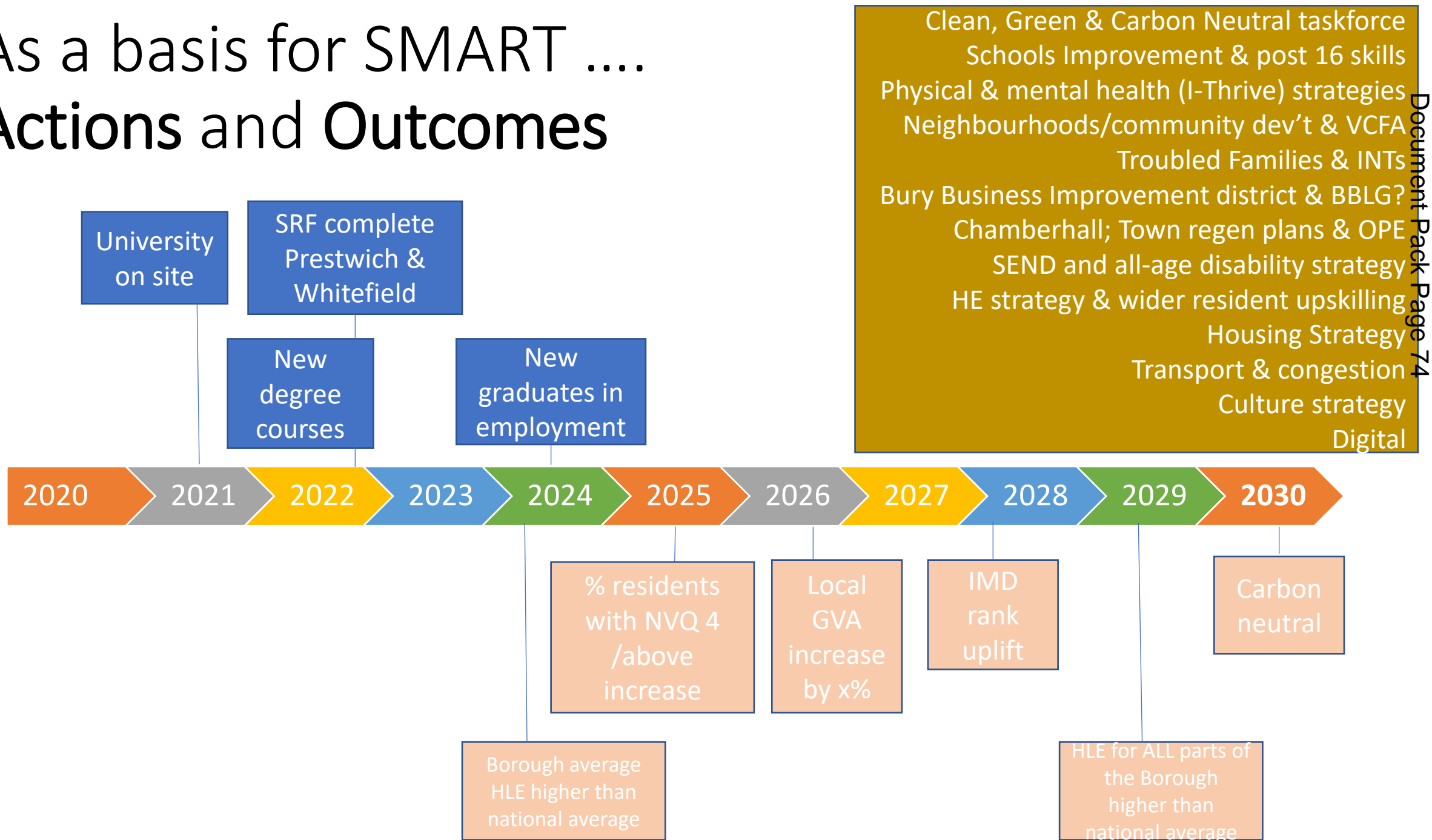
Enabling Infrastructure

Bury towns have great transport connections which will be further improved and be less congested by 2030 with investment in highways, walking and cycling routes as part of the Bee Network initiative; increased capacity on tram and bus routes into and around the Borough & redevelopment of the Bury Interchange. We will have networked neighbourhoods through the roll out of full fibre and 5G as part of an inclusive digital strategy to include assistive technology. Social infrastructure for our communities will maximise their capacity to stay healthy, prosperous and happy through empowering and enabling personal and local decision making and linking people to assets in their communities. Public services will be reformed and working together as one, in a joined-up, risk-based and preventative way.

Enterprising Business

Bury means business and we are at the heart of driving and rebalancing the local, regional and national economy. We will play a key part in the economic growth of Greater Manchester and be known as a place for manufacturing; high skilled-service & digital businesses. We will remain national leaders for numbers of new business start-ups and support for business growth will be improved through a rejuvenated Bury Business Centre as an enterprise hub. The number of larger businesses will grow, especially through the significant Northern Gateway site development. Our network of local business leaders will expand, which will drive a significant social value contribution and local wealth retention. Our economy will grow by giving residents the skills for high quality, local employment through our College and University partnership – whose curriculum, uniquely, will be directly informed by our growth plan.

