

Rotherham Integrated Care Partnership

Minutes	
Title of Meeting:	Rotherham ICP Place Board
Time of Meeting:	8:00am – 10:00am
Date of Meeting:	Wednesday 4 th April 2018
Venue:	Elm Room (2.03), Oak House
Chair:	Sharon Kemp
Contact for Meeting:	Lydia George 01709 302116 or Lydia.george@rotherhamccg.nhs.uk
Apologies:	Louise Barnett, Chief Executive, TRFT Dr Richard Cullen, RCCG Connect Healthcare Rotherham Representative Dermot Pearson, RMBC Gordon Laidlaw, RCCG
Conflicts of Interest:	General declarations were acknowledged for Members as providers/commissioners of services. However, no specific direct conflicts/declarations were made relating to any items on today's agenda.

Members present:

Sharon Kemp (**SK**), (Chairing), Chief Executive, Rotherham MBC
Chris Edwards (**CE**), Chief Officer, Rotherham CCG
Kathryn Singh (**KS**), Chief Executive, RDaSH
Janet Wheatley (**JW**), Chief Executive, Voluntary Action Rotherham
Cllr David Roche (**DR**), Joint Chair, Health & Wellbeing Board, RMBC
Chris Holt (**CHo**) for Louise Barnett, Director of Strategy & Transformation, TRFT

In Attendance:

Ian Atkinson (**IA**), Chair, Rotherham ICP Delivery Team
Lydia George (**LG**), Rotherham ICP Place Board Manager, RCCG
Kate Green (**KG**), H&WB Board Manager, RMBC
Gordon Laidlaw (**GL**), Head of Communications, RCCG
Wendy Commons, Minute Taker

No Members of the Public present

Item Number	Discussion Items
1	Meetings in Public
	<p>SK welcomed everyone to the first Place Board meeting to be held in public. She acknowledged factors that needed to be taken into consideration going forward, including where the agenda and papers will be published, sharing of minutes and the timing of future meetings.</p> <p>Following discussion it was proposed that papers will be published in same place as H&WBB papers on Council's website to enable partners to link/signpost to that area from their own websites. KG will liaise with GL to co-ordinate the process and communicate accordingly. Action: KG/GL</p> <p>The start time of the public session will be at the more accessible time of 9am – 10am, however Place Board Members will still meet from 8am - 9am to undertake any confidential business. Action: KG</p> <p>Place Board will also seek advice and give due consideration to handling and responding to any freedom of information requests received. Action: LG - forward agenda</p>
2	Rotherham Place Plan Update
	<p>IA presented the framework to be used to produce the Place Plan for 2018-20 following comments received.</p> <p>It was noted that the plan will be for 2-3 years and aimed at all partners/staff. An easy read/public facing version and the Place infographic will also be available as a communication mechanism. The Place Plan will be the delivery plan for the H&WB Strategy. It covers all four aims but will also signpost to other strategies that give a greater level of detail, particularly in relation to housing, employment etc.</p> <p>It was acknowledged that this document will form the Rotherham response to the challenges faced including how these relate to the SY&B Integrated Care System, with further work required to the finance section. Members considered whether the current financial resource input to the Plan is sufficient. Acknowledging the current pressures of year-end for finance colleagues, IA agreed to write to CFOs to ask for support and specifying timescales. Action: IA</p> <p>Members noted 'workforce' as one of SY&B Enabling Workstreams and considered the approach to reflect the outcomes. The Plan should be clear about the ways of working, principles and standards of expectation as part of any transformation. Place Board asked the Delivery Team to agree how to reflect this requirement. Action: IA</p> <p>A wider discussion took place around organisational development and how we engage and encourage people's hearts and minds through transformation of services to help the cultural shift towards ICP working. The Place Board will re-visit organisational development including strategic workforce changes and organisational development to enable new ways of working. In the meantime, the Delivery Team were asked to identify 2/3 specific transformation examples where workforce change will occur that will allow some specific OD input to be modelled and prioritised. These examples will also be incorporated into the Plan. Action: IA/LG</p> <p>Before the next Place Board, Members will identify any available OD resource within their organisations and consider any potential funding streams that may be able to be accessed to undertake some development work around cultural change with the workforces identified by the</p>

Delivery Team.

Action: All Members

Members agreed to adopt the principle that the Health & Wellbeing Board will own the Health & Wellbeing Strategy and the Place Board will own the ICP Place Plan. It is important to ensure consistency is applied in the branding used throughout both documents to reflect 'Place'.

