



**Wednesday 15 November 2017, 4:15pm-5:30pm**  
**The Boardroom, 722 Prince of Wales Road**  
**NHS Sheffield CCG, S9 4EU**

**Meeting of the Joint Committee of Clinical Commissioning Groups  
held in public**

Questions from members of the public should be put in writing to [jane.anthony1@nhs.net](mailto:jane.anthony1@nhs.net), in which case written answers will be provided on the day or will be sent within 7 working days and posted on the Commissioners Working Together website [www.smybndccgs.nhs.uk/](http://www.smybndccgs.nhs.uk/)

Confidential items are outlined in a separate confidential agenda; confidential items will be considered in a closed private session

## AGENDA

Ref	Item	Presenter	Enc
<b>4.15 Preliminary Items</b>			
1	<b>Welcome and introductions</b>	Dr David Crichton, Clinical Chair, NHS Doncaster CCG	<b>Verbal</b>
2	<b>Apologies for absence</b>	Dr David Crichton, Clinical Chair, NHS Doncaster CCG	<b>Verbal</b>
3	<b>Declarations of interest</b>	Dr David Crichton, Clinical Chair, NHS Doncaster CCG	<b>Verbal</b>
<b>4.30 For discussion</b>			
4	<b>Ratification of previous meetings</b> <ul style="list-style-type: none"> <li>• <b>Previous minutes of the meeting held 18 October 2017</b></li> </ul>	Dr David Crichton, Clinical Chair, NHS Doncaster CCG	<b>Enc A</b>
5	<b>Matters Arising</b>	Dr David Crichton, Clinical Chair, NHS Doncaster CCG	
6	<b>Hyper acute stroke decision making business case</b>	Peter Anderton, Stroke Consultant, Doncaster and Bassetlaw Teaching Hospitals NHS FT and Regional Stroke Lead for Commissioners Working Together Helen Stevens, Associate Director of Communications and Engagement, Commissioners Working Together / SYB ACS Marianna Hargreaves, System Transformation Programme Lead, SYB ACS	<b>Enc B to follow/ Presentation</b>
<b>5.15 Other Items and reports</b>			
7	<b>Questions from the public</b>		
8	<b>To consider any other business</b>		
9	<b>Date and Time of Next Meeting</b> The next meeting will take place on 20 December 2017, time tbc , The Boardroom, NHS Sheffield CCG		





**Paper A**

**Joint Committee of Clinical Commissioning Groups**

**Public Meeting held 18 October 2017, 4.30pm- 5:00pm, at Sheffield CCG**

**Decision Summary for CCG Boards**

<p><b>47/17</b></p>	<p><b>Engagement Update</b></p> <p>Helen Stevens informed members that the presentation will be circulated to members after this meeting.</p> <p>Helen Stevens informed members that she would prepare and circulate an update paper that explains engagement and involvement in the SYB ACS so that CCGs can take this through their Governing Bodies.</p>	<p><b>Helen Stevens</b></p> <p><b>Helen Stevens</b></p>
<p><b>49/17</b></p>	<p><b>Update on Children's Surgery and Anaesthesia</b></p> <p>An update report will be prepared for the meeting in January 2018. Members added that assurances relating to timelines and any significant risks should reported with the next update.</p>	<p><b>Marianna Hargreaves</b></p>
<p><b>50/17</b></p>	<p><b>Questions from the public</b></p> <p>There were no questions from the public present at the meeting. However, written questions from the public had been received and these will be answered with the minutes as previously.</p>	<p><b>Helen Stevens</b></p>
<p><b>52/17</b></p>	<p><b>Date and Time of Next Meeting</b></p> <p>The Chair informed the meeting that an extraordinary meeting has been called before the next scheduled meeting therefore the date, time and venue is to be confirmed (this information will be published on the website).</p>	<p><b>Helen Stevens</b></p>



**Public Minutes of the meeting of the  
Joint Committee of the Clinical Commissioning Group Meeting  
held 18 October 2017, 4.30pm- 5:00pm, at Sheffield CCG**

**Present:**

Dr Tim Moorhead, Clinical Chair, NHS Sheffield CCG (Chair)  
Dr David Crichton, Clinical Chair, NHS Doncaster CCG  
Dr Richard Cullen, Clinical Chair, NHS Rotherham CCG  
Chris Edwards, Accountable Officer, NHS Rotherham CCG  
Andrew Goodall, Healthwatch Representative  
Idris Griffiths, Accountable Officer, NHS Bassetlaw CCG  
Pat Keane, Chief Operating Officer, NHS Wakefield CCG (Deputy for Jo Webster, Accountable Officer)  
Eric Kelly, Clinical Chair, NHS Bassetlaw CCG  
Alison Knowles, Locality Director – North, NHS England  
Dr Ben Milton, Clinical Chair, NHS North Derbyshire CCG  
Philip Moss, Lay Member  
Hayley Tingle, Chief Finance Officer, NHS Doncaster CCG  
Jackie Pederson, Accountable Officer, NHS Doncaster CCG  
Lesley Smith, Accountable Officer, NHS Barnsley CCG  
Karen Watkinson, Corporate Secretary, NHS Hardwick CCG  
Will Cleary-Gray, Director of Sustainability and Transformation, SYB ACS

