Bury COUNCIL

NHS Bury Clinical Commissioning Group

Meeting: Strategic Commissioning Board (Public)			
Meeting Date	02 March 2020	**Action**	Approve
Item No	3	**Confidential / Freedom of Information Status**	No
Title	Minutes of Last meeting and Action Log		
Presented By	Cllr D Jones, 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 3 February 2020.

Recommendations

It is recommended that the Strategic Commissioning Board:

- Approve the Minutes of the Meeting held on 3 February 2020 as 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
Add details here.	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	☐	No	☐	N/A	☒
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	☐	No	☐	N/A	☒
Have any departments/organisations who will be affected been consulted?	Yes	☐	No	☐	N/A	☒

Implications						
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	☐	No	☐	N/A	☒
Are there any financial implications?	Yes	☐	No	☐	N/A	☒
Are there any legal implications?	Yes	☐	No	☐	N/A	☒
Are there any health and safety issues?	Yes	☐	No	☐	N/A	☒
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	☐	No	☐	N/A	☒
How do the proposals help to reduce health inequalities?	N/A					
Is there any scrutiny interest?	Yes	☐	No	☐	N/A	☒
What are the Information Governance/ Access to Information implications?	N/A					
Has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	☐	No	☐	N/A	☒
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	☐	No	☐	N/A	☒
Are there any associated risks including Conflicts of Interest?	Yes	☒	No	☐	N/A	☐
Are the risks on the CCG /Council/ Strategic Commissioning Board's Risk Register?	Yes	☐	No	☐	N/A	☒
Additional details						

Governance and Reporting		
Meeting	**Date**	**Outcome**

Bury COUNCIL

NHS Bury Clinical Commissioning Group

Title	Minutes of the Strategic Commissioning Board (in public) on 3 February 2020
Author	Emma Kennett, Head of Corporate Affairs and Governance
Version	0.1
Target Audience	Strategic Commissioning Board Members / Members of the Public
Date Created	February 2020
Date of Issue	February 2020
To be Agreed	2 March 2020
Document Status (Draft/Final)	Draft
Description	Minutes of the Strategic Commissioning Board on 3 February 2020

Document History:

Date	Version	Author	Notes
	0.1	Emma Kennett	Forwarded to Chair for review.
Approved:			
Signature:			..... **Dr J Schryer, Chair**

Strategic Commissioning Board Meeting

DRAFT MINUTES OF MEETING
Strategic Commissioning Board Meeting, 3 February 2020 16.30 -18.00 **Chair – Dr J Schryer**

Voting Members	
Dr Jeff Schryer	CCG Chair (Chair)
Cllr David Jones	Leader of the Council,
Cllr Sharon Briggs	Cabinet Member – Communities
Dr Daniel Cooke	Clinical Director, Bury CCG
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 Alan Quinn	Cabinet Member Environment
Cllr Tamoor Tariq	Cabinet Member Children & Families
Mr Chris Wild	Lay Member, NHS CCG Bury
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 & Wellbeing, Bury Council
Ms Lesley Jones	Director of Public Health, Bury Council
Cllr Nick Jones	Conservative Leader & Shadow Cabinet Member Transport & Economic Growth (for part)
Ms Nicky O'Connor	Interim Director of Commissioning, Bury Council
Ms Karen Johnston	Head of Communications, Engagement and Marketing, Bury Council and Bury CCG
Ms Nicky Parker	Programme Manager, Urgent Care Review
Mrs Emma Kennett	Head of Corporate Affairs Governance, Bury CCG/Business Support
Public Members	
Mr Joseph Timan	Bury Times
Ms Barbara Barlow	Healthwatch Chair/Public Member

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: - • Cllr Jane Black, Cabinet Member Corporate Affairs & HR • Mr David McCann, Lay Member Patient & Public Involvement, NHS Bury CCG • Cllr Andrea Simpson, Deputy Leader, Cabinet Member Health & Wellbeing • Cllr Tim Pickstone, Council Opposition Member, Bury Council • Mr Peter Thompson, Secondary Care Clinician, NHS Bury CCG • Mrs Catherine Jackson, Executive Nurse • Ms Margaret O'Dwyer, Deputy Chief Officer/Director of Commissioning, NHS CCG Bury

1.2	The Chair advised that the quoracy had been satisfied.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/01	Decision	Noted the information.	

