

TERMS OF REFERENCE (Approved 18 May 2018)

| | |
|-----------------------|---|
| NAME OF GROUP: | STP Finance Group |
| PURPOSE | <p>The purpose of the STP Finance Group is to provide financial expertise and financial assistance to support the STP Leadership Board in developing, and implementing a robust, viable and deliverable five year sustainability and transformation plan which meets the health and care needs of the citizens of Nottingham and Nottinghamshire and best utilises the system resources.</p> |
| MEMBERSHIP | <p>Chair: Helen Pledger</p> <p>Members: The Director of Finance, of all STP member organisations, or their nominated deputy. STP Finance Lead</p> <p>STP member organisations that are within our ACS for the purposes of calculating system Control Totals:</p> <p>Nottinghamshire West CCG Rushcliffe CCG Nottinghamshire Healthcare NHS FT Nottingham University Hospitals Sherwood Forest Hospitals Nottingham City CCG Mansfield & Ashfield CCG Newark & Sherwood CCG Nottingham North & East CCG</p> <p>STP member organisations that are not within our ACS(shadow) for the purposes of calculating system Control Totals:</p> <p>Nottingham City Council Nottinghamshire County Council Specialised Commissioning</p> <p>In attendance, by invitation:</p> <ul style="list-style-type: none"> • NHS Improvement • NHS England |

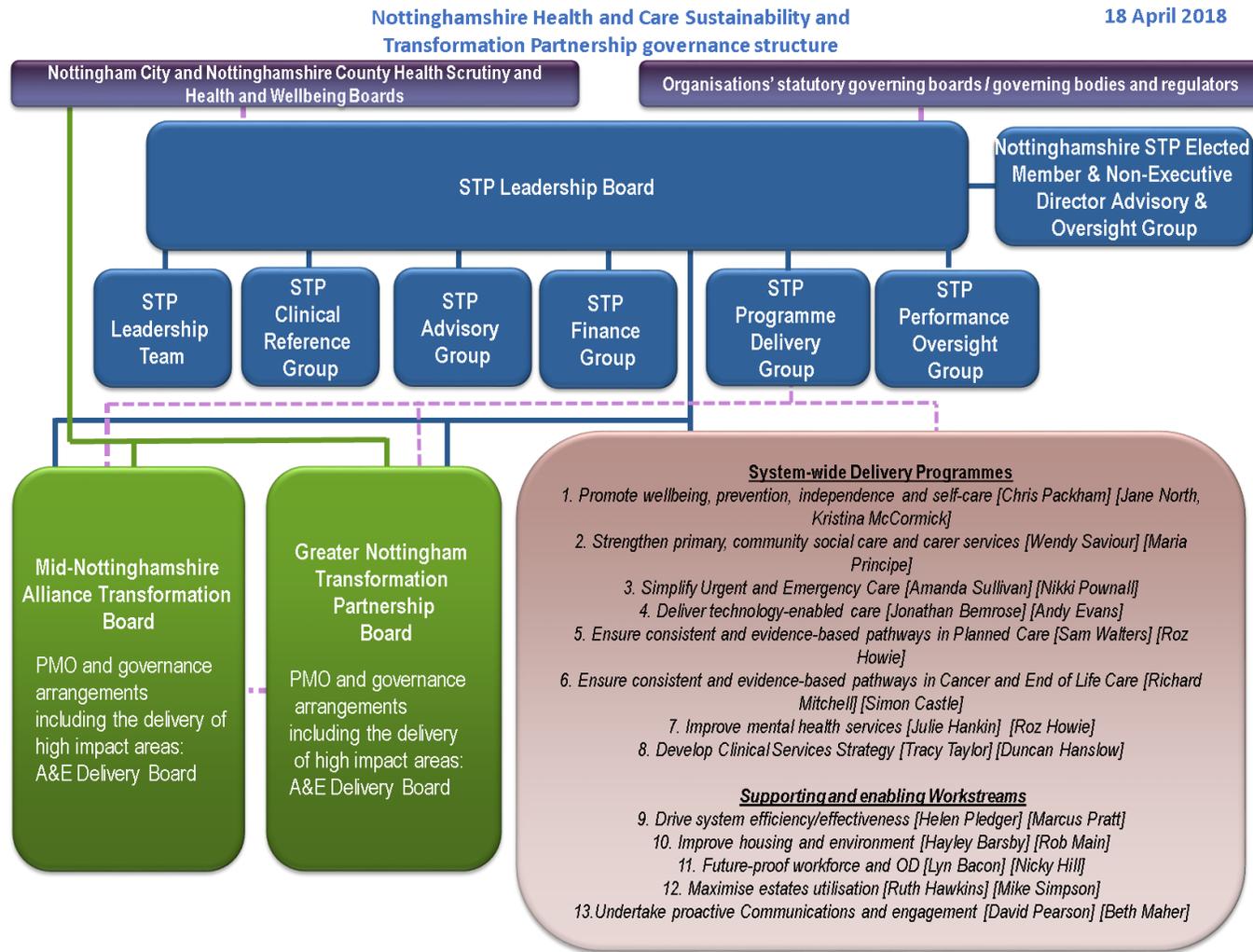
| | |
|-----------------------------------|---|
| <p>PROGRAMME STRUCTURE</p> | <p>See Annex 1, governance structure of the STP</p> |
| <p>RESPONSIBILITIES</p> | <ul style="list-style-type: none"> • Provide collective financial leadership. • Produce through the STP Senior Finance Lead and the STP Technical Finance Group the following information: <ol style="list-style-type: none"> 1) Monthly Schedule of organisational control totals versus plan 2) Consolidated Income and Expenditure account 3) Analysis of Transformational savings delivered 4) Analysis of Business as Usual savings delivered 5) List of recommended amendments\additions to the risk register 6) Operational Issues Log 7) System activity KPIs 8) System Capital Expenditure 9) Analysis of Workforce 10) Analysis of uncommitted reserves 11) Consolidated Cash Flow 12) Statement of Financial Reporting including Balance Sheet • Maintain financial oversight for the delivery of the final plan via use of the key monthly financial schedules listed above. • Oversee the implementation of the financial aspects of the ACS MOU, including the system efficiencies programme. • Work together to manage difficulties and the shared challenges ahead, removing or managing any constraints to ensure successful delivery. • Escalate to the STP Leadership Board any organisational strategic objectives or organisational requirements by arms lengths bodies which may jeopardise or misalign with the STP and implementation programme, whilst making efforts to minimise the risks of major unintended consequences for other partners across the system and to avoid any major ‘surprises’; • Continually review and align the STP plan to organisational plans • Ensure financial risks associated with the implementation programme are identified, assessed and managed; • Allocate financial resources to the various workstreams to ensure that the Transformation Boards, and the System Wide programmes have sufficient financial support in order to support their programmes of work, and achievement of the identified benefits; |

