

**South Yorkshire and Bassetlaw Sustainability and Transformation
Partnership**

Collaborative Partnership Board

9 June 2017

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

Decision Summary

Minute reference	Item	Action
59/17	<p>Minutes of the previous meeting held 12 May 2017</p> <p>The following amendment was required at 49/17 (delete last two paragraphs and insert:</p> <p>The Chair advised members that the Cancer Alliance Board agreed a shared inter provider transfer (IPT) policy at the May Cancer Alliance Board meeting and has advised the Collaborative Partnership Board at this meeting that the policy had been signed off and was ready to be sent out to partners. After discussion members agreed that the Clinical Reference Group would finalise any outstanding clinical issues within 6 weeks, which will need to be agreed to ensure we are able to successfully operationalise the policy.</p> <p>Add Richard Jenkins to the list of those present.</p>	<p>JA</p> <p>JA</p>
61/17	<p>National Update</p> <p>Members agreed that SYB STP should continue to progress our plans and work together as an ACS.</p>	ALL
62/17	<p>SYB MOU South Yorkshire and Bassetlaw Memorandum Of Understanding</p> <p>Will Cleary-Gray agreed to circulate a revised draft next week when all comments had been received.</p> <p>In order that members had another opportunity to review the draft SYB MOU following changes members agreed that the turnaround of the document should be within 48 hours of it being circulated. To enable the final draft to be circulated to local governance by Friday, 23rd June 2017.</p>	<p>WC-G</p> <p>WC-G</p>
63/17	<p>Finance Update</p> <p>Will Cleary-Gray requested members to provide any written comments they may have regarding the finance update direct to Jeremy Cook and he would duly respond and address them.</p>	ALL

<p>64/17</p>	<p>Development of a Single Accountability Framework</p> <p>After discussion, members endorsed:</p> <ul style="list-style-type: none"> the establishment of a short-life working group to draw up the framework, with representatives drawn from the STP executive, STP cancer, urgent and emergency care and mental health programme plus one place, NHS England and NHS Improvement (local and national) Alison Knowles to Chair the group with support from Andrew Morgan and their respective teams. <p>Greg Fell and Richard Jenkins volunteered their help to Alison Knowles regarding the Single Accountability Framework.</p>	<p>AK</p> <p>AK & AM</p> <p>GF & RJ</p>
<p>65/17</p>	<p>Summary update to the Collaborative Partnership Board</p> <ul style="list-style-type: none"> Sharon Kemp from RMBC has had a conversation with Will Cleary-Gray about having a regular item on the Collaborative Partnership Board agenda for discussion and feedback that reflects the full breadth of Local Authority and partners' work. Sharon Kemp will be bringing back a proposal for members' consideration on how this might look. <p>Lesley Smith added that as part of the National Accountable Care System Development programme there are currently 3 ACSs participating in the Population Health Management which is a huge theme and has lots of different elements. Lesley Smith stated a small team may be required to engage in this on behalf of SYB STP and requested members to flag up with her who they feel should be approached to be in the team.</p>	<p>SK</p> <p>LS</p>
<p>66/17</p>	<p>Health Inequalities</p> <p>The presentations accompanying the report will be circulated after this meeting.</p> <p>The Chair noted that a pocket of work relating to the stratification of health care to enable aspirations to be delivered was required and we should work through this as a system. Therefore, we should schedule in scorecard discussions and invest time for this subject.</p>	<p>JA</p> <p>WC-G</p>
<p>67/17</p>	<p>SCR/STP Health Led IPS Employment Service</p> <p>The Chair confirmed he will be happy to meet with Kevan Taylor and the combined authorities will have direct discussions regarding this initiative.</p>	<p>KT</p>