2	Declarations Of Interest
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.
2.4	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. • **Declarations of interest from today's meeting**
2.5	There were no declarations raised. • **Declarations of Interest from the previous meeting**
2.6	There were no declarations of interest from the previous meeting raised.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/02	Decision	Noted the published register of interests.	

3	Minutes of the last Meetings and Action Log
	• **Minutes**
3.1	The minutes of the Strategic Commissioning Board meeting held on 6 January 2020 were agreed as an accurate record.
	• **Action Log**
3.2	The following updates were provided in relation to the Action Log: - • 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. It was reported that this document had been produced and had been shared with the Co-Chairs of the Strategic Commissioning Board and would be shared with the wider Strategic Commissioning Board in due course.

	• A/12/05 - An update on the staff consultation process to be sent to Strategic Commissioning Board members via email in between meetings. This update would be provided as part of the Chief Executive and Accountable Officer update • 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. It was noted that this meeting had taken place and that an update would be provided to the Governing Body in March 2020.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/03	Decision	Approved the minutes of the meeting held on the 6 January 2020	

4	Public Questions
4.1	No questions raised.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/04	Decision	Noted that there were no questions raised.	

5.	Chief Executive and Accountable Officer Update
5.1	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:- • Mr J Rouse had now left the Greater Manchester Health and Social Care Partnership and Ms S Price was covering the Chief Officer role on an interim basis. Mr Rouse had produced a summary of his main findings/reflections from his time in Greater Manchester and this had been circulated to Strategic Commissioning Board members on email. • In terms of the Pennine Acute Trust transaction, work was being undertaken in relation to managing North Manchester General Hospital under a management agreement with Manchester University NHS Foundation Trust and the Oldham, Rochdale and Bury hospitals and services being under a contract with Salford Royal from 1st April 2020. It was anticipated that the formal transaction processes would be completed by the 1st April 2021 at the latest. • The OCO staffing structure had been approved via the respective governance processes at the CCG and Council and next steps were being taken in terms of recruiting to the Executive Director of Strategic Commissioning position with interviews scheduled to take place on the 24th March 2020. OCO updates would continue to be provided to the Strategic Commissioning Board in the coming months. • Public Health England were leading on the Coronavirus outbreak via a command and control approach with plans and appropriate messaging being put in place at a National, Regional and Local level. • The first Strategic Commissioning Board Development Session was scheduled to take place on the 6th February 2020 and members were encouraged to attend this session. • The Greater Manchester Performance Dashboard would be submitted to future meetings of the Strategic Commissioning Board as part of the Performance Report which would be useful in terms of benchmarking against other CCGs.
5.2	The following comments/observations were made in relation to this agenda item: -

	• Clarification sought on what was meant by the term management agreement. It was reported that this was a 'half way' position as Pennine Acute Trust would remain as a legal entity in its own right from a governance perspective. • The need to consider the implications of the management agreement for children's acute services at North Manchester General Hospital.
5.3	*The Conservative Leader & Shadow Cabinet Member Transport & Economic Growth entered the meeting at this point.*

ID	Type	The Strategic Commissioning Board:	Owner
D/02/05	Decision	Noted the update.	
A/02/01	Action	Greater Manchester Performance Dashboard to be included as part of the Performance report for the next Strategic Commissioning Board.	

6.	Mental Health Strategy
6.1	The Interim Executive Director – Communities & Wellbeing, Bury Council presented an update report in relation to delivery of the Bury Mental Health Framework.
6.2	The report highlighted progress against the delivery of the Bury Mental Health Framework developed in October 2019, following a stakeholder engagement event.
6.3	It was highlighted that a community engagement project was commissioned from the VCF sector, to inform the priorities of the framework, a summary of the findings were included in the report.
6.4	An update was also provided on existing pieces of work and key areas for development in 2020 and an outline of the next steps in the delivery of the framework.
6.5	Dr Cooke gave his views on the progress made within this area from a clinical perspective in terms of improving the service offer to patients and a true crisis response in place.
6.6	The following comments/observations were made in relation to this agenda item: - • It was currently Children's Mental Health week and the VCFA was undertaking work with local schools to raise awareness within this area. It was noted that early intervention could change a person's life. • In terms of the Bed Every Night Scheme to help the homeless, funding was currently being provided from Greater Manchester however the future funding streams were not clear and there was a need to assess whether Council/CCG resources would be available in the future if required to support this area. It was highlighted that it was not just rough sleepers who benefited from this scheme as there were a number of 'sofa surfers' within the locality.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/06	Decision	Noted the progress made against the delivery of the Mental Health Framework.	

