
SHORT SUMMARY NOTES:
**Buckinghamshire, Oxfordshire and Berkshire West (BOB) STP Executive Board Meeting
2 February 2018, 09:00-11:00**

1.	<p>Welcome and introductions</p> <p>The Chair welcomed all attendees and noted the apologies.</p>
2.	<p>Minutes of the previous meeting</p> <p>Minutes of the meeting held on 17 January 2018 were approved as an accurate record of the meeting.</p> <p>The outstanding items on the action tracker were reviewed.</p> <p>The Board agreed that sharing of local authority spend and savings data in relation to social care should be progressed in light of the Department of Health's new responsibilities for social care.</p> <p>It was also agreed to defer the development of the Memorandum of Understanding between the STP partners, pending any discussions at the Chief Executives' timeout on 19 February 2018 on the overall governance of the STP.</p> <p>The Board discussed the approach to Specialised Services and agreed that a clinical pathway approach to secondary and tertiary care commissioning should be taken.</p>
3.	<p>Governance</p> <p>3a. <u>BOB Chief Executives' timeout on 19 February 2018 update on preparation and participation</u></p> <p>The arrangements for the Chief Executives' timeout were agreed.</p>
3b.	<p><u>STP Executive Lead appointment</u></p> <p>The Chair reported that the STP Executive Lead joins the partnership on 5 March 2018 after which the programme management arrangements would be reviewed.</p>
4.	<p>Strategy & Planning</p> <p>4a. <u>BOB Local Maternity System (LMS) Action Plan feedback and revised submission</u></p> <p>The Board noted that the development of the BOB Local Maternity System (LMS) Action Plan had been strongly clinically-led with strong support from the Strategic Clinical Network team. And agreed that the plan be submitted to NHS England for further review.</p>

4b.	<p><u>Health Education England & Arms' Length Bodies consultation on national Workforce Strategy</u></p> <p>The Local Workforce Action Board co-chair presented the draft National Workforce Strategy to the Board. It was noted that the social care workforce would be the subject of a separate consultation. All members to review the draft Strategy and comment as appropriate.</p>
4c.	<p><u>BOB LWAB governance structure update</u></p> <p>The Board noted the new governance arrangement for the Workforce programme across the STP and the three local health and care systems.</p>
4d.	<p><u>BOB STP Finance Update including Capital and Programme Budget</u></p> <p>The Board received the Finance Update with key points as follows:</p> <ul style="list-style-type: none"> • the month 9 revenue spend position was showing signs of pressure • the contract alignment exercise was completed on time and submitted before Christmas and no material differences were reported at that point • the Board was asked to note the HM Treasury condition of capital funding (including that already notified) was dependent on having a robust STP Estates Strategy and Capital Plan. <p>It was noted that the STP 'office' programme budget had also been drafted for further discussion and review by the new STP Executive Lead and partners.</p>
5.	<p>Programme Management and Workstream Review</p> <p>The Chair reported that the Oxford Academic Health Science Network was reviewing the approach to leadership and management of the Digital programme across the STP (and STP-plus) and will feedback to the Board to discuss and agree next steps.</p>
6.	<p>Communications and Engagement</p> <p>Nothing critical reported.</p>
7.	<p>Any other business</p> <p>The Board received and noted place-based briefings from:</p> <ul style="list-style-type: none"> - Bucks ACS Partnership Board & Executive Group - Oxfordshire Transformation Board - Berks West ACS Board
	<p>Date of next meeting</p> <p>The next STP Board meeting will take place on the 1 March 2018 at 11:30 in Conference Room B, Jubilee House.</p>