

JCG Meeting
13th October 2016
MINUTES

Present:

Sue Wald (SW)	SBC – Director Adult Social Services
Cherry Jones (CJ)	SBC – Director Public Health
Gill May (GM)	CCG – Executive Nurse
Sheila Baxter (SB)	CCG – Mental Health Joint Commissioner
Graeme O'Malley (GO)	CCG – Community Contract Lead
Esther Schmidt (ES)	CCG/SBC – Joint Children's Services Commissioning Lead
Phillipa Lamb (PL)	SBC – Strategy & Development Manager
Joy Kennard (JK)	SBC - Head of Commissioning
Lyn Frith (LF)	SBC - Strategic Commissioner SEND
Karen Reeve (KR)	SBC – Director Children Services
Victoria Guillaume (VG)	SBC - Project development manager
Jackie Walker (JW)	SBC - Head of Finance
Angela Plummer (AP)	SBC – Head of Adult Services

1.	Welcome & Apologies Apologies	
2.	Minutes of the last meeting & matters arising The minutes from the meeting on 15 th September were agreed as a true record of the meeting.	
3.	Review Terms of Reference for the Group CCG and SBC jointly commission services using the Section 75 and the Better Care Fund. This is overseen by The Joint Commissioning Group who report into The Health and Wellbeing Board and The CCG Governing Body. The terms of reference for JCG are part of the S75 agreement. The role of JCG is to provide assurance that the joint commissioning and service priorities planned for 2016/17 are being delivered. This requires robust monitoring and reporting to track spend, demand, performance and cost pressures so issues can be escalated when appropriated. The joint commissioning responsibilities cover:	

	<ul style="list-style-type: none"> • Adult social care • Public health • Children's social Care and Early Help • Children's health services • Mental health <p>Agreed Action: <i>Members of the group to familiarise themselves with the content and governance arrangements for S75 (check Health and Wellbeing website)</i></p> <p>Agreed Action <i>The membership of the group to be reviewed to ensure there is senior representation from relevant business areas – send comments to Sheila Morley SMorley@swindon.gov.uk for collation for next meeting</i></p> <p>Agreed Action <i>To review Terms of Reference providing clarity around what is in scope for the group to consider (send comments to Sheila Morley SMorley@swindon.gov.uk for collation for next meeting)</i></p> <p>Agreed Action <i>To review the frequency of JCC meetings to ensure it meets business need (send comments to Sheila Morley SMorley@swindon.gov.uk for collation for next meeting)</i></p> <p>Agreed Action <i>For JCG members to undertake a 6 month stake take of 2016/17 Commissioning Intentions and report progress and challenges. For this intelligence to be used to begin to shape the priorities for 2017/18</i></p>	<p>ALL</p> <p>ALL</p> <p>ALL</p> <p>ALL</p> <p>SW/V G</p>
4.	<p>Risk register</p> <p>Agreed Action: <i>JW and GM to review and present to a future meeting.</i></p>	JW/G M
5.	<p>Performance Update</p> <p>It was agreed that although JGG needs assurance that the commissioning intentions are being progressed as planned, the group is keen to reduce the burden of monitoring and reporting and not duplicate effort. It was discussed that if information relating to the commissioning intentions is already being scrutinised and challenged by another Board or forum (covering spend, activity, performance and cost pressures), JCG will take assurance from that process. However, members of JCC will be required to provide an exception report to highlight the potential impact of key performance challenges and cost pressures. The following areas were brought to the groups attention:</p> <ul style="list-style-type: none"> • DTOC continues to be a performance issue (off target) although performance has improved compared to 	JK

