

## Meeting Minutes

### Joint Commissioning Board - Public

The meeting was held on 17<sup>th</sup> October 2019, 09:30 – 11:00

CCG Room C&D, NHS Southampton HQ, Oakley Road, SO16 4GX

<b>Present:</b>	NAME	INITIAL	TITLE	ORG
	Dr Mark Kelsey	MK	CCG Chair	S CCCG
	Councillor Dave Shields	Cllr Shields	Cabinet Member - Health and Sustainable Living	SCC
	Councillor Lorna Fielker	Cllr Fielker	Cabinet Member – Adult Social Care	SCC
	Matt Stevens	MS	Lay Member for Patient and Public Involvement	S CCCG
<b>In attendance:</b>	Stephanie Ramsey	SR	Director of Quality & Integration	S CCCG / SCC
	James Rimmer	JR	Managing Director	S CCCG
	Richard Crouch	RC	Chief Operating Officer	SCC
	Beccy Willis	BW	Head of Governance	S CCCG
	Keith Petty	KP	Finance Business Partner	SCC
	Sandy Jerrim	SJ	Senior Commissioning Manager	ICU
	Jamie Schofield	JS	Senior Commissioning Manager	ICU
	Judy Cordell	JC	Democratic Support Officer	SCC
	Emily Chapman (minutes)	EC	Business Manager	S CCCG
<b>Apologies:</b>	Claire Heather	CH	Senior Democratic Support Officer	SCC
	Maggie Maclsaac	MM	Chief Executive Officer	S CCCG
	Sandy Hopkins	SH	Chief Executive	SCC
	Councillor Chris Hammond	Cllr Hammond	Leader of the Council	SCC

		<b>Action:</b>
<b>1.</b>	<b>Welcome and Apologies</b>	
	Members were welcomed to the meeting. Apologies were noted and accepted.	
<b>2.</b>	<b>Declarations of Interest</b>	
	<b>A conflict of interest occurs where an individual's ability to exercise</b>	

	<p><b>judgement, or act in a role is, could be, or is seen to be impaired or otherwise influenced by his or her involvement in another role or relationship</b></p> <p>No declarations were made above those already on the Conflict of Interest register.</p>	
<b>3.</b>	<p><b>Previous Minutes/Matters Arising &amp; Action Tracker</b></p>	
	<p>The minutes from the previous meeting dated 20<sup>th</sup> June 2019 were agreed as an accurate reflection of the meeting.</p> <p><b>Matters Arising</b> Transforming Health and Care – Southampton City five year Health and Care Strategy –implementation will be overseen by Better Care Steering Board and reported to Joint Commissioning Board.</p> <p><b>Action Tracker</b> There were no outstanding actions.</p>	
<b>4.</b>	<p><b>Direct Payment Support Services</b></p>	
	<p>SJ attended the meeting to present the Direct Payment Support Services paper and outlined the highlights to the Board.</p> <p>MK queried if we want an increase for people up taking this service. SJ responded that there was a need to review the way people were encouraged to take up a direct payment. The model within the paper outlines the costing for how this will be done.</p> <p>Cllr Shields raised 308 people are currently on the scheme, if we adopt this proposed model then this will be more cost effective. Do we have an idea of future projections/costs and will it help achieve a saving using this formula.</p> <p>SJ responded, what is being asked is for a direct payment support service which is a two year pilot and this will be reviewed to see if it increases efficiency, free up capacity for support staff and also encourage people to take up direct payments.</p> <p>Cllr Fielker provided clarity that direct payments are about quality and choice, not about savings. SR raised the benefit is that more Personal Assistants (Pas) coming on board may help with more home care availability.</p> <p>RC asked for clarity on the budget particularly around adult social care. RC also asked in relation to procurement have we reviewed what is taking place elsewhere in the system.</p> <p>SJ responded that in the report the financial impact and costing is included. This decisions cost impact is only related to the budget for the support service and this is within the ICU budget.</p>	

	<p>SJ also raised that work has taken place closely with Hampshire, and also reviews have taken place across other areas and what has taken place.</p> <p>Councillor Fielker agreed the following recommendations:</p> <ul style="list-style-type: none"> <li>(i) That the Board note the recommendation from the Joint task Force to carry out a procurement of a Direct Payment Support Service.</li> <li>(ii) The Leader of the Council delegates authority to the Director of Quality &amp; Integration, following consultation with the Leader and Cabinet Member for Adult Social Care to decide on the final model of a commissioned Direct Payment Support service.</li> <li>(iii) The Leader of the Council delegates authority to the Director of Quality &amp; Integration following consultation with the Service Director Legal &amp; Governance to carry out a procurement process for the provision of a Direct Payment Support service and to enter into contracts in accordance with the Contract Procedure Rules.</li> </ul> <p>SJ left the meeting.</p>	
<p><b>5.</b></p>	<p><b>Proposal for the Mainstreaming of Hospital Discharge Pathway 3 for Patients/Clients with Complex Needs</b></p>	
	<p>JS attended the meeting to present the Proposal for the Mainstreaming of Hospital Discharge Pathway 3 for Patients/Clients with Complex Needs paper. JS outlined the highlights of the paper.</p> <p>JR queried the pooled fund, if this overspends or underspends what happens? JS responded this should be a fixed cost and there is a budget for spot purchasing.</p> <p>JR raised the current budget for discharge to assess includes a nurse. JS responded that this is currently funded within the budget. JS also highlighted that there would need to be a permanent member of staff rather than the current ongoing use of agency staff.</p> <p>It was clarified that the staffing and beds should be within the cost proposed today and that this is a fixed contribution by partner. KP raised we would have a cap so there would be no overspend, and then underspend would be separated by contribution.</p> <p>SR raised if we didn't support this pilot then Delayed Transfers of Care (DTC) would increase.</p> <p>Cllr Fielker raised this piece of work has a lot of evidence to support it, and agreed this is important to take forward.</p>	