| | |
|--|---|
| | <ul style="list-style-type: none"> • Allocate financial resources to assist in the preparation of any revised STP submissions as required, by either the regulators or the STP Leadership Board. • Oversee the establishment and implementation of robust financial arrangements, testing and challenging timely delivery where required; • Work towards the adoption, and management of a system control total from 2018/19, ensuring that the system understands the risks and opportunities of this approach. • Consider how strategic developments within the NHS\Local Authorities may affect the Nottinghamshire Health and Care system • Identification of any major consultations, change initiatives, investments or disinvestments that could impact on other organisations. • Joint financial staff training and development issues including wider development and links with professional bodies • Implementation of strategic financial actions agreed by the STP Leadership Board |
| ACCOUNTABLE CARE SYSTEM (ACS) | See Annex 2, pioneering plan to join-up health and social care. |
| FREQUENCY OF MEETINGS | The Finance Group will meet formally on a monthly basis to conduct its business. |
| REQUIRED ATTENDANCE: | It is expected that members will prioritise these meeting and make themselves available exceptionally where this is not possible a Deputy may attend of sufficient seniority, and to have delegated authority to make decisions on behalf of their organisation in accordance with the objectives set out in the Terms of Reference for this Group. For Local Authority representatives this will be in accordance with the due political process. |
| ROLE OF THE DIRECTORS OF FINANCE ON THE BOARD | <p>The Directors of Finance who are members of the Finance Group are accountable for contributing and taking personal responsibility for achieving the purposes of the Finance Group, and making relevant financial decisions on behalf of their organisations.</p> <p>They are responsible for keeping their organisational board or equivalent updated on the financial progress of the STP and will take key financial items for approval ensuring timely decision making does not delay the work of the STP development, submission and delivery.</p> |