7.	Commissioning Reviews
	• **Urgent Care Update**
7.1	The Chair submitted a report in relation to the Urgent Care Review: public consultation.
7.2	It was reported that the CCG Governing Body had requested a strategic review of the Urgent Care system in Bury. This report set out the proposed Public Consultation exercise for the Urgent Care Review and included the draft Urgent Care Business Case, the draft Consultation Plan and the draft Consultation document for approval.
7.3	In terms of the background, it was highlighted that the Strategic Commissioning Board had received a presentation at its January meeting setting out progress with the strategic Urgent Care Review. The objectives of the Urgent Care Review were to: - • Improve performance of 4 hour waits to support Pennine Acute in gaining their full share of the Provider Sustainability Fund. • Mitigate growth and reduce the percentage of the budget spent on Urgent Care. • Deliver a minimum of £2.6m savings from Urgent Care Services "in scope". • Redesign to simplify access points to improve patient experience. • Work towards achievement of the GM UEC Improvement and Transformation Plan.
7.4	Members were reminded that the following services are in scope for the Urgent Care Review in Bury: - • Urgent Care Treatment Centre. • ED at Fairfield General Hospital. • Walk in Centres at Moorgate and Prestwich. • GP Out of Hours Service (BARDOC). • GP Extended Access. • GP Extended Working Hours. • Green Car Service. • Same Day Emergency Care. • GM Urgent and Emergency Care Improvement and Transformation Delivery Plan including the roll out of GM Clinical Assessment Service.
7.5	It was reported that the Review of Urgent Care in Bury had commenced in the middle of September 2019. Since then there had been an analysis of previous reviews and the key messages from those reviews. The financial costs and demand and capacity had been analysed. Best practice visits to Bradford and Rochdale Hospitals have taken place and discussions with the GM Urgent Care and Primary Care Teams as well as Health Innovation Manchester to inform thinking. The combination of data analysis and stakeholder engagement had led to the development of a case for change, a programme of work, the identification of workstream leads and a programme timeline.
7.6	It was highlighted that there has been an audit of the availability of GP practice appointments and a briefing note to practices on alternatives to hospital admission. The GM Clinical Assessment telephone service has gone live which redirected calls from 999 and 111 to a local primary care clinician where appropriate and the mobile phone based Greater Manchester Service Finder App was launched just before Christmas which will help people choose the right service to meet their needs.
7.7	The next phase of work had begun which includes benchmarking urgent care activity

	and costs across Greater Manchester and scoping out the potential new model for Urgent Care at a high level and have started planning for a public consultation.
7.8	The following comments/observations were made in relation to this agenda item: - • The importance of having sight of some of the more detailed information arising as part of the review since September 2019 including the 'Ask my GP' elements. It was reported that the GP Federation had been sighted on this work and there were 3 practices lined up to participate in a pilot scheme. • The role of the Clinical Assessment Service and how this would operate in reality in terms of triage and the booking of GP appointments. • Further details requested in respect of the capacity and demand work. It was reported that this information had already been shared however the Chair agreed to share this information with Dr Fines. • A diagram/flow chart being produced to assist Visual Learners which should set out the different steps/options in terms of accessing urgent care services. This suggestion was noted and was reported that a number of Case studies had also been produced as part of the review. • An enquiry about the £500k costs associated with the development of a hub. It was noted that should any proposals be implanted following any consultation process, there would need to be building work undertaken at Fairfield General Hospital to ensure that the space is fit for purpose for patient care. • **Intermediate Tier Review Update**
7.9	The Interim Executive Director – Communities & Wellbeing, Bury Council presented a report that highlighted the progress against the review of Intermediate Tier Services in Bury.
7.10	It was highlighted that ongoing engagement with the public around intermediate tier services was being undertaken and the feedback would inform detailed proposals for consultation at a later date.

