

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
Introduction and background The attached minutes reflect the discussion from the Strategic Commissioning Board held on 4 November 2019.
Recommendations It is recommended that the Strategic Commissioning Board: <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.
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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

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.