As a basis for SMART Actions and Outcomes



Implementation Plan

Activity	Timescale
Final analysis on summer engagement and information from partners	Mid November 2019
Phil Collins to commence work on the narrative	late November 2019
Tactical version of the LP refresh goes into GM H&C Partnership – 29 th November 2019 (following HWB on 20 th November)	29 th November 2019 (following HWB on 20 th November)
Further development of ‘delivery plan’ for Bury 2030, based on the 5 pillars	December 2019 and January 2020
Development of new governance around Bury Strategy and wider ‘Team Bury’ arrangements (including for monitoring progress against the strategy)	December 2019 for implementation in April 2020
Draft Bury Strategy to come forward for public discussion (consultation)	Late January 2020
Drafting of Corporate Plan demonstrating organisation’s contribution to delivering the Bury Strategy, determining local priorities of which to set future budgets against (co-designed with communities as part of the Bury Strategy public consultations)	February 2020
Bury Strategy and delivery plan endorsed	April 2020
Corporate Plan endorsed	Full Council, May 2020

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Meeting: Strategic Commissioning Board			
Meeting Date	02 December 2019	Action	Approve
Item No	13	Confidential / Freedom of Information Status	No
Title	Strategic Commissioning Board Development Programme		
Presented By	Nicky O'Connor, Interim Director of Transformation		
Author	Nicky O'Connor, Interim Director of Transformation		
Clinical Lead	Dr. Jeff Schryer, CCG Chair		
Council Lead	Cllr David Jones, Leader, Bury Council		

Executive Summary
Following recent discussions about the need for a board development programme for the SCB, this paper outlines the work commissioned to support the board in this regard.
Recommendations
It is recommended that the Strategic Commissioning Board: <ul style="list-style-type: none"> Note and comment on the proposed development

Links to Strategic Objectives/Corporate Plan	Choose an item.
Does this report seek to address any of the risks included on the Governing Body / Council Assurance Framework? If yes, state which risk below:	Choose an item.
<i>Add details here.</i>	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Have any departments/organisations who	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

will be affected been consulted ?						
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any financial implications?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any legal implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any health and safety issues?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do proposals align with Health & Wellbeing Strategy?	In line with both Health and Wellbeing Strategy					
How do proposals align with Locality Plan?	Aligned					
How do proposals align with the Commissioning Strategy?	Aligned					
Are there any Public, Patient and Service User Implications?	Yes	<input checked="" type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do the proposals help to reduce health inequalities?						
Is there any scrutiny interest?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
What are the Information Governance/ Access to Information implications?						
Has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any associated risks including Conflicts of Interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are the risks on the CCG /Council/ Strategic Commissioning Board's Risk Register?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Additional details	<i>NB - Please use this space to provide any further information in relation to any of the above implications.</i>					

Governance and Reporting		
Meeting	Date	Outcome
Add details of previous		

<i>meetings/Committees this report has been discussed.</i>		

STRATEGIC COMMISSIONING BOARD DEVELOPMENT PROGRAMME

1. Introduction

- 1.1. At the first and second Strategic Commissioning Board (SCB) meetings, the concept of a development programme for all board members was discussed and agreed. This recognised the coming together of previously separate governance systems and meetings to form the SCB, the fact that the model was new to everyone and there would be different views about how to achieve common aims, and the differences in culture between CCG and Council.
- 1.2. A programme of board development has been commissioned with the following aims and objectives:
 - Developing collective and corporate compassionate leadership, acting transparently and accountably for the benefits of residents
 - Achieving effective implementation of our strategy for commissioning reform
 - Realising excellence in performance against agreed objectives
 - Progressing values-based culture and engagement drawing on the best of both Bury Council and Bury CCG values and principles
 - Advancing innovative and effective use of data to inform strategic commissioning
 - Achieving continuous improvement in clinical, commissioning, and managerial processes
 - Developing an effective and central role in system wide transformation based on the delivery of truly integrated care for the people of Bury

2. Context

- 2.1. The challenge for the Strategic Commissioning Board of dealing with rapidly increasing demand and comparatively flatlining resource (finance and workforce) requires a different approach to strategies that have traditionally been adopted over many years, at least in the NHS
- 2.2. The NHS and local authorities in Greater Manchester have been pioneers, following the devolution deal, in developing a system of integrated care and commissioning, with population rather than silo-based budgets and the consequent encouragement

for providers to organise and deliver health and care services in a more effective and efficient way

- 2.3. However, the Board is also required to balance the short-term imperatives of financial stability and national targets on waiting times with this longer-term transformation of the health and care system and the move to population health management
- 2.4. This challenge requires the Board to manage the transition to new ways of working in a way that delivers sustained high-quality services in the immediate term whilst designing and implementing 'value adding' organisational arrangements for the future. Critically, this must be conducted whilst demonstrating accountability to Bury residents and the values of compassion and 'patient centeredness' for those who need care
- 2.5. All this creates both a challenging set of tasks and responsibilities. It is this, therefore, that provides the basis for the objectives of the board development work

3. Delivery of Board Development

- 3.1 The plan for the programme consists of a series of structured interviews with a cross section of board members to gain insight into the challenges and successes, followed by 2 sessions with the full board and an action plan for further work.

