



**Ratified minutes of the STP Leadership Board
29 June 2018**

Rufford Suite, County Hall, Nottingham

Board meeting 13:30 – 16:00

Name	Present	Apologies
Amanda Sullivan (AS)		X
Angela Potter (AP) <i>on behalf of Ruth Hawkins</i>	X	
Anthony May (AM)		X
Chris Packham (CP)		X
Colin Monckton (MC) <i>on behalf of Ian Curryer</i>	X	
David Pearson (DP) - chair	X	
Gary Thompson (GT) <i>on behalf of Sam Walters</i>	X	
Hayley Barsby (HB)		X
Helen Pledger (HPI)	X	
Hugh Porter (HPo)		X
Ian Curryer (IC)		X
Julie Hankin (JH)		X
Lyn Bacon (LB)		X
Michael Wright (MW)		X
Mick Cawley (MC) <i>on behalf of Amanda Sullivan</i>	X	
Nicole Atkinson (NA)	X	
Richard Henderson (RHe)	X	
Richard Mitchell (RM)		X
Ruth Hawkins (RH _a)		X
Sam Walters (SW)		X
Stephen Shortt (SS)	X	
Susan Bowler (SB)		X
Tracy Taylor (TT)	X	
Wendy Saviour (WS)		X
In attendance:		
Beth Maher (BM)		X
Deborah Jaines (DJ)	X	
Joanna Cooper (JC)	X	
Marcus Pratt (MP)	X	

1. Welcome and introductions

DP welcomed everyone to the meeting, including two new members of the Board.

WS and DP met with Richard Henderson (RHe) who has agreed to join the Board to strengthen the joint work between our system and EMAS. RH gave an overview of the ambulance service and changing landscape to deliver the ambulance service of the future.



A process was put in place to appoint a Chair for the STP Advisory Group - Michael Wright has been appointed to this role and will join the Board. Michael's first meeting will be in July.

2. Conflicts of interest

Nothing declared.

3. Minutes of previous meeting and Action log

Minutes of Leadership Board meeting 18 May were agreed as an accurate record of the meeting. Matter arising for Item 8 - STP CQUIN:

It came to light after the 18 May meeting that the recommendations were not fully addressed. As well as seeking a decision on whether CQUIN payments should be made and supporting arrangements for reporting 18/19 progress, the paper highlights that the planned milestones for year 2 are yet to be refined and asked for a steer on whether or not a whole Nottingham and Nottinghamshire approach should be taken to the work underway in Greater Nottingham to refresh the year 2 local milestones. The Board are asked to consider at the June meeting to consider this proposal.

The Board agreed that there should be consistency as far as is possible between STP CQUIN milestones for Greater Nottingham and Mid Nottinghamshire, but that if local discussions had already progressed without this consistency, then these arrangements should be allowed to stand. GT and MC to check progress on agreeing CQUIN milestones and action as appropriate.

The system control total was discussed at the 18 May meeting. The Board to note that agreement was reached virtually to submit a request for a 50% partial control total.

TT to provide an update against action LB9 on the action log.

ACTIONS:

GT and MC to ensure that the development of STP CQUIN milestone plans is progressed.

TT to provide an update against action LB9 on the action log.

4. Integrated Care System (ICS) – Memorandum of Understanding

DP presented the circulated draft ICS Memorandum of Understanding (MOU).

It has been agreed nationally that we will have a partial Nottinghamshire-wide ICS. Further work will take place over the next six months to determine assurance and oversight arrangements.

A draft MOU was received on 14 June for local agreement by 29 June reflecting national planning guidance, our local ambition and system responsibility for future

oversight. Board members have input to the development of the MOU be correspondence in order to meet the required deadline. The Board agreed the ICS MOU with the addition of three proposed further amendments.

A submission will be made today and final agreement is subject to agreement at organisations Boards.

Transformation funding will be confirmed in due course and a paper presented to the July Board.

