

## Joint Commissioning Group Meeting

7<sup>th</sup> February 2017

### Minutes

**Present:**

Sue Wald	SBC – Director Adult Social Services
Karen Reeve	SBC – Director Children’s Services
Jackie Walker	SBC - Change Lead & Head of Finance, Vulnerable People
Phillipa Lamb	SBC – Strategy & Development Manager
Cherry Jones	SBC – Director Public Health
Joy Kennard	SBC – Head of Commissioning
Lyn Frith	SBC - Strategic Commissioner SEND
Esther Schmidt	SBC/CCG – Joint Children’s Commissioner
Thomas Kearney	CCG – Associate Director of Urgent Care
Sheila Baxter	CCG - Mental Health Joint Commissioner
Graeme O’Malley	CCG – Community Contract Lead

1.	Welcome & Apologies  Apologies from Gill May, CCG	
2.	<p>Minutes of meeting on 12<sup>th</sup> January 2017</p> <p><b>Notes of previous meeting</b></p> <p>Children’s Structure chart has been sent to GM</p> <p><b>Place of Safety Section 136</b></p> <p>The consultancy Alexander has been commissioned to look at place of safety and crisis response. It was noted the Section 136 Place of safety build in Devizes has begun.</p> <p>The meeting was informed that AWP plans to re-start the consultation on the potential of changes to the arrangements for Section 136 place of safety provision in Swindon on 1<sup>st</sup> March and it will last 4 to 6 weeks. Events have been planned at two venues and a presentation will be arranged for the next Health and Social Care Overview Scrutiny meeting (April 2017). Issues identified that need to be considered as part of the consultation include:</p> <ul style="list-style-type: none"> <li>• impact of the proposals on Swindon users (children and adults) and their families/carers (considering the distance)</li> <li>• availability of Approved Mental Health Professionals, Section 12</li> </ul>	

	<p>doctors, dedicated child nurses when required,</p> <ul style="list-style-type: none"> <li>• response times.</li> </ul> <p>There are ongoing challenges in accessing the section 12 duty doctors for mental health assessments and the possibility of sharing Emergency Duty Service with Berkshire Councils was raised which will require local staff to be available. It was suggested this should be followed up with Julie Dart. It was identified that cost implications on partners would need to inform the proposals outlined by AWP</p> <p><b>Action: SB to lead discussion on the Consultation paper at next JCG meeting.</b></p> <p><b>Children's Review</b></p> <p>The review is currently drilling down to understand spend against the Section 75 budget and evaluate whether services are delivering the required outcomes. A few anomalies have been identified which require further clarification. JW offered support to ES. It has also been identified that some budget lines need changing.</p> <p>The children's review has highlighted the need for robust performance management frameworks for commissioned service to demonstrate services are efficient and effective and meeting the specification.</p> <p>It was acknowledged that despite delays in the original review timeline due to changes in the organisation leading the review (GWH originally), good progress was now being made and an interim report would be available end of April 2017.</p> <p><b>Terms of reference for the Joint Commissioning Group</b></p> <p>The updated terms of reference were presented to the group. The amendments included:</p> <ul style="list-style-type: none"> <li>• Removing the reference to Joint Commissioning Intentions</li> <li>• Referencing SEN Reforms</li> <li>• Membership being at director and heads of service level</li> <li>• Inclusion of a governance chart</li> </ul> <p><b>Action: SW to circulate amended ToR to the group</b></p>	
3	<p><b>Budget Monitoring Report for 2016-2017</b></p> <ul style="list-style-type: none"> <li>• Pressure on community equipment store run by GWH – need to seek base budget. £103k was pressure to CCG</li> <li>• Noted increase cost on Funded Nursing Care (FNC)</li> <li>• Children's placement budget still needs resolving to share costs for children with complex health needs. Health criteria are being developed to inform future funding decisions and all requests for</li> </ul>	