4. Overarching approach - two board development sessions over a 3-4 month timeframe

- 4.1 The run up to and aftermath of the two sessions will be part of a single process of board development, during which preparatory work, including interviews with board members to create information will be conducted which can be presented back at the sessions.
- 4.2 This will ensure the board can maximize the time available for discussion as well as highlighting the convergence and divergence of views.
- 4.3 This process will also include producing action notes and a final report which will be discussed throughout the process with board members to ensure effective implementation of agreed actions.
- 4.4 Check and challenge processes will be brought into situations that the board discusses to bring an external perspective into the room. This would reflect national and international examples of how others are tackling similar problems to stimulate wider debate and greater ambition.
- 4.5 The first Board Development Session would begin with a focus on the external environment and the opportunities and threats it brings. This would be the mirror against which to gauge current vision and strategy, board leadership, current approaches, capabilities and development needs.

- 4.6 The second Development Session will take stock of progress, pick up areas in the objectives not covered previously and focus down onto the key areas where the board needs to manage its external relationships, and its internal delivery capability. The session would end again with an agreed set of actions and a plan for their delivery.

5. Facilitation and Timing of Board Development

- 5.1 Mike Farrar, CBE, FRCGP, FRCP, Dip.H.Ed, BA Hons has been commissioned to deliver the board programme. Mike works nationally and internationally on developing health and care systems. Now an independent consultant, he was previously the Chief Executive of the NHS confederation, the Chief Executive of the North West Strategic Health Authority, Chair of Sport England and National Tsar for Sport and Health to name a few of his previous roles.
- 5.2 Dates for the two sessions that are convenient to Board members are currently being sought but are likely to be in January and March 2020.

6. Actions Required

- 6.1 The Strategic Commissioning Board is required to:
- The Board is asked to receive and comment on the proposal for Board development

Nicky O'Connor
Director of Transformation
n.o'connor@bury.gov.uk
November 2019

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Meeting: Strategic Commissioning Board			
Meeting Date	02 December 2019	Action	Information
Item No	14	Confidential / Freedom of Information Status	No
Title	Bury System Board Meeting - 16 October 2019		
Presented By	Dr Jeff Schryer, CCG Chair		
Author	-		
Clinical Lead	-		
Council Lead	-		

Executive Summary
The paper includes the minutes of the Bury System Board Meeting held on 16 October 2019 for information
Recommendations
It is recommended that the Strategic Commissioning Board: <ul style="list-style-type: none"> Notes the Minutes of the Bury System Board Meeting held on 16 October 2019

Links to Strategic Objectives/Corporate Plan	Choose an item.
Does this report seek to address any of the risks included on the Governing Body / Council Assurance Framework? If yes, state which risk below:	N/A
<i>Add details here.</i>	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Have any departments/organisations who will be affected been consulted ?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any financial implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

Implications						
Are there any legal implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any health and safety issues?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
How do proposals align with Health & Wellbeing Strategy?						
How do proposals align with Locality Plan?						
How do proposals align with the Commissioning Strategy?						
Are there any Public, Patient and Service User Implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do the proposals help to reduce health inequalities?	The Bury locality is represented at this meeting and the Greater Manchester work is aligned with local strategy / priorities					
Is there any scrutiny interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
What are the Information Governance/ Access to Information implications?	None – these minutes are publicly available via https://democracy.greatermanchester-ca.gov.uk/ieListMeetings.aspx?Committeeld=140					
Has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any associated risks including Conflicts of Interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are the risks on the CCG /Council/ Strategic Commissioning Board's Risk Register?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Additional details	N/A					

Governance and Reporting		
Meeting	Date	Outcome
Bury System Board	16/10/2019	Minutes being submitted for ratification

Title	Minutes of the Bury System Board 16 October 2019		
Author	Alex Cutler, Executive Assistant, Bury CCG		
Version	0.1		
Target Audience	Members of the Bury Health and Social Care Transformation Programme Board		
Date Created	17 October 2019		
Date of Issue			
To be Agreed	October 2019		
Document Status (Draft/Final)	Draft		
Document History:			
Date	Version	Author	Notes
21 October 2019	1.0	Alex Cutler	Forwarded to Margaret O'Dwyer for review
October 2019	1.1		Amendments made
12 November 2019	2.0		Approved
Approved:			
Signature:		