| | |
|------------------------------|--|
| QUORUM: | The meeting will quorate when 50% of members are present. |
| REPORTING PROCEDURES: | <p>The STP Finance Group will provide key financial information and oversight to the STP Leadership Board via the STP Finance Lead.</p> <p>The STP Finance Group can request reports and information from the STP workstreams, and system wide programmes.</p> <p>The STP Finance Group can request reports and information from the STP Executive Support function.</p> <p>The STP Finance Group will also have a service reporting line to the Mid-Notts Alliance Leadership Board and the Greater Nottingham Transformation Board.</p> |
| SERVICING: | <p>The STP Finance Group will be serviced by the STP Executive support function</p> <p>Agenda's will be agreed with the Chair and distributed prior to the meeting</p> <p>Notes of the meeting will be taken and issued within 3 days of the meeting.</p> <ul style="list-style-type: none"> • All partners will contribute items for the agenda, to be sent to the STP Finance Lead, with the relevant paperwork, up to 3 working days before each meeting; • The Chair and STP Finance Lead will discuss the items for consideration, agreeing the final agenda; • Papers will be circulated 2 working days before each meeting; • Additional items for the agenda will be taken by exception with the knowledge and agreement of the Chair in advance of the meeting commencing and those presenting should be required to do a presentation where required; • The draft minutes of each meeting will be circulated within 2 working days of the meeting being held and will be approved at the following meeting. |
| REVIEW DATE : | These Terms of Reference will be reviewed on 6-monthly basis to ensure fitness for purpose. |
| DATE APPROVED : | Approved by the STP Leadership Board 18 May 2018 |

Annex 1 – Programme Structure

The STP governance structure is set out below.



Annex 2 – Accountable Care System (ACS)

Pioneering plan to join-up health and social care

Plans have been announced today (15 June) to explore new ways to better join up health and social care services.

NHS, local authorities and healthcare providers in Greater Nottingham are to benefit from new national investment to allow them to begin working towards the creation of a shared 'Accountable Care System'.

Working closely with patients and citizens, the aim will be to find new ways of breaking down barriers between organisations in order to provide a more joined-up approach to delivering healthcare, hospital care, mental health care and social care services to better meet the needs of people locally.

Greater Nottingham – which covers the four CCG areas of Nottingham City, Nottingham North & East, Nottingham West and Rushcliffe – is one of eight areas named in a list of places to be given the freedom as well as financial resources to establish accountable care systems.

In an announcement made today, the Chief Executive of NHS England Simon Stevens, highlighted these areas* that will lead the way in taking more control over funding available to support transformation programmes – with the combined indicative potential to control around £450m of funding over the next four years – matched by accountability for improving the health and wellbeing of the populations they cover. NHS national bodies will provide these areas with more freedom to make decisions over how the health system in their area operate.

Work to develop the new Accountable Care System will be carried out by the Greater Nottingham Transformation Partnership and build on work already underway to better integrate services that provide healthcare.

For patients and citizens, this will eventually mean:

- More care focused closer to home in the community
- Hospital care only for those most in need

- High quality, accessible services
- Fewer barriers between services from the NHS, local councils and health providers

Involving local people and patients in how this system is developed will be an essential part of the work going forward.

David Pearson, Sustainability and Transformation Partnership Lead for Nottingham and Nottinghamshire, said: “The local Sustainability and Transformation Partnership is delighted to have the mandate and national support to progress its local transformation of the health and care system for the benefit of our population.

“We have come together over the last year to produce a five year plan for health and social care that articulates why change is urgently needed, what that change might look like and how it can be achieved. The learning from acceleration in Greater Nottingham will benefit the whole STP area and drive innovation.

“We are already making good progress on the national priority areas of urgent care, primary care, cancer and mental health. With national backing and support, including involvement in the national ACS development programme, we are committed to going faster in transforming care and achieving system-wide resilience and efficiency. Our aspiration to work as one, accountable system will see the breaking down of organisational boundaries to streamline services and ultimately improve the experience of patients, carers and citizens.”

The funding from NHS England is part of the Next Steps on the NHS Five-year Forward View – an ambitious plan to create the biggest national move to integrated care of any major western country by 2021. The eight ‘accelerator’ sites will have far more local control and freedom over the total operations of the health and care system.

