

Meeting: Strategic Commissioning Board			
Meeting Date	06 January 2020	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
<b>Introduction and background</b>  The attached minutes reflect the discussion from the Strategic Commissioning Board held on 2 December 2019.
<b>Recommendations</b>  It is recommended that the Strategic Commissioning Board: <ul style="list-style-type: none"> <li>Approve the Minutes of the Meeting held on 2 December 2019 and an accurate record; and</li> <li>Note progress in respect to agreed actions captured on the Action Log.</li> </ul>

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"/>

<b>Implications</b>						
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						

<b>Governance and Reporting</b>		
<b>Meeting</b>	<b>Date</b>	<b>Outcome</b>

<b>Title</b>	<b>Minutes of the Strategic Commissioning Board on 2 December 2019</b>		
<b>Author</b>	Emma Kennett, Head of Corporate Affairs and Governance		
<b>Version</b>	0.1		
<b>Target Audience</b>	Strategic Commissioning Board Members / Members of the Public		
<b>Date Created</b>	December 2019		
<b>Date of Issue</b>	December 2019		
<b>To be Agreed</b>	6 <sup>th</sup> January 2020		
<b>Document Status</b> (Draft/Final)	Draft		
<b>Description</b>	Minutes of the Strategic Commissioning Board on 2 December 2019		
<b>Document History:</b>			
<b>Date</b>	<b>Version</b>	<b>Author</b>	<b>Notes</b>
	0.1	Emma Kennett	Forwarded to Chair for review.
<b>Approved:</b>			
<b>Signature:</b>			
			..... <b>Dr J Schryer, Chair</b>

# Strategic Commissioning Board Meeting

## DRAFT MINUTES OF MEETING

Strategic Commissioning Board Meeting, 2 December 2019 16:30-18.00

Chair – Dr J Schryer

### Voting Members

Dr Jeff Schryer, CCG Chair  
Cllr David Jones, Leader of the Council, (Chair)  
Dr Cathy Fines, Clinical Director, Bury CCG  
Mr Howard Hughes, Clinical Director, NHS CCG Bury  
Mr Geoff Little, Chief Executive, Bury Council / Accountable Officer, Bury CCG  
Cllr Eamonn O'Brien, Cabinet Member Finance & Housing (for part)  
Cllr Sharon Briggs, Cabinet Member – Communities  
Cllr Alan Quinn, Cabinet Member Environment  
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 Jayne Hammond, Assistant Director of Legal and Democratic Services, Bury Council  
Ms Lesley Jones, Director of Public Health, Bury Council (for part)  
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

No public members in attendance

## MEETING NARRATIVE & OUTCOMES

### 1 Welcome, Apologies And Quoracy

1.1 The Chair welcomed those present to the meeting and noted apologies had been received from: -

#### Voting Members

- Cllr Jane Black, Cabinet Member Corporate Affairs & HR
- Dr Daniel Cooke, Clinical Director, Bury CCG
- Mr David McCann, Lay Member Patient & Public Involvement, NHS CCG Bury
- Cllr Andrea Simpson, Deputy Leader, Cabinet Member Health & Wellbeing
- Cllr Tamoor Tariq, Cabinet Member Children & Families
- Mr Chris Wild, Lay Member, NHS CCG Bury

	<u>Non-Voting Members</u> <ul style="list-style-type: none"> <li>Mr Peter Thompson, Secondary Care Clinician, NHS CCG Bury</li> </ul>		
	<u>Others in attendance</u> <ul style="list-style-type: none"> <li>Mrs Catherine Jackson, Executive Nurse</li> </ul>		
1.2	The Chair advised that the quoracy had been satisfied.		
<b>ID</b>	<b>Type</b>	<b>The Strategic Commissioning Board:</b>	<b>Owner</b>
D/12/01	Decision	Noted the information.	

<b>2</b>	<b>Declarations Of Interest</b>		
2.1	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.		
2.2	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.		
2.3	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 (SCB).		
2.4	Declarations made by members of the SCB 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. <ul style="list-style-type: none"> <li><b>Declarations of interest from today's meeting</b></li> </ul>		
2.5	There were no declarations raised at this point in the meeting however two further interests materialised as part of Agenda Item Number 8 – Plastic Free Plan and these interests are fully documented at that point including any actions taking to mitigate the risks. <ul style="list-style-type: none"> <li><b>Declarations of Interest from the previous meeting</b></li> </ul>		
2.6	There were no declarations of interest from the previous meeting raised.		
<b>ID</b>	<b>Type</b>	<b>The Strategic Commissioning Board:</b>	<b>Owner</b>
D/12/02	Decision	Noted the published register of interests.	

