

South Yorkshire and Bassetlaw Shadow Integrated Care System

Collaborative Partnership Board

Minutes of the meeting of

9 February 2018

The Boardroom, NHS Sheffield CCG
722 Prince of Wales Road, Sheffield, S9 4EU

Decision Summary

Minute reference	Item	Action
20/18	<p>Communication and Engagement:</p> <p>Draft Communication Plan for ICS Launch</p> <p>Helen Stevens agreed to ensure the bullet points in the embargoed draft media release were accurate.</p>	Helen Stevens
21/18	<p>Finance Update</p> <p>Jeremy Cook informed members that the paper required correction at:</p> <ul style="list-style-type: none">• Item 2.2 at the end of the paragraph surplus should read deficit.• Item 2.4 £3m should read £2m.	Jeremy Cook
22/18	<p>Hospital Services Review Update</p> <p>Alexandra informed members that Annex A accompanying her Stage 1B report for the Hospital Services Review paper required amendment at paragraph 3, the paragraph should be deleted and replaced by:</p> <p>‘The HASU proposals have received a letter before claim for judicial review.’</p>	Alexandra Norrish

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Name	Organisation	Designation	Present	Apologies	Deputy for
Sir Andrew Cash	South Yorkshire and Bassetlaw Shadow ICS	ACS Lead/Chair, Sheffield Teaching Hospitals NHS FT, CEO		✓	
Adrian Berry	South West Yorkshire Partnership NHS FT	Deputy Chief Executive		✓	
Adrian England	Healthwatch Barnsley	Chair	✓		
Ainsley Macdonnell	Nottinghamshire County Council	Service Director		✓	Anthony May CEO
Alison Knowles	Locality Director North of England,	NHS England	✓		
Alan Davis	South West Yorkshire Partnership NHS FT	Director of Human Resources	✓		Adrian Berry
Alexandra Norrish	South Yorkshire and Bassetlaw Shadow ICS	Programme Director – Hospital Services Review	✓(pt)		
Andrew Hilton	Sheffield GP Federation	GP		✓	
Anthony May	Nottinghamshire County Council	Chief Executive		✓	
Ben Jackson	Academic Unit of Primary Medical Care, Sheffield University	Senior Clinical Teacher	✓		
Catherine Burn	Voluntary Action Representative	Director		✓	
Chris Edwards	NHS Rotherham Clinical Commissioning Group	Accountable Officer	✓		
Chris Holt	The Rotherham NHS FT	Deputy Chief Executive & Director of Strategy and Transformation	✓		Louise Barnett
Chris Welsh	South Yorkshire and Bassetlaw Shadow ICS	Independent Lead - Hospital Services Review		✓	
Clare Morgan	Sheffield Teaching Hospitals NHS Foundation Trust	Programme Director (Chief Executives Office)	✓		
Cosima Pettinicchio	Monitor Deloitte	Director, Consulting	✓		
Des Breen	Working Together Partnership Vanguard	Medical Director	✓		
Diana Terris	Barnsley Metropolitan Borough Council	Chief Executive		✓	

