

**Ratified minutes of the STP Leadership Board meeting  
20 July 2018 – 08:30 – 9:30  
Rufford Suite, County Hall, Nottingham**

**Members present:**

Amanda Sullivan	Mid-Notts CCGs
Andy Haynes	Chair Clinical Reference Group
David Pearson	STP Lead and Chair
Gary Thompson <i>on behalf of S Walters</i>	Greater Nottingham CCGs
Hayley Barsby	Mansfield District Council
Helen Jones <i>on behalf of I Curryer</i>	Nottingham City Council
Helen Pledger	Chair of the Finance Directors Group
Hugh Porter	Clinical Representative Greater Nottingham CCGs
Julie Hankin	SRO of Mental Health work-stream
Lyn Bacon	SRO of Future proof workforce and organisational development work-stream
Michael Wright	Chair of the Advisory Group
Mike Naylor <i>on behalf of R Henderson</i>	East Midlands Ambulance Service
Nicole Atkinson	SRO of Clinical Services Strategy (primary and community)
Ruth Hawkins	Nottinghamshire Healthcare NHS FT
Stephen Shortt	Greater Nottingham ICP Clinical Representative
Susan Bowler	NHS England Specialised Commissioning
Tracy Taylor	Nottingham University Hospitals Trust
Wendy Saviour	STP Managing Director Nottinghamshire Health and Care Sustainability and Transformation Partnership

**In attendance:**

Beth Maher	Strategic Communications Director
Deborah Jaines	STP Deputy Managing Director Nottinghamshire Health and Care Sustainability and Transformation Partnership
Joanna Cooper	STP Assistant Director

**Apologies:**

Anthony May	Nottinghamshire County Council
Chris Packham	SRO of Prevention, Independence and self-care work-stream
Ian Curryer	Nottingham City Council
Marcus Pratt	STP Programme Director for System Efficiency
Richard Henderson	East Midlands Ambulance Service
Richard Mitchell	Sherwood Forest Hospitals NHS FT
Sam Walters	Greater Nottingham CCGs

## 1. Welcome and introductions

Apologies received as noted above. On behalf of the Board, DP thanked Helen Jones for her contribution to the system and wished her well in her new role in Derbyshire. Catherine Underwood has recently started in post as the Director of Adult Social Care for Nottingham City Council.

## 2. Conflicts of Interest

Nothing declared.

## 3. Minutes of previous meeting/Action log

Minutes of Leadership Board meeting 29 June were agreed as an accurate record of the meeting.

DJ to complete and circulate deadlines for outstanding actions on the action log.

LB41 on amendments to the ICS MOU is complete and no feedback has been received to date.

### **ACTIONS:**

**DJ** to complete and circulate deadlines for outstanding actions on the action log.

## **Governance, Planning and Strategy**

### 4. MOU implementation and delivery arrangements

DJ presented the circulated paper to the Board which identifies leads for the relevant deliverables of the ICS MOU. Board members are to review the paper and agree appropriate leads for each deliverable by 27 July. DJ to coordinate.

The Board agreed that the leads for “Using these analyses to redesign care with a view to providing proactive services to at-risk population groups and coordinating different services for them. We will support ICSs with practical learning derived from the new care models programme as well as other models used internationally” would be the SROs for the clinical services strategies - TT, NA and JH.

No separate performance management framework to be introduced. Current performance highlight report template to be modified to incorporate a section on ICS MOU deliverables. Action JC. The development of accountability framework deliverable to be deleted and to be addressed during the quarterly ICS stocktake meetings with NHS England and NHS Improvement.

MW offered the Advisory Group to support delivery and communication of key messages.

ICS MOU to be discussed at the Boards of statutory organisations by the end of July. DJ to be informed of agreement and/or any emerging issues.

**ACTIONS:**

**All** board members to review the MOU implementation and delivery arrangements paper and agree appropriate leads for each deliverable by 27 July to DJ.

**JC** to ensure that amendments are made to the Performance Highlight Report template to incorporate ICS MOU deliverables.

**Leads for all statutory organisations** to ensure that the ICS MOU is discussed at the Boards of statutory organisations by the end of July and confirm to DJ that the MOU has been agreed and / or any emerging issues.

**Finance and Planning**

**5. Financial Sustainability: progress update, including ICS Transformation Funding**

HP presented the circulated paper on financial sustainability and transformation funding.

The Financial Sustainability Group, consisting of NHS partner Chief Executives and Finance Directors, has been established to oversee delivery of the ICS system control total in 2018/19 whilst ensuring a focus on wider ICS objectives and longer term financial sustainability. The group met on 17<sup>th</sup> July to discuss the planned and emerging financial risks and to develop a mitigation plan to address this. Key actions have been identified for ICPs to implement.

An allocation of £5m has been made to Nottinghamshire for development of the ICS:

- £2.6 million for second year of Greater Nottingham Value Proposition
- £1.5 million for extended ICS footprint
- £0.8 million for signing up to system control total

Definitive allocations are subject to NHS England and NHS Improvement approval for ICSs to go live. Prior to the release of any of the additional devolved funding included in this package each ICS will need to demonstrate robust financial governance arrangements. The Board considered and agreed the following proposals:

Item	Agreed proposal
Governance and accountability arrangements so it is clear how decisions are made and who is accountable for delivering value for	STP Leadership Board

money from the expenditure.	
A value based allocation process for determining the use of the funding.	Base on value framework (vanguard/value proposition approach)
Arrangements for oversight and reporting of expenditure and tracking of benefits realisation.	ICPs – Greater Nottingham and Mid Nottinghamshire Boards (reporting developed by ICS Finance Directors Group)

WS to discuss the role of ICP leads with Medical Directors, Clinical Leads and Chief Executives/Accountable Officers.

HP to ensure that joint opportunities for CHC system efficiencies are identified.

**ACTIONS:**

**WS** to discuss the role of ICP leads with Medical Directors, Clinical Leads and Chief Executives/Accountable Officers.

**HP** to ensure that joint opportunities for CHC system efficiencies are identified.

## Performance and Quality

### Updates

#### 6. Report from STP Lead

DP presented the circulated report for the Board to note:

- Nottinghamshire has been successful in its bid to participate in the national Building Health Partnerships (BHP) Programme.
- The approach to system repositioning and rebranding.
- Emerging key themes in the development of the mental health strategy.

The Board queried the timescales for the development of a shared system narrative. Board members are able to utilise material already available whilst the narrative is developed e.g. quick guide to the STP. A standardised presentation to be developed outlining key priorities and outcomes for staff and public, along with a centralised repository for presentations.

Profile of case studies to be developed which outline the differences for staff and the public.

**ACTIONS:**

**BM** to develop a standardised presentation outlining key priorities and outcomes for staff and public by end of August.

**BM** to develop a centralised repository for presentations by end of August.

**BM** to develop case studies which outline differences for staff and the public by end of August.



## Closing items

### 7. Any other business

WS introduced the new format for a revised system performance report which has been coordinated by the Performance Oversight Group. To be circulated to Board members week commencing 23 July for comment and feedback.

### **Time and place of next meeting:**

9-4.30pm, 17 August 2018

Rufford Suite, County Hall