

Meeting: Strategic Commissioning Board (Public)			
Meeting Date	08 June 2020	Action	Approve
Item No	3	Confidential / Freedom of Information Status	No
Title	Minutes of Last meeting and Action Log		
Presented By	Cllr E O'Brien, Co-chair of the SCB and Bury Council Leader / Dr J Schryer, Co-Chair of the SCB and CCG Chair, NHS Bury CCG		
Author	Emma Kennett, Head of Corporate Affairs and Governance		
Clinical Lead	-		
Council Lead	-		

Executive Summary
<p>Introduction and background</p> <p>The attached minutes reflect the discussion from the Strategic Commissioning Board held on 4 May 2020.</p>
<p>Recommendations</p> <p>It is recommended that the Strategic Commissioning Board:</p> <ul style="list-style-type: none"> • Approve the Minutes of the Meeting held on 4 May 2020 as an accurate record; and • Note progress in respect to agreed actions captured on the Action Log.

Links to Strategic Objectives/Corporate Plan	Choose an item.
Does this report seek to address any of the risks included on the Governing Body / Council Assurance Framework? If yes, state which risk below:	N/A
<i>Add details here.</i>	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Have any departments/organisations who will be affected been consulted?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

Implications						
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any financial implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any legal implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any health and safety issues?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do proposals align with Health & Wellbeing Strategy?	N/A					
How do proposals align with Locality Plan?	N/A					
How do proposals align with the Commissioning Strategy?	N/A					
Are there any Public, Patient and Service User Implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
How do the proposals help to reduce health inequalities?	N/A					
Is there any scrutiny interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
What are the Information Governance/ Access to Information implications?	N/A					
Has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any associated risks including Conflicts of Interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are the risks on the CCG /Council/ Strategic Commissioning Board's Risk Register?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Additional details						

Governance and Reporting		
Meeting	Date	Outcome

Title	Minutes of the Strategic Commissioning Board Virtual Meeting on 4 May 2020		
Author	Emma Kennett, Head of Corporate Affairs and Governance		
Version	1.0		
Target Audience	Strategic Commissioning Board Members / Members of the Public		
Date Created	May 2020		
Date of Issue	May 2020		
To be Agreed	8 July 2020		
Document Status (Draft/Final)	Final		
Description	Minutes of the Strategic Commissioning Board on 4 March 2020		
Document History:			
Date	Version	Author	Notes
	0.1	Emma Kennett	Forwarded to Chair for review.
Approved:			
Signature:		<p>.....</p> <p style="text-align: right;">Dr J Schryer</p>	

Strategic Commissioning Board Virtual Meeting

MINUTES OF MEETING
Strategic Commissioning Board Virtual Meeting 4 May 2020 16.30 – 17.30 Chair – Dr J Schryer