Bury System Board

MINUTES OF MEETING

Wednesday 16th October 2019, 12.00pm to 2.00pm

Townside Primary Care Centre

Chair – Cllr A Simpson

Members Present

Ms Julie Gonda , Interim Executive Director - Communities & Wellbeing, Bury Council (JG)
Mr Howard Hughes, Clinical Director, NHS Bury CCG (HH)
Ms Lindsey Darley, Transformation Director, Bury LCO (LD)
Ms Catherine Jackson, Executive Nurse, Bury CCG (CJ)
Dr Kiran Patel, Medical Director, GP Federation (KP)
Ms Karen Dolton, Executive Director of Children and Young People, Bury Council (KD)
Ms Nicky O'Connor, Interim Director of Transformation, Bury Council (NO'C)
Margaret O'Dwyer, Director of Commissioning & Business Delivery/Deputy Chief Officer, NHS Bury CCG (MO'D)
Mike Woodhead, Joint Chief Finance Officer, Bury Council and NHS Bury CCG (MW)
Dr Daniel Cooke, Clinical Director, Bury CCG (DC)
Cllr David Jones, Leader of Bury Council (DJ)
Mr Chris O'Gorman, Chair, LCO (CO'G)
Ms Mui Wan, Associate Director of Finance, Bury LCO (MWa)
Mr Sajid Hashmi, Independent Chair, Bury LCO Representative, (SH)

Others in attendance:

Ms Alex Cutler, Executive Assistant, Bury CCG (AC)

Apologies

Apologies for absence were received from:

- Dr Jeff Schryer, Chair Bury CCG (Chair) (JS)
- Mr Geoff Little, Chief Officer, Bury CCG/Bury Council (GL)
- Ms Lesley Jones, Director of Public Health, Bury Council (LJ)
- Ms Tracy Minshull, Interim Assistant Director (TM)
- Dr Cathy Fines, Clinical Director, NHS Bury CCG (CF)
- Mrs Kath Wynne-Jones, Programme Director, Bury LCO (KWJ)
- Mr Keith Walker, Executive Director of Operations, Bury LCO Representative, (KW)
- Mr Craig Carter, Director of Finance, NCA, (CC)
- Ms Helen Smith, Head of Assurance, Bury LCO, for Item 5 only (HS)

MEETING NARRATIVE & OUTCOMES

1.	WELCOME AND APOLOGIES		
1.1	AS opened the Bury System Board with introductions on Ms Cutler’s behalf and welcomed those present. Apologies were noted as outlined above. The meeting was declared quorate in line with the ToR.		
2.	DECLARATIONS OF INTEREST		
2.1	Members were reminded of their obligation to declare any interest they may have on any issues arising from agenda items which might conflict with the business of the Bury System Board.		
2.2	Members were asked to review the Declaration of Interests Register for the Bury System Board and inform AC of any changes.		
ID	Type	The Programme Board:	Owner
D/10/01	Noted	No changes received for the latest version of the DoI Register.	Cllr Simpson
A10/01	Action	Board to review the DoI Register and inform AC of any changes.	All members

3.	MINUTES OF LAST MEETING/ACTION LOG		
3.1	The minutes of the previous meeting held on the 10 th September 2019 were agreed as a correct record. The Action Log was noted and updates were recorded within the log accordingly.		
3.2	DJ commented that apologies had been forwarded but not recorded within the minutes. It was noted after the meeting that apologies were had not been received.		
3.3	AS requested that clearer annotations be provided within action log moving forward.		
ID	Type	The Programme Board:	Owner
D/10/02	Noted	Approved the minutes and noted the associated updates on the actions of the previous meeting.	Cllr Simpson
A/10/02	Action	To provide a detailed description for each agreed action within action log	A Cutler

4.	Draft Terms of Reference
4.1	MO'D updated the Board of the report which incorporates the changes in red following comments received from the last meeting. It was noted that the new item 6.6 where the Board had requested a concise paragraph around what the expected behaviours are along with the attached appendix, which were printed in black rather than red.
4.2	Agreement still needed around decision making of this Board which has currently not been incorporated within the draft shared today, and did not appear to have been discussed at the last meeting.
4.3	CO'G stated that it was the understanding that decision making powers from the previous Transformation Board had delegated responsibility from CCG Governing Body to make decisions relating to Transformation Funds are to be continued within this group. If this is everyone's understanding, this needs to be reflected in the voting process.
4.4	LD commented that the core functions of the Board would be around clinical and financial sustainability. Within the objectives it outlines a process around reporting and she suggested that TFOG are to be included along with the Workforce as they work across the system.
4.5	The Group agreed with comments around the Transformation Fund decision making MW agreed and as the funding comes from the Commissioners, that the casting vote remains with the OCO Chair as they are held accountable.
4.6	CO'G agreed with this proposal.
4.7	MO'D added that the ToR will be finalised and sent to all members so that they can share with their governance, and submitted to the Health and Wellbeing Board for sign off.

