

**MINUTES**  
**Integrated Commissioning Executive (ICE)**  
 25 January 2018

Attendees
Roger Harris – Corporate Director of Adults, Housing and Health, Thurrock Council (Joint Chair)
Mandy Ansell – Accountable Officer, NHS Thurrock CCG (Joint Chair)
Jane Foster-Taylor – Chief Nurse, NHS Thurrock CCG
Jeanette Hucey – Director of Transformation, NHS Thurrock CCG
Tendai Mngangwa - Head of Finance, NHS Thurrock CCG
David Mountford, Interim Chief Finance Officer, NHS Thurrock CCG
Mark Tebbs – Director of Commissioning, NHS Thurrock CCG
Ian Wake – Director of Public Health, Thurrock Council
Catherine Wilson – Strategic Lead for Commissioning and Procurement, Thurrock Council
Iqbal Vaza – Strategic Lead for Performance, Quality and Information, Thurrock Council
Les Billingham – Assistant Director for Adult Social Care and Community Development, Thurrock Council
Allison Hall – Commissioning Officer, Thurrock Council
Christopher Smith – Programme Manager Health and Social Care Transformation, Thurrock Council
Darren Kristiansen – Business Manager Health and Wellbeing Board, Thurrock Council

Apologies
Mike Jones – Strategic Resources Accountant, Thurrock Council
Jo Freeman – Management Accountant, Thurrock Council
Ceri Armstrong - Senior Health and Social Care Development Manager , Thurrock Council

**1. Welcome and Introductions**

No conflicts of interest were declared.

**2. Minutes of the last meeting**

The minutes were agreed. Members considered action points arising at the 30 November 2017 ICE meeting. During discussions the following points were made:

- Emma Sanford (Public Health) is continuing discussions with Jo Freeman about the accounting treatment necessary to incorporate additional Public Health spending in the BCF Pooled Fund.

**Action Emma Sanford / Jo Freeman**

- The performance report has been provided electronically for consideration by the CCG Finance and Performance Committee. It was agreed that Dave Mountford will advise Council colleagues when the next meeting is being scheduled.

**Action Dave Mountford**

- The Social Prescribing Business Case has now been completed and is subject to evaluation. It was agreed that this would be considered at the next ICE meeting.  
**Action Jeanette Hucey.**

- The MedeAnalytics application to IGuard has now been approved by NHS Digital who is responsible for considering proposals to develop new processes. A meeting has now been scheduled with 8 GP practices across Tilbury and Chadwell. A meeting has also been arranged with NELFT to consider how to incorporate its data into the MedeAnalytics system. It was agreed that a further update will be provided at the next ICE meeting  
**Action Emma Sanford**

- CCG and Council officers have agreed through meetings outside of ICE that the Bridging Service contract should be extended for one year and will continue to support the efficient discharge of patients from hospital. The annual contract is £253,939.20 (1 February 2018 – 31 January 2019). It was agreed that funding would be considered and ratified by ICE members at the next meeting.  
**Action Catherine Wilson**

### 3. BCF Plan 2017 - 2019

#### Update on the mobilisation of services in BCF schemes

Catherine Wilson provided members with an update. Key points included:

- The following services are now operational:
  - By Your Side delivered by Ngage is providing a home from hospital service
  - The domiciliary care night service is an extended service.
- The community team has now recruited an additional staff member, providing additional resource and support.
- The Alzheimer's Society contract had been bolstered with additional financial support of £15,500 for the 2017/18 FY. The additional funding provides resources to manage additional demand for their memory and community service. It was agreed that consideration will be provided on whether the additional funding can be sustained for FY2018/19 at the next meeting.  
**Action Catherine Wilson**

- The Red Bag Initiative is now in place. Members learned that challenges had been experienced by other areas. It was agreed that Jane Foster-Taylor would discuss with Irene Lewsey further and update members at the next meeting.  
**Action Jane Foster-Taylor**

- The planned work focussed on older people's wellbeing has been deferred due to winter pressures. It was agreed that funding provided to NELFT can be extended for a period of three months.  
**Action Catherine Wilson**

- Catherine Wilson agreed to provide members with a summary note, to be circulated with these minutes. Members agreed that future update on the mobilisation of services in BCF schemes will include a verbal update and written paper.  
**Action Catherine Wilson**

#### Mid-Year Finance Review

Tendai Mngangwa introduced the item. The following points were made:

- The total value of underspend is £358,362 for FY 2017/18, some of which has been committed to provide the following:
  - Bridging Service (£42,000). It is anticipated that funding will be spent this FY.
  - Home from Hospital 'by your side' (£35,130). It is anticipated that funding may be spent this FY.
  - Stretched QOF in Tilbury and Chadwell (£34,000). It is anticipated that funding will not be used this FY.
  - Night Service John Stanley (£29,167). It is anticipated that this funding will be spent this FY.
  - Thurrock First system integration (£130,000). Members agreed that this funding should be clarified.

**Action Jo Freeman**

- The initial estimated underspend of £87,020 will be clarified at the next meeting to facilitate reallocation of finances and to determine the anticipated carry forward requirements for 2018/19 FY.