	<p>Councillor Fielker and the CCG agreed with the amendment to change the word “pooled fund” to “fixed contribution by partner”:</p> <ul style="list-style-type: none"> <li>(i) To give approval to proceed with the preferred future Pathway 3 Discharge to Assess option for potential Continuing Health Care (CHC) patients/clients and those with complex social care needs leaving hospital who require a period of assessment.</li> <li>(ii) To approve establishment of a pooled fund under S75 partnership arrangements of the Health Act with contributions of £229,183 per annum from Southampton City Council and £421,041 per annum from Southampton City Clinical Commissioning Group to fund the assessment placements required for the operation of the Discharge to assess scheme.</li> </ul> <p>JS/JC left the meeting.</p>	
<p><b>6.</b></p>	<p><b>Quality Report</b></p>	
	<p>The Board received the quality report and SR outlined the highlights of the paper.</p> <p>SR drew the Boards attention to the Continuing Health Care Disputes Resolution Procedure which has been developed jointly between the CCG and SCC. It has had legal input from both organisations.</p> <p>RC queried in the disputes resolution and asked if there are partners in other systems who may support before reaching stage 4 of arbitration. SR responded the dispute panel would do an element of that support. As part of normal processes we would discuss the case with clinical leads. ACTION: this to be strengthened within the process.</p> <p>Cllr Fielker raised the issues around quality and workforce levels at Antelope House which are ongoing. SR responded as one of the work streams in better care, there is work to concentrate on improving this area. Progress is being made on actions that have been put in place. There is also work taking place to look at step down level accommodation.</p> <p>MS raised the issue of recruitment and retention of staff at Southern Health Foundation Trust (SHFT). SR responded there are contract review meetings with SHFT and we have received a detailed plan around their recruitment and retention.</p> <p><b>Action: SR to provide a briefing at a future meeting on staffing / workforce within Mental Health / SHFT</b></p> <p><b>ACTION: Deep dive session to take place on Mental Health.</b></p> <p>The Board agreed the CHC Disputes Resolution Procedure.</p>	<p><b>SR</b></p> <p><b>SR</b></p>

7.	<b>Performance Report</b>	
	<p>The Board received the performance report for information and SR outlined the highlights.</p> <p><b>ACTION: deep dive session to take place at a future meeting for the Associate Directors to talk through each of their areas</b></p> <p>Cllr Fielker left the meeting.</p> <p>MS asked if there is a measure on waiting times for CAMHs. SR responded that there is detailed performance data behind this summary. The waiting time is 12 weeks.</p>	SR
8.	<b>Highlight Report: Better Care Steering Board (BCSB)</b>	
	<p>The Board received the highlight report for the Better Care Steering Board for information. Updates will continue to be brought to future Board meetings.</p> <p>Cllr shields asked about urgent care and signage for the urgent treatment centre at the RSH and also the messaging/communications and links with local authority and My Journey.</p> <p>SR responded that it would be useful to link this with My Journey. The board also discussed the electronic descriptions such as google maps.</p> <p>MS raised measuring quality within primary care. There are work streams in place to work on a dashboard for Primary Care Networks and data is being submitted to the Primary Medical Care Commissioning Committee and how they link to Better Care.</p> <p>Cllr Shields raised the primary care estates review, and it is a critical programme of work and would be useful to see updates at this Board going forward.</p> <p><b>ACTION: MS to bring an update to this Board and Better Care Steering Board on the Primary Care Estates review.</b></p>	MS
9.	<b>Better Care Steering Board Minutes</b>	
	<p>The Board received the Better Care Steering Board meeting minutes from the 28<sup>th</sup> August 2019 for information.</p>	
10.	<b>Any Other Business</b>	
	<p>It was noted that this would be Richards last meeting. The Board thanked RC for this contribution to this meeting and wished him well in the future.</p>	

<b>11.</b>	<b>Next Meeting Date</b>	
	19 <sup>th</sup> December 2019, 09:30 – 11:30, Conference Room, NHS Southampton HQ, Oakley Road, Millbrook, SO16 4GX	