**Apologies:**

Dr Nick Balac, Clinical Chair, NHS Barnsley CCG  
Sir Andrew Cash, Lead, South Yorkshire and Bassetlaw Accountable Care System  
Chris Clayton, Accountable Officer, NHS North Derbyshire CCG  
Dr Phillip Earnshaw, Clinical Chair, NHS Wakefield CCG  
Debbie Hilditch, Healthwatch Representative  
Dr Steve Lloyd, Clinical Chair, NHS Hardwick CCG  
Priscilla McGuire, Lay Member  
Julia Newton, Director of Finance, NHS Sheffield CCG  
Maddy Ruff, Accountable Officer, NHS Sheffield CCG  
Karen Whittaker, NHS Wakefield CCG

**In attendance:**

Dr Peter Anderton, Stroke Consultant at Doncaster and Bassetlaw Teaching Hospitals NHS Foundation Trust and Regional Stroke Lead for Commissioners Working Together  
Jane Anthony, Corporate Committee Administrator, Executive PA and Business Manager, SYB ACS  
Jeremy Cook, Interim Finance Director, SYB ACS  
Marianna Hargreaves, Transformation Programme Lead, SYB ACS  
Lisa Kell, Director of Commissioning Reform, SYB ACS  
Helen Stevens, Associate Director of Communications and Engagement, Commissioners Working Together / SYB ACS  
Lisa Wilkins, Consultant in Public Health Medicine, SYB ACS

**Members of the Public**

Maria Clark  
Steve Merriman



Minute reference	Item	ACTION
43/17	<p><b>Welcome and introductions</b></p> <p>The Chair welcomed members to the meeting.</p>	
44/17	<p><b>Apologies</b></p> <p>Apologies were received and noted.</p>	
45/17	<p><b>Declarations of Interest</b></p> <p>There were no declarations of interest.</p>	
46/17	<p><b>Previous minutes of the meeting:</b></p> <p>The minutes of the meeting held on 28<sup>th</sup> June 2017 were accepted as a true and accurate record.</p>	
47/17	<p><b>Engagement Update</b></p> <p>Helen Stevens gave her presentation updating members on the engagement and involvement for public and patients in the South Yorkshire and Bassetlaw Accountable Care System (SYB ACS).</p> <p>Helen Stevens informed members that the presentation will be circulated to members after this meeting.</p> <p>Helen Stevens informed members that her team was gathering names of people who have attended meetings and was entering them on a database so that we can keep in touch with them. In response to a particular enquiry from the public regarding the Mexborough Healthwatch meeting Helen added contact names from this meeting would not be on the SYB ACS database as the meeting was organised by NHS Doncaster CCG and it is they who will hold the information. However, she was happy to include contact details and suggested the member of the public passed these on.</p> <p>The Chair thanked Helen Stevens for her update and presentation. The Chair added the principle of transparency is essential in everything that we do in SYB ACS. Also, under the Health and Social Care Act providers have a duty to be involved in any change in the health system. Providers do not have outreach engagement teams to call upon however the SYB ACS do and can help with this process. Providers can in return help and assist us with their connections to governors and patient groups.</p> <p>Ben Milton enquired how involved are the North Derbyshire communication teams in SYB ACS. Helen Stevens responded saying that North Derbyshire's Communication Team has done an excellent job helping to raise response rates in North Derbyshire.</p>	<p><b>Helen Stevens</b></p>