**Action Tendai Mhangagwa and Jo Freeman**

- Financial support has been committed to specific projects that include:
  - A falls prevention service (£311,500), which currently is estimated to underspend by £87,020. It was agreed that this would be confirmed and reported at the next ICE meeting.
  - The Hypertension Detection Project has now been rolled out to pharmacies and is also going to be rolled out to GP practices and community hubs. Members acknowledged that the scheme remains largely the same and only the partners involved in HDP are expanding. It was agreed that a paper would be provided at the February ICE meeting.

**Action Monica Scrobotovici**

#### Process for agreeing 18 – 19 budget

It was agreed that an initial meeting would be set up to discuss the process for agreeing the 2018/19 budget. The meeting would include Roger Harris, Mike Jones, Mark Tebbs, David Mountford and Tendai Mhangagwa. Roger Harris agreed to ensure the meeting is arranged.

**Action Roger Harris**

#### **4. The Delayed Transfers of Care (DToC report), including update on deep dive and delays in mental health services and BCF Scorecard.**

Iqbal Vaza introduced the DToC report. The following points were made:

- On the whole performance has been good with targets being met in most months. Members noted that Adult Social Care had experienced an increase from 77 to 177 delayed days between October and November 2017, highlighting particular challenges being experienced during that time.
- There were 308 delayed transfers of care (delayed days) in November 2017, not achieving the monthly target by 11 days. However, the estimate for December is expected to achieve the target of 310 delayed transfers of care.
- The current year-end projection will be 223 days under target and an improvement in performance when compared with last year.

- It was agreed that in addition to the number of delayed transfer days the DToC report should include data on patient numbers and where practicable a summary setting out reasons for those delays.

**Action Iqbal**

- The deep dive exercise that had been planned has been deferred. Board members acknowledged that performance data demonstrates effective controls are in place and DToC are subject to high levels of scrutiny. It was agreed that the scope and requirements of the deep dive will be further defined and reported back to a future meeting.

**Action Ian Wake**

Iqbal Vaza reported progress against the BCF Scorecard. The following points were made:

- The way in which data is collected has changed which has had an impact on the RAG rating for the BCF scorecard indicator 5.1, the total non-elective admissions to hospital (general and acute), all age. Thurrock is not forecast to achieve the target for 2017/18. It was agreed that consideration should be given to how performance can be reported using the new and previous data collection methods. This will enable performance to be compared against previous outcomes while meeting current reporting requirements.

**Action Iqbal and Abdul**

- Performance against indicator 5.3, the proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation is measured by identifying a cohort of patients remain at home on the 91<sup>st</sup> day following being discharged from hospital and have not been readmitted to the hospital. The target of 91% has not been achieved with best performance being recorded at 83% in quarter 4 (December 2017). Members noted that the Joint Reablement Team had been experiencing additional unforeseen pressure and prioritising the provision of a substantial number of hours of domiciliary care that had previously been available through an external provider.
- Members agreed that action plans should be developed for red rated targets and that a summary report should be provided that sets out challenges experienced with achieving those targets and remedial action being taken. It was agreed that consideration to how best to incorporate key information on action being taken into the scorecard.

**Action Iqbal (incorporating action summary into scorecard)**

**Action Catherine Wilson / Mark Tebbs (developing action plans for red rated targets)**

- Members requested that the quality of the work of Ann Laing, responsible for producing reports was acknowledged and welcomed in the meeting's minutes.

## **5. iBCF and BCF Quarter 3 returns**

Allison Hall advised members that iBCF and BCF Quarter 3 returns had been circulated to ICE members electronically and are approved by the Group.

## **6. The implications of using the BCF for the Transforming Care Partnership**

Catherine Wilson advised members about initial proposals currently being explored by Essex and Southend Councils and 6 CCGs to pool LD budgets to support people being discharged from hospital.

It was proposed that the BCF is used in future to pool budgets within Thurrock for placement costs only. Members agreed the proposal in principle subject to a further detailed paper being provided for consideration at the next meeting.

**Action Catherine Wilson**

#### **7. GP Provision in Collins House**

Catherine Wilson advised members that the local authority commissioned College Health to provide GP support at Collins House in December 2016. The GP provides support to individuals occupying re-ablement beds. Members were asked to consider how the GP should be funded in future. It was agreed that this would be considered at the next meeting.

**Action Mark Tebbs**

#### **8. Integrated approach to commissioning**

Catherine Wilson and Mark Tebbs introduced the item by asking members to consider how the remit of ICE may be changed to support the joined up integrated approach to commissioning specific services, which might involve future meetings comprising two parts.

It was agreed that a paper will be provided at the next meeting which includes a new TOR for the Group and proposals on how ICE may operate in future to facilitate an integrated approach to commissioning.

**Action Catherine Wilson**

Members were asked to consider and approve proposals for Thurrock Council and Thurrock CCG to jointly commission the community stroke project, provided by the Stroke Association for 2018/19. Proposals to pool funding within the BCF were agreed. Members noted that this approach has enabled the funding to be reduced to £54,949 for FY18/19, providing a saving of £3,000.

#### **9. CQC Review – CQC Thurrock data profile**

Members considered the CQC local systems review data for 2017/18. It is envisaged that all local authorities will be inspected over the next 18 months /2 years.

#### **10. Any other business**

Members were advised that applications for Digital Discharging to Social Care had been submitted by the Council on behalf of Thurrock and Southend Councils and BTUH (referred to as the Digital Integration Project).