**South Yorkshire and Bassetlaw Sustainability and Transformation
Partnership**

Collaborative Partnership Board

**Minutes of the meeting of 9 June 2017,
The Boardroom, 722 Prince of Wales Road, Sheffield, S9 4EU**

Name	Organisation	Designation	Present	Apologies	Deputy for
Sir Andrew Cash CHAIR	South Yorkshire and Bassetlaw STP	STP Lead/Chair and CEO, Sheffield Teaching Hospitals NHS F T	✓		
Adrian Berry	South West Yorkshire Partnership NHS FT	Deputy Chief Executive	✓		Rob Webster CEO
Adrian England	Healthwatch Barnsley	Chair		✓	
Ainsley Macdonnell,	Nottinghamshire County Council	Service Director	✓		Anthony May CEO
Alison Knowles	Locality Director North of England,	NHS England	✓		
Ben Jackson	Academic Unit of Primary Medical Care, Sheffield University	Senior Clinical Teacher	✓		
Brian Hughes	NHS Sheffield Clinical Commissioning Group	Director of Commissioning	✓		Maddy Ruff
Catherine Burn	Voluntary Action Representative		✓		
Chris Edwards	NHS Rotherham Clinical Commissioning Group	Accountable Officer	✓		
Des Breen	Working Together Partnership Vanguard	Medical Director	✓		
Greg Fell	Sheffield City Council	Director of Public Health	✓		John Mothersole CEO
Frances Cuning	Public Health England	Deputy Director of Health and Wellbeing	✓		
Helen Stevens	South Yorkshire and Bassetlaw STP	Assc. Director of Comms & Engagement	✓		
Idris Griffiths	NHS Bassetlaw Clinical Commissioning Group	Interim Accountable Officer	✓		
Jackie Pederson	NHS Doncaster Clinical Commissioning Group	Accountable Officer,	✓		
Jane Anthony	South Yorkshire and Bassetlaw STP	Corp Admin, Exec PA, Business Mgr	✓		
Janette Watkins	Working Together Partnership Vanguard	Director	✓		
Jeremy Cook	South Yorkshire and Bassetlaw STP	Interim Director of Finance	✓		
John Mothersole	Sheffield City Council	Chief Executive		✓	
John Somers	Sheffield Children's Hospital NHS Foundation Trust	Chief Executive	✓		
Julia Burrows	Barnsley Council	Director of Public Health	✓		
Julia Newton	Sheffield Clinical	Chief Finance Officer		✓	

	Commissioning Group				
Kathryn Singh	Rotherham, Doncaster and South Humber NHS FT	Chief Executive		✓	
Kevan Taylor	Sheffield Health and Social Care NHS FT	Chief Executive	✓		
Lesley Smith	NHS Barnsley Clinical Commissioning Group	Deputy STP Accountable Officer	✓		
Louise Barnett	The Rotherham NHS Foundation Trust	Chief Executive	✓		
Maddy Ruff	NHS Sheffield Clinical Commissioning Group	Accountable Officer		✓	
Matthew Groom	NHS England Specialised Commissioning	Assistant Director		✓	
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				✓	
Richard Jenkins	Barnsley Hospital NHS Foundation Trust	Interim Chief Executive	✓		
Richard Parker	Doncaster and Bassetlaw Teaching Hospitals NHS F T	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		✓	
Rupert Suckling	Doncaster Metropolitan Borough Council	Director of Public Health	✓		
Sean Raynor	South West Yorkshire Partnership NHS FT	District Service Director, Barnsley and Wakefield	✓		Adrian Berry
Sharon Kemp	Rotherham Metropolitan Borough Council	Chief Executive		✓	
Steve Shore	Healthwatch Doncaster	Chair	✓		
Will Cleary-Gray	South Yorkshire and Bassetlaw STP	Sustainability & Transformation Director	✓		

Minute reference	Item	Action
58/17	<p>Welcome and introductions</p> <p>The Chair welcomed members and noted apologies for absence.</p> <p>The Chair reminded members that the Collaborative Partnership Board meeting is for Chief Executives or Accountable Officers to attend in person as representatives of their respective organisations. As SYB STP moves forward, its governance will be increased to</p>	