	<p>funding will be processed through creative solutions.</p> <ul style="list-style-type: none"> <li>GWH were keen to continue with the Discharge to Assess scheme operated by GWH under Home to Assess although it had not yet been formally evaluated. Swindon Borough Council confirmed that this would need to be funded by the CCG as Swindon Borough Council is already funding the Bridging services in addition to the Better Care Fund. Funding from the original transfer of funding from the NHS to local government was funding 12 Fessey Beds and Reablement</li> <li>No budget update provided for CCG</li> </ul>	
4	<p><b>Section 75 changes 2017/18</b></p> <p>Agreed to refresh Section 75 for 2017/18.</p> <p><b>Action: JW/KR review Children's section and SW/AP to review adults.</b></p> <p><b>Action: SW/JW/Mathew agree financial schedules for next financial year</b></p> <p><b>Action: SB/AP/JW to meet to clarify the spent against the £192k against mental health funding. The criteria for this have been confirmed in writing to the CCG by Sue Wald. The CCG will need to check its own records for the historic agreement for this funding</b></p> <p>Sue Wald clarified that the current section 75 Partnership Agreements sets out the budget setting process and any changes to budgets which need to be formally agreed by both parties .</p> <p><b>Action; SW to review Section 75 text on budget setting and amendments with Nicki Millin</b></p>	
6	<p><b>Better Care Fund</b></p> <p>Still awaiting guidance but assuming there will be minimal change. Work in hand to update plan with latest data and to incorporate the joint commissioning intentions into the document. Once guidance is issued we can clarify schemes and milestones and confirm budget accordingly. Aim for a draft to be circulated end of March. Need to reference STP, CCG 2 year operational plan, QUIPP Demand Plan and DTOC Action Plan.</p> <p><b>Action: PL to co-ordinate the updating of Plan</b></p> <p><b>Action: GO to lead on co-ordinating CCG input</b></p> <p><b>Action: SW to review against BCF action plan</b></p> <p><b>Action: SW/JW to meet with MH to review finance schedule and present to the next meeting as a draft</b></p>	

7	<b>Integrated Personal Commissioning (IPC) update</b>  Meeting ES/MG/JS to explore potential for personal health budget. Still low but CHC team gone through training and having conversations with individuals. Target is to have 120 people on Personal Health Budgets (PHB) by 2020 and 426 by 2021. This increase would have capacity implications for the financial admin team who support the management of personal budgets. It was suggested this task could transfer to the CHC team.  <b>Action: JCG will receive progress reports on personal health budgets bi-monthly</b>	
8	<b>Update on children's mental health work across Tier 2 and Tier 3</b>  There has not been a meeting since the last JCG. Progress is being made and the following achievements were highlighted: <ul style="list-style-type: none"> <li>• Joint screening of referrals now in place</li> <li>• Secure emails now established - NHS.net</li> <li>• Single point of access support officer recruitment agreed</li> </ul> <b>Action: To circulate future minutes from Transformation Board to JCG and for any issues regarding the programme to be raised at JCG</b>	SB/TK
9	<b>Adult services re-design update</b>  There are proposals for additional staff to support Adult Care services in managing demand and improving practice. This will need to be agreed by Cabinet. GOM was interested in how this work would impact on the DTOC programme.  <b>Action: SW to inform JCG of this work at the next meeting if proposals are agreed by Cabinet .</b>  <b>Action: SW to share the previous work undertaken by Newton on A&amp;E attendance at GWH</b>	SW     SW/ GO'M
10	<b>AOB</b> <ul style="list-style-type: none"> <li>• ADASS Self-assessment adult social care is in hand PL is working with Adult Social Care management team to elicit their views and has meetings arranged with colleagues at CCG and GWH to get partner's perspectives</li> <li>• To add to the agenda "Progress on SEND reforms from CCG perspective.</li> <li>• Starting procurement for Substance Misuse Programme. Started exploratory conversations with Wiltshire.</li> </ul>	PL   ES   CJ