

Integrated Commissioning and Partnership Board
Thursday 17 September 2015 at 12.30pm
in the CCG Main Meeting Room,
Wolverhampton Science Park

Present

Steve Marshall (SM) (Chair)	Director of Strategy and Transformation, Wolverhampton CCG
Viv Griffin (VG)	Service Director, Wolverhampton City Council
Ros Jervis (RJ)	Service Director, Wolverhampton City Council
Andrea Smith (AS)	Interim Head of Delivery BCF, Wolverhampton CCG
Tony Marvell (TM)	Programme Manager, Wolverhampton City Council
Emma Bennett (EB)	Service Director, Wolverhampton City Council
Paul Smith (PS)	Interim Manager for Commissioning, Wolverhampton City Council
Manisha Patel (MP)	Administrative Support Officer, Wolverhampton CCG

1.0 Apologies Action

1.1 Apologies were received from Helen Hibbs, Linda Sanders, Claire Skidmore, Donald McKintosh, Tony Ivko

2.0 Minutes and Action Log From 13 August 2015

2.1 The minutes from the meeting held on the 13 August 2015 were agreed to be a true record.

Under the section **Sexual Health**, RJ queried the date (14 August 2015) for which the sexual health contract was going out to tender. RJ to check and advise so that the minutes could be updated with any change.

Action

RJ to check and advise of the date that sexual health contract was sent out to tender. RJ

The action log was discussed, updated and will be circulated with the minutes.

3.0 Consultation on Joint Special Educational Needs and Disabilities Strategy

3.1 VG presented to the group a paper regarding the Joint Special Educational Needs and Disabilities Strategy. The paper was a high level vision statement. VG welcomed any comments/amendments from the group regarding the document.

The document would be being going to the Council Cabinet on the 21 October 2015 for permission to send out for consultation. VG asked that following approval from the cabinet that this would be added as an agenda item at Wolverhampton CCG's Governing Body Meeting for comments/ratification at the November 2015 meeting by the Governing Body. Following the consultation period a final document would then be taken back to the Cabinet for ratification in February 2016.

The group also discussed the autism strategy and SM highlighted that it was important that autism in adults was also picked up as part of the strategy as this currently did not seem to be included. Children and adults should be discussed jointly. Sarah Fellows would be the point of contact with regards to adult's autism and the new appointment for the Whole System Transformation Director would pick up the children's element of autism.

Action

VG to ask Karen Garbutt for Consultation on Joint Special Educational Needs and Disabilities Strategy to be added as an assurance item to November 2015 Governing Body agenda for initial ratification and discussion.

VG

Named people would be identified to attend a group to discuss the autism strategy for adults and children.

**SM/VG/
EB**

4.0 Assistive Technology

PS presented a document related to Assistive Technology on behalf of AI and Nathan Downing from NDI Consulting Ltd.

The Council was embarking on a programme to increase the use of better care technology across Wolverhampton to support people to remain as independent as possible in their own homes and communities.

The enhanced and approved Telecare strategy went to the Cabinet in July 2015 and permission to progress a pilot was approved. A consultation was currently underway until the 26 October 2015.

A current Telecare service was currently in operation but had relatively low user figures at 950. It was hoped that this would increase to 3000 users with a long term target of 6000.

Tunstall would be undertaking a 12 week redesign of the service.

Action

A refresh to be bought back to this meeting in November 2015.

AI

5.0 BCF Planning 2016/17

5.1 The group had a general discussion around BCF Planning for 2016/17. VG spoke of a document that SM had worked on regarding his five year vision for Commissioning and felt that it would be useful to take to the Health and Wellbeing Away day to use alongside the visions of the Council.

The importance of Integrated working was pressed upon.

Action

SM to send document on his five year vision to VG for the next Health and Wellbeing Away day.

SM

6.0 Any Other Business

6.1 VG asked TM to ensure that the BCF Update Report was ready for the next Health and Wellbeing Board on the 7 October 2015.

7.0 Date and time of next meeting

7.1 Thursday 8 October 2015 at 11.30am, People Board Room, Civic Centre

DRAFT

ACTIONS LOG

[Appendix.1]

Summary of key Actions

Date	Action	Owner	Status	Notes
11.06.15	Further work is needed on the structure chart, although too much detail would make the chart too complex. Detail around the layer below the People Leadership Team and more integrated groups is required, as well as ensuring both logos appear on the chart.	VG	OPEN	VG, EB and AI have completed their areas of the chart and recently forwarded to SM. 17.09.15 – SM to chase and update at the next meeting.
11.06.15	A full review of children being placed out of the city is required, to look at their social, health and education needs, to lead to a reconfiguration and formalisation of future funding arrangements.	EB	OPEN	For next meeting. 17.09.15 – This would be brought back to the 12 November 2015 meeting after it had been discussed at the 5 November 2015 MSMG Meeting. This would be in relation to pooled funding.
11.06.15	SF and AI will prepare a paper to seek approval around a potential opportunity to transfer financial resource, to deliver services in a new way and to accommodate individuals in pathways more innovatively.	SF & AI	OPEN	For next meeting. 17.09.15 – SM to chase and confirm action with SF and TI.
11.06.15	Further information about the Discharge to Assess model to	SM & AI	CLOSED	17.09.15 – This had been circulated

	be shared with the group to aid the decision making process.			and discussed.
11.06.15	AI will talk to a colleague in Walsall about their research into delayed discharge. SM and AI to look into possible solutions.	AI & SM	OPEN	17.09.15 – PWC work was ongoing. Discussion at next meeting.
11.06.15	Briefing note regarding the ILF to be circulated.	VG	OPEN	17.09.15 – VG to chase and discuss at next meeting.
13.08.15	Public Health Commissioning Strategy to be presented to the Commissioning Committee.	JG	CLOSED	17.09.15 – Virtual Commissioning Committee had taken place in September 2015.
13.08.15	AS and AI to meet with DMcl to brief him about the status of the BCF with regards to understanding the changes around service provision.	AS, AI, DMcl	CLOSED	17.09.15 – Completed.
13.08.15	DMcl will produce a communication on behalf of Healthwatch.	DMcl	OPEN	17.09.15 – DMcl had written to LS. To be discussed at next meeting.
13.08.15	TM to facilitate a meeting with Paul Smith.	TM	CLOSED	17.09.15 – Completed.
13.08.15	LS to progress check meeting to be set up in first week of September 2015 with HH, LS, SM, AI regarding the PWC report which is nearly completed and is to be reviewed.	LS	CLOSED	17.09.15 – Completed.
17.09.15	RJ to check and advise of the date that sexual health contract was sent out to tender.	RJ	OPEN	

17.09.15	VG to ask Karen Garbutt for Consultation on Joint Special Educational Needs and Disabilities Strategy to be added as an assurance item to November 2015 Governing Body agenda for initial ratification and discussion.	VG	OPEN	
17.09.15	Named people would be identified to attend a group to discuss the autism strategy for adults and children.	SM/VG/EB	OPEN	
17.09.15	A refresh of Assistive Technology to be bought back to this meeting in November 2015.	AI/ND	OPEN	
17.09.15	SM to send document on his five year vision to VG for the next Health and Wellbeing Away day.	SM	OPEN	