

Berkshire West 10 Integration Programme Status Report

Reporting Period: 13 October 2014 to 14 November 2014

Scheme / Project		Key Achievements	Responsible Lead	Next Steps	BRAG Rating	Issues / Actions/ Reason for Slippage
Berkshire West Projects	Health and Social Care Hub	<p>Mapping exercise of existing points of contact for each of the 3 councils completed</p> <p>Workshop held on 10 November for all key stakeholders to:</p> <ul style="list-style-type: none"> - agree a definition of a single point of access and agree to work together to deliver this - review the existing points of access to identify how to improve efficiency and productivity and what could be achieved as a whole system - identify locality specific requirements, including consideration of the potential challenges and barriers and how these can be overcome - consider options for the integrated single point of access health and social care hub <p>All agreed on the principle of developing an integrated H&SC Hub across Berks W. A number of different elements to be included in the H&SC Hub were identified – these will need to be phased in</p>	SRO - Katie Summers / Project Manager TBC	<p>Provisional programme of (phased) work to be developed and agreed; then presented for approval to Berks W Partnership Board.</p> <p>Detailed plans, resources required, timescales, anticipated outcomes, risk & gain sharing agreements etc. to be developed. FEP had previously developed financial assumptions re the H&SC Hub – to be reviewed and assumptions to be tested. Steering group to be established to progress the project.</p>	Green	
	Hospital at Home	POC completed, Analysis of results in progress	SRO Katie Summers CCG & Fiona Slevin Brown Providers	Paper to be presented at Partnership Board	Red	
	Enhanced Services for Care Homes	<p>Arrange Workshop (leadership styles and skills) to devise specified Care Home training supported by the TV Leadership academy (16/10/14)</p> <p>Analyse Adastra data to see how Care Plans are being updated on a Practice level.</p> <p>Liaise with Rachael D'Coie regarding project for the frail & elderly</p> <p>Provide recommendations relating to aforementioned HRG analysis.</p>	SRO Katie Summers / Project Manager Kurren Varma	<ul style="list-style-type: none"> • Obtain and analyse length of stay data by HRG code • Breakdown of A&E vs Admissions • Report on length of stay by Care homes for LTC board meeting (18/11) • Liaise with Maggie Woods, Unitary Authority leads & In reach teams regarding leadership training course. <ul style="list-style-type: none"> o Designing the program o Promoting the course o Share with Unitary Authorities 	Green	
Frail Elderly	Workstreams	Further mapping and analysis to be undertaken of pathway and metrics See also Health and Social Care Hub updates above	SRO's Lindsey Barker/ Bev Searle	Meeting to be re-arranged to take forward the work on the FEP financial modelling FInnamore tool	Amber	
	Generic Care Worker	Draft Job description developed and reviewed at the Workforce Project meeting	SRO's Lindsey Barker/ Bev Searle	Draft tasks list completed. List is currently with BHFT to validate the tasks and ensure clinically sound. Next steps to be identified at Workforce development meeting on: 26-11-14 and to further develop the social care aspects.	Green	
West Berkshire	Green	<p>Detail of schemes still to be developed, urgent work required to develop PIDS, overarching programme plan, risk, issue and dependency logs prior to the next West Berkshire Steering Board meeting on the 10th December</p> <p>Risk regarding Eligibility Criteria Funding</p> <p>Locality Integration and BCF Programme Manager responsibilities being shared by Tandra Forster and Steve Duffin</p> <p>Further scoping of affordable 7 Day services to include Primary Care</p>				
	Joint Care Provider (inc 7 day services and direct commissioning)	<ul style="list-style-type: none"> • Project Brief approved by Integrated Care Steering Group on 14th August 2014 • Project team in place • Project Manager appointed • 2 full day workshops held focusing on 'as is' and 'to be' 	SRO Rachel Wardell Project Manager Toby Ellis Tandra Forster	<ul style="list-style-type: none"> • Joint Provider 'To Be' Model to be agreed • Affordable 7 Day Service model to be agreed • Procedure allowing direct commissioning of social care by Community Nurses to be agreed and documented 		
	Personal Recovery Worker	<ul style="list-style-type: none"> • Project Brief approved by Integrated Care Steering Group on 14th August 2014 • Project team in place • Project Manager appointed • First Project scoping meeting held 	SRO Rachel Wardell Project Manager Toby Ellis Ian Mundy and Bal Bhalia	<ul style="list-style-type: none"> • Detailed definition of the role to be produced • Key decision around service delivery method to be taken (employed staff, commissioning, use of voluntary sector or combination) 		