	<p>2015/16</p> <ul style="list-style-type: none"> A&E delivery board – need oversight of progress so recommend JCG has sight of the minutes of the meetings. Weekly meetings ongoing between SBC/CCG/GWH to manage the handover of services from SEQOL <p>Agreed Action: <i>to circulate minutes for A&E Delivery Board to JCG</i></p> <p>Agreed Action: <i>To map the forums and boards currently scrutinising and challenging data relating to joint commissioning intentions. Identify gaps and make recommendations for future reporting which ensures JCG is compliant with the S75 requirements.</i></p>	<p>SM</p> <p>PL</p>
6.	<p>Budget Update – the following cost pressures were highlighted:</p> <ul style="list-style-type: none"> SBC: Adults - current projected overspend of £1.6m <p>Cost pressures relate to older people care packages and an additional 20 people who have been admitted to nursing care. Increased in nursing home, residential care and domiciliary care fees to meet increase in minimum wage have resulted in budget pressure of £1.7m. Funded Nursing care fee increase is passed to providers on top of fee increase until January 2017 when DH will review. There will be a review of how fees for nursing homes are negotiated for 2017/18.</p> <ul style="list-style-type: none"> Children's – current projected overspend approx. £2m <p>The service pressures continue to increase particularly in relation to commissioned placements, and additional staffing costs. Difficulties in recruiting staff and increasing workload demands have necessitated the use of agency social care staff across the service. There are a higher number of children coming into care and this inevitably impacts on legal costs, as legal services support the process of children coming into the care of the local authority.</p> <ul style="list-style-type: none"> Public Health - projecting an under-spend CCG – projecting an overspend between £0.5m and £1m but high risk of further cost pressure related to the transfer of services from SEQOL. <p>The savings delivered by SBC and CCG (QIPP savings plan) will contribute to the Sustainability and Transformation Plan (STP) savings.</p>	
7.	Children's Hospice	

	CCG will manage the contract from March 2017.	
8.	<p>AWP Place of Safety</p> <p>Still awaiting consultation document. Need to consult with children's services on the proposals.</p> <p>Agreed Action: <i>Consultation document to be shared with JCG</i></p>	SB
9.	<p>Inequalities Report</p> <p>The inequalities report has been endorsed by Health and Wellbeing Board Chairs Advisory Group and Health and Wellbeing Board. The report is available on the JSNA website. All commissioners need to be mindful of this document and use it to inform commissioning intentions and service development.</p>	
10.	<p>Integrated Personal Commissioning (IPC)</p> <p>Integrated Personal Commissioning (IPC) joins up health and social care funding for people with complex needs, so they can direct how it is used. IPC identifies the total amount of money spent on a person so they can have more control over how this money is used for their support, so that it may be spent in new ways. The aim is to improve the quality of life for people with complex needs and their carers by giving them greater flexibility in designing a service around their personal needs and circumstances. The aim is to have at least 250 adults and children with personal budget by 2020 (current performance is 6). Service users will need indicative budgets to be eligible for IPCs. Paul Davis (SEN/High Needs Finance Officer at SBC) is currently doing some modelling work around indicative budgets.</p> <p>Agreed Action: <i>SBC and CCG colleagues to work collaboratively to establish robust processes for implementing the use of IPCs and to ensure practitioners and finance colleagues are appropriately trained to manage the process including the timely payments of invoices</i></p> <p>Agreed Action: <i>SBC and CCG colleagues to identify potential users who may benefit from having an IPC and to target this cohort to improve uptake.</i></p> <p>Agreed Action <i>To resolve the outstanding monies due to SBC from CCG for previous PHBs and IPCs.</i></p> <p>Agreed Action <i>To share at the next JGG meeting the process for implementing IPCs more widely</i></p>	<p>GO/M G</p> <p>GO/M G</p> <p>GM/AP</p> <p>GO</p>
11.	<p>Sustainability and Transformation Plan (STP)</p> <p>Still in development – next submission due end of October 2016. The aim of the plan is to deliver significant savings through demand</p>	

	<p>management focussing on three key areas:</p> <ul style="list-style-type: none"> • Preventative and proactive Care • Planned care • Urgent & Emergency Care <p>Agreed Action: <i>To share STP with JCG once approved by NHS England and NHSE have released for publication</i></p>	SW
12.	<p>Children's Review update</p> <p>Initial meeting planned 2 November 2016. The group will be kept informed of progress.</p>	GM
13.	<p>My Care My Support update</p> <p>Agreed Action: <i>Request that Caroline Gaulton provides regular updates for JCG on issues and developments.</i></p>	SM
14.	<p>Financial Planning 2017/18</p> <p>NHS planning guidance has been issued – 2 year plan is required by 23/12/16.</p> <p>SBC requires services to deliver a balanced budget for 2017/18 and beyond</p>	
15.	<p>Add to Forward Plan</p> <ul style="list-style-type: none"> • Financial planning assessments for 2017/18 – informed by cost pressures and priorities • Children's review update • Sustainability and Transformation Plan 	SM
16.	<p>AOB</p> <p>None</p>	