<b>3</b>	<b>Minutes of the last Meetings and Action Log</b>		
	<ul style="list-style-type: none"> <li><b>Minutes</b></li> </ul>		
3.1	The minutes of the SCB meeting held on 4 November 2019 were agreed as an accurate record.		

	<ul style="list-style-type: none"> <li>• <b>Action Log</b></li> </ul>		
3.2	The Action Log was discussed and it was noted that there were no updates that were not covered by other agenda items.		
ID	Type	The Strategic Commissioning Board:	Owner
D/12/03	Decision	Approved the minutes of the meeting held on the 4 November 2019.	

<b>4</b>	<b>Public Questions</b>		
4.1	No questions raised		
ID	Type	The Strategic Commissioning Board:	Owner
D/12/04	Decision	Noted that there were no questions raised.	

<b>5.</b>	<b>Chief Executive and Accountable Officer Update</b>		
5.1	<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"> <li>• There were budget challenges in the region of £30m for the next financial year with the 5 year figure being greater in the region of £40m. Grant Thornton was currently undertaking a piece of work in relation to the Council financial aspects. An informal session of the Council Cabinet was taking place on the 4<sup>th</sup> December 2019 to gain a greater steer in relation to the future position. From a CCG perspective, a report would be submitted to the Governing Body in January 2020.</li> <li>• There would be leadership changes at the Greater Manchester Health and Social Care Partnership given Mr Rouse's departure and there was a need to sustain momentum in relation to transformation and other pieces of work. A further update on this would be provided to the SCB in January 2020 as part of the Chief Executive and Accountable Officer Update.</li> <li>• A further report in relation to the SCB Governance Sub Structure and associated timescales would be brought back to the SCB meeting in January 2020. Linked to this report would be the work currently being undertaken across the CCG and Council in relation to communications and engagement and the future arrangements for a wider clinical/professional group.</li> <li>• The initial phase of the OCO Staff consultation was due to end on the 31 December 2019 and there would need to be further discussions via the Council's HR Panel and CCG Remuneration Committee in the first instance. As the SCB did not have a specific remit around approving the organisational structure/roles, an update on where the process was up to would be provided via email in between meetings.</li> <li>• The Interim Director of Transformation was working with the Deputy Chief Executive in relation to the OD strategy/requirements and a further update would be provided to the SCB in February 2019 with further detail.</li> </ul>		
5.2	The Chair emphasised that there were significant financial challenges ahead for both the CCG and Council. The Chief Executive, Bury Council / Accountable Officer, Bury CCG suggested that a closed workshop session be arranged for January 2020 to focus on the financial challenges. This would be followed by a short business meeting in public. SCB supported this approach for the meeting on the 6 <sup>th</sup> January 2020 which		

would involve starting at an earlier time. Initial thoughts around timings would be a 3 hour workshop followed by a 30 minute business meeting however this would need to be confirmed following today's meeting. As part of any budget planning, there was also a need to take into account any implications that may arise as a result of the Labour Group meeting on the 20<sup>th</sup> January 2020.

ID	Type	The Strategic Commissioning Board:	Owner
D/12/05	Decision	Noted the update.	
D/12/06	Decision	Supported the SCB Development Session being arranged during the next quarter.	
A/12/01	Action	SCB Finance workshop/business meeting to be arranged for the 6 <sup>th</sup> January 2020.	Mrs Kennett / Ms O'Connor
A/12/02	Action	Update on Greater Manchester Health and Social Care Partnership changes to form part of the Chief Executive Bury Council and Accountable Officer Bury CCG Update to SCB in January 2020	Mr Little
A/12/03	Action	A further report in relation to the SCB Governance Sub Structure and associated timescales would be brought back to the SCB meeting in January 2020.	Mr Little
A/12/04	Action	OD update to be provided to the SCB in February 2020.	Ms O'Connor
A/12/05	Action	An update on the staff consultation process to be sent to SCB members via email in between meetings.	Mr Little

6.	The Bury Neighbourhood Model
6.1	<p>The Deputy Chief Executive presented a report in relation to the Bury Neighbourhood model. It was reported that: -</p> <ul style="list-style-type: none"> <li>As a result of multiple cross-service conversations, a future model for neighbourhood working in Bury is proposed as a basis for further consultation and development.</li> <li>The model sought to embed the key features of public service reform and to facilitate strategic place-based development and individual active case management, with a view to improving outcomes and reducing cost.</li> <li>A number of steps needed to be taken in terms of making it happen and the associated decisions/implications were outlined in the context of the data, Integrated Neighbourhood Teams, 'Troubled Families' and place.</li> </ul>
6.2	<i>The Cabinet Member Finance &amp; Housing entered the meeting at this point.</i>
6.3	<p>The following comments/queries were raised in relation to the Bury Neighbourhood model: -</p> <ul style="list-style-type: none"> <li>There was a need to take into consideration Systems Meetings and the implications of commissioning at place based level.</li> <li>The need to add a layer at the bottom of the diagram to include OCO especially in the context of deprivation.</li> </ul>