Voting Members	
Dr Jeff Schryer	NHS Bury CCG Chair (Chair)
Cllr Jane Black	Cabinet Member Corporate Affairs & HR, Bury Council
Cllr Sharon Briggs	Cabinet Member – Communities, Bury Council
Dr Daniel Cooke	Clinical Director, NHS Bury CCG
Dr Cathy Fines	Clinical Director, NHS Bury CCG
Mr Howard Hughes	Clinical Director, NHS Bury CCG
Cllr David Jones	Leader of the Council, Bury Council
Mr Geoff Little	Chief Executive, Bury Council / Accountable Officer, NHS Bury CCG
Mr David McCann	Lay Member Patient & Public Involvement, NHS Bury CCG
Cllr Eamonn O'Brien	Cabinet Member Finance & Housing, Bury Council
Cllr Alan Quinn	Cabinet Member Environment, Bury Council
Cllr Andrea Simpson	Deputy Leader, Cabinet Member Health & Wellbeing, Bury Council
Cllr Tamoor Tariq	Cabinet Member Children & Families, Bury Council
Mr Chris Wild	Lay Member, NHS Bury CCG
Mr Mike Woodhead	Joint Chief Finance Officer, NHS Bury CCG and Bury Council
Non-Voting Members	
Mrs Fiona Boyd	Registered Lay Nurse of the Governing Body, NHS Bury CCG
Others in attendance	
Ms Donna Ball	Executive Director of Operations, Bury Council
Mr Peter Bury	Lay Member Quality & Performance, NHS Bury CCG
Ms Karen Dolton	Executive Director of Children and Young People, Bury Council
Mrs Lisa Featherstone	Deputy Director of Business Delivery, NHS Bury CCG
Mrs Julie Gonda	Interim Executive Director – Communities & Wellbeing, Bury Council
Mrs Catherine Jackson	Director of Nursing and Quality Improvement, NHS Bury CCG
Ms Lesley Jones	Director of Public Health, Bury Council
Cllr Nick Jones	Conservative Leader & Shadow Cabinet Member Transport and Economic Growth, Bury Council
Ms Nicky O'Connor	Interim Director of Transformation, Bury Council
Ms Margaret O'Dwyer	Deputy Chief Officer/Director of Commissioning, NHS Bury CCG
Ms Nicky Parker	Programme Manager, Urgent Care Review, Bury Council
Cllr Tim Pickstone	Council Opposition Member, Bury Council
Ms Lynne Ridsdale	Deputy Chief Executive, Bury Council
Ms Kate Waterhouse	Chief Information Officer, Bury Council
Ms Janet Witkowski	Head of Legal Services, Deputy Monitoring Officer and Data Protection Officer, Bury Council
Ms Rachel Everitt	Executive Assistant
Mrs Emma Kennett	Head of Corporate Affairs Governance, NHS Bury CCG/Business Support

Public Members	
Mr Joseph Timan	Bury Times

MEETING NARRATIVE & OUTCOMES

1	Welcome, Apologies And Quoracy
1.1	<p>The Chair welcomed those present to the meeting and noted apologies had been received from: -</p> <ul style="list-style-type: none"> • Mrs Julie Gonda, Interim Executive Director – Communities & Wellbeing, Bury Council • Ms Jayne Hammond, Assistant Director of Legal and Democratic Services, Bury Council • Mrs Catherine Jackson, Director of Nursing and Quality Improvement, NHS Bury CCG • Mrs Lisa Kitto, Interim Deputy Chief Finance Officer • Mr Peter Thompson, Secondary Care Clinician, NHS Bury CCG
1.2	The Chair reported that Dr Al Dubbaisi, a single handed GP from Garden City Surgery had sadly passed away at 59 years old. It was noted that Dr Dubbaisi was married with 2 daughters and ran a traditional GP Practice where Practice was family.
1.3	The Chair commended the article in the Bury Times which had paid tribute to Dr Dubbaisi in terms of being a beautiful, warm and friendly GP. It was noted that the funeral was taking place tomorrow and a drive by of the surgery was planned and being arranged by BARDOC.
1.4	A one minute's silence was going to be arranged and there was also an opportunity to pay tribute via the Practice website.
1.5	The Chair advised that the quoracy had been satisfied.

ID	Type	The Strategic Commissioning Board:	Owner
D/05/01	Decision	Noted the information.	

2	Declarations Of Interest
2.1	The Chair reported that the CCG and Council both have statutory responsibilities in relation to the declarations of interest as part of their respective governance arrangements.
2.2	It was reported that the CCG had a statutory requirement to keep, maintain and make publicly available a register of declarations of interest under Section 14O of the National Health Service Act 2006 (as inserted by Section 25 of the Health and Social Care Act 2012). The Local Authority has statutory responsibilities detailed as part of Sections 29 to 31 of the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
2.3	The Chair reminded the CCG and Council members of their obligation to declare any interest they may have on any issues arising from agenda items which might conflict with the business of the Strategic Commissioning Board.
2.4	Declarations made by members of the Strategic Commissioning Board are listed in the CCG's Register of Interests which is presented under this agenda and is also available from the CCG's Corporate Office or via the CCG website.

2.5	<ul style="list-style-type: none"> • Declarations of interest from today's meeting <p>There were no declarations raised.</p>		
2.6	<ul style="list-style-type: none"> • Declarations of Interest from the previous meeting <p>There were no declarations of interest from the previous meeting raised.</p>		
ID	Type	The Strategic Commissioning Board:	Owner
D/05/02	Decision	Noted the published register of interests.	