Action: LG/KG/GL

The plan will also be updated to reflect Rotherham ICP Place Board's relationship with SY&B Shadow Integrated Care System (sICS) recognising regional collaboration. However, any issues/items requiring comment or feedback to the sICS will be considered through the Place Board first to obtain all Partners views

Place Board agreed the framework for the refreshed plan which will be revised to reflect comments. The first draft of the Place Plan will be reviewed at the May Board with the final draft for agreement in June.

Action: LG/KG

3

Delivery Dashboard Development

IA reported that the approach for reporting performance to Place Board had been discussed at the March Delivery Team and a draft of the proposed dashboard will be presented at the May Place Board.

IA requested support from Place Board to form an enabling group to look at aligning business intelligence functions to bring together some of the key analytical informatics staff who will be able to consider future ICP requirements to better support Place/ICS priorities and performance reporting requirements.

Members supported the principles of the proposal to co-ordinate teams to work more closely together to provide consistency and recognised the benefits of 'pooling' resources to obtain the best business intelligence across the Rotherham health and social care system.

Place Board overwhelmingly endorsed the approach to align business intelligence work programmes to produce a shared work programme bringing together skillsets and abilities for Rotherham Place going forward.

Action: IA

Place Board requested that the Delivery Team scope options for further funding either locally or nationally including highlighting with SY&B Digital Lead whether this solution will attract any funding or national recognition.

Action: IA/RCu

4

Development Session Agenda Planning – 11 April 2018

Members agreed the agenda for the session and confirmed partner attendees. The session will be used to reflect on the 'journey' so far and update on the partnership agreement. The agenda will be finalised and sent out before the end of the week.

5

Transformation Groups Update

Members received presentations from the Children & Young People's Transformation Group on SEND, the Mental Health & Learning Disability Transformation Group on the 'Ferns' Ward and the Urgent & Community Care Transformation Group on the Care Co-ordination Centre/Single Point of Access. The positive progress on all areas was noted.

IA suggested that the Delivery Team would like to provide feedback on the good work taking place with integration of acute and mental health work in Care Co-ordination Centre in the future.

Place Board asked IA that the Delivery Team look at the longer term funding of Ferns and aim to bring a decision in Quarter 3.

Action: IA

6 NHS 70

This year the NHS will celebrate its 70th birthday on 5 July (NHS 70) and TRFT celebrates its 40 birthday this year. The CCG intends to use its AGM on 4th July as celebration event. Any ideas or suggestions for inclusion should be conveyed to CE. It is anticipated that the day will commence with the Place Board, followed by the CCG's Annual General Meeting. The CCG's Governing Body will take place in the afternoon. Invitations will be sent to Partners. CE will liaise with GL about inviting local press representatives.

Action: CE

7 Meeting Dates and Membership for all ICP Groups

Meetings dates noted.

Membership of the Children & Young People's Transformation Group will be confirmed later in the month.

Mrs Wheatley will determine which Groups require VAR representatives and advise accordingly.

Action: JW

8 Communications to Partners

The meeting papers from today's first public meeting will be placed on/linked to all Partner websites.

Members will give consideration to communicating the Place Plan at May's Place Board.

Action: LG for agenda

9 Risk/Items for Escalation

None

10 Minutes of the last Meeting for approval

Agreed as true record.

11 Future Agenda Items

- Rotherham Health Record – Luke Sayers, RMBC
- Draft Place Plan
- Draft Place Partners Agreement from Hill Dickinson

Standard Agenda Items

- Delivery Performance Dashboard
- Transformation Groups Update

12 Date of Next Meeting

Wednesday 2nd May 2018, at 8am in Elm Room (G.04) Oak House.

Membership

NHS Rotherham CCG - Chief Officer - Chris Edwards (Joint Chair)
Rotherham Metropolitan Borough Council - Chief Executive – Sharon Kemp (Joint Chair)
The Rotherham Foundation Trust (TRFT) - Chief Executive – Louise Barnett
Voluntary Action Rotherham - Chief Executive – Janet Wheatley
Rotherham Doncaster and South Humber NHS Trust - Chief Executive – Kathryn Singh
Connect Healthcare Rotherham Ltd (Rotherham GP Federation) - Rotherham GP Chair

Participating Observers:

Joint Chair, Health and Wellbeing Board, RMBC - Cllr David Roche
Joint Chair, Health and Wellbeing Board, RCCG - Dr Richard Cullen

In Attendance:

Director of Legal Services, RMBC – Dermot Pearson
Head of Communications, RCCG – Gordon Laidlaw
Senior Planning and Assurance Manager, RCCG – Lydia George (as Place Plan Board Manager)
Policy and Partnership Officer, RMBC – Kate Green (H&WB Board Manager)
Deputy Chief Officer, RCCG – Ian Atkinson (as Delivery Team Place)