	<p>Helen Stevens informed members that she would prepare and circulate an update paper that explains engagement and involvement in the SYB ACS so that CCGs can take this through their Governing Bodies. She added that she would be happy to attend their meetings to present this information if required.</p> <p>The Chair thanked Helen Stevens for her presentation.</p>	<p><b>Helen Stevens</b></p>
<p><b>48/17</b></p>	<p><b>Update on the Hyper Acute Stroke Reconfiguration</b></p> <p>The Chair informed the meeting that the hyper acute stroke reconfiguration business case was now complete and would be proceeding to National Health Service England Stage 3 Assurance on Monday 23<sup>rd</sup> October 2017 and we await the outcome of their deliberations.</p> <p>In their private meeting earlier members had decided to call an extraordinary meeting in public of the Joint Committee of Clinical Chairs Group in order to make a decision on the hyper acute stroke reconfiguration business case. The Chair acknowledged the significant amount of work that has taken place in order to progress the hyper acute stroke reconfiguration business case to this stage.</p> <p>The Joint Committee of Clinical Commissioning Groups noted the current progress with the hyper acute stroke services reconfiguration.</p>	
<p><b>49/17</b></p>	<p><b>Update on Children's Surgery and Anaesthesia</b></p> <p>Chris Edwards gave the following summary of key issues highlighted in the report.</p> <ul style="list-style-type: none"> <li>• The Joint Committee of Clinical Commissioning Groups approved the business case proposing changes for the delivery of children's surgery and anaesthesia at the end of June 2017.</li> <li>• Over the summer and early autumn a detailed implementation plan has been developed and agreed.</li> <li>• Work is underway to complete the designation process, a review team has been agreed and a series of visits to each hospital site planned.</li> <li>• The Managed Clinical Network (MCN) is taking a lead role in the implementation and has set up task and finish groups for each pathway.</li> <li>• The project team have been approached by British Association of Paediatric Surgeons to potentially endorse the designation toolkit and specification.</li> </ul> <p>The Joint Committee of Clinical Commissioning Groups noted the progress to take forward the approved changes to children's surgery and anaesthesia. Members agreed that they should receive an update report in January 2018. Members added that assurances relating to timelines and any significant risks should reported with the next update.</p>	<p><b>Marianna Hargreaves</b></p>



<b>50/17</b>	<b>Questions from the public</b>  There were no questions from the public present at the meeting. However, written questions from the public had been received and these will be answered with the minutes as previously.	<b>Helen Stevens</b>
<b>51/17</b>	<b>To consider any other business</b>  There was no other business brought before the meeting.	
<b>52/17</b>	<b>Date and Time of Next Meeting</b>  The Chair informed the meeting that an extraordinary meeting has been called before the next scheduled meeting therefore the date, time and venue is to be confirmed (this information will be published on the website).  Members were asked to keep the 22 <sup>nd</sup> November 2017 in their diaries just in case a suitable date could not be found.	<b>Helen Stevens</b>

DRAFT



## Written questions received from Mr Doug Wright

Question: The Joint Committee of CCG's have not met in public since their third public meeting last June. No public meetings in July, August or September. They are now only meeting in public bi monthly from tomorrow. Why did you suddenly stop the public being able to attend all your meetings? You already have a private preliminary meeting one hour before a public meeting, After tomorrow there are only two public meetings before the Shadow SYB Board is officially in place. Why are you not properly involving and consulting the public, as stated in paragraph 7.0.5.1 of the SYB Memorandum of Understanding?

Answer: The Joint Committee was formed to consider and ultimately make decisions on proposals to look at different ways of providing hyper acute stroke services and out of hours children's surgery across south and Mid Yorkshire, Bassetlaw and North Derbyshire. Its consideration of business is therefore currently restricted to these two areas. It has already considered and approved the proposals to change children's surgery and since June has met to hear updates on the hyper acute stroke services business case. The Committee is committed to discussions in public and, where information has not been confidential or sensitive, has considered these updates in public sessions.

The Committee is currently looking at its legal framework to consider and make decisions on other service areas and will, in due course, set dates for future meetings.

Question: Current statutory requirements under 7.0.5.1 are also not being followed in the Joint Health and Scrutiny Committee. This committee has not even met in private since their second public meeting last June. Why is this happening and no further meetings are scheduled, given the vast amount of changes local CCG's are implementing?

Answer: The Joint Health Overview Scrutiny Committee was also formed, under Section 30 of the 2013 health scrutiny regulations, to look the two services above only. It will meet again in December (a date is currently being agreed), to ask questions about the decision making business case for hyper acute stroke services.

As with the Joint Committee, the Joint HOSC would also need to be reconstituted to consider any future proposal or proposals affecting more than one local authority area.

Question: The SYB Collaborative Partnership Board still meets in private. How can this totally unelected body of over fifty people possibly involve and consult the public without even allowing any public questions?

Answer: The Collaborative Partnership Board (CPB) is a group of partners involved in health and social care which have agreed to work in closer partnership. This does not replace any legal, or statutory, responsibilities of any of the partner organisations. The Board is not a decision making forum and cannot make decisions. Any proposals to consider how services are currently delivered would therefore be taken forward by the statutory bodies that already exist, not the CPB. The minutes of the CPB are routinely published and are available at [www.healthandcaretogthersyb.co.uk/about-us/how-were-run/minutes-and-meetings](http://www.healthandcaretogthersyb.co.uk/about-us/how-were-run/minutes-and-meetings).