

<b>Minutes</b>	
<b>Title of Meeting:</b>	Rotherham Place Board: <b>ICB Business</b>
<b>Time of Meeting:</b>	10.45 – 11.30am
<b>Date of Meeting:</b>	Wednesday 21 August 2024
<b>Venue:</b>	John Smith Room, Rotherham Town Hall
<b>Chair:</b>	Chris Edwards
<b>Contact for Meeting:</b>	Lydia George: lydia.george@nhs.net/ Wendy Commons: wcommons@nhs.net
<b>Apologies:</b>	Richard Jenkins, Chief Executive, TRFT Toby Lewis, Chief Executive, RDaSH Cllr Joanna Baker-Rogers, Chair of Rotherham Health & Wellbeing Board, RMBC Dr Anand Barmade, Medical Director, Connect Healthcare Sharon Kemp, Chief Executive, RMBC Shahida Siddique, Independent Non-Executive Member, NHS SY ICB Ian Spicer, Strategic Director – Adult Care, RMBC Michael Wright, Managing Director, The Rotherham NHS Foundation Trust
<b>Conflicts of Interest:</b>	General declarations were acknowledged for Members as providers/commissioners of services.
<b>Quoracy:</b>	No business shall be transacted unless at least 60% of the membership (which equates to 3 individuals) and including the following are present: (1) Executive Place Director and (2) Independent Non-Executive Member.

**Members Present:**

Chris Edwards (**CE**), Chair, Executive Place Director, NHS SY ICB  
Ben Anderson (**BA**), Director of Public Health, RMBC  
Wendy Allott (**WA**), Director of Financial Transformation (Rotherham), NHS SY ICB  
Dr Jason Page (**JP**), Medical Director, NHS SY ICB  
Andrew Russell (**AR**), Director of Nursing (Doncaster & Rotherham Place), NHS SY ICB  
Claire Smith (**CS**), Director of Partnerships (Rotherham), NHS SY ICB

**Participants:**

Mat Cottle-Shaw (**MCS**), Chief Executive, Rotherham Hospice  
Shafiq Hussain (**SH**), Chief Executive, Voluntary Action Rotherham  
Lydia George (**LG**), Transformation & Partnership Portfolio Manager, NHS SY ICB  
Kym Gleeson (**KG**), Healthwatch Manager, Rotherham Healthwatch  
Gordon Laidlaw (**GL**), Head of Communications (Rotherham), NHS SY ICB  
Jude Wildgoose (**JW**), Assistant Director – Transformation & Delivery (Rotherham), NHS SY ICB

**In Attendance:**

Wendy Commons, Business Support Officer (Rotherham), NHS SY ICB

Item Number	Discussion Items
138/8/24	<p><b>Place Performance Report</b></p>
	<p>JW had met with colleagues to look at making the performance report more fit for purpose with a descriptive level of narrative. It had been agreed to reshape the report but with the purpose of aligning with other reports to avoid duplication. Initial work is underway and Place Board can expect to receive an initial draft at the September meeting.</p> <p>JW gave the headlines from the performance report this month. National comparison showed:</p> <ul style="list-style-type: none"> <li>– Diagnostics slight decrease – Rotherham now 5th out of 106</li> <li>– Referral to Treatment maintained performance on last month at 61.4% against the challenging national target of 92%</li> <li>– IAPT 6 week waits - still overperforming against the target and 8<sup>th</sup> out of 106 nationally</li> </ul> <p>On performance overall:</p> <ul style="list-style-type: none"> <li>– IAPT 18 week wait is at 99.2% so consistently meeting target (95%).</li> <li>– An issue with data reporting on cancer is being investigated.</li> <li>– On referral to treatment 18 specialties were under the 92% standard with just general medicine, geriatric medicine, rheumatology and thoracic medicine meeting the target.</li> <li>– 1021 patients had been waiting over 52 weeks to be seen, 68 over 65 weeks and 3 over 78 weeks. There were no Rotherham patients waiting over 104 weeks.</li> <li>– There had been a dip in performance with 341 patients waiting over 6 weeks for diagnostic tests and increase from 263 last month so an upward trajectory noted. 32 of the breaches were at The NHS Rotherham Foundation Trust (TRFT).</li> <li>– A reduction had been seen in the number of cancelled operations.</li> <li>– Due to system pressures A&amp;E 4-hour waits had increased to 68.7%.</li> <li>– Performance on ambulance response times had slightly improved but handover times had seen a decrease to 53% for a 15 minute turnaround.</li> </ul> <p>Members noted performance this month.</p>
139/8/24	<p><b>Rotherham Place Committee Annual Report</b></p>
	<p>Members received the Committee’s Annual Report which gave an opportunity to reflect on the activities and business undertaken during 2023/24 as well as providing assurance for CE as the accountable officer and NHS SY ICB Board that Rotherham Place has discharged its duties and delegated functions as set out in its terms of reference.</p> <p>This report will also form part of the ICB Annual Report and its Annual Governance Statement.</p> <p>CE thanked partners for their work and contributions in the past year.</p> <p>Members approved the report for submission to the ICB Annual General Meeting.</p>
140/8/24	<p><b>Updated Place Board Terms of Reference for ICB Business</b></p>
	<p>LG reminded Members of the amendments made to the terms of reference that had been approved in April. Subsequently in May and July approval had been given to the addition of representatives from Rotherham Hospice and Rotherham Healthwatch as participants.</p>