ID	Type	The Programme Board:	Owner
D/10/03	Noted	The Board discussed the draft ToR.	Cllr Simpson
A/10/03	Action	MO'D to share final ToR with Board members.	Ms O'Dwyer

5.	Bury Strategy including Refresh and Locality Plan
5.1	MO'D presented members a PowerPoint presentation for the Bury Strategy 2030 vision.
5.2	<p>Public discussion events have taken place over the past few weeks with the people of Bury, who were asked questions such as:</p> <ul style="list-style-type: none"> • What they love about their bit of Bury? • Specific worries for the future, such as Brexit? • What the perfect Bury would look like in 2030? • What they would do for their local community if they had the chance?
5.3	Data gathered so far have identified themes such as pot holes, the environment, safety, policing and crime, are issues arising.
5.4	In parallel with the emerging 2030 strategy, we are two years into our four-year locality plan and there is a need for this to be requested from both the Ten refreshed Locality Plans and GM's overarching narrative. We both intend to remain faithful to

the spirit of devolution and have enough visibility of all things in the NHS plan to attract resources into Bury. Each refreshed plan has to include:

- What our vision is on population health
- The outcomes we want to achieve and how we achieve these
- Understanding of our neighbourhood model and how it is developing
- Our LCO and how it is developing
- Understanding of the Strategic Commissioning function
- The 5-year projections for finance, activity and workforce.

5.5 The original plan was around Health and Social Care over 4 years from 2017 to 2021 and securing the transformation funding of £19.2m.

5.6 Moving forward, work is needed as to how do we intend to take health and care integration to the next level within the broader context of reformed public sector services. This was always our aspiration but over the last two years, our focus moved towards the development and creation of the LCO along with progression within commissioning. We now need to review and revise our collective vision and show how we aim to achieve this.

5.7 The Board felt that our original vision and outcomes still remain true.

5.8 Due to delays in implementation of our Transformation schemes, one of our challenges will be to describe their impact so far.

5.9 MO'D shared the iThrive model and although the example used is based around mental health, the question was whether this could be used a starting point to describe levels of interventions with links to wider public services.

5.10 Following the presentation, Board members sat in small groups to discuss the questions identified within the slide and share at the end (Attachment 1 attached).

5.11 JG advised that following discussion that it was agreed that the vision still stands but acknowledged that the baseline in certain areas had worsened since writing the plan in 2017. The question around 'People helping themselves more', is still valid but how do we measure this. It is felt that we are doing the right thing but whether we are able to measure and understand impact.

5.12 MO'D advised that within the latest data within the Indexed Multiple Deprivation has indicated that Bury is going in the wrong direction and that one of the big factors identified within the analysis, is the fear of crime and actual crime. We need to work on ensuring that people feel safer within communities.

5.13 AS agreed and stated that following a recent session with residents in Besses, crime had been identified as a big issue within all communities. Due to funds being reduced within the police force, this clearly reduces visibility communities once had.

5.14 JG agreed and questioned what data we have, to underpin some of the narrative that we have to strengthen this.

5.15 DJ said the presentation was very interesting as he was not part of developing the original plan specific to crime data, only 4 particular areas of crime (burglary, theft, damage and another area are considered in the statistics). Also, regarding fear of

	crime and perceptions, evidence has shown that the higher the crime rate within your area, the fear of crime is lower. This is reflected within Bury communities who have a low amount of crime however the fear of crime is higher.
5.16	AS mentioned that unreported crime is a concern also as this does not form a true reflection on figures.
5.17	MOD suggested that members split up into small groups to discuss and provide suggestions on: <ul style="list-style-type: none"> • How does the Locality Plan refresh fit with the Bury 2030 Strategy? • Views on the proposal to use 'iThrive' concept to describe Bury's model of person centre care within a PSR context? • How do we take health and care integration to the next level, embracing other public sector services?
5.18	Suggestions from each group were discussed and are included within the attached document.
5.19	MO'D asked how the Board how they would like to continue their involvement on the Locality Plan, inputting to and receiving progress reports
5.20	MW advised that due to time limitations (only 12 weeks to undertake a refresh), separate workshops are not an option and suggested several members such as MO'D, LD, HS, LJ continue liaising with stakeholders and feedback to the Board as and when updates are available.
5.21	This was agreed by members.

	Type	The Programme Board:	Owner
D/10/04	Decision	Noted the draft paper and actions.	Cllr Simpson
A/10/04	Action	Continue to liaise with stakeholders and feedback data to the Board when updates on the Bury Strategy/Locality Plan are available.	MO'D/LD/HS/LJ

6	Service Reviews
6.1	MO'D updated members of the service reviews. Following sight of the reviews, the key next step is for a more worked up plans in preparation for Strategic Board in November with a view to having things mobilised to go live in April 2020. The project plan should describe what is realistically possible.
6.2	LD advised that the review of Integrated Neighbourhood Teams does not have efficiency savings within the existing budget and still being worked on. The two main objectives are: <ul style="list-style-type: none"> • Review where teams are currently up to and what we need to embed active case management, to align with Primary Care Networks, to work alongside LJ with PSR work and integrate this • Identify the future model for the neighbourhood teams with look like and link in with the Locality Plan,

	Type	The Programme Board:	Owner
D/10/05	Decision	Noted the draft paper and actions were noted.	Cllr Simpson
A/10/05	Action	Final Service Review Implementation Plans to be shared with members once finalised.	MO'D/LD

