

Chorley Public Service Reform Board

Tuesday, 9 September 2014

Present:

Councillor Alistair Bradley (Chair) and Councillor Paul Leadbetter (Deputy Leader of the Opposition, Chorley Council), Gary Hall (Chief Executive, Chorley Council), John Buck (Lancashire Fire and Rescue Service), Chief Inspector Tracie O'Gara (Lancashire Constabulary), Carole Spencer (Lancashire Teaching Hospitals NHS Trust), Sakthi Karunanithi (Lancashire County Council), Reverend Martin Cox (Live Well Champion), Stephanie Tufft (Age Well Champion), Allan Jones (Business Representative), Diane Gradwell (VCFS Network) and Steve Winterson (Lancashire Care NHS Foundation Trust)

Also in attendance:

Councillors: Hasina Khan

Officers: Sarah James (CPSRB Programme Manager), Chris Sinnott (Head of Policy and Communications) and Louise Wingfield (Policy and Engagement Assistant)

Observers: Hayley Hughes

14.CPE.1 WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed everyone to the meeting, in particular Stephanie Tufft who was attending in her new role on the Board as Age Well Champion.

Apologies for absence were submitted on behalf of Louise Giles (Chorley and South Ribble Clinical Commissioning Group), and Sue Moore (Lancashire Care NHS Foundation Trust). Steve Winterson attended as substitute representing Lancashire Care NHS Foundation Trust.

14.CPE.2 MINUTES

RESOLVED: That the minutes of the Chorley Public Service Reform Board held on Tuesday 1 July 2014 be confirmed as a correct record.

14.CPE.2a Matters arising not otherwise covered on the agenda.

There were no matters arising.

14.CPE.3 CHORLEY PUBLIC SERVICE REFORM BOARD PROGRAMME OFFICE - PROGRESS REPORT

Sarah James presented the CPSRB Programme Office progress report. At the last meeting the Board agreed the schedule which would fund the programme over the next two years; this included that in year one costs would be met by Partners on the Reform Board from within existing resources. Chorley Council, Lancashire Care Foundation Trust, Lancashire Teaching Hospitals Trust and Chorley and South Ribble CCG have all agreed to contribute towards the costs; a response is still expected from Lancashire County Council. Sakthi Karunanithi indicated that a decision on support from Lancashire County Council was expected soon.

This funding will enable the Board to be supported by a Programme Office which consists of a Programme Manager, a Programme Officer and external support. External recruitment of the Programme Officer had taken place and a candidate had been offered the post. Sarah James introduced Hayley Hughes to the Board who would take up her new role as Programme Officer shortly.

In year two an application for costs have been made to the Transformation Challenge Award, see agenda item 14.CPE.4.

RESOLVED: That the report be noted and further progress from the programme to be reported at future meetings of the Board.

14.CPE.4 TRANSFORMATION CHALLENGE AWARD - UPDATE

Sarah James gave an overview of the Transformation Challenge Award. This has been made available by the DCLG and aims to encourage local authorities to work in partnership with others to improve services and accelerate transformation and innovation at a local level. Lancashire County Council has submitted the expression of interest on behalf of the Board, which is to develop an integrated wellbeing and resilience service to support residents on a locality footprint. The overall project proposes a county wide approach with the specific pilot in Chorley. This has been successful at stage one and will now move onto stage two.

This project will focus on the wellbeing and resilience pilot within the Chorley Public Service Reform Board's workplan for 2014/15.

Named partners will work with Lancashire County Council to fully develop the bid which will be submitted by 1 October, with a decision expected by the end of this year. Funding will be for the next financial year, 2015/16.

RESOLVED: That the report be noted and further updates on progress to be reported to the Board at future meetings.

14.CPE.5 CHORLEY PUBLIC SERVICE REFORM BOARD PROGRAMME OF WORK PROGRESS REPORTS

At this point the Chair announced that the following two items would be taken in reverse order with intelligence to be discussed first.