	ensure accountability and Chief Executives and Accountable Officers will be expected to attend rather than sending a deputy.	
59/17	<p>Minutes of the previous meeting held 12 May 2017</p> <p>The following amendment was required at 49/17 (delete last two paragraphs and insert:</p> <p>The Chair advised members that the Cancer Alliance Board agreed a shared inter provider transfer (IPT) policy at the May Cancer Alliance Board meeting and has advised the Collaborative Partnership Board at this meeting that the policy had been signed off and was ready to be sent out to partners. After discussion members agreed that the Clinical Reference Group would finalise any outstanding clinical issues within 6 weeks, which will need to be agreed to ensure we are able to successfully operationalise the policy.</p> <p>Add Richard Jenkins to the list of those present.</p> <p>Subject to the above amendments the minutes of the meeting were accepted as a true and accurate record and would be published.</p>	<p>JA</p> <p>JA</p>
60/17	<p>Matters arising</p> <p>All matters arising would be picked up as part of the agenda.</p>	
61/17	<p>National Update</p> <p>The Chair noted the position emerging from the national election this morning.</p> <p>The Chair added that there would likely be a clear message for STPs coming out of the annual conference next week. At a local level he felt that partners were in a strong position to continue with plans.</p> <p>Members made the following comments:</p> <ul style="list-style-type: none"> • Within the current political climate there are numerous scenarios that could emerge. It is right that we carry on as planned. • Partners needed to consider risk over the next period. • Doing nothing is not an option and therefore we should continue our direction of travel. • The vision of agencies working together in a coherent way cannot be disputed. <p>Members agreed that SYB STP should continue to progress our plans and work together as an Accountable Care System (ACS). The Chair added we believe that with careful design we can plan our way ahead for communities and patients in a sustainable way.</p>	ALL
62/17	<p>SYB MOU</p> <p>South Yorkshire and Bassetlaw Memorandum Of Understanding</p> <p>Will Cleary-Gray updated members on the progress of the Memorandum of Understanding (MoU). The revised SYB MoU document was not circulated due to comments still coming in from local Boards, Governing Bodies and Councils and with feedback still awaited from one or two partners.</p>	

	<p>Will Cleary-Gray added that the document has been shared with the Centre and regions and has been received positively. Members were reminded a package of support to take forward the STP ambitions would follow signing of the MOU.</p> <p>The Chair added that there was a helpful minute from last month's meeting where Will Cleary-Gray stated 'The MoU is not a legal contract, nor does it serve to replace the legal framework or responsibilities of our statutory organisations. It is an agreement that sets out the framework within which our partner organisations will come together to establish how we will develop as an Accountable Care System.'</p> <p>Will Cleary-Gray agreed to circulate a revised draft next week when all comments had been received.</p> <p>In order that members had another opportunity to review the draft SYB MOU following changes members agreed that the turnaround of the document should be within 48 hours of it being circulated. To enable the final draft to be circulated to local governance by Friday, 23rd June 2017. Therefore, if any member observed that their feedback was not addressed they had the opportunity to flag this up.</p> <p>The Collaborative Partnership Board noted the Memorandum of Understanding.</p>	<p>WC-G</p> <p>WC-G</p>
<p>63/17</p>	<p>Finance update</p> <p>The finance update was considered.</p> <p>Will Cleary-Gray requested members to provide any written comments they may have regarding the finance update direct to Jeremy Cook and he would duly respond and address them.</p>	<p>ALL</p>
<p>64/17</p>	<p>Development of a Single Accountability Framework</p> <p>Alison Knowles, Locality Director, NHS England presented the paper which set out how South Yorkshire & Bassetlaw could work with the regional and national teams in NHS England and NHS Improvement to shape a new regulatory relationship and establish a Single Accountable Framework.</p> <p>Alison Knowles highlighted the proposed ways of working and the outline structure for the Single Accountability Framework that was identified in the paper. Members were also informed that the MOU commits to having such a framework in shadow form from October 2017 and this would require agreement from the Collaborative Partnership Board in September 2017.</p> <p>Alison Knowles invited comments and welcomed volunteers to join the working group.</p> <p>Alison Knowles responded to members comments as follows:</p> <ul style="list-style-type: none"> • Care Quality Commission (CQC) is not involved at the moment but we need them to be drawn into this as they are aligned nationally. • There are national teams progressing this work and we are able to help shape national thinking. 	