7	Highlight Report		
7.1	LD introduced this report in HS's absence and took questions. In addition, the report identified programmes where funding has been reduced and these will move in to a project closure process.		
7.2	AS questioned why we were not taking the Integrated Neighbourhood Hubs forward as it has shown to be moving in the right direction and records high usage. LD advised that it is in fact the Integrated Virtual Clinical Hub which has moved to project closure. A decision from the Strategic Oversight Group and Transformation Board is for this to be incorporated within the Urgent Care Review.		
7.3	CJ asked whether this decision had been picked up in terms of risk within the review. MW advised that Transformation is having an impact on our finances resulting in some services.		
7.4	LD clarified the RAG status of particular projects. Those in red are so, as they may not yet be at a point where we see any impact because it may not yet be fully mobilised.		
7.5	MO'D advised the Strategic Oversight Group identified a number of projects within the programme which were not moving forward and that those involved in the delivery of these projects have been formally notified by letter that their services are coming to an end in October.		
7.6	Devolution II session will take place on 30 October and displaced staff may attend. During the event we will be recognising achievements made over the last 12 months but also acknowledging the staff who provided the programmes that have ended.		
ID	Type	The Programme Board:	Owner
D/10/06	Decision	Noted the report and comments made.	Cllr Simpson

8	Finance Report		
8.1	MWa summarised the report which shows the rebalancing the remaining Transformation Fund following the Strategic Oversight Group reviews. Discussions with Strategic Oversight Group took place, initially to look at what the forecast position was, including deflections from Transformation Fund schemes and built this into the financial position which identified a gap.		
8.2	MW added that we now have a better understanding of where we are within the Transformation Fund budget but further work is needed over the next year to identify which schemes are successful and show financial benefit and those which do not.		
8.3	In conclusion, MWa advised that within the table towards the end of the report, an assumption in 20/21 and 21/22 an approximate £1.5m projected planned savings		

	should support the schemes to continue, and this will require continuous monitoring.		
ID	Type	The Programme Board:	Owner
D/10/07	Decision	Noted the report and comments made.	Cllr Simpson

9	Assurance Dashboard Proposal		
9.1	<p>LD proposed that two items be discussed with members in order for an agreement to be reached on:</p> <ul style="list-style-type: none"> • The Board agree to a single health and social care transformation programme structure which includes system reviews, change programmes and transformation funded projects. • That this structure aligns with the developing System Outcomes and Performance Framework 		
9.2	<p>CJ sought clarity on the what is meant by assurance, is it assurance on delivery or what is being delivered. LD confirmed the term assurance is around programmes as marked red which indicate they are not fully mobilised, so impact is minimal.</p>		
9.3	<p>Board members agreed to the first two items within the report and that the remaining issue 'That the existing PMO Assurance function provides this assurance through relevant health and social care system governance', be re-listed as an agenda item for discussion in November.</p>		

ID	Type	The Programme Board:	Owner
D/10/08	Decision	Noted the update and members agreed to the two points dicussed today.	Cllr Simpson
A/10/06	Action	Assurance Dashboard Proposal – that the existing PMO Assurance function provides this assurance through relevant health and social care system governance be added as agenda item for November 2019.	MO'D/HS

10	Outcomes and Performance Group – items for escalation		
	PCFT transaction financial risk, latest position –		
10.1	<p>MO'D referenced back to the ToR discussed earlier. One new sub-group is the Outcome and Performance Group which is working well together but still developing. In terms of the ToR, there is provision for items from this sub-group to be escalated to the Board.</p>		
10.2	<p>A further paper shared this morning provided the latest position.</p> <ul style="list-style-type: none"> • 8 or 9 Service pressures, such as district nursing • Post transaction further diligence around IMT has identified a significant pressure • Estates is a possible pressure but as yet unquantified. 		
10.3	<p>The NES Risk Group has just been reconstituted and will work together to look at mitigations.</p>		
10.4	<p>MW advised that there was always going to be some risk of approx. £0.5m and the</p>		

	helpful discussions currently taking place with NCA will take us in the right steps moving forward. Concerns are more around discussions with Pennine Care around stranded costs which are progressing and that these also involve the GM Partnership.
10.5	MWa stated that the document circulated was only around Bury which includes the risks MOD had mentioned. Figures have not yet been finalised but moving forward, the figures shared will incorporate the risks with risks and monthly forecast figures.
10.6	In terms of service pressures, the largest relates to the District Nursing Workforce. Since transaction, half of the pressure here have been mitigated. Further discussions are to be held to understand the impact of not recruiting to the remaining posts.
10.7	MWa confirmed that as per the report, month 6 shows the figures and each month, refreshed figures will be shown.
10.8	AS stated that the figures within the report are from July 2019 to March 2020 indicating a deficit of £865k, how much of this is recurrent year on year? MWa stated this would be the recurrent position including vacancies although this could be separated from the report.
10.9	
10.10	AS agreed that vacancies should be separated from the figures within the table.
10.11	HH noted that there have been historic staffing issues within community services with more of a demand on acute services within Bury and questioned whether this is part of current discussions.
10.12	MO'D stated these discussions have not taken place to date but they will commence now that we have the latest position or pressures. The question is how we can work smarter together exploiting the opportunities now that community and acute services are within the NCA.
10.13	HH added that the pace also needs to be considered due to the potential procurement and avoid being out bid for services. The question is which forum should hold these conversations.
10.14	LD agreed wider discussions do need to take place but felt this Board was not the correct forum.