7.11	It was reported that further work was ongoing in relation to the: -
	
	• Development of a detailed business case, based upon the feedback of the engagement work currently under way to include:
	  o A detailed review of intermediate tier beds in the system covering quality of care, quality of estate and cost, building upon the benchmarking work already undertaken to date;
	  o Review of estate within intermediate tier of services, with a view to understanding the impact and opportunity that may arise from future detailed proposals;

7.12	In terms of next steps, a detailed timeline was included within Section 10 of the report which included: - • Engagement questionnaires and face to face engagement conversations to be completed by end of February; • Engagement feedback to be collated 1st to 15 March; • Final business case for detailed proposals to be produced by 31 May 2020 to come to Strategic Commissioning Board for permission to consult; • That consultation on the detailed proposals will be undertaken for a period of 4

	weeks, from 1 June 2020 to 30 June 2020; • Analysis of consultation and final report in respect of detailed proposals to be presented to Commissioning Board 3 August; • Any staff consultation required would therefore be implemented from 4 August to 4 September 2020.
7.13	The CCG Chair commented that there was a need to be mindful of purdah in terms of the timings of the timings of a further report being submitted to the Strategic Commissioning Board. *NB* – This items has been noted on the Forward Plan for the June Strategic Commissioning Board meeting.
7.14	The following comments/observations were made in relation to this agenda item: - • The Interim Executive Director – Communities & Wellbeing, Bury Council and team were commended for all their hard work to date in relation to this review. • This was an excellent opportunity for ensuring that the best care was available for the local community and it was regretful that this approach hadn't been adopted years earlier. • Individuals receiving care in their own homes was supported and the right direction of travel which aligned with the Locality Plan.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/07	Decision	Approved the commencement of the Urgent Care public consultation exercise to run for 4 weeks in February	
D/02/08	Decision	Signed off the public facing consultation document and survey	
D/02/09	Decision	Approved the Urgent Care Business Case	
A/02/02	Action	Further details in respect of the capacity and demand work to be shared with Dr Fines	Dr Schryer
D/02/10	Decision	Noted the next steps and timescales associated with the Intermediate Tier Review	

8.	Carers Tender and Work Update
8.1	The Interim Executive Director – Communities & Wellbeing, Bury Council presented a report that provided an update on the Carers Tender and work update.
8.2	The following comments/observations were made in relation to this agenda item: - • An enquiry made as to what the narrative for carers would look like going forward as a result of this ongoing work. How this would link in with the neighbourhood model was outlined. • It was suggested that members of the Strategic Commissioning Board be invited to get involved in the Carers work and there opportunity to note the open invite to get involved in these developments.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/11	Decision	Noted the report	

9	Finance
9.1	The Joint Chief Finance Officer provided a verbal update on the latest financial position across the CCG and Council. It was reported that: - • Month 9 financial report was due out as part of Cabinet papers tomorrow so couldn't come here today as there was a need to follow correct governance procedures and sequences. • The headlines for the Council were that the organisation was continuing to see pressures in service depts c£5-6m, largely to do with unachieved savings, there were underspends and increased funding in other areas which offset that and would lead to an underspend of just over £0.5m which, in line with our commitment at Budget Council last February, would increase the General Reserves. Council budget setting papers were due out tomorrow too and setting a balanced budget including a strategy to further increase reserves and a well worked up set of savings schemes would be key elements. • In relation to the CCG, this was projected to be breakeven for the year: this included the impact of the proposed differential contributions of the Council and CCG to the Pooled Budget over a number of years. A paper would be going to Cabinet on that but this was a good example of working together across the CCG and Council for the good of the locality, and builds on the finance support offered by the CCG to the Council this time last year. There were significant pressures facing the CCG for next year and the emerging options at a local and Greater Manchester level. The final NHS planning submissions were due on 29 April 2020.
9.2	The following comments/observations were made in relation to this agenda item: - • The impact of the 10 year allocations/indexing on the current local position needed to be reflected upon when reviewing/describing the narrative for the current financial situation

ID	Type	The Strategic Commissioning Board	Owner
D/02/12	Decision	Noted the update	

10	Performance Report
10.1	Members received copies of the latest Performance Report that provided an overview of performance in November 2019 for Urgent Care, Elective Care, Cancer and Mental Health.
10.2	The Lay Member Quality & Performance, Bury CCG summarised the key elements of the report which had been discussed in some detail via the CCG's Quality & Performance Committee.
10.3	The following comments/observations were made in relation to this agenda item: - • The challenges being faced from a workforce perspective were acknowledged as set out within the report. • A&E was under considerable pressure both nationally and within Greater Manchester with actions being taken to improve performance within this area.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/13	Decision	Noted the report	

