



## BURY INTEGRATED HEALTH & SOCIAL CARE PARTNERSHIP BOARD

### DRAFT MINUTES

Thursday 16<sup>th</sup> June 2016  
9.30am – 11.30am  
Room 0.1 @ 3 Knowsley Place

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| <b>Present:</b>   | Margaret O'Dwyer (MO'D) (Chair), Fiona Moore (FM), Howard Hughes (HH), John Wilkes (JW), Julie Gonda (JG), Mike Woodhead (MW), Stuart Richardson (SR) attending on behalf of KWa |
| <b>Minutes:</b>   | Maureen Foden (MF)   |
| <b>Apologies:</b> | Jayne Hammond (JH), Pat Jones-Greenhalgh (PJG), Keith Walker (KWa), Karen Whitehead (KWh), Lesley Jones (LJo), Mike Owen (MO)  |

| Item | Agenda Item  | Discussion  | Action Agreed By Whom | By When |
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| 1    | <b>Welcome &amp; Apologies</b>                           | The Chair welcomed everyone to the meeting and apologies, as above were noted.                        |                       |         |
| 2    | <b>Minutes and Matters Arising from previous meeting</b> | The minutes of the meeting held on the 19 <sup>th</sup> May 2016 were approved as an accurate record. |                       |         |

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|  | <p><b>26.04.16</b></p> | <p><b>Matters Arising: Action Log</b></p> <p>Action 3 – It was reported that roles are going to change with regards to the H&amp;WB as GM Devo has recognised that the current composition of Boards will not work. Therefore it was discussed if the ToR for the Board should be put on hold; GM transformation are pulling together revised TOR for Health and Well-Being Boards. It was decided that we would await these and then determine what needs to be wrapped around them in Bury.</p> <p><b>ACTION 1: MO'D to see if she can access early draft of proposed H&amp;WB TOR.</b></p> <p>Action 8 – It has been agreed that priorities 2, 3 &amp; 4 will be brought to this meeting separately in light of the H&amp;WB new ways of reporting.</p> <p><b>ACTION 2: To look into the changes for the reporting on the priorities and to share priorities 2, 3 &amp; 4.</b></p> <p><b>Historical Actions – 21<sup>st</sup> April 2016</b></p> <p>MOD has taken over the action to send a formal email with regards to next steps for Healthier Radcliffe to Fiona Moore</p> <p>JG will check with BN who was tasked with ensuring Fiona Moore is on all distribution lists for any correspondence relating to the Locality Plan and to investigate if any previous work has slipped off the radar.</p> <p><b>ACTION 3: JG to check with BN</b></p> | <p><b>MOD</b></p> <p><b>PJG</b></p> <p><b>JG</b></p> | <p><b>14.07.16</b></p> <p><b>14.07.16</b></p> <p><b>14.07.16</b></p> |
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| 3   | <b>Action Log – 19<sup>th</sup> May 2016</b>                     | <p>Please see updated action plan from 19<sup>th</sup> May attached.</p> <div style="text-align: center;"> <br/>             20161905- Action Log.doc         </div>   |            |                 |
| 4   | <b>ITEMS FOR DECISION</b>  |   |            |                 |
| 4.1 | <b>Locality Care Organisation - Development of Locality Care</b> | <p>A number of Board members attended the Locality Care Organisation Workshop that took place yesterday. The feedback was positive and it has reported that these workshops will take place fortnightly.</p> <p>The Board were in agreement that decisions need to be made to move this agenda forward. It needs to be crystallised what the focus of the LCO should be in Bury, and this should be the prime input of the next workshop.</p> <p>It was agreed that there needs to be something on the table, it needs principles and this is something that this Board should follow up and give direction on if GM timescales are to be met. The providers are all keen to move forward and to embrace change.</p> <p>With the emerging LCO, this Board needs to have discussions on commissioning activity and a clear steer is needed on what is required. MO and SN need to agree what the LCO will look like giving clear indications to work from. SN is to propose a focus/prime programme of work for the LCO to commence dialogue with relevant partners.</p> <p><b>ACTION 4: To speak to SN to get a steer for going forward</b></p> | <b>MOD</b> | <b>14.07.16</b> |

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|     |  | <p><b>ACTION 5: To find out dates through MO, at least for the next workshop.</b></p> <p>The development of a LCO needs to move on at pace, even if PWC who are facilitating the workshops are not available. There was a lot of good things said yesterday, the atmosphere was positive and people felt it was going in the right direction, this needs to be built on.</p>   | JG | 14.07.16 |
| 4.2 | <p><b>Neighbourhood Working – Provider Alliance</b></p>  <p>1603 BBCBGPFPCFT<br/>Draft MoA V0 2.doc</p> | <p>This is being redeveloped; JG will keep the Board updated on progress.</p> <p>Bev Worthington is taking over from LJa as lead for Neighbourhood Working.</p>  |    |          |
| 5   | <b>ITEMS FOR DISCUSSION</b>  |  |    |          |
| 5.1 | <p><b>Better Care Fund</b></p>  <p>Bury CCG BCF Final Report.pdf</p>                                  | <p>JG reported that she will bring the metrics for the year end and Q1 report to the next meeting.</p> <p><b>ACTION 6: To bring year end and Q1 metrics report to next meeting</b></p> <p>An internal audit report was presented with a number of recommendations.</p> <ol style="list-style-type: none"> <li>1. The current ToR of this Board does not document quoracy, this is being picked up by PJG and MOD once revised H&amp;WB TOR become available.</li> <li>2. Public engagement was not articulated fully in the plan to reflect what work</li> </ol> | JG | 14.07.16 |

