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Fit for the Future
Working together to keep people well

STP Board

Date: Thursday 30 November 2017
Time: 10.00-12.00
Location: Madingley Room, Block 14, Ida Darwin, Fulbourn, Cambridge CB21 5EE

Present:
Alex Gimson (AG) CAG Chair – *Chair*
Julie Spence (JS) Chair, CPFT
Tracy Dowling (TD) Chief Officer, CPFT
Prof John Wallwork (JW) Chairman, Papworth
Rob Hughes (RH) Chairman, NWAngliaFT
Stephen Graves (SG) Chief Executive, NWAngliaFT
Gary Howsam (GH) Clinical Chair, CCG
Sheila Bremner (SB) Interim Chief Officer, CCG
Mike More (MM) Chair, CUHFT
Roland Sinker (RS) Chief Executive, CUHFT
Nicola Scrivings (NS) Chairman, CCS
Matthew Winn (MW) Chief Executive, CCS
Liz Robin (LR) Director of Public Health for Cambridgeshire & Peterborough
Will Patten (WP) Service Director: Commissioning, People & Communities, Cambridgeshire County Council & Peterborough City Council – *Deputising for Wendi-Ogle Welbourn*
Catherine Pollard (CP) Executive Programme Director, SDU

In attendance:
Laura Anthony (LA) Programme Governance Manager, SDU - *Minutes*

Apologies:
Stephen Posey (SP) Chief Executive, Papworth
Wendi Ogle-Welbourn (WO-W) Corporate Director: People and Communities, PCC

Agenda	Action

1   Standing items by exception

Declarations of interest: There were no declarations of interest made.

Minutes from previous meeting and outstanding actions: The minutes from the meeting held on the 16 October were **agreed** as a true reflection of the discussion. The action log was reviewed and the following actions updated:
- Action 17: LR confirmed the Combined Authority overview would be circulated following the meeting. Complete.

STP successes for November 2017: The STP Board **noted** the achievements for November. TD highlighted that CPFT have recently signed up to the Zero Suicide Alliance and suggested it may be a positive step for all partners to sign up as an STP.

Action: TD to circulate further information on the Zero Suicide Alliance to all Chairs and CEOs.   **TD**

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(SB entered the meeting at 10.10am)

<u>Health and Care Executive (HCE) updates:</u> The STP Board **noted** the updates from the HCE held on 12 October and the HCE seminar which took place on the 16 November. The STP Board **noted** the 2018/19 flagship schemes. <u>Concerns were raised on whether the STP was trying to do too much and whether it should prioritise to ensure delivery.</u> Feedback was given from the Chairs on receiving reasoning/methodology behind recommendations made from HCE, to ensure the STP Board can challenge and scrutinize recommendations.

(JW entered the meeting at 10.15am)

Action: CP to reformat update from HCE to set out rationale for recommendations and write as a CEOs report.	**CP**

Action: HCE to review the 2018/19 flagship schemes and prioritise to ensure delivery.	**HCE**

2   **STP Board Terms of Reference and Independent Chair update**

<u>STP Board Term of Reference</u>: The STP Board reviewed the revised terms of reference they were **agreed.** However, it was **agreed** to include two points on the longer-term horizon and strengthen holding each other to account.

LR confirmed there has been nominations from the Cambridgeshire County Council and Peterborough City Council to sit on the STP Board. Attendance will start from January 2018.

It was highlighted that representation from EEAST is required at the STP Board.

Action: CP to approach EEAST Chair and CEO to ensure correct representation at future STP Boards.	**CP**

Action: LA to update STP Board ToR and two inclusions and membership. Governance Framework to be updated also to include these changes.	**LA**

The STP Board were asked to support a proposal to include a new standing agenda item for each meeting, to include a presentation from one of the system project teams to showcase their efforts. The STP Board **agreed** that this wouldn't be necessary at the moment as the Board needs to mature and to review once the Board meet in public.

<u>Independent Chair update</u>: The job description for the Independent Chair was circulated prior to the meeting and **agreed.** It was proposed to review the interview panel as there was concerns around a lack of balance of representation from providers. It was **agreed** to include a GP on the interview panel and any respective candidates to liaise with all Chairs.

CP/GH

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Action: CP and GH to discuss GP representation on the Independent Chair interview panel and provide a proposal to the STP on GP involvement.

