





BURY INTEGRATED HEALTH & SOCIAL CARE PARTNERSHIP BOARD
30th June 2015 9:30am – 11:30am
Board Room, Bury CCG, Silver Street, Bury

Present:	Julie Gonda – Chair (JG), Nadine Armitage (NA), Judith Crosby (JC), Linda Jackson (LJa), Lesley Jones (LJo), Lorraine Tatlock (LT), Margaret O’Dwyer (MO), Mike Woodhead (MW)
Minutes:	Gillian Cohen (GC)
Apologies:	Sandra Good (Nadine Armitage attended on her behalf), Jayne Hammond, Pat Jones-Greenhalgh, Fiona Moore, Stuart North, Mike Owen, Keith Walker, Claire Wilson, Karen Whitehead.

Item	Agenda Item	Discussion	Action Agreed By Whom	By When
1	Welcome & Apologies	Apologies as above were noted. The Board introduced themselves and welcomed Providers to the group. JG explained that she would be chairing the meeting in the absence of PJG and SN		
2	Minutes and Matters Arising from previous meeting held on 4th June 2015  AI 2 8 Improving access and simplifying	The minutes of the meeting held on the 4 th June 2015 were approved as an accurate record. ‘Improving access and simplifying measurement’ letter from Simon Stevens, CEO NHS England re A&E and ambulance targets was discussed and is attached for reference.		


		MO queries the work plan for the group and this was explained. ACTION: LT to forward the terms of reference to MO	LT	1.7.15
3	Action Log  20150406-Action Log - updated 30th June.	The action log was discussed and all items have been updated; attached for reference.		
4	DEVOLUTION			
4.1	Devolution Update  150622 Outline PBA 10.doc	<ul style="list-style-type: none"> ➤ Memorandum of Understanding between Public Health England, NHS England and supported by GM on the Placed Based Agreement (PBA). The main aim will be to create a single leadership system within GM, setting out a series of transformation programmes around prevention and early interventions. PBA attached for reference. ➤ It is anticipated that the PBA will get signed off at the first meeting of the Prevention and Early Intervention Board on the 10th July 2015. Wendy Meredith will represent all GM DPH's. <p>ACTION: LJo will find out the full membership of the meeting and advise the group.</p> <ul style="list-style-type: none"> ➤ Section 7a services currently commissioned by NHS England and agreed that everything should be devolved: <ul style="list-style-type: none"> • Offender Health • Early Years • Screening and Immunisation ➤ The Starting Well Partnership Board is currently driving improvements and outcomes around Health Visitors and the Early Years New Delivery 	LJo	27.7.15

		<p>Model; services that are due to be devolved in October 2015. This Board reports to the Children’s Trust Board, which then reports to the Health & Wellbeing Board. It is also fed into the Joint Commissioning Group.</p> <ul style="list-style-type: none"> ➤ Through the Primary Care network, funding has been sourced to look at how we can kick start some work to engage around radical transformation of Primary Care. Proposal is for community orientated primary care. Looking to get this on the GM Steering Group on the 7th July; LJo will have a discussion with Rob Bellingham (Director of Commissioning, Greater Manchester) prior to the meeting. ➤ GM ADASS group have reshaped the GM Discharge Group to look at the seven day discharge proposal. Terry Dafter from Stockport will be leading this group with support from PJG. ➤ A communications group has been set up. Carolyn Wilkins from Oldham is the chair. Heather Crozier from Bury Council is the Bury rep on the group. <p>ACTION: LJa will circulate the document around the seven day discharge proposal once it is ready</p>	<p>LJa</p>	<p>tbc</p>
<p>4.2</p>	<p>Locality Plan</p>	<p>JG advised that she is the Senior Responsible Officer (SRO) to drive the Locality Plan and feed in at GM level. A first draft of the plan will be submitted by close of play today (30th June), followed very closely by a second draft, as this is evolving constantly. Providers asked if they could be included in the planning and receive a copy of the plan. JG explained that it is a commissioning plan at this stage. The plan needs to clearly set out our vision and how we are going to achieve this. The need for equity of access to funding was discussed.</p> <p>ACTION: To share the Locality plan with providers</p> <p>ACTION: Locality plan to be tabled at the next meeting in July.</p>	<p>JG JG</p>	<p>29.7.15 28.7.15</p>

		<p>Discussion took place around the Care Act responsibilities</p> <p>ACTION: The Care Act to be a standing item on the Board agenda</p>	JG	28.7.15
5	INTEGRATION			
5.1	Integration Programme Mapping	<p>Item deferred due to capacity issues.</p> <p>ACTION: JG will update the integration programme mapping document and report back at the next meeting.</p>	JG	28.7.15
5.2	Report – Joint Commissioning Group (17th June ‘15)	<p>JG apologised that a written update had not been possible due to leave. Due to the number of apologies, the JCG was not quorate and therefore it was not a full meeting. The TOR was reviewed and the Section 75 was discussed. All other items on the agenda which were not discussed have been brought forward to the next meeting of the Joint Commissioning Group.</p>		
5.3	Report GM Integration Group (15th June ‘15)	<p>JG apologised that a written update had not been possible due to leave. This group has been running for quite some time now. A forum for sharing good practice; however it is not a decision making group. Developed the GM Metrics. The focus on the next meeting will be on data sharing and Multi Disciplinary teams.</p>		
5.4	<p>GM Metrics</p>  <p>Integrated Care process metrics - AS /</p>	<p>JG explained the approach to this. Document covers a number of metrics relating to care plans, percentage of population accessing Multi-Disciplinary teams, the size of the pooled budget within the Better Care funding.</p> <p>ACTION: To circulate the GM Metrics report.</p> <p>MO raised the Better Care good practice guides and the developments in other areas that could be accessed. It was confirmed that his information is regularly</p>	JG	1.7.15

