

# Appendix 2

## Health & Social Care Partners in Bradford, Airedale, Wharfedale & Craven

### INTEGRATION AND CHANGE BOARD (ICB)

**Key Meeting Actions – Friday 15<sup>th</sup> August 2014**

*(Full action notes to follow)*

Action	Lead	Deadline
<p><b>3. Forward View – Next Steps and Timeframes</b></p> <ul style="list-style-type: none"> <li>• Development of the strategy into a format for publication (easy read). This is not a full re-write. NON via comms leads.</li> <li>• Establish a group to develop the detail to underpin the strategy and align budget setting and collectively deliver the requirements of the forward view.</li> <li>• Common briefing to take into all organisations.</li> <li>• Re-circulate the version that went to Health &amp; Well Being Board.</li> <li>• Development of organisational form as a result of the above.</li> <li>• Next ICB: operational plans. CCGs to lead.</li> <li>• A partnership engagement leads group has been established to agree and drive delivery of a plan for engagement of the 5year forward view with partners and the public.</li> <li>• Strategic commissioning discussion around how we get the very best out of the opportunities coming to position ourselves as a commissioning force in Bradford.</li> </ul>	<p>Nancy</p> <p>Nancy &amp; Janice</p> <p>Fiona &amp; Helen Farmer</p> <p>Nancy</p> <p>ALL</p> <p>Nancy</p> <p>ALL</p> <p>Sue Cannon</p>	<p>Sept 14</p> <p>Sept 14</p> <p>End August 14</p> <p>Aug 14</p> <p>ongoing</p> <p>Sept 14</p> <p>ongoing</p> <p>Sept 14</p>
<p><b>4. Urgent Care – Engagement</b></p> <ul style="list-style-type: none"> <li>• ICB members are invited to provide individual feedback on the strategy as</li> </ul>		

Better for Bradford: right care, right place, first time

<p>part of the public engagement process.</p> <ul style="list-style-type: none"> <li>• 17<sup>th</sup> October: propose to return to ICB with final version of U&amp;EC strategy for endorsement.</li> <li>• UCWG members will seek individual organisational sign off post ICB endorsement.</li> <li>• TIG minutes to be included as a standing agenda item on ICB.</li> </ul>	<p>ICB Members</p> <p>Damien Kay</p> <p>Andy Withers</p> <p>Nancy</p>	<p>End Sept 14</p> <p>17<sup>th</sup> October 2014</p> <p>Nov 14</p> <p>Ongoing</p>
<p><b>5. BCF Plan: Progress Update – Task and Finish Group including revised national instructions and resourcing</b></p> <ul style="list-style-type: none"> <li>• There was a BCF Task and Finish group held Monday 11<sup>th</sup> to consider the ‘bright ideas’ submitted by providers. The proposals were disappointing and the Task and Finish Group agreed that commissioners will now develop proposals. Cath &amp; Lynne to lead on this.</li> <li>• Agree a low/medium approach to risk, Janice and Nancy to work with DoFs re the impact this will have on service delivery.</li> <li>• JS to confirm the funding requirements to off-set the cost of the Care Bill implementation (planning assumption of £1.35m) and 50% of the funding deficit (planning assumption of £4.6m)</li> </ul>	<p>Cath Doman / Lynne Hollingsworth</p> <p>Janice, Nancy &amp; DoFs</p> <p>Janice</p>	<p>End Aug 14</p> <p>Sept 14</p> <p>Sept 14</p>
<p><b>6. SEPTEMBER ICB Session with Mike Farrar</b></p> <ul style="list-style-type: none"> <li>• Nancy to have discussion with Mike re planning for the September session</li> </ul>	<p>Nancy</p>	<p>Early Sept 14</p>
<p><b>7. Future Chair of ICB – Options</b></p> <ul style="list-style-type: none"> <li>• Discussion around independent and / or internal, consider. NON to discuss with Mike Farrar in advance of the September meeting.</li> </ul>	<p>Nancy</p>	<p>19<sup>th</sup> September</p>
<p><b>8. ICB Risk Register</b></p> <ul style="list-style-type: none"> <li>• Risk register to provide focus of debate at</li> </ul>		

<p>September session. NON to brief Mike Farrar.</p> <ul style="list-style-type: none"> <li>• CD and LMc to revise the risk register and circulate electronically for comment.</li> <li>• DK to note use of Risk Register for Forward Plan and agenda setting.</li> </ul>	<p>Nancy O'Neill</p> <p>Cath &amp; Lucy</p> <p>Damien</p>	<p>19<sup>th</sup> September</p> <p>End Aug</p> <p>End Aug</p>
<p><b>9. Programme Milestone Plan (Including TIGs, children's and integrated digital care record)</b></p> <p>Recruitment to the Portfolio Manager Role now back out to advert following Helen's agreement to fund for 24 months and the impact this will have on developing the Briefs for the new Programmes.</p>	<p>Cath Doman / Lucy McKell</p>	<p>October 14</p>