

Health and Social Care Partnership Board  
08 June 2009  
2.00 - 4.25 pm  
Council Chamber, Fourth Floor, Easthampstead  
House, Bracknell



Present: Irene Douglas, NHS Berkshire East (Chair)  
Barbara Briggs, Carer's Forum  
Madeline Diver, VS Forum  
Martin Gilman, BFVA  
Lesley Heale  
Mary Purnell, NHS Berkshire East  
Angela Snowling, NHS Berkshire East  
Glyn Jones, BFC  
Viki Wadd, NHS Berkshire East  
Garry Nixon, Berkshire Healthcare Foundation Trust

Apologies: Councillor Dale Birch (Vice-Chairman)

#### Action Points

Minute	Item
1	<b>Welcome</b>  The Chairman welcomed Viki Wadd to the meeting.
2	<b>Declarations of Interest</b>  There were no declarations of interest made at the meeting.
3	<b>Minutes</b>  The minutes of the meeting of the Board held on 2 March 2009 were agreed as a correct record.
4	<b>Matters Arising</b>  <i>Minute 64:</i> Mary Purnell agreed to get some proposed meeting dates from GPs for future meetings of the Board.  <i>Minute 72:</i> Glyn Jones agreed to provide a note on carers funding with the minutes of the meeting.

5	<p><b>Update on the Swine Flu</b></p> <p>Angela Snowling reported that notification had been received of an outbreak at St Mary's School in Ascot. The response to this outbreak had been good and was likely to be shared as good practice nationally. It was reported that individuals now had dedicated roles and responsibilities and so any further outbreaks would be dealt with swiftly. A fact sheet on Tamiflu had been prepared as well as a suggested layout to be used should another outbreak arise.</p> <p>Angela Snowling agreed to attend the next Headteachers meeting to provide a briefing. She also stated that the HPA website offered comprehensive guidance should nurseries and toddler groups wish to access it.</p> <p>Angela Snowling reported that the current strain of Swine Flu was affecting predominantly children, with relatively few adults being affected. Symptoms had included a hacking cough and headaches and so had not been overly serious.</p> <p>She stated that ideally it would be helpful to have a dedicated GP for each school.</p>
6	<p><b>Local Area Agreement - Quarter 4 Performance</b></p> <p>The Board agreed that Mary Purnell assisted by Angela Snowling would report to the Bracknell Forest Partnership Board on the red indicators for health and social care. It was reported that some of the data was annually recorded and could not be accurately reflected quarterly.</p>
7	<p><b>Terms of Reference</b></p> <p>Glyn Jones reported that he had tidied up the Board's terms of reference to reflect the new structures of the Council and partners. The original terms of reference had included five members, as well as numerous advisers to the Board.</p> <p>Glyn Jones advised that with the agreement of the Board he proposed that a sixth member be added as a carer representative. It was agreed that Glyn would write to Carers UK on the behalf of the Chairman to ask them to nominate a representative.</p> <p>The following representatives were agreed to be added as advisers to the Board:</p> <ul style="list-style-type: none"> <li>• Berkshire East Clinical Executive Committee</li> <li>• Director of Community Health Services</li> </ul> <p>The Board confirmed that they were satisfied that the chairmanship of the Board should continue on a rotational basis between the Council and the PCT and that it was not necessary to elect a chairman at the beginning of each municipal year.</p>

8

### **Strategy & Approach to Practice Based Commissioning**

It was reported that Practice Based Commissioning (PBC) was introduced in April 2005 with the intention of engaging primary care clinicians in the commissioning process. GP practices had the clinical expertise and knowledge of their practice populations to inform their commissioning and as the referrers to community and most secondary care services they also controlled the majority of NHS resources.

It was reported that the PCT believed that if clinicians were not involved in commissioning at a micro and macro level, services would be delivered to users that were not appropriate.

The former Executive Committee was now the Clinical Executive Committee and would operate at a much more strategic level. Its remit would include considering patient safety and quality indicators. A governance structure was also now in place, it was recognised that whilst GP's were being asked to commission services, they were also providers and so conflicts of interest may arise. As a result, an Approval Group had been established. The Approval Group did not include any practice based commissioners and would make decisions around how commissioned services would be delivered.

It was reported that practices had started to look at services more widely and strategically rather than just considering their own practices.

The Board asked that Viki Wadd provide more information and detail on the tele-health project.

Madeline Diver reported that she had been working with all GP practices and that all practice based commissioners had set up patient groups or were in the process of setting up patient groups.

Glyn Jones advised that the Council would be responding to the Care Quality Commission consultation document on Guidance about compliance with the Health and Social Care Act 2008. The consultation period was between 1 June and 31 August and the consultation focussed on health and social care services. The document can be accessed at:

<http://www.cqc.org.uk/getinvolved/consultations/consultationnewregistrationstandards.cfm>

9

### **Updating the JSNA**

Glyn Jones reported that a steering group had been established and had met twice since the last meeting of the Board. The Group were on track to deliver a refresh of the JSNA. Since the production of the last JSNA, aspects of needs analysis had been gathered, this information now needed to be analysed.

The steering group had good representation from across service areas and information around children's services had now been strengthened. The Group would be meeting with colleagues from Corporate Services/Chief Executive's Office to see how the data in the JSNA could be stored and accessed by the BFP

	<p>Board. A procedure for using the data contained in the JSNA was also to be developed.</p>
10	<p><b>Community Services - PCT Operating Plan</b></p> <p>Viki Wadd delivered a presentation on the PCT's Operating Plan for 2009/10. The Board asked if more detail could be given on the figures contained in the presentation. Viki agreed to circulate more detail through the clerk. If members wanted a copy of the full Operating Plan they could e-mail: <a href="mailto:viki.wadd@berkshire.nhs.uk">viki.wadd@berkshire.nhs.uk</a></p>
11	<p><b>Update on the Healthspace</b></p> <p>It was reported that the healthspace had generated lots of public interest and a recent public information session had been very well attended by the public. The healthspace would be located on Market Street, making it easily accessible.</p>
12	<p><b>Improved Access to Psychological Therapies</b></p> <p>It was reported that Bracknell Forest would be the first area in which this service would operate. It was noted that it would need to go through the Children's Trust as the commissioning body.</p> <p>In terms of funding, there would be a 3 year period of funding after which it was likely that funding would be continued and would form part of the PCT's baseline budget. There was recognition nationally, that people would need to be trained.</p>
13	<p><b>Report from Sub-group</b></p> <p>The Board noted the report and noted that Barbara Briggs was the chair of Carers UK and that the Carers Strategy had been launched in 2009. It was also reported that a slot on Community TV in respect of carers was operating throughout the Borough.</p>
14	<p><b>Key Communication Messages</b></p> <ul style="list-style-type: none"> <li>• Update on the Swine Flu</li> <li>• Healthspace</li> <li>• Changes to Practice Based Commissioning</li> </ul>

---

15

**Date of Next Meeting**

14 September 2009

This page is intentionally left blank