	<ul style="list-style-type: none"> • Aiming to be innovative regarding clinical engagement, looking to engage clinicians and also patients into this framework. <p>Members made the additional comments:</p> <ul style="list-style-type: none"> • The scorecard core targets for all England should blend with local targets. • Wider consideration should be given to the targets (e.g. not just hospitals). • We have an opportunity to be innovative and organise our architecture to change and not just use our existing frameworks. • Recognise we are responsible for our own organisations and that there is scope to support each other. • The system should have ownership of any health differentials, there should be no health inequalities across the system. <p>After discussion, members endorsed:</p> <ul style="list-style-type: none"> • the proposed way forward, • the establishment of a short-life working group to draw up the framework, with representatives drawn from the STP executive, STP cancer, urgent and emergency care and mental health programme plus one place, NHS England and NHS Improvement (local and national) • Alison Knowles to Chair the group with support from Andrew Morgan and their respective teams. <p>Greg Fell and Richard Jenkins volunteered their help to Alison Knowles regarding the Single Accountability Framework.</p> <p>The Chair thanked Alison Knowles and looked forward to the Single Accountability Framework coming back to a future Collaborative Partnership Board meeting.</p>	<p>AK</p> <p>AK & AM</p> <p>GF & RJ</p>
<p>65/17</p>	<p>Summary update to the Collaborative Partnership Board</p> <p>Lesley Smith informed members that the identified Accountable Care Systems have been asked to get involved at a national level in establishing a set of priorities. As a result of this request SYB STP is leading on a number of areas e.g. urgent care and primary care. As a result SYB STP will get access to additional support regarding oversight and assurance.</p> <p>Will Cleary-Gray updated members as follows:</p> <ul style="list-style-type: none"> • Sharon Kemp from RMBC has had a conversation with Will Cleary-Gray about having a regular item on the Collaborative Partnership Board agenda for discussion and feedback that reflects the full breadth of Local Authority and partners' work. Sharon Kemp will be bringing back a proposal for members' consideration on how this might look. • NHS England is aligning staff to aid delivery in key areas. SYB STP has received additional support from NHS England regarding finance and engagement. The programme is looking to gain additional support in other areas e.g. for the single accountable framework, planning and programme 	<p>SK</p>

management. Alignment of staff is taking place at pace and this is very helpful to SYB STP.

- NHS England has given full assurance on Children's Non Specialised Surgery and Anaesthesia and this project will progress to Joint Committee of Clinical Commissioning Groups (JCCC) at the end of June for endorsement. The Hyper Acute Stroke (HASU) and needs more work and therefore will not proceed to JCCC in June. Our challenge is to work through in a mature way to find a solution. Will Cleary-Gray added that the earliest a decision on HASU could be reached in early autumn.
- Due to pre-election period guidance the work for the Hospital Services Review (HSR) has been delayed. However this can now be progressed and some key appointments have been made to support this work:
 - Chris Welsh has been appointed as the independent review director and clinical lead.
 - Sir Jonathan Michael is engaged to provide peer support to Chris Welsh and review team.
 - Alexandra Norrish is engaged as the Programme Director and will phasing in work in June and full time in August.
 - SYB STP is about to appointment a consultancy to support the work.
- All elements of the Hospital Services Review will be in place shortly.

Helen Stevens informed members that communications for the HSR review is in hand. She is working on the HSR Communications Plan which is just one element of the STP. Helen Stevens reminded colleagues of the importance of the work happening in local communities and that all communications would reflect the whole picture.

The Chair added that the HSR launch will be in 4-6 weeks' time and we will utilise this time to ensure everything is clear and is in place.

The Chair invited Louise Barnett to give members a verbal update of the Urgent and Emergency Care Workstream.

Her update items included:

- performance and the STP agenda;
- a prevention stream being in place to help people stay healthy at home;
- mapping what is happening in the system;
- a show and tell to better understand 'place';
- Crystallising the workstream to ensure there is no duplication;
- A recent workstream visit to the 111 and 999 service and discussion regarding the 111 contract.

The Chair thanked Louise Barnett for her update.

