

**Adults with Care and Support Needs JOINT MANAGEMENT GROUP**

**Notes of meeting held on 25<sup>th</sup> September 2019 at County Hall**

**Present** Dr David Chapman, Locality Clinical Director OCCG (Chair)  
 Stephen Chandler, Corporate Director for Adult Services, OCC  
 Benedict Leigh, Deputy Director Commissioning, OCC  
 Kathy Wilcox, Finance Business Partner, OCC  
 Juliet Long, Lead Commissioning Manager – Mental Health, OCCG  
 Julia Boyce, Assistant Director of Finance, OCCG  
 Robyn Noonan, Service Manager, OCC  
 Sarah Roberts, Strategic Commissioning Manager, OCC  
 Hannah Mills, Head of Contracting and Procurement, OCCG

Julieta Estremadoyro, Partnership Board Officer, OCC

*2<sup>nd</sup> part of the meeting –*

Vanessa Odlin, Director of Service Operations, Oxford Health  
 Liz Williams, Service Director, Learning Disabilities, Oxford Health

**Apologies** Lorna Baxter, Director of Finance, OCC (Kathy Wilcox deputising)  
 Karen Fuller, Deputy Director for Adult Social Care, OCC  
 Steve Thomas, Performance & Information Manager, OCC  
 Gareth Kenworthy, Director of Finance, OCCG  
 Ele Crichton, Lead for Adults, Commissioning & Markets, OCC  
 Debbie Richards, Managing Director, Mental Health, Oxford Health

1.	<b>Welcome and Introductions</b>  Dr Chapman welcomed everybody to the meeting.	<b>Lead</b>
2.	<b>Apologies for Absence and Temporary Appointments</b>  <i>As per above</i>	
3.	<b>Minutes, Matters Arising and Action Log</b>  The minutes of the meeting on 25 <sup>th</sup> July were approved.  The action log was updated as follows:  <i>Action 11 – Finance Report – CHC – KW to clarify how the OCCG contributions supports adults with LD. KW and ST reported that a</i>	

<p>sample of cases has been collated and is being jointly reviewed to assess the health and social care needs.</p> <p><b>Action: CW to circulate a report on OCCG’s contribution to the health elements of LD social care packages via the ACSN pool</b></p> <p>Action 3 – Mental Health OBC – demand and cost pressure: <i>Oxford Health to circulate figures for average length of stay in placements following improvements made to process (26 March). Action: JL to email Pauline Scully (30 May). JL informed that they have a paper coming to the OCCG Quality Review meeting (a subgroup of the OCCG Contract Review meeting) reporting in all the work that OH is doing and the above action is part of the content of that report (25<sup>th</sup> July). JL suggested to wait for this paper. JL updated (25<sup>th</sup> September) that this paper will be ready in the first week of October. The paper will provide more context to the problem.</i></p> <p><b>Action: JL to bring this paper to the next JMG meeting.</b></p> <p>HM pointed out that there is a need for better optimise all parties’ conversations regarding Mental Health, getting together to discuss how to improve services, spend and define areas of prioritisation.</p> <p><b>Action: HM, BL and DR to have a conversation on how to get commissioners leads in a one-off session to discuss immediate prioritisation.</b></p> <p><u>Actions from the 30<sup>th</sup> May meeting:</u></p> <p>Action 4: Over 65 – OH Mental Health Housing Pathway – RN to ask KF to provide further information on the reviewing support that she is providing to Oxford Health. – RN updated that KF received the wrong list from OH and it has requested it again (25<sup>th</sup> July)  <i>JL to chase Vanessa Odlin (OH Head of Oxfordshire Adult Mental Health Service) to send the right information. Pending</i></p> <p><u>Action from the 25<sup>th</sup> July meeting:</u></p> <p>Action 1 - Slide 7 - KW to confirm that young people in residential education placements would soon be added into the Liquidlogic Adult System (LAS) to improve the visibility of assessed needs and costs for this cohort. KW reported that most of them are in LAS now. <b>Completed.</b></p> <p>Action 2 - Slide 8 – Learning Disabilities – CHC - KW to look in more detail at the decrease in nursing home mean weekly costs from April 2019. <b>Ongoing</b> – need further information from the CHC team on the service users being supported.</p>	<p><b>Chris Walkling</b></p> <p><b>Juliet Long</b></p> <p><b>Hannah Mills, Benedict Leigh, Debbie Richards</b></p> <p><b>Robyn Noonan</b></p> <p><b>Kathy Wilcox</b></p>
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	<p>Action 3 - Slide 13 – Mental Health Finance Detail - Following DC request, KW to look through the financial report to change the term Asperger's to Autism. <b>Completed</b></p> <p>Action 4 - Market Position Statement - GPs have a system developed to support Care Homes, but this doesn't include Extra Care Housing. BL to take this concern to Simon Brown (OCC Strategic Commissioning Manager) as part of his review of Care Homes. There was not opportunity to report on this action at the meeting. <b>Pending</b></p> <p>Action 5 - Risk management for people with high-functioning autism - CW to provide an update at the next Adults - JMG meeting on 26th September. – <b>On the agenda</b></p> <p>Action 6 – Personal Budgets – Rebecca Lanchbury to come back to the next Adults – JMG meeting on 26th September with an update proposal based on the recommendations received. <b>On the agenda</b></p> <p>Action 7 – AOB – JL to invite Vanessa Odlin and Liz Willams to the second part of the Adults – JMG meetings <b>Completed</b> (Debbie Richards has also been invited)</p> <p>Action 8 – AOB – The Adults – JMG congratulates the Oxford Mental Health Partnership for winning the NHS Parliamentary Award for Excellence in Mental Health Care. DC to send a message of congratulation on behalf of the JMG. There was not opportunity to report on this action. <b>Completed</b></p>	<b>Benedict Leigh</b>
4.	<p><b>Performance, Activity and Finance Report</b></p> <p>KW referred to the document Finance and Activity Report 2019/20 Period 5 – August 2019 in the agenda pack. There is a forecast overspend of £3.4m for the whole pool. Under the risk share arrangements £3.1m will be managed by OCC and £0.3m by OCCG.</p> <p>The overspend includes £1.3m relating to the social care costs of service users aged 18-25 in residential education placements.</p> <p>Slide 13 – OHFT Provider Summary - It was noted that the slide about Child and Adolescent Mental Health Services (CAMHS) performance was included because £9.0m funding for CAMHS is included in the Provider Pool.</p> <p><u>Health and Well Being Performance Measures slides</u></p> <p>Slide 16 – Target 2.3 (access to psychological therapies) - national target is 22% but as a system OCCG and OHFT have agreed to aim for 19% based on available resources. Q1 performance is 20%.</p>	