Greg Fell	Sheffield City Council	Director of Public Health		✓	John Mothersole CEO
Frances Cunning	Yorkshire & the Humber PHE Centre	Deputy Director – Health & Wellbeing		✓	
David Purdue	Doncaster & Bassetlaw Teaching Hospitals NHS FT	Deputy Chief Executive/COO		✓	Richard Parker
Helen Stevens	South Yorkshire and Bassetlaw Shadow ICS	Associate Director of Communications & Engagement	✓		
Idris Griffiths	NHS Bassetlaw Clinical Commissioning Group	Accountable Officer	✓		
Jackie Pederson	NHS Doncaster Clinical Commissioning Group	Accountable Officer	✓		
Jane Anthony	South Yorkshire and Bassetlaw Shadow ICS	Corporate Committee Administrator, Executive PA & Business Manager	✓		
Janette Watkins	Working Together Partnership Vanguard	Director	✓		
Janet Wheatley	Voluntary Action Rotherham	Chief Executive		✓	
Jeremy Cook	South Yorkshire and Bassetlaw Shadow ICS	Interim Director of Finance	✓		
John Mothersole	Sheffield City Council	Chief Executive		✓	
John Somers	Sheffield Children's Hospital NHS Foundation Trust	Chief Executive		✓	
Jo Miller	Doncaster Metropolitan Borough Council	Chief Executive		✓	
Julia Burrows	Barnsley Council	Director of Public Health		✓	
Julia Newton	NHS Sheffield CCG	Director of Finance		✓	
Kathryn Singh	Rotherham, Doncaster and South Humber NHS FT	Chief Executive		✓	
Kevan Taylor	Sheffield Health and Social Care NHS FT	Chief Executive	✓		
Lesley Smith CHAIR	NHS Barnsley Clinical Commissioning Group	SYB ACS System Reform Lead, Chief Officer, NHS Barnsley CCG	✓		
Lisa Kell	South Yorkshire and Bassetlaw ACS	Director of Commissioning Reform	✓		
Louise Barnett	The Rotherham NHS Foundation Trust	Chief Executive		✓	
Lynne Richards	NHS Barnsley CCG		✓		
Maddy Ruff	NHS Sheffield Clinical Commissioning Group	Accountable Officer	✓		
Matthew Groom	NHS England Specialised Commissioning	Assistant Director	✓		
Matthew Sandford	Yorkshire Ambulance Service NHS Trust	Associate Director of Planning & Development		✓	Rod Barnes
Mike Curtis	Health Education England	Local Director	✓		

Neil Taylor	Bassetlaw District Council	Chief Executive		✓	
Paul Moffat	Doncaster Children's Services Trust	Director of Performance, Quality and Innovation		✓	
Paul Smeeton	Nottinghamshire Healthcare NHS Foundation Trust	Chief Operating Executive		✓	
Richard Henderson	East Midlands Ambulance Service NHS Trust	Chief Executive		✓	
Richard Jenkins	Barnsley Hospital NHS Foundation Trust	Chief Executive	✓		
Richard Parker	Doncaster and Bassetlaw Teaching Hospitals NHS FT	Chief Executive	✓		
Richard Stubbs	The Yorkshire and Humber Academic Health Science Network	Acting Chief Executive		✓	
Rob Webster	South West Yorkshire Partnership NHS FT	Chief Executive		✓	
Rod Barnes	Yorkshire Ambulance Service NHS Trust	Chief Executive	✓		
Roger Watson	East Midlands Ambulance Service NHS Trust	Consultant Paramedic Operations	✓		Richard Henderson
Rupert Suckling	Doncaster Metropolitan Borough Council	Director of Public Health		✓	
Ruth Hawkins	Nottinghamshire Healthcare NHS FT	Chief Executive		✓	
Sandra Crawford	Nottinghamshire Healthcare NHS FT	Associate Director of Transformation Local Partnerships Division	✓		Paul Smeeton
Sharon Kemp	Rotherham Metropolitan Borough Council	Chief Executive		✓	
Simon Morritt	Chesterfield Royal Hospital	Chief Executive	✓		
Steve Shore	Healthwatch Doncaster	Chair		✓	
Tim Moorhead	NHS Sheffield Clinical Commissioning Group	Clinical Chair		✓	
Victoria McGregor-Riley	NHS Bassetlaw CCG	Director of Primary Care		✓	
Will Cleary-Gray	South Yorkshire and Bassetlaw Shadow ICS	Sustainability & Transformation Director	✓		

Minute reference	Item	Action
14/18	Welcome and introductions The Chair welcomed members to the meeting.	
15/18	Apologies for absence The Chair noted the apologies for absence.	