6.4	<ul style="list-style-type: none"> <li>• Whether the engine room would be a physical place in one location or virtual. It was confirmed that this was currently a physical place based in the Bury Police Station with close to links the Multi Agency Safeguarding Hub. It was commented that data analysts often preferred working in their own environment and it may be worth taking this into account as part of any further changes. A general discussion took place regarding the other functions of the engine room and the importance of data quality and information governance. It was noted that risk appetite as part of this work needed to be clear in order to ensure that progress was not compromised going forward.</li> <li>• The leadership arrangements should be explicit as part of any new arrangements.</li> <li>• A targeted approach was required to address the highest risk areas including deprivation.</li> <li>• A reflection was provided on the Prestwich neighbourhood work to date and in particular active case management and how that would link with the engine room work and wider Public Sector Reform and involvement of all agencies. There was a need to ensure that the right structures were in place to support neighbourhood working as it develops.</li> </ul> <p>The Chair summarised the main discussion points from this item and concluded that whilst the SCB had given broad support on the outlined approach, there was a need to carefully consider data analysis and where staff fit into any new arrangements. It was agreed that further detail in relation to this model would be brought back to the SCB in February 2020.</p>
-----	--

ID	Type	The Strategic Commissioning Board:	Owner
D/12/07	Decision	Noted and supported the model.	
A/12/06	Action	Further detail in relation to the Bury Neighbourhood Model to be submitted to the SCB in February 2020.	Mrs Ridsdale

<b>7.</b>	<b>Walking and Cycling Fund Programme</b>
7.1	<p>The Cabinet Member for Environment presented a report in relation to the Walking and Cycling – Greater Manchester Challenge Fund. It was reported that: -</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• To date, there have been 6 opportunities for bid submissions since the fund “opened”. Bury had made bids in 4 of them (Tranches 1, 2, 5 &amp; 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 a favourable result was anticipated. Support for the bids had been provided by temporary staffing.</li> </ul>

7.2	<p>The following comments/queries were raised in relation to the walking and cycling report: -</p> <ul style="list-style-type: none"> <li>• Off road cycling was a positive development in terms of encouraging families to undertake physical activity.</li> <li>• The need to communicate/encourage more walking and cycling across the borough. It was noted that there were two world class cyclists from Bury therefore this could be a good selling point.</li> <li>• The need to increase this type of work across the borough in light of the long term benefits for relatively small investment.</li> <li>• This work needed to be linked to the Physical Activity Strategy and areas of deprivation/priority. This work would need to form part of the Physical Activity Strategy Implementation Plan.</li> <li>• The need to encourage active travel and make walking/cycling easier for people.</li> <li>• The supporting infrastructure and people strategy needed to be closely aligned.</li> </ul>
-----	---

ID	Type	The Strategic Commissioning Board:	Owner
D/12/08	Decision	Noted the report	
A/12/07	Action	The Walking and Cycling Fund work to form part of the Implementation Plan being developed as part of the Physical Activity Strategy.	

<b>8.</b>	<b>Plastic Free Plan (Links to Climate Change Emergency)</b>
8.1	<i>The Joint Chief Finance Officer commented that his partner worked for a company that sold reusable plastics and therefore wished to declare an interest in this regard. The Chair agreed that the Joint Chief Finance Officer could remain present for this item and participate in meeting discussions. NB – this would be followed with an updated declaration form following the meeting.</i>
8.2	The Cabinet Member for Environment <i>declared an interest in respect of his partner working for the MPs office in light of the involvement there had been in some of the plastic free developments. The Chair agreed that the Cabinet Member for Environment could remain present for this item and participate in meeting discussions.</i>
8.3	<p>The Cabinet Member for Environment submitted a report in relation to a Single Use Plastic Strategy. It was reported that: -</p> <ul style="list-style-type: none"> <li>• Single-use plastic (SUP) had become a much-debated topic with high levels of public interest. On the 16<sup>th</sup> January 2019, Bury Council passed a motion to become a plastic free Council. Plastic free is defined as no use of SUP where there is a practical and economic alternative. The Council has produced a strategy and action plan with the aim of make Bury a plastic free community by the 1st January 2022.</li> <li>• Good progress has been made by the Council to date and a full list of actions was included in Appendix A of the report. A follow up audit would be undertaken in March 2020 to track progress,</li> </ul>
8.4	The Chair enquired as to what specific actions were being taken from a health perspective in relation to the plastic strategy. The Director of Commissioning & Business Delivery commented that there was a need to understand the specific health requirements in the first instance in terms of whether this would impact on contracting

and other wider issues. It was agreed that the Director of Commissioning & Business Delivery would pick up with Cllr The Cabinet Member for Environment outside of the meeting in relation to the specific health requirements and discuss this further via the Governing Body as appropriate.