3	Minutes of the last Meetings and Action Log		
3.1	<ul style="list-style-type: none"> • Minutes <p>The minutes of the Strategic Commissioning Board meeting held on 2 March 2020 were agreed as an accurate record.</p>		
3.2	<ul style="list-style-type: none"> • Action Log <p>The Action Log was not discussed and was noted that this would be picked up at the next Strategic Commissioning Board (SCB) meeting.</p>		
ID	Type	The Strategic Commissioning Board:	Owner
D/05/03	Decision	Approved the minutes of the meeting held on the 2 March 2020	

4	Public Questions		
4.1	There were no questions raised.		
ID	Type	The Strategic Commissioning Board:	Owner
D/05/04	Decision	Noted that there were no questions raised.	

5.	Update on Covid-19 Response/Recovery		
5.1	<p>The Chief Executive, Bury Council / Accountable Officer, Bury CCG and the Deputy Chief Executive, Bury Council provided an update on the Covid-19 response/ recovery and shared a set of PowerPoint slides with members. It was reported that:-</p> <ul style="list-style-type: none"> • The CCG Governing Body and Council Cabinet have been briefed separately on the response plans. • In terms of the context, the Pre-Coronavirus Strategic Planning, the Bury 2030 Outcomes had been defined, the Refreshed Locality Plan for Health & Care had been developed and Bury had been named Town of Culture for the year. • In relation to the Coronavirus Response Phase, on 31st January 2020 the first confirmed cases of Covid-19 were recorded in the UK. The first confirmed case in Bury was reported on the 1st March 2020. The Local Resilience Forum within the borough of Bury have enacted the measures from Government to delay the spread of infection, including school closures and cessation of non-critical services, plus local responses as appropriate. A wider lockdown of society was 		

put in place in March 2020. A Bury GOLD response and supporting structures have been established to formalise and better support the partnership working that has already been occurring between local councils, health partners, emergency services, business and the voluntary, community and faith sectors.

- The emergency response was accelerating the Bury 2030 delivery in the context of the Bury Neighbourhood model.
- The Bury Borough Recovery: governance arrangements were set out which linked to the national and regional governance structures.
- The Recovery Phases for Health and Care included Sustain (Reset) where it was expected that there will be a more flattened out peak of activity which would require a sustaining of services phase before a full recovery phase. The phase would also require flexibility of services to react to peaks and troughs of Covid-19 activity. There was a need to understand what had changed and how it was evaluated and also which services could be ramped up during troughs (e.g. preventative services) and Recovery (renewal) post Covid-19 activity, understanding what the new 'normal' looks like, managing the backlog of routine care stood down during response, continue with new principles and ways of working and managing longer term impacts on workforce.
- In terms of principles and focus, there would be a whole system approach which would involve one plan for Bury Health and Care that forms part of the Borough recovery plan. There would be a simple, clear and consistent approach that aligned to both national and local direction, this would need to be evidence based and flexible to adapt. There was a need not to lose the opportunities presented and 'Build Back Better' for residents and staff. The methodology to support the approach was outlined.
- To date there were 457 infections and 95 deaths related to Covid-19 in Bury. The north of England was behind the curve and slightly through the peak which was below capacity of the core system.
- The key opportunities were outlined which included improved partnership and collaborative working across primary, secondary and community care, improved neighbourhood working and improved end to end digital technology.
- The key risks and challenges were discussed which included dealing with the backlog, dealing with the after-effects of the pandemic and reversion to old behaviours. There were particular challenges in respect of PPE, testing, contact tracing and workforce etc.