	<p>The Chair invited Richard Jenkins and Idris Griffiths to give members a verbal update of the Elective and Diagnostic Services.</p> <p>Richard Jenkins and Idris Griffiths update items included:</p> <ul style="list-style-type: none"> • The existing Radiology and Pathology outpatients and looking at organisations and their different approaches across the patch. This is an opportunity to share best practice and in June organisations will come together at an event to communicate strategies and technologies regarding delivery. The event is scheduled for 30th June at the New York Stadium in Rotherham and will include patients and the public. • Another area the group is looking at is endoscopy. • The workstream will be reviewing the NHS England Elective Care Delivery Plan. <p>The Chair thanked Richard Jenkins and Idris Griffiths for their update.</p> <p>Lesley Smith added that as part of the National Accountable Care System Development programme there are currently 3 ACSs participating in the Population Health Management which is a huge theme and has lots of different elements. Lesley Smith stated a small team may be required to engage in this on behalf of SYB STP and requested members to flag up with her who they feel should be approached to be in the team.</p> <p>The Collaborative Partnership Board received the report and welcomed the written and verbal updates provided from each of the STP workstreams and they would use these to inform local discussions.</p>	<p>ALL</p>
<p>66/17</p>	<p>Health Inequalities</p> <p>The Chair welcomed Greg Fell, Sheffield City Council Director of Public Health to give his report on Health Inequalities to the meeting.</p> <p>Greg Fell informed members that the report was written with co-authors Ian Cameron and Steve Pintus. The paper summarised the output of a DPH/PHE sponsored workshop on health inequalities and the role of STP in addressing this.</p> <p>Greg Fell picked out the three key points from the workshop being:</p> <ul style="list-style-type: none"> • Health inequalities are not a public health issue, they are a system issue. • We must have real genuine prioritisation of primary care. • Agree and enact a principle of a disproportionate offer and resourcing. <p>The presentations accompanying the report will be circulated after this meeting.</p> <p>Gregg Fell added:</p> <ul style="list-style-type: none"> • If we continue as we have always done we will not make much progress to address health inequalities. 	<p>JA</p>

	<ul style="list-style-type: none"> • GP funding is fairly equal in £ per head but this formula does not reflect need. • There are social complexities to consider. • There is evidence that health inequalities can be addressed through primary care. <p>The Chair noted that a pocket of work relating to the stratification of health care to enable aspirations to be delivered was required and we should work through this as a system. Therefore, we should schedule in discussions and invest time for this subject.</p> <p>Collaborative Partnership Board members thanked Greg Fell for attending this meeting and presenting this report.</p>	WC-G
67/17	<p>SCR/STP Health Led IPS Employment Service</p> <p>Kevan Taylor informed the Collaborative Partnership Board that Sheffield City Region (SCR) Health-Led Employment Trial and Collaborative Health Partnership is a potential significant investment to obtain jobs. Employment is one of the key determinants of health. Part of this subject is how we form relationships with ourselves and with Local Authorities.</p> <p>The Chair welcomed Andrea Fitzgerald, Senior Programme Manager Employment, Sheffield City Region , and Fiona Goudie, Clinical Director - Strategic Partnerships Sheffield Health & Social Care NHS Foundation Trust to the meeting to give their presentation on this subject.</p> <p>At this point that the meeting had a short 10 minute recess due to the building being evacuated for an unexpected fire drill.</p> <p>The meeting resumed and Andrea Fitzgerald and Fiona Goudie continued their presentation.</p> <p>Kevan Taylor informed the Collaborative Partnership Board that the project is using Sheffield CCG infrastructure regarding procurement. Additional support is required from GP practices and he will obtain this outside this meeting.</p> <p>The Chair confirmed he will be happy to meet with Kevan Taylor and the combined authorities will have direct discussions regarding this initiative.</p> <p>Helen Stevens offered her help and assistance to Andrea Fitzgerald and Fiona Goudie regarding the communications mechanism into this programme.</p> <p>The Chair thanked Andrea Fitzgerald and Fiona Goudie for attendance and presentation at this meeting.</p>	KT
68/17	<p>Any Other Business</p> <p>There was no other business brought before the meeting.</p>	

69/17	Date and Time of Next Meeting The next meeting will take place on 14 th July 2017 at 9.30am to 11.30am.	
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