ID	Type	The Strategic Commissioning Board:	Owner
D/12/09	Decision	Noted the strategy and action plan contained in Appendix A and considered how this work can be widened across all the areas covered by the OCO.	
D/12/10	Decision	Recommended to the Governing Body that it signs the NHS pledge on the reduction of single use plastic.	
A/12/08	Action	It was agreed that the Director of Commissioning & Business Delivery would pick up with the Cabinet Member for Environment (Cllr Quinn) outside of the meeting in relation to the specific health requirements and discuss this further via the Governing Body as appropriate.	Ms O'Dwyer

9	Finance Report
9.1	<p>The Joint Chief Finance Officer provided an update on the latest financial position. It was reported that:-</p> <ul style="list-style-type: none"> <li>• The CCG and Council were both projecting a break even position at year end.</li> <li>• Agreement for a putting a 241 mechanism in place in relation to the final year end position had been agreed by the Governing Body and needed to be approved via the Council's governance. This proposal related to movement of Better Care funds between organisations.</li> <li>• In terms of reporting, there was not a written report available for today's meeting in light of the Council operating on a quarterly reporting basis compared to the CCG's monthly position. This position was currently being reviewed in conjunction with the Council's Democratic Services Team.</li> <li>• The Deputy Finance Director for the Council had not been appointed to therefore a contingency plan was currently being drawn up.</li> </ul>
9.2	The Chair commented that given finances were one of the biggest challenges faced by the CCG and Council at the present time, a written paper would be required next time.
9.3	<i>The Director of Public Health left the meeting at this point.</i>

ID	Type	The Strategic Commissioning Board:	Owner
D/12/11	Decision	Noted the update	
A/12/09	Action	Written Finance Report to be submitted to the next SCB meeting.	Mr Woodhead

10.1	Council / CCG Risk Report
10.1.1	Members received copies of a report in relation to the CCG and Council risks. The Director of Commissioning & Business Delivery highlighted that: -

10.1.2	<ul style="list-style-type: none"> <li>The report provided an updated position in respect of 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 SCB for oversight.</li> <li>Notwithstanding the on-going programme of work to align the Risk Management Strategy and underpinning administration arrangements to support the One Commissioning Organisation, the report included five risks which have been assigned to the SCB for collective oversight:</li> <li>In terms of the CCG Risks, these related to: 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); and Lack of effective engagement with communities (level 15);</li> <li>In terms of Council Risks, these related to Failure to implement Public Service Reform resulting in increased demand (level 16); and Decline in Ofsted ratings across the Borough (level 16).</li> </ul> <p>The following comments/queries were raised in relation to the Risk Report: -</p> <ul style="list-style-type: none"> <li>Page 8, Risk title GB 1920_PR_4.1 – Assuring decisions are <u>informed</u> 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 OCO and its decision making. It was noted that there was confusion around the wording of this risk in terms of the SCB’s role. It was agreed that the word informed should be changed to influenced.</li> </ul>
--------	---

ID	Type	The Strategic Commissioning Board	Owner
D/12/12	Decision	Received the Risk Register	
D/12/13	Decision	Reviewed the information presented	
A/12/10	Action	Risk title GB 1920_PR_4.1 to be amended to reflect the above comments in relation to wording.	Ms O’Dwyer

<b>10.2</b>	<b>Performance Update</b>
10.2.1	The Director of Commissioning & Business Delivery submitted the latest Performance update to the SCB.
10.2.2	It was reported that the CCG alongside other CCGs in Greater Manchester had challenges in achieving the national Constitutional Standards in a number of key areas. This report sets out the current position, and actions being taken.
10.2.3	The Chair suggested that for future reports, there be a particular focus on two key challenge areas across the CCG and Council.
10.2.4	The Lay Member for Quality and Performance reported that there was a need to review how trajectories are presented going forward to make it easy to understand how performance has changed over time. A storyboard format may be helpful. The Director of Commissioning & Business Delivery would feed this back for future reports.