5.2

The following comments/queries were raised by Strategic Commissioning Board members: -

- The strong OCO/LCO leadership and the unique relationship that Primary Care has with Care Homes has supported the Covid-19 response within Bury. The development of Community Hubs had been a key element of the local response and the continuation of this neighbourhood future model was supported.
- The issues experienced with PPE from a supply perspective had been of concern on both a local and national basis.
- There was a need to increase testing in care home settings going forward.
- A query was raised as to what the biggest challenge had been for the OCO as part of the Covid-19 response. It was noted that the strong relationships within the locality had been a key factor as part of the response. There had been difficult challenges faced in late March 2020 in the context of the worst case scenario of the peak of the virus being projected at that time. The Lock Down had eased the effects on the peak of the virus and the associated impact on the acute system from a capacity perspective. The initial distribution of food to the

shielded had been a challenge in ensuring there was harmonisation between the local, Greater Manchester and national approaches. PPE and testing had also been challenging. The Chair commented that there was a need to learn from any issues encountered and ensure this was factored into future plans.

- In terms of the neighbourhood approach locally, there had been evidence to suggest that Covid-19 had significantly impacted on areas of deprivation within the country and BME Groups. There was a need to ensure that neighbourhoods were empowered to take local action which was outcome focused. A newspaper article in the Guardian had highlighted the Broughton area of Salford as being a hot spot for Covid-19 with a high number of deaths being seen in this community. There was a need to assess how this was impacting on the Prestwich community from a health and social care perspective. The Deputy Chief Executive reported that a Place Based approach was being adopted which would ensure that the local needs of populations was being taken into account. It was noted that the Public Health Team had produced a data set for each neighbourhood which would assist with the risk stratification. There were also plans to undertake a full evaluation of the Community Hubs which would link into the future neighbourhood approach.
- There was a window of opportunity for empowering the neighbourhoods to make a real difference in the context of the required targets and outputs.
- In terms of the public sector ability to divert staffing as a result of the Covid-19 response and recovery requirements/change of focus, a query was raised as to whether resources would be sustainable going forward. The Deputy Chief Executive commented that staff would need to be re-prioritised based on the Recovery Plan which may be challenging.
- In relation to funding during the Covid-19 pandemic, an issue was raised in relation to the locality potentially not being able to recover all of the cost pressures during this period. The Chair commented that there was a need to have a separate discussion in relation to finances as part of the recovery work. The key opportunities outlined as part of the slides would need to link into this area.
- Positive effects had been seen on the environment as a result of the Lock Down with less traffic on the road and less air pollution.
- Community spirit/new networks developed had been positive and it would be beneficial for this to continue into the future as part of the neighbourhood model.

ID	Type	The Strategic Commissioning Board:	Owner
D/05/05	Decision	Noted the update.	

6	Any Other Business and Closing Matters		
6.1	The Chair summarised the main discussion points from today's meeting and thanked members for their contributions.		

ID	Type	The Strategic Commissioning Board:	Owner
D/05/06	Decision	Noted the information.	

Next Meetings in Public	Strategic Commissioning Board Meeting: <ul style="list-style-type: none"> • Monday, 8 June, 2020, 4.30 p.m.
Enquiries	Emma Kennett, Head of Corporate Affairs and Governance emma.kennett@nhs.net

Strategic Commissioning Board Action Log – May 2020

Status Rating



- In Progress



- Completed



- Not Yet Due



- Overdue

A/12/08	It was agreed that the Director of Commissioning & Business Delivery would pick up with Cllr Quinn outside of the meeting in relation to the specific health requirements and discuss this further via the Governing Body as appropriate.	Ms O'Dwyer		March 2020	The Director of Commissioning & Business Delivery had met with Cllr Quinn and this matter would be picked up via the Governing Body once Business as Usual is resumed.
A/03/02	A more detailed action plan in relation to the Environmental Policy to be submitted to the Strategic Commissioning Board in May/June 2020.	Ms Ball		May/June 2020	Added to Forward Plan
A/03/03	Homelessness and Housing Strategy Action Plan to be brought back to the Strategic Commissioning Board in July/August 2020.	Ms Carroll		July/August 2020.	Added to Forward Plan
A/03/04	A copy of the Bury Strategy to be submitted to the Strategic Commissioning Board in June 2020.	Ms Ridsdale		June 2020	Added to Forward Plan
A/03/05	The Chief Information Officer circulated the link for the Happy Festival outlining any support that may be required from the Strategic Commissioning Board in relation to these developments.	Ms Waterhouse		March 2020	The Festival has been postponed until 2021 therefore this action has been superseded by other developments.