ID	Type	The Programme Board:	Owner
D/10/09	Decision	Noted the update within the report.	Cllr Simpson
A/10/07	Action	Vacancies should be separated from the figures within the table of the Finance Report	MWa
A/10/08	Action	To identify the most appropriate team to discuss the approach to procuring community services.	MO'D

11	Clinical Cabinet/Professional Congress (Future Working Arrangements)
11.1	HH suggested this item be deferred to the next meeting in November as this was still to be discussed with Dr Patel.

ID	Type	The Programme Board:	Owner
D/10/10	Decision	Noted the Update.	Cllr Simpson
A/10/09	Action	Clinical Cabinet/Professional Congress to be deferred to November 2019 and added to agenda.	HH

11	Closing Matters		
11.1	There were no items raised.		
ID	Type	The Programme Board:	Owner
D/10/11	Decision	Noted the information.	Cllr Simpson

Next Meeting	Date: 12 November 2019, 1.00pm – 3.00pm at Townside
Enquiries	e-mail : alex.cutler@nhs.net Tel: 0161 253 7865

Transformation Programme Board Action Log – June 2019

Status Rating



- In Progress



- Completed













- Not Yet Due













- Overdue








Meeting Date	Action	Lead	Status	Due Date	Update
10 th April 2019	A/04/01 - Programme Governance Report to be added to agenda for May Transformation Board meeting.	Mrs Wynne-Jones		3 rd June 2019	<ul style="list-style-type: none"> Kath Wynne-Jones, Margaret O'Dwyer and Geoff Little met on Tuesday, 23rd April 2019 to consider the Programme Governance paper and agreed that this was a transitional year and recognised that the Programme Management Group would be a vehicle that all SROs and Executive leads could come together to consider Cross Cutting themes impacting on their Transformation Programmes. It was also understood that there would need to be joint assurance to Transformation Board on progress against implementation and realisation of benefits and assurance should not be overly burdensome. In terms of Change Management, the proposed methodology for LCO was acknowledged however also acknowledged it may be that different change methodology is used across







Meeting Date	Action	Lead	Status	Due Date	Update
					<p>Bury.</p> <ul style="list-style-type: none"> The OCO would provide names to Kath Wynne Jones. Update provided to June meeting
10 th April 2019	A/04/06 - Mrs Dolton to review the governance around Children's Services Commissioning with a view to streamlining	Mrs Dolton (in conjunction with Dr Fines and Mr Hargreaves)		11 July 2019	<p>A meeting had taken place and a further update would be provided at the June meeting.</p> <p>Ms Dolton to arrange for programme to be scoped and actioned.</p> <p>15/08/19 - Margaret O'Dwyer agreed to liaise with Karen Dolton to find out where this piece of work is up to and feedback to members.</p>
10 th April 2019	A/04/07 – Community Paediatric review – await outcome of meeting with North Manchester General Hospital and then OCO/LCO discussions on next steps.	Ms O'Dwyer/Mrs Wynne-Jones		11 July 2019	<p>Discussions were underway and a further update would be provided at the next meeting.</p> <p>15/08/19 – agreed to remove from action log and add to forward plan for October 2019.</p>
9 th May 2019	A/05/02 - A schedule of Deep Dives to be set for the new Senior Oversight Group included the methodology for the reviews being defined.	Ms Smith		11 July 2019	<p>The schedule of deep dives will be agreed following the meeting of the Senior Oversight Group.</p> <p>15/08/19 – agreed to remove from action log as this is now with the Senior Oversight Group and add to September's agenda.</p>

Meeting Date	Action	Lead	Status	Due Date	Update
9 th May 2019	A/05/04 - Sustainability of each programme to be reviewed by system-wide task and finish group in detail, results to come back to June TPB with decisions to be made re: <ul style="list-style-type: none"> • Next gateways (timings and criteria) • Whether additional core funding can/should be identified in 2020/21 	Mrs Wynne-Jones/Mr Woodhead		11 July 2019	This should be kept on the agenda as a standing item. 15/08/19 – agreed to remain on agenda as a standing item
3 rd June 2019	A/06/01 – New Systems Board to be established to incorporate Transformation Board	Ms O'Dwyer/Mrs Wynne-Jones		October 2019	15/08/19 – agreed to remove from action log.
3 rd June 2019	A/06/03 - A meeting with the OCO to be convened in relation to the IM&T report.	Mr Woodhead		11 July 2019	15/08/19 – agreed the need to identify a System Leader for IM&T, Item to go on September agenda.
15 th August 2019	A/08/01- to draft ToR including membership and to be presented at September's Bury System Board meeting	Ms O'Dwyer /Ms K Wynne-Jones		September 2019	Item to go on September Agenda.
15 th August 2019	A/08/03 - to share outcome of indicators of impact measures with GL.	Ms O'Dwyer		September 2019	
15 th August 2019	A/08/04 - to provide monthly performance dashboard	Ms Smith		September 2019	
15 th August 2019	A/08/05 - Discussions around the components needed in order to move forward.	Ms Darley		September 2019	Engagement with the public, comms meeting taken place but will update at next meeting. Change the subject for the action.