16/18	<p>Minutes of the previous meeting held 12th January 2018</p> <p>The minutes of the previous meeting were agreed as a true record.</p>	
17/18	<p>Matters arising</p> <p>There were no matters arising.</p>	
18/18	<p>National Update</p> <p>CEO ACS Report</p> <p>The Chair gave the Chief Executive Officers report to the meeting on behalf of Sir Andrew Cash.</p> <p>This monthly report provides members with an update on:</p> <ul style="list-style-type: none"> • The work on the Shadow ICS CEO over the last month. • A number of key priorities not covered elsewhere on the agenda. <p>The report gave a concise update to members regarding the:</p> <ul style="list-style-type: none"> • Workshop on 2nd February 2018 with chief executives and accountable officers. • Meeting of the Joint Health Overview and Scrutiny Committee. • Update from the Local Maternity System board. • National ACS primary care leads • South Yorkshire, Bassetlaw and North Derbyshire Cancer Alliance. • Visit by Professor Don Berwick. <p>The Collaborative Partnership Board noted the update.</p>	
19/18	<p>Shadow ICS Update</p> <p>The Chair welcomed Will Cleary-Gray and invited him to give his presentation summarising the actions and next steps from Chief Executives and Accountable Offices workshop held on 2nd February 2018.</p> <p>Will Cleary-Gray highlighted the following points:</p> <ul style="list-style-type: none"> • The programme needs to refine the 39 priorities identified from workstreams and they will in turn give the Shadow ICS its transformational delivery plan. • Work towards the summary of key actions identified in the presentation is progressing, however, there are a number of items that require addressing regarding the control totals. <p>Will Cleary-Gray informed members that the control planning</p>	

guidance and control totals were released on 2nd February 2018.

Will Cleary-Gray informed members that he has not prepared a comprehensive paper regarding the control totals for this meeting because more detailed work needs to be progressed on them.

Will Cleary-Gray reported that there is a visit to SYB Shadow ICS from the Health Select Committee on 20th February 2018 and there will be an opportunity on the day to discuss the control totals along with representatives from the other Shadow ICSs.

Will Cleary-Gray added that South Yorkshire and Bassetlaw have been asked to put forward a proposal on what South Yorkshire and Bassetlaw will require to enable them to work within the control totals.

Will Cleary-Gray handed over to Jeremy Cook who continued the presentation. Jeremy Cook provided a report on the following key points:

- The planning guidance for 2018/19
- Provider sustainability funds for 2016/17 and 2017/18
- Provider sustainability funds for 2018/19
- Integrated System working
- Shared ICS control totals

Jeremy Cook highlighted the potential risks involved to South Yorkshire and Bassetlaw in applying the planning guidance.

Members discussed the planning guidance, control totals and raised their concerns regarding the changes and the effect this could have to the level of risk to their individual organisations.

Members added that certain rules were applied to South Yorkshire and Bassetlaw STP in its development phase which the Collaborative Partnership Board signed up to. The Collaborative Partnership Board did not sign up to this latest change. The change regarding the control totals has been applied to us retrospectively and it will have implications to our funding for 2017/1018.

Members highlighted that they were unaware of the collective risk they had signed up to for 2017/18. This effectively means that organisations exceeding their control totals would get their £ for £ bonus but trusts will only receive the additional bonus if the Shadow ICS exceeds the system control total.

Members requested that a consistent message should be prepared regarding the risks involved and they could take this message to their respective boards i.e. the existing risks involved as a STP vis-à-vis the potential risks involved as an ICS.