		<p>circulated to all members of the group.</p> <p>JG explained that a job description for an Integration Programme Manager is in the process of being developed. The Local Authority will be the employers, however the post holder will work across the LA, CCG and partners.</p>		
6	FINANCE / BUDGETS			
6.1	BCF Pooled Budget / Section 75	<p>The Section 75 document has been drafted. It is anticipated that the final version will be ready for signoff through this Board, at the next meeting on the 28th July 2015. LT will advise the area team of the delay due to capacity issues.</p> <p>ACTION: To share Section 75 draft agreement and discuss at the next meeting ACTION: LT to inform the LAT re the revised timescales for completing the section 75</p>	JG & CW LT	28.7.15 1.7.15
7	PROVIDER ITEMS			
7.1	Provider Items	<p>Providers have the opportunity to highlight any matters they would like to discuss with the group. This week the following was discussed:</p> <p>NA reported on the 'Perfect Week' initiative, which monitors patient flow within the acute settings. In a 'perfect week', patients experienced an ideal world for one week to ensure a smooth patient pathway through to discharge home or transfer out into the community, with no delays. Every ward in the hospital was given extra help to support busy staff to identify and overcome problems and to see what support was required.</p> <p>Oldham reported positive engagement with partners and staff, with A&E performance up to 99.3%. Hoping that this now continues to help reach the 95% A&E target going forward. Fairfield General Hospital currently in their 'perfect week', with North Manchester General Hospital scheduled for the 2nd week in July. Good staff morale has been noted though this exercise. The Discharge Planning Group is a good forum to look at any issues from the Perfect Week. A</p>		

		<p>paper has been produced around discharge, which should go to the Task & Finish Group.</p> <p>Over 400 issues have been logged for Oldham and around 200 currently logged for Fairfield. At the end of the initiative, all issues and actions will be logged from all three sites onto a full report, which is anticipated to be discussed at a feed back session scheduled for August 2015. This information will feed into the system resilience plan .LJA referred to the need for improved communications as this was evident during the exercise.it was noted that there had been excellent engagement from all partners.</p> <p>In response to a query - LJa advised that we do participate in the National Audit of Intermediate Care</p> <p>NA further advised that they are holding a workshop around the Community Engagement Strategy, which discusses how Providers can improve and engage with Local Authorities. LJo will discuss with NA to share what has been happening locally in Bury through the Community Engagement for Health group. An update will be presented at the next Partnership Board meeting at the end of July.</p> <p>ACTION: Add Community Engagement for Health for discussion at the July meeting and LJo to report back</p> <p>JC advised that Katy Calvin-Thomas, Director of Planning, Performance and Information, Pennine Care NHS Foundation Trust has been seconded to Devo Manc 3 days per week.</p> <p>LJa spoke about the NE Sector Group who are developing a single site discharge model. Any updates will be brought back to this group.</p> <p>LJa informed the group that we are the lead Local Authority in the North West on</p>	<p>LJo</p>	<p>28.7.15</p>
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	 Report Template.doc	<p>the AQUA score card. The challenge now is keep up this standard with no extra resources and how we can become the best in England. Sandy Firth will look at comparative data to assist in this process.</p> <p>ACTION: JG to ask Sandy Firth to look at comparative data re the rest of England</p> <p>LJa was pleased to report a good news story; a paper is going to the LA Cabinet for a £2M, 18 month refurbishment project for Killelea Care Home in Bury.</p> <p>In response to a query – JG explained that a summary report of the Intermediate Care review is being produced.</p> <p>ACTION: If Providers have any items they wish to highlight at the next meeting on the 28th July, please can they email a report using the embedded template to g.cohen@bury.gov.uk prior to the meeting.</p>	<p>JG</p>	<p>27.7.15</p>
<p>8</p>	<p>Date & Time of Next Meeting</p>	<p>28th July 9:00am – 11am, Town Hall, Room A.</p>		
<p>13</p>	<p>Future Meeting Dates</p>	<p>25th August 9:00am – 11am 29th September 11:00am – 1pm 27th October 9:30am – 11.30am 24th November 9:30am – 11.30am 17th December 9:00am – 11am</p> <p>12th January 2016, 9:00am – 10.30am (<i>unchanged due to BWLG meeting following this Board meeting</i>) 16th February 2016, 9:30am – 11.30am 15th March 2016, 9:30am – 11.30am</p>		