Meeting Date	Action	Lead	Status	Due Date	Update
	10/09 requested that this be changed to Communications about involving patients and self-care as well as the LCO agenda.				<p>10/09 – agreed to change the action subject. Update to be shared at next Bury System Board meeting in October.</p> <p>16/10 commenced a small group to take discussions forward and manage this piece of work relating to best practice moving forward. To remain on action log until work completed and Board updated.</p>
15 th August 2019	A/08/07 – Task and Finish Group, next steps following feedback from LCO Board.	Ms Darley / Ms K Wynne-Jones			<p>In progress and to return to Bury System Board for November 2019.</p> <p>10/09 KWJ advised a Task and Finish Group meeting in two weeks' time and will be shared in November 2019.</p> <p>16/10 Convened Task and Finish Group, paper produced and awaiting comments for it to be presented to LCO Board. Update to be provided at next meeting and to be listed as an agenda item for November's BSB.</p>
15 th August 2019	A/08/08 – CCG Finance to identify nominee to Locality Plan Steering Group	Ms O'Dwyer			S O'Hare nominated. Closed
10 th September 2019	A/09/01 - Discuss with colleagues the need to ensure agenda setting and reports are dealt with and received in a timely manner.	G.Little			Completed

Meeting Date	Action	Lead	Status	Due Date	Update
10 th September 2019	A/09/02 - Update Bury System Board of the decision from Children's Executive regarding the merge with paediatric services and Governance at October's meeting.	C Fines / K Dolton			16/10 work completed and awaiting final comments from KW-J. To be added as an agenda item for discussion at BSB in November.
10 th September 2019	A/09/03 - Phraseology within ToR to be revised, including list of Board members, quoracy and then to be shared with members this week.	Ms Wynne-Jones/Ms O'Dwyer			V2 TOR shared with System Board Members
10 th September 2019	A/09/04 – TOR - Comments to be sent to JG/MOD by end of next week.	All members			No comments received from Board Members Remove
10 th September 2019	A/09/05 - To share draft paper on Neighbourhood teams with members by end of the week.	Ms Wynne-Jones			Completed
10 th September 2019	A/09/06 - To share draft review papers on IC and UC with members	Ms Cutler			All 3 reviews sent out to members on 10/09/19
10 th September 2019	A/09/07 – To feedback comments of all three reviews by the end of the weekend in preparation for the Governing Body meeting.	All members			Comments received only from KP.
10 th September 2019	A/09/08 - Arrange urgent meeting with Dan, Mr Little and Dr Schryer to discuss option appraisals.	Ms Wynne-Jones			Completed

Meeting Date	Action	Lead	Status	Due Date	Update
10 th September 2019	A/09/09 - Discuss with Leads the four areas identified within System Metric Dashboard as to whether the information requested is no longer relevant and if not ,what we should be looking at for the next Bury System Board in October 2019.	Ms Smith			16/10 – item to be relisted for November's meeting
10 th September 2019	A/09/10 - Meet with Kate to discuss and design a workshop to design a system performance framework that we can assure ourselves against. To be brought back to Bury System Board in November 2019.	Ms Smith			Actioned and update to be provided in November.
10 th September 2019	A/09/11 - Identify specific needs for IM&T Leadership post within CCG/Council or elsewhere if needed.	Ms Darley			Completed
10 th September 2019	A/09/12 - To read the paper and feedback to Ms Darley outlining specific requests and comments	All members			Completed
10 th September 2019	A/09/13 - To read the document so that further discussions can take place during next meeting.	All members			Completed
10 th September 2019	A09/14 - To provide an update on the alignment of LCO/OCO roadmaps and priorities to Bury System Board in October 2019.	Ms O'Dwyer			To be relisted as agenda item for November 2019.
10 th September 2019	A/09/15 - Comments to be fed back to COG OCO Report	All members			Completed

Meeting Date	Action	Lead	Status	Due Date	Update
16 th October 2019	A/10/03 - To share ToR Final Draft with Board members.	Ms O'Dwyer			
16 th October 2019	A/10/04 - Continue to liaise with stakeholders and feedback data to the Board when updates on the Bury Strategy/Locality Plan are available.	Ms O'Dwyer / Ms Darley/ Ms Smith/ Ms Jones			Ongoing and on agenda
16 th October 2019	A/10/05 - Final Service Review papers to be shared with members once finalised.	Ms O'Dwyer/ Ms Darley			On agenda
16 th October 2019	A/10/06 - The existing PMO Assurance function provides this assurance through relevant health and social care system governance be added as agenda item for November 2019.	Ms O'Dwyer/ Ms Smith			
16 th October 2019	A/10/07 - Vacancies should be separated from the figures within the table of the Finance Report	Ms Wan			
16 th October 2019	A/10/08 - To identify the most appropriate team to discuss the approach to procuring community services	Ms O'Dwyer			

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