	<p>BL asked about Targets 2.7 and 2.11. These are about primary care delivery of health checks for patients with mental health problems and learning disabilities and appear to be under target based on performance in Q1 and Q2. However, it is unclear how the quarterly performance relates to the annual position.</p> <p><b>Action: CW to liaise with ST to clarify these targets and what the Q1 and Q2 positions represent.</b></p>	<p><b>Chris Walkling/ Steve Thomas</b></p>
<p>5</p>	<p><b>Review of Mental Health Outcomes Based Contract and the Section 75 Mental Health Social Work</b></p> <p>The JMG was asked:</p> <ol style="list-style-type: none"> <li>1) Approve the content of two reviews: <ul style="list-style-type: none"> <li>- Mental Health Outcomes Based contract</li> <li>- Section 75 (s75) Mental Health Social Work</li> </ul> </li> <li>2) Approve the publication of both reports for OCC Performance Scrutiny and the Health Overview and Scrutiny Committee (HOSC's) subject to OCCG and OCC's internal sign-off procedures</li> <li>3) Agree whether to publish all the workstream reports and appendices</li> </ol> <p>JL asked if the group agreed with the recommendation regarding the OBC contract:</p> <ul style="list-style-type: none"> <li>• Continuation of the OBC contract</li> <li>• Review of outcomes, monitoring and responsibility for achievement</li> <li>• Commissioning support to implement change</li> </ul> <p><b>JMG members recommended an extension of 2 years of the contract, providing no elements of current delivery were excluded, and subject to plans and recommendations related to service delivery improvement. This agreement will be taken to the OCCG Executive.</b></p> <p><b>The group agreed that the Mental Health Outcomes Based contract (with corrections pointed out by OH) can go to OCC Performance Scrutiny and the Health Overview and Scrutiny Committee (HOSC's).</b></p> <p><i>The paper on MH Social Work will be agreed between OCC and OH outside of this JMG.</i></p>	
<p>6.</p>	<p><b>OBC Mental Health contract escalations</b></p> <p>It was considered that this was discussed elsewhere in the meeting.</p>	
<p>7.</p>	<p><b>Risk management for people with high functioning autism – update</b></p> <p>CW referred to the paper <i>Risk Management high-functioning autism</i> in the agenda pack.</p>	

	<p><i>Recommendations – the JMG was asked to:</i></p> <ul style="list-style-type: none"> <li>• <i>Note the risks for the autism cohort identified in the paper;</i></li> <li>• <i>Consider investing £293k to support mobilisation of an interim specialist autism team.</i></li> </ul> <p><i>The group noted that there is a substantial risk around this cohort and that additional clinical resources are needed to provide support and management.</i></p> <p>However, there are gaps in the paper and information on volume of activities and timetable need to be added (how many cases, how many people, how long is this interim measure). The paper needs to clarify what is going to deliver, and the financial pressures that will put this year and next year to the budget.</p> <p>This paper should come back to the JMG, subject to OCCG sign off</p> <p><b>Action: CW and W to work further in this proposal and bring it to the JMG.</b></p>	<p><b>Chris Walkling Liz Williams</b></p>
8.	<p><b>Personal Budgets – update</b></p> <p>Rebecca Lanchbury did not attend the meeting but sent the paper which is part of the agenda pack.</p>	
9.	<p><b>AOB &amp; Items for Forward Plan</b></p> <p>Group members were made aware that the 28<sup>th</sup> November meeting, will be a public one and that the agenda needs to be set accordingly.</p> <p>DC reminded the JMG that any request for a change of meeting date should state the person who requested and the reason why the meeting needs to be changed. These requests need to be sent to him for approval as the Chair.</p> <p>DC also requested that some terms in the papers should be explained as not everybody would be familiar with them (e.g. Homecare 2020)</p>	