14.CPE.5b Intelligence

Sarah James and Tracie O’Gara provided an update on the progress so far of the intelligence led services and sharing intelligence workstream. Opportunities to link up services or coordinate support for people have been missed because intelligence isn’t utilised properly or there are barriers to data sharing, and this workstream aims to overcome those barriers and enable data sharing.

A meeting has taken place with representatives from partner organisations. The objectives of the group are; to understand what the intelligence of each organisation / data protocols are, to understand the codes of practice regarding data sharing, to identify and overcome any barriers by developing joint agreements / policies, and to implement and test the new agreements in a particular location / cohort. This would include an evaluation of organisational data and respective protocols, a review of the codes of practice regarding data, the development of a joint agreement / policy to data sharing, and testing of the joint agreement / policy in a pilot.

The next steps which would be completed over the next four / six weeks included:

- The group established a baseline with the information to be provided by each of the organisations;
 - What data do you hold?
 - What data can you share, and under what circumstances?
 - What are your organisational policies on data sharing?
 - What are your barriers to sharing?
 - What would you like to share?
 - What are your safeguarding protocols?
 - How do you record what doesn’t reach safeguarding levels?
- A working group would be set up to look at the top 20 repeat callers / attendees, with representatives to be nominated by each organisation to come along with their information.

It was noted that the role of the Public Service Reform Board was to ensure that members of staff with partner organisations felt able to fully contribute to workstreams, including by identifying ways to overcome barriers.

A further meeting has been arranged and will take place in November.

RESOLVED: That a further update on progress be presented to the Board at the next meeting.

14.CPE.5a Assets

Sarah James provided an update on the progress so far of the integrated assets workstream. Chorley Council, Lancashire Care Foundation Trust, Lancashire Teaching Hospitals Trust and the Chorley VCFS Network have reviewed the capacity and potential within their assets for co-location, transfer or reduction. This resulted in a combined asset listed being compiled and mapped. A working group has reviewed those properties marked as medium or high potential for change and made a number of recommendations.

A number of assets were indicated as potential projects going forward, including; Dutch Barn Close, land on Friday Street, land at Euxton Lane, a Care Hotel, and operational depots.

The next steps for the group are to look at whether the right services are being provided from the right locations and assets, to review the locations from which the services are provided within the borough, and also if any improvements can be made.

RESOLVED:

- 1. The Board agreed and approved to proceed with the actions as set out in the report.**
- 2. That those partners who have not yet engaged would provide information.**
- 3. Partners to provide an idea of any space requirements, any changes to services or number of people including under/over occupancy.**
- 4. That this is not considered as an exhaustive list, and that any further information be brought to future meetings.**
- 5. That the next steps be agreed as above.**

14.CPE.6 CONNECTIONS TO OTHER PARTNERSHIP STRUCTURES

Sarah James presented the connections to other partnership structures report. The role of the Board is to connect to other partnership structures, acting as a liaison point for a Chorley perspective. This will be undertaken with reference to three main structures; Health and Wellbeing, Children's Trusts, and Community Safety.

To ensure that the responsibility is not placed on one individual or organisation, it is proposed that the following organisations act as liaison points;

Health and Wellbeing – Chorley and South Ribble Clinical Commissioning Group and Lancashire County Council

Children's Trust – Chorley Council and Lancashire County Council

Community Safety – Lancashire Constabulary and Chorley Council

RESOLVED: That the proposals within the report be agreed.

14.CPE.7 ANY OTHER BUSINESS

The Chair conveyed thanks on behalf of the Chorley Public Service Reform Board to Louise Elo who has stepped down from her position as Start Well Champion following changes in her role. A new Start Well Champion is currently being sought.

Carole Spencer pointed out the redevelopment structure of Chorley hospital; this is currently in the early stages but is looking to open up the site to partnership working.

RESOLVED: The Chair suggested a separate meeting to take place to further discuss assets and property.

14.CPE.8 DATE OF NEXT MEETING

The next meeting of the Chorley Public Service Reform Board will take place on Tuesday 2 December.

Chair