The STP and the Accountable Care Systems aim to improve standards in care as well as addressing the projected shortfall in funds for the NHS and social care as the population continues to grow bigger and as people live longer.

There are significant gaps in the good health of local people, in the quality of care and in the resources to deliver care. The transformation will be funded by:

- The new funding from NHS England announced today
- Finding new ways of delivering services that are better quality, more efficient and cost less than they do today

- Working together to better reduce duplication, waste and inefficiencies on a scale not possible by smaller, individual efforts (economies of scale)

Longer-term, by improving the health of the population, there will be reducing demand for health and social care services.

Dr Stephen Shortt, clinical lead for Rushcliffe Clinical Commissioning Group, said: “I’m really pleased Greater Nottingham has been selected to be part of this programme. It’s the right idea at the right time. We’ve made many changes for the better already, but today’s announcement means we are being encouraged and supported to go further and faster for the people of Greater Nottingham.

“No-one can be unaware of the unprecedented challenges facing the health and care system. Despite making good progress, there are still gaps in care and quality, demand is rising and resources are severely constrained.

“We in Greater Nottingham are clear that no one organisation can solve these challenges on its own. We believe we can bring together all those involved in care: the commissioners (those who plan and pay for care) and the providers, including local government, and to inject a greater urgency into integration and shared responsibility and decision making. This will be better for all of our patients and citizens.”

Greater Nottingham and Mid-Nottinghamshire, covering Mansfield and Ashfield and Newark and Sherwood, together form one of 44 STPs nationally.

ENDS

For more information, contact Nick Tully, Communications Manager, on 07825 297199 / 0115 8839592 or email: nicholas.tully@nottinghamcity.nhs.uk

Notes to Editors

*The eight accountable care systems are:

- Frimley Health including Slough, Surrey Heath and Aldershot

- South Yorkshire & Bassetlaw, covering Barnsley, Bassetlaw, Doncaster, Rotherham, and Sheffield
- Nottinghamshire, with an early focus on Greater Nottingham and Rushcliffe
- Blackpool & Fylde Coast with the potential to spread to other parts of the Lancashire and South Cumbria at a later stage
- Dorset
- Luton, with Milton Keynes and Bedfordshire
- Berkshire West, covering Reading, Newbury and Wokingham
- Buckinghamshire

In addition, it is expected that West, North and East Cumbria and Northumberland could join the group of accountable care systems later in the year.

Background

The STP for Nottingham and Nottinghamshire has been produced in response to recent NHS England planning guidance and to deliver the NHS Five Year Forward View.

Local NHS providers, clinical commissioning groups (CCGs), councils, and other health and care services have formed the Nottingham and Nottinghamshire Sustainability and Transformation Partnership - one of 44 in England - to collectively plan how local services will work to improve the quality of care, and their population's health and manage finances across the system.

More detail about the plan – as well as recent public feedback – can be found at www.stpnotts.org.uk.

The planning footprint locally covers Nottingham and Nottinghamshire. Nottinghamshire comes under two separate NHS England regional areas: 'Greater Nottingham / South Nottinghamshire' and 'Mid Nottinghamshire' are part of Midlands and East, and Bassetlaw is part of North of England. NHS England following local discussions determined that Greater/South and Mid Nottinghamshire formed the STP footprint, with Bassetlaw as an associate. The STP footprint for Nottingham and Nottinghamshire covers six CCG areas, eight local authorities and a population of slightly more than one million people.

1. The Greater Nottingham Transformation Partnership

The Greater Nottingham Transformation Partnership consists of:

- NHS Nottingham City Clinical Commissioning Group
- NHS Nottingham North and East Clinical Commissioning Group
- NHS Nottingham West Clinical Commissioning Group
- NHS Rushcliffe Clinical Commissioning Group
- Nottingham University Hospitals NHS Trust
- Nottinghamshire Healthcare NHS Foundation Trust
- Nottingham CityCare Partnership
- Circle Nottingham Limited
- Nottingham City Council
- Nottinghamshire County Council

The Greater Nottingham footprint covers Nottingham City, Nottingham North and East (covering parts of Gedling, South Ashfield and Eastwood), Nottingham West (Broxtowe and Eastwood) and Rushcliffe.