<p>For completeness, Members noted that the terms of reference for the Place Board Partnership ICB Committee Business (Part 3) had been updated to reflect the above changes made to those agreed in April 2024.</p>	
<b>141/8/24</b>	<b>ICB Board Assurance Framework, Risk Register &amp; Issues Log</b>
<p>Members reviewed the Board Assurance Framework, Risk Register and Issues Log for Quarter 2.</p> <p>In the partnership session of today's Place Board, CE had highlighted GP collective action as a key issue for Rotherham Place which is on the risk registers for both the ICB and Rotherham Place.</p> <p>Discussion followed around how NHS organisations will be able to implement the recently announced pay increases when to date, there has been no advice or guidance on how this will be funded.</p> <p>Partners agreed that a risk be added to the register reflecting this concern.</p> <p style="text-align: right;"><b>Action: CE</b></p> <p>Similarly, during the partnership session under the Maternity, Children &amp; Young People's Update, Members had noted the risk that place partners have been unable to mitigate for a reduction in funding into the Smoking at Time of Delivery Service (SATOD).</p> <p>A risk relating to this issue will be drafted by the Director of Public Health for inclusion in the risk register.</p> <p style="text-align: right;"><b>Action: BA</b></p>	
<b>142/8/24</b>	<b>Feedback from Rotherham Place Executive Team (RPET)</b>
<p>CS updated Members on items considered by the Rotherham Place Executive Team including:</p> <ul style="list-style-type: none"> <li>• Rotherham Town Centre Development Update</li> <li>• Rotherham QWELL (mental health platform for adults) – RPET had supported the award of the contract and had been assured by procurement advice.</li> <li>• Dementia Carers Resilience Service – supported the recommendations following procurement advice.</li> <li>• Rotherham Place Review of 2023/24 – reviewed the report as recommended for presentation as part of today's business.</li> </ul>	
<b>143/8/24</b>	<b>Minutes and Action Log from 17 July 2024 Meeting</b>
<p>The minutes from the meeting held in July were accepted as a true and accurate record. The action log was reviewed and up to date.</p>	
<b>144/8/24</b>	<b>Communication to Partners/Promoting Consultations &amp; Events</b>
<ul style="list-style-type: none"> <li>– MCS advised of the intention to launch the Hospice Strategy and rebranding. The date will be shared and partners invited.</li> <li>– The Rotherham Show is taking place on Saturday 7<sup>th</sup> and Sunday 8<sup>th</sup> September from 11am -5pm in Clifton Park. Consultation and engagement will be taking place on 'Say Yes!'</li> <li>– Rotherham Together Partnership Showcase event will take place on Tuesday 17 September from 9.45am – 1pm at the new Arc Cinema. It will focus on Town Centre regeneration and investment and how it is creating opportunities for local people and businesses.</li> </ul>	

<b>I45/8/24</b>	<b>Risks and Items for Escalation</b>
Risks as noted under I41/8/24.	
<b>I46/8/24</b>	<b>Future Agenda Items:</b>
<ul style="list-style-type: none"> <li>– CHC Review/Co-design update – AR - RPET then Sept PB – session to be decided</li> <li>– Targeted Lung Health Checks Update – JP – (Oct)</li> </ul> <p>Standing Items</p> <ul style="list-style-type: none"> <li>– Rotherham Place Performance Report (monthly)</li> <li>– Risk Register (Monthly for information)</li> <li>– Place Medicines Management Report (Quarterly – next due Sept)</li> <li>– Quality, Patient Safety and Experience Dashboard (Bi- monthly – next due Sept)</li> <li>– Quarterly Medical Director Update (Oct) – JP</li> </ul>	
<b>I47/8/24</b>	<b>Date of Next Meeting</b>
The next meeting will take place on <b>Wednesday 18 September 2024</b> at Rotherham Town Hall in Committee Room 2.	

### **Membership**

Chris Edwards (Chair)	Executive Place Director/Deputy Chief Executive, ICB	NHS South Yorkshire Integrated Care Board
Claire Smith	Director of Partnerships, Rotherham Place	NHS South Yorkshire Integrated Care Board
Wendy Allott	Director of Financial Transformation, Rotherham	NHS South Yorkshire Integrated Care Board
Andrew Russell	Director of Nursing, Rotherham & Doncaster Places	NHS South Yorkshire Integrated Care Board
Dr Jason Page	Medical Director, Rotherham Place	NHS South Yorkshire Integrated Care Board
Shahida Siddique	Independent Non-Executive Member	NHS South Yorkshire Integrated Care Board

### **Participants**

Ben Anderson	Director of Public Health	Rotherham Metropolitan Borough Council
Shafiq Hussain	Chief Executive	Voluntary Action Rotherham
Ian Spicer	Strategic Director, Adult Care, Housing & Public Health	Rotherham Metropolitan Borough Council
Richard Jenkins	Chief Executive	The Rotherham NHS Foundation Trust (TRFT)
Sharon Kemp	Chief Executive	Rotherham Metropolitan Borough Council
Toby Lewis	Chief Executive	Rotherham, Doncaster and South Humber NHS Foundation Trust (RDaSH)
Cllr Joanna Baker-Rogers	H&WB Board Chair	Rotherham Health and Wellbeing Board/ Rotherham Metropolitan Borough Council
Dr Neil Thorman	Primary Care Representative	Rotherham Primary Care Collaborative Group
Dr Anand Barmade	Medical Director	Connect Healthcare Rotherham
Michael Wright	Managing Director	The Rotherham NHS Foundation Trust
Kym Gleeson	Service Manager	Healthwatch Rotherham
Mat Cottle-Shaw	Chief Executive	Rotherham Hospice

Nicola Curley	Director of Children's Services	Rotherham Metropolitan Borough Council
Lydia George	Transformation & Partnership Portfolio Manager (Rotherham)	NHS South Yorkshire Integrated Care Board
Gordon Laidlaw	Head of Communications (Rotherham)	NHS South Yorkshire Integrated Care Board