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|            |   | <p>had actually been undertaken. JG will be picking this up and will be clearer and more expressive.</p> <ol style="list-style-type: none"> <li>3. Risk sharing and payment for performance. JG and MW will be reviewing this.</li> <li>4. Individual scheme updates. JG has reviewed and a programme approach to the Locality Plan is how this will be addressed.</li> </ol> <p>It was proposed that BCF reporting can be evidenced in the minutes following receipt and discussion of progress against each BCF scheme on a quarterly basis.</p>  |              |                 |
| <p>5.2</p> | <p><b>Performance Section</b></p>  <p>Performance<br/>Timetable.docx</p> | <p>A document was provided by HS with regards to performance reporting, the proposal outlines the reporting mechanism and how it works. It will map the:</p> <ul style="list-style-type: none"> <li>• Scheme</li> <li>• Detail</li> <li>• Milestones</li> <li>• Progress</li> <li>• Outcomes</li> </ul> <p>It will point to where Bury should be, is it doing what is should be doing and what it should be achieving, and it will highlight where it actually is. This will give a framework for a project approach.</p> <p>The metrics are currently owned by the two BI teams from the CCG and LA, a project approach is required for day to day business which is proportionate. It will be required to capture organised monitoring which should be then reported to this Board.</p> <p><b>ACTION 7: It was suggested going through all the BCF headings to find out</b></p> | <p>JG/HS</p> | <p>14.07.16</p> |



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|            | <br>Greater Manchester<br>PC strategy final draf | <p>Community based primary care will be the bedrock of the new models of care. Professionals too need to embrace the self care agenda and support the empowerment of people to take responsibility for their own health and wellbeing.</p> <p>Bury is right up there in terms of taking things forward in GM, although it is accepted that there are still variations. The Care Quality Commission report for practices in Bury show none are inadequate which is unusual in GM and Bury GPs are the most efficient prescribers in the NW. However, it has been acknowledged however there is a long way to go with elective admissions.</p> <p>From a PCCC perspective, wider primary care services are being engaged for example optometry, dentistry etc to give a more holistic approach.</p> <p>It was expressed that Bury do need to be more innovative and break down barriers, it needs to look forward to what it wants primary care look like in 2020. A willingness to be more radical is required and this Board needs to give the direction of travel locally, even if it is not explicitly laid out in the GM strategy.</p> <p>There is the opportunity to acquire monies to transform primary care however this will be dependent on engagement of a critical mass of Practices in Bury. There are three entry points for the new contracts and it is at entry level two that funding will become available. A real ground swell is needed to be at the heart of the primary care changes. Primary Care at scale initiative and the GP Engagement events are the vehicles to develop these discussions.</p> <p><b>ACTION 10: To bring an update on progress for transformation monies</b></p> | <p>FM</p> | <p>14.07.16</p> |
| <p>5.4</p> | <p><b>Locality Plan</b></p>   | <p>A feedback document from the locality planning workshop which took place on 18<sup>th</sup> May was presented.</p>  |           |                 |



| 6 ITEMS FOR INFORMATION ONLY |   |  |     |          |
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| 6.1                          | <b>SRO Meeting Notes</b>  | <p>JG referred to a request from the GM Transformation Team for each Locality to respond to a series of questions, which she tabled.</p> <p>JG drafted answers and the Board went through them commenting where appropriate and advising on amendments where required.</p> <p><b>ACTION14: This has a very tight turnaround however it was suggested sending it to John Hampson for his support in respect of the digital roadmap enquiry.</b></p> | JG  | 14.07.16 |
| 6.2                          | <b>System Resilience Group (SRG) Meeting Notes</b>  | <p><b>ACTION15: To provide the System Resilience Group (SRG) meeting notes for the group.</b></p>  | KW  | 14.07.16 |
| 6.3                          | <b>Governance Papers from GM Meetings – Architecture of all meetings to be discussed.</b> | <p><b>ACTION16: To provide Governance Papers from GM Meetings – Architecture of all meetings to be discussed</b></p>   | PJG | 14.07.16 |
| 6.4                          | <b>AOB</b>  | <p>Neighbourhood Working - Jeff Schryer, MOD and JG meeting still to be arranged</p> <p><b>ACTION 17: To rearrange Neighbourhood Working meeting with JS, MOD &amp; JG</b></p>   | JG  | 14.07.16 |

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| 6.5 | <b>Date &amp; Time of Next Meeting 16.06.16</b> | 14 <sup>th</sup> July 2016, 3.00 – 5.00pm, Silver Street. Meeting subsequently cancelled.   |             |  |
| 6.6 | <b>Agenda Items for Next Meeting</b>            | <ul style="list-style-type: none"> <li>➤ Bury Children &amp; Young People’s Integrated Health &amp; Wellbeing Service Update</li> </ul> | <b>L Jo</b> |  |