ACTIONS:

DP to ensure that amendments to the ICS MOU agreed by the Board today are submitted to regulators by the deadline of 29 June.

5. Update from Greater Nottingham

GT presented the circulated report to the Board outlining progress during 2017/18.

In 2017/18 the four Greater Nottingham CCGs made a commitment to progress with transformation by delivering:

- financial sustainability
- meeting performance targets
- integrating commissioning
- integrating provision

These elements were achieved by delivering financial savings of £35.9m, aligning four CCGs into a single partnership and progressing with the integration of primary care by building the foundations for Local Integrated Care Partnerships (LICPs).

TT to refocus the Greater Nottingham Transformation Board on all of the system transformation taking place.

The Board noted that the impact on NUH needs to be seen in the context of its role as a net importer for both secondary and tertiary services.

ACTIONS:

None noted

6. STP Risk register and risk management policy

DJ presented the circulated report, proposed risk register and risk management policy proposing both changes to the process and the format for future consideration.

Some short term improvements have taken place to moderate the existing risk register. The Board agreed the revised risk register and risk management policy, and

agreed that focussed time at a development session should be used to develop our Board objectives and risk tolerance further.

DJ highlighted the tabs of the risk register were aligned to the system plan. The Board considered that, in the absence of agreed Board Assurance Framework, the ICS MOU could also provide a suitable framework for risk.

ACTIONS:

DJ/JC to arrange a development session on the ICS risk management approach.

7. Governance

DJ presented the circulated reports. The Board agreed the following documents:

- The Terms of Reference for the STP Elected Members and NED Advisory and Oversight Group.
- The Terms of Reference for the STP Planning Group.
- The ICS Conflicts of Interest policy.

Consideration to be given to the Elected Members and NEDs Advisory and Oversight Group taking on the role of management/oversight of risk.

8. Approval of the estates workbook/strategy and STP transformational capital bids

MP presented the circulated papers on STP transformational capital bids and the estates strategy. The STP is required to submit an estates strategy with associated bids for STP wave 4 capital funding by 16th July 2018 for funding available from Autumn 2018.

Further work is taking place to finalise the documents for submission with oversight from the Estates work-stream, STP Planning Group and Clinical Services Strategy work-stream. Given the timescales it is recommended that final approval of the strategy and bids is undertaken virtually by the Clinical Services Strategy Group.

The Board noted the contents of the draft strategy and approved the recommendation for the final approval of the estates strategy and ensuing bids be undertaken virtually by the Clinical Services Strategy Group to ensure alignment with the overarching strategy.

The Board emphasised the requirement to ensure that the estates strategy focusses on the long-term strategy to develop the community estate whilst addressing the immediate critical infrastructure priorities within the acute sector.

The following are to be taken into consideration prior to documents being finalised.

- HP, MP and AP to identify strategy / planning leads to read and strengthen high priority bids prior to final sign-off.
- MP to add further detail to slide 5 in relation to the need for Local Integrated Care Partnership (LICP) capacity in the future capital pipeline.



ACTIONS:

HP, MP and **AP** to identify strategy / planning leads to read and strengthen high priority bids prior to final sign-off.

MP to add further detail to slide 5 in relation to the need for Local Integrated Care Partnership (LICP) capacity in the future capital pipeline.

9. STP Performance update

DP presented the circulated performance report which the Board noted.

RHe to provide more detailed information on EMAS performance.

ACTIONS:

JC to put RHe in touch with Sarah Bray to incorporate EMAS performance data into the STP performance update report.

10. Report from STP Lead

DP presented the circulated report for the Board to note.

Nottingham City Council are hosting a debate on 5 July on the future of the NHS. DP, Caroline Shaw and Paul Smeeton are attending.

DJ find out further details about a national event on integration week commencing 2 July to ensure representation from the system.

ACTIONS:

DJ find out further details about a national event on integration week commencing 2 July to ensure representation from the system.

11. Any other business

None

**Time and place of next meeting: 20 July 2018, 09:00 – 16:30 Rufford suite,
County Hall**