CP

Action: CP to keep Chairs involved and informed in the interview process.

The STP Board **agreed** AG is to chair the STP Board meetings going forward as interim Independent Chair.

3   Changes to STP Accountable Officer

TD presented a proposal and draft letter to the STP Board about the role of STP Accountable Officer. As there is significant overlap in the agendas of the STP and the statutory responsibilities of the CCG and that separating the leadership of the STP and the CCG leads to duplication, repetition and delay. The proposal is to change the STP Accountable Officer from TD to SB.

The STP Board **endorsed** the proposal for the change of STP Accountable Officer to SB.

The STP Board **approved** the revised joint letter from AG and TD, with the caveat of including an effective date of 1 January 2018.

4   Bipartite

A summary of the Bipartite meeting on the 27 October and TD outlined summary of the areas of focus and actions over the coming weeks. Feedback received on the expression of interest for the Accountable Care System (ACS) accelerator. CP confirmed there is no clarity yet on any potential funding. MW provided reflections on the Milton Keynes, Bedford and Luton ACS.

The STP Board reviewed the proposed agenda for the next Bipartite meeting on 21 December. It was **agreed** to delegate the responsibility of approving future agendas to the HCE. However, it was **noted** that the STP Board would receive feedback from the meetings and provide insight to shaping the agenda.

5   Proposed strategic themes for the HCE and STP Board going forward

Following on from the STP Board workshop held on 16 October where the Board reviewed a potential strategic work programme aligned to developing an ACS, this has been further developed and the HCE agreed to six areas of strategic work. CP presented these to the STP Board. It was **agreed** to ensure these strategic themes are related back to the STP 10-point plan and to divide work into what's a focus, encourage and watch area for the STP Board.

The STP Board discussed the importance of Primary Care and how it is one of the biggest priorities and risks for the system.

It was **agreed** for the HCE to reflect on the STP Board's views with the suggestion to focus on two to three immediate priorities which will include Primary Care.

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> **Action: HCE to take back discussion on Primary Care and feedback to the STP Board.**   HCE

The STP Board also discussed the need to influence the Combined Authority and MM **agreed** to take a lead role in this.

6   **Governance update**

In light of the number of refinements made in the October HCE to STP governance, the Memorandum of Understanding (MOU) and Governance Framework have been updated to reflect these. Further to endorsement at the STP Board both documents will need ratification at Partner Boards and the CCG Governing Body.

Discussions took place on whether both documents will need revising if there is agreement to reducing duplication and decision making in regard to the CCG and STP governance. It was **agreed** that although there is commitment to review the duplication, this wouldn't be resolved in the short term, and there is a requirement to ensure the STP governance is robust and ratified at the earliest opportunity.

The STP Board **endorsed** the revised MOU and Governance Framework, however **agreed** to delay ratification to provider Boards and CCG Governing Body until January 2018.

The STP Board **agreed** that alongside the MOU and Governance Framework a paper will be provided to update on the STP and intentions on where the STP is going. It will also be noted that further changes around governance, arising as a consequence of the review of CCG/STP governance, will be provided at a later stage.

> **Action: LA to liaise with LR around reviewing the Local Authority appendix.**   LA

> **Action: CP/LA to write a cover paper for the Boards to go alongside the update Governance Framework and MOU.**   CP/LA

(SB left the meeting at 11.50am).

7   **Health and Wellbeing strategy priorities**

The STP Board **noted** the proposed priorities for the Cambridgeshire Health and Wellbeing Strategy for 2018-21, which were circulated prior to the meeting. LR has also circulated the Peterborough priorities for 2016-19.

8   **AOB**

- Winter money: SP requested prior to the meeting an AOB to be raised on winter monies and whether there was clarity on the criteria and process for assessing them. SG confirmed that criteria will focus on band 3 and 4 trusts, who will be invited to put forward an expressions of interest.
- Housing: Concerns were raised on population growth and new housing and effect on health services. LR confirmed this is a priority for Health and Wellbeing Boards.

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Action: TD/SB to write to Paul Baumann <u>to seek to influence the review of allocations per head of population and how funding following increases in GP registrations works.</u> **TD/SB**

The meeting closed at: 12.00.

Author: Laura Anthony, Programme Governance Manager, November 2017