ID	Type	The Strategic Commissioning Board	Owner
D/12/14	Decision	Received the Performance update and noted the areas of challenge and action being taken.	

A/12/11	Action	The presentation of trajectory information to be reviewed in relation to future reports.	Ms O'Dwyer
---------	--------	--	------------

<b>11</b>	<b>Locality Plan</b>		
11.1	The Director of Commissioning & Business Delivery reported that the refreshed Locality Plan had now been submitted to the Greater Manchester Health and Social Care Partnership in line with the required timescales.		
<b>ID</b>	<b>Type</b>	<b>The Strategic Commissioning Board</b>	<b>Owner</b>
D/12/15	Decision	Noted the update	

<b>12</b>	<b>Board Development</b>		
12.1	Members received copies of a report in relation to the SCB Development Programme.		
<b>ID</b>	<b>Type</b>	<b>The Strategic Commissioning Board:</b>	<b>Owner</b>
D/12/16	Decision	Noted the report	

<b>13</b>	<b>Minutes of Meetings</b>		
13.1	Members received copies of the minutes from the System Board meeting held on the 16 <sup>th</sup> October 2019.		
<b>ID</b>	<b>Type</b>	<b>The Strategic Commissioning Board:</b>	<b>Owner</b>
D/12/17	Decision	Noted the information.	

<b>14</b>	<b>Any Other Business and Closing Matters</b>		
14.1	The Chair reported that the CCG BAFTA and Council STAR Awards were scheduled to take place during the course of the week which would celebrate the hard work by members of staff and GP Practices.		
14.2	The Chair summarised the main discussion points from today's meeting and thanked members for their contributions.		
<b>ID</b>	<b>Type</b>	<b>The Strategic Commissioning Board:</b>	<b>Owner</b>
D/12/18	Decision	Noted the information.	

<b>Next Meeting</b>	Monday, 6 January 2020, 4.30 p.m., Committee Room A and B, Bury Town Hall (Chair – Cllr D Jones)
<b>Enquiries</b>	Emma Kennett, Head of Corporate Affairs and Governance. <a href="mailto:Emma.kennett@nhs.net">Emma.kennett@nhs.net</a>

## Strategic Commissioning Board Action Log – December 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		December 2019	
A/10/03	An organogram of the existing CCG and Council structures.	Mrs Featherstone/ Mrs Hammond		January 2020	Governance report included on agenda
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	Included on January SCB agenda.
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	
A/11/01	SCB Development Sessions to be arranged during the next quarter.	Ms O'Connor		January 2020	
A/11/02	It was agreed that a further Governance 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	Included on agenda.
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.	Mrs Gonda		January 2020	This has now been scheduled for the February 2020 meeting.
A/12/01	SCB finance workshop / business meeting to be arranged for the 6 <sup>th</sup> January 2020.	Mrs Kennett / Ms O'Connor		6 <sup>th</sup> January 2020	Workshop arranged 3-5pm on 6 <sup>th</sup> January 2020
A/12/02	Update on Greater Manchester Health and Social Care partnership changes to form part of the chief Executive Bury Council and Accountable officer Bury CCG Update to SCB in January 2020.	Mr Little		January 2020	
A/12/03	A further report in relation to the SCB Governance Sub Structure and associated timescales would be brought back to the SCB meeting in January 2020.	Mr Little		January 2020	As per A/11/02
A/12/04	OD update to be provided to the SCB in February 2020.	Ms O'Connor		February 2020	
A/12/05	An update on the staff consultation process to be sent to SCB members via email in between meetings.	Mr Little		January 2020	Consultation is still open at time of papers being circulated.
A/12/06	Further detail in relation to the Bury Neighbourhood Model to be submitted to the SCB in February 2020.	Mrs Ridsdale		February 2020	
A/12/07	The Walking and cycling Fund work to form part of the Implementation Plan being developed as part of the Physical Activity Strategy.	Mrs Jones		January 2020	

A/12/08	It was agreed that the director of commissioning & Business Delivery would pick up with Cllr Quinn outside of the meeting in relation to the specific health requirements and discuss this further via the Governing Body as appropriate.	Ms O'Dwyer		January 2020	
A/12/09	Written Finance Report to be submitted to the next SCB meeting.	Mr Woodhead		6 <sup>th</sup> January 2020	Included on agenda
A/12/10	Risk title GB 1920_PR_4.1 to be amended to reflect the above comments in relation to wording.	Ms O'Dwyer		6 <sup>th</sup> January 2020	Comments fed back to Deputy Director of Business Delivery.
A/12/11	The presentation of trajectory information to be reviewed in relation to future reports.	Ms O'Dwyer		January 2020	Comments noted.