Alison Knowles acknowledged the change is being applied retrospectively to the Memorandum of Understanding. However,

	<p>we must be clear about the opportunity of any surplus and how many organisations would have been eligible, we must not overstate the risk involved, the risk to each organisation and then the risk to the system. We should clearly state what funds are lost in 17/18 by being a Shadow ICS.</p> <p>Will Cleary-Gray added that officers will be working through the control totals and SYB and Manchester will be working together to lobby government on this issue.</p> <p>The Chair added that further work regarding the control totals will be progressed and a briefing will be prepared. The Chair thanked everyone for their input.</p>	
<p>20/18</p>	<p>Communication and Engagement:</p> <p>Draft Communication Plan for ICS Launch</p> <p>Helen Stevens presented the draft communication plan for the ICS launch.</p> <p>Helen highlighted that after almost two years of development, Health and Care Working Together in South Yorkshire and Bassetlaw could formally become an Integrated Care System on 1st April 2018.</p> <p>Helen added that she would be happy to receive comments regarding the draft communications plan for the ICS launch. The draft plan would now be held in abeyance.</p> <p>A comment was made that at Chief Executive/Accountable Officer level they understand what an ICS is, however at a lower level people think that an ICS is an intermediate care system. Helen added that she would be more than happy to expand upon the explanation of an ICS in any media release.</p> <p>Helen Stevens agreed to ensure the bullet points in the embargoed draft media release were accurate.</p> <p>Helens Stevens responded to a comment about ensuring local authority members are informed of the Shadow ICSs work. Helen added that an event is being arranged for MPs and local Councillors.</p> <p>The Chair added that Local Authorities also form part of the Collaborative Partnership Board and there is an onus on all members to ensure we are up to speed and we convey this message.</p> <p>The Collaborative Partnership Board is asked to note and discuss the plan, to highlight any areas for further development.</p> <p>The Chair thanked Helen Stevens for her update at this meeting.</p>	<p>Helen Stevens</p>

<p>21/18</p>	<p>Finance Update</p> <p>Jeremy Cook, Interim Director of Finance SYB Shadow ICS, presented his finance report to the meeting. The report informs members on a number of items e.g. Directors of Finance meetings and other general updates, financial reporting and risks.</p> <p>Jeremy Cook informed members that the paper required correction at:</p> <ul style="list-style-type: none"> • Item 2.2 at the end of the paragraph surplus should read deficit. • Item 2.4 £3m should read £2m. <p>The Chair thanked Jeremy Cook for his report and for presenting information to this meeting.</p>	
<p>22/18</p>	<p>Hospital Services Review Update</p> <p>The Chair welcomed Alexandra Norrish to the meeting.</p> <p>Alexandra Norrish updated the group on progress on the Hospital Services Review (a copy of her presentation will be circulated to members).</p> <p>Alexandra informed members that Annex A accompanying her Stage 1B report for the Hospital Services Review paper required amendment at paragraph 3, the paragraph should be deleted and replaced by:</p> <p>‘The HASU proposals have received a letter before claim for judicial review.’</p> <p>The Collaborative Partnership Board was in agreement with Alexandra Norrish’s proposal that the Hospital Services Review Steering Group should scrutinise the 1B Report and when satisfied regarding its content they should sign off the 1B Report for publication.</p> <p>Alexandra Norrish highlighted that the final version of the Hospital Services Review will be signed off on 26th April by the Oversight and Assurance Group. The group will be signing off the process only as the report is to the CCGs and the system and not of the CCGs and the system. Alexandra said that the aim is to circulate to draft report as widely as possible and to this end it will be discussed at a series of stakeholder governance group meetings for their comment. Comments in writing will be received up to close of play on 26th April 2018 and there will be an evolving change log of comments received and actions taken that will be kept and shared with members to update them in a timely manner.</p>	<p>Alexandra Norrish</p>

	The Chair thanked Alexandra Norrish her presentation and attendance at this meeting.	
23/18	<p>To consider any other business</p> <p>The Chair responded to a comment regarding the HASU and confirmed that the HASU proposals have received a letter before claim for judicial review.</p> <p>There was no other business brought before the meeting.</p>	
24/18	<p>Planning Guidance – Full and Summary</p> <p>The Chair informed members that the planning guidance for Refreshing NHS Plans for 2018/19 published by from NHS England and Improvement has been circulated to members for their information.</p>	
25/18	<p>Date and Time of Next Meeting</p> <p>The next meeting will take place on 9th March 2018 at time and venue t.b.c.</p>	