

## Meeting Minutes

### Joint Commissioning Board – Public

The meeting was held on Thursday 15<sup>th</sup> April 2021, 10:30 - 11:30

Microsoft Teams Meeting

<b>Present:</b>	NAME	INITIAL	TITLE	ORG
	Stephanie Ramsey	SR	Director of Quality & Integration/Managing Director	HSIOW CCG / SCC
	Councillor Lorna Fielker	Cllr Fielker	Cabinet Member – Health and Adult Care	SCC
	Councillor Dave Shields	Cllr Shields	Cabinet Member – Stronger Communities	SCC
	Matt Stevens	MS	Lay Member	HSIOW CCG
	Suki Sitaram	SS	Lay Member for Southampton	HSIOW CCG
<b>In attendance:</b>	Donna Chapman	DC	Deputy Director	HSIOW CCG / SCC
	Sandy Hopkins	SH	Chief Executive Officer	SCC
	Carol Alstrom	CA	Associate Director of Quality	HSIOW CCG / SCC
	Keith Petty	KP	Co-ordinating Finance Business Partner	SCC
	Kay Rothwell	KR	Deputy Director for Finance	HSIOW CCG
	Moraig Forrest-Charde	MFC	Associate Deputy	HSIOW CCG/ SCC
	Rosie Zambra	RZ		SCC
	Mary D’Arcy	MD		SCC
	Steven Hayes-Arter	SHA		SCC
	Jamie Schofield	JS	Senior Commissioning Manager	HSIOW CCG
	Ed Grimshaw	ED	Democratic Services	SCC
	Emily Penfold (minutes)	EP	Business Manager	HSIOW CCG
<b>Apologies:</b>	Councillor Chris Hammond	Cllr Hammond	Leader of the Council	SCC
	Maggie MacIsaac	MM	Chief Executive Officer	HSIOW CCG
	Claire Heather	CH	Senior Democratic Support Officer	SCC
	Beccy Willis	BW	Head of Governance	HSIOW CCG
	Dr Sarah Young	SY	Clinical Director	HSIOW CCG

		<b>Action:</b>
<b>1.</b>	<b>Welcome and Apologies</b>	
	<p>Members were welcomed to the meeting.</p> <p>Apologies were noted and accepted</p> <p>Due to issues with quoracy the public meeting was adjourned to a later start time.</p>	
<b>2.</b>	<b>Declarations of Interest</b>	
	<p><b>A conflict of interest occurs where an individual’s ability to exercise 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>	<b>Minutes of the Previous Meeting/Action Tracker</b>	
	<p>The minutes from the previous meeting dated 17<sup>th</sup> December 2020 were agreed as an accurate reflection of the meeting.</p> <p><b>Matters Arising</b> There were no matters arising.</p>	
<b>4.</b>	<b>Disabled Facilities Grant Review and Recommendations</b>	
	<p>The Board received the Disabilities Facilities Grant (DFG) review and recommendations paper, JS outlined the highlights of the paper.</p> <p>Cllr Fielker thank JS for the work and acknowledged the complexities around the work. The grant will be much more flexible and asked about the timescale for this work. JS responded that original timescale for work stream 1 would have been October this year, however it has been delayed due to Covid and now the plan is to have something in place by March 2022.</p> <p>GVD welcomed this work and identified the need to reference the voluntary sector. GVD raised it would be good to look at waiting lists to see where low level requests are being held up.</p> <p>For work stream 2, this has started already and working on prioritising the work we can get up and running.</p> <p>Cllr Fielker endorsed the Disabled Facilities Grant Review recommendations and Next Steps which are:-</p>	

	<p><u>Work Stream 1.</u></p> <ol style="list-style-type: none"> <li>1. To establish a cross agency/directorate project group with Senior Project Lead and designated Project Management.</li> <li>2. To develop and agree Terms of Reference and detailed Project Plan that will deliver a DFG delivery model in line with the review recommendations to include timescales, resource implications, business and procurement expectations and activity and potential risks.</li> <li>3. To implement the agreed DFG delivery model.</li> </ol> <p><u>Work Stream 2.</u></p> <ol style="list-style-type: none"> <li>1. To identify a commissioning manager to work with the Better Care Fund Finance Board to establish a methodology for identifying and prioritising schemes that funded through the DFG underspend. To ensure that expenditure is within national DFG guidance and recognises established national good practice.</li> <li>2. To establish monitoring arrangements that ensure funded schemes achieve their aims.</li> <li>3. To ensure that the agreed DFG expenditure forms part of the wider BCF monitoring arrangements including established local and national reporting.</li> </ol> <p>To have these arrangements in place by the end of May 2021.</p> <p>JS/MD/SHA/RZ left the meeting.</p>	
<p><b>5.</b></p>	<p><b>Better Care Fund - Year End Report 2020/2021 and priorities for 2021/2022</b></p>	
	<p>The Board received the Better Care Fund (BCF) year-end report for 20/21 and the priorities for 21/22. MFC outlined the highlights of the paper.</p> <p>KR provided an update on reablement. Overall BCF position (as per M11 forecast) is £0.8m underspend; broken down as £4.068m under Business as Usual (BAU) (driven by the Disabilities Facility Grant carry forward and in-year position) and £3.258m over on Covid related spend. The correction for the Rehab and Reablement element is £0.84m overspend, all driven by Covid with BAU break-even.</p> <p>It was agreed May would be a public meeting to allow a decision to be made on the BCF ahead of the national return.</p> <p>Cllr Fielker agreed the recommendations as follows:</p> <ol style="list-style-type: none"> <li>(i) To note the end of year BCF report which is a reduced requirement when compared with previous years.</li> <li>(ii) To note that the proposals for iBCF 2021/2022, which align with</li> </ol>	

	<p>the BCF Section 75 pooled fund arrangements and BCF priorities for 2021/2022, will be presented at a future meeting.</p> <p><b>(iii)</b> To approve the proposed BCF priorities for 2021/2022 reflecting the local position and expected national requirements.</p>	
<b>6.</b>	<b>Quality Report</b>	
	<p>The Board received the Quality Report. CA outlined the highlights of the paper.</p> <p>Cllr Fielker stated that it is important to note that this good work has been the product of strong relationship building over the years.</p> <p>Cllr Shields asked about the impact on the market in terms of staffing, reassurance was sought we are able to retain staff. Cllr Shields also asked about vaccinations of staff in terms of where we place clients.</p> <p>CA responded that it is an ethical dilemma on the vaccination of staff and national guidance awaited. Additional support and advice has been provided by the Quality team in relation to vaccinations. Each provider has been contacted to encourage uptake of the vaccine.</p> <p>Challenges in relation to staffing in the city remains an issue. It is a key element of the care home work and workforce development is continually looked at. It is also linked in with HIOW wide work.</p> <p>SR flagged that the market impact statement also supports the workforce issue.</p>	
<b>8.</b>	<b>Date of Next Meeting</b>	
	19 <sup>th</sup> August 2021, 09:30 – 10:30, Council Chamber	