Berkshire West 10 Integration Programme Status Report

Reporting Period: 13 October 2014 to 14 November 2014

Scheme / Project	Key Achievements	Responsible Lead	Next Steps	BRAG Rating	Issues / Actions/ Reason for Slippage
Enabling Projects / Work streams					
Connecting Care - West Berkshire	<p>Phase 1</p> <ul style="list-style-type: none"> Reading WIC, vendor config changes did not resolve the issue. Vendors have requested more information from failing test cases <p>Phase2</p> <ul style="list-style-type: none"> Contract received from Orion - under review CSC delay in providing hosting costs - escalated to Mike Robinson @RBFT Business continuity (exit planning) - scenarios identified - working on possible solutions Comms Plan in progress - identified existing comms routes Draft Benefit Realisation Approach documented and circulated for Board discussion Recommend sub-groups for comms and benefits - Board discussion Requirements straw man available in draft format (required for main procurement process) Procurement options updated for Board presentation 	SRO Katie Summers / Programme Manager John MacDonald	<p>Phase 1</p> <ul style="list-style-type: none"> Reading WIC complete UAT and sign off - ongoing <p>Phase 2</p> <ul style="list-style-type: none"> Pursue base line measures pre-launch of Phase 1 for Reading Walk In Centre Arrange Benefit sub-group kick off and prepare Benefit survey Arrange Comms sub-group kick off (will be asking for sub-group members at board meeting) Detailed statement of work discussion w/Orion - waiting on dates Planning session w/Orion - waiting on dates Get 3rd party procurement advice CSC to provide hosting quote - follow up Continue to build the comms and benefits plans Complete the main requirements document 	Green	
Market Management	<p>Nursing care market brief and joint commissioning options report produced.</p> <p>Potential MI system (to improve market intelligence and information sharing) demonstration arranged for 14 Nov.</p>	SRO Stuart Rowbotham / Project Manager Lyndon Meade	<p>Plan on a Page being presented at Partnership Board</p> <p>Proceed with selected market management option:</p> <ul style="list-style-type: none"> MI system review Fair fee review Berkshire MPS – including joint market engagement planning Draft market/provider failure protocol 	Green	Resource Issue identified - PM only available 3 days per week until Christmas
Integrated Carers Commissioning	<p>Completed review of jointly commissioned carer breaks service</p> <p>Identified carer services suitable for transfer to joint commissioning arrangements.</p>	SRO Gabrielle Alford	<p>Develop detailed proposals for governance of the carer elements of Better Care Fund.</p> <p>- Review PH proposal and formally commission the development of a Berkshire Carers Needs Analysis</p>	Green	
Whole System Organisational Development	<ul style="list-style-type: none"> LGA attended Partnership Board on the 16th October Steering group membership agreed and first meeting date scheduled. Named enablers/facilitators for Berkshire West system agreed. Matt Gott and Jill Barrow. Invitation for 24th November launch event received and circulated to Steering group 	SRO's Fiona Slevin Brown & Rachael Wardell TBC	<ul style="list-style-type: none"> Steering Group meeting on the 17th November with Matt Gott Matt and Jill will be contacting organisation leads to canvas their views on programme benefits 24th November launch event in London 		
7 Day Working	<ul style="list-style-type: none"> Further Newbury and North and West Reading practices will start providing evening and Saturday morning sessions over the next 4-6 weeks. South Reading and Wokingham CCGs are currently considering similar arrangements with their practices. South Reading and Wokingham have now agreed to commission this service from their practices and it will commence soon. 	Helen Clark	<ul style="list-style-type: none"> Practice participation rate to be reviewed on an ongoing basis. Opportunities to develop new ways of working with NHS 111 are being explored further. 	Green	
Integrated Workforce Development	<p>HETV Poster Presentation Event Completed</p> <p>Recruitment process for Project manager/ workforce specialist started</p> <p>Next meeting scheduled for 26 November</p>	SRO Bridgid Day Project Manager - Vacant	<p>Scope and define the workstreams that will form part of the strategy</p> <p>Interviews for vacant project manager post</p> <p>N.B Funding for project mgmt post from HETV Bid monies, hosted by Wokingham BC</p>	Green	Project Manager Post vacant

Berkshire West 10 Integration Programme Status Report Reporting Period: 13 October 2014 to 14 November 2014

Scheme / Project		Key Achievements	Responsible Lead	Next Steps	BRAG Rating	Issues / Actions/ Reason for Slippage
Integration Programme	Delivery Arrangements	Interviewed and appointed a PMO support, start date delayed due to query funding availability Progress made towards identifying funding to fill Strategic Comms and Engagement, confirmation still outstanding from some Partners Delivery Group Established Links established with Finance sub group, Rob Poole, Reading BC identified as the finance lead for input at the Delivery Group Standardised Reporting, Risk , Planning templates provided with support on completing	Naseema Khan	Further 1:1 programme planning sessions with Locality Programme Managers to review PIDS/ Milestone plans/ Dependencies, Risks etc. urgency to complete prior to next BCF deadline Further work to refine elements of FEP with Leads Action to finalise funding requirements for PMO Resources - (to be raised at Partnership Board) Action to identify additional support and resource requirements to Partnership Board	Amber	Funding to meet Partnership wide roles PMO, Finance and BCF Pooled Fund Manager, Health and Social Care Hub Project Manager Locality Programme and Project Manager Vacancies NHS Number project manager

BCF National Conditions

Protecting Social Care Services –

7 Day Services

Data Sharing and the NHS Number

Joint assessments and the accountable lead professional