11	Risk Report
11.1	Members received copies of the latest Strategic Commissioning Board Risk Register.
11.2	It was noted that there were currently 5 risks assigned to the Strategic Commissioning Board which were: - <u>CCG Risks</u> • Lack of effective working with key partners which influence the wider determinants of health (level 20); • Assuring decisions are influenced by all staff including clinicians (level 20); • Lack of effective engagement with communities (level 15); <u>Council Risks</u> • Failure to implement Public Service Reform resulting in increased demand (level 16); and • Decline in Ofsted ratings across the Borough (level 16).
11.3	The Lay Member Quality & Performance, Bury CCG suggested undertaking a deep dive into the 5 risks assigned to the Strategic Commissioning Board as part of a future Strategic Commissioning Board Development Session. This suggestion was supported and would be factored into the Forward Plan for the Strategic Commissioning Board.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/14	Decision	Noted the report	
A/02/03	Action	A deep dive into the Strategic Commissioning Board risks to be undertaken at a future Strategic Commissioning Board Development session. This will be added to the Forward Plan.	

12	OD Programme Update
12.1	Members received copies of an update report in relation to the OCO. It was noted that: • The OCO development programme had been in place for several months and was now led by Nicky O'Connor, Director of Transformation. Three key steps have been required to set up the OCO: 1) Establishing the governance and Strategic Commissioning Board 2) The pooling and aligning of joint resources of circa £600m creating one resource envelope 3) Bringing health and care commissioning teams coming together, supporting the Strategic Commissioning Board to deliver and implement the Board's decisions. The consultation process to enable this re-structure closed on 31st December. • Using the McKinsey 7s model the programme was now focusing on the following: 1) Structure following the consultation 2) Developing the Bury Commissioning Strategy 3) Aligning system and process to the strategy

	4) Shared values 5) Staff and skills

ID	Type	The Strategic Commissioning Board:	Owner
D/02/15	Decision	Noted the report	

13	Bury Strategy
13.1	Members received copies of a report that outlined the latest activity in respect of the Bury Strategy.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/16	Decision	Noted the report	

14	Revised Neighbourhood Model
14.1	Members received copies of a report to provide an update on the recent discussions and activity in developing an overall neigbourhood model for public services in Bury.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/17	Decision	Noted the report	

15	Minutes of Meetings
15.1	Members received copies of the minutes from the Bury System Board meeting held on the 12th November 2019.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/18	Decision	Noted the information	

16	Any Other Business and Closing Matters
16.1	The Chair summarised the main discussion points from today's meeting.
16.2	It was suggested that a letter of thanks be sent to Mr Rouse following his departure from the Greater Manchester Health and Social Care Partnership (GMHSP). The Chief Executive, Bury Council / Accountable Officer, Bury CCG would send this letter on behalf of the Strategic Commissioning Board.

ID	Type	The Strategic Commissioning Board:	Owner
D/02/19	Decision	Noted the information.	
A/02/04	Action	Letter of thanks be sent to Mr Rouse on behalf of the Strategic Commissioning Board following his departure from the Greater Manchester Health and Social Care Partnership (GMHSP).	Mr Little

Next Meeting	Monday, 2 March 2020, 5.00 p.m., Committee Room A and B, Bury Town Hall (Chair: Cllr D Jones)
Enquiries	Emma Kennett, Head of Corporate Affairs and Governance. Emma.kennett@nhs.net

Strategic Commissioning Board Action Log – February 2020

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	This has now been circulated to Strategic Commissioning Board members.
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		March 2020	Discussion scheduled for March 2020 Governing Body.
A/02/01	Greater Manchester Performance Dashboard to be included as part of the Performance report for the next Strategic Commissioning Board.	Ms O'Dwyer		March 2020	Included in Performance Report.
A/02/02	Further details in respect of the capacity and demand work to be shared with Dr Fines	Dr Schryer		March 2020	
A/02/03	A deep dive into the Strategic Commissioning Board risks to be undertaken at a future Strategic Commissioning Board Development session. This will be added to the Forward Plan.	Ms O'Dwyer		TBC	Added to Forward Plan.
A/02/04	Letter of thanks be sent to Mr Rouse on behalf of the Strategic Commissioning Board following his departure from the	Mr Little		March 2020	Letter sent

	Greater Manchester Health and Social Care Partnership (GMHSP).				