

| Minutes | |
|-----------------------------|--|
| Title of Meeting: | Rotherham Place Board: ICB Business |
| Time of Meeting: | 10.45 – 11.30am |
| Date of Meeting: | Wednesday 19 March 2025 |
| Venue: | John Smith Room, Rotherham Town Hall |
| Chair: | Chris Edwards |
| Contact for Meeting: | Lydia George: lydia.george@nhs.net/ Wendy Commons: wcommons@nhs.net |

| | |
|-------------------------------|---|
| Apologies: | S Kemp, Chief Executive, Rotherham Metropolitan Borough Council I Spicer, Deputy Chief Executive, Rotherham Metropolitan Borough Council R Jenkins, Chief Executive, The Rotherham NHS Foundation Trust T Lewis, Chief Executive, Rotherham, Doncaster and South Humber NHS Foundation Trust M Cottle-Shaw, Chief Executive Officer, Rotherham Hospice Dr A Barmade, Medical Director, Connect Healthcare Rotherham Cllr J Baker Rogers, H&WB Board Chair, RMBC Bob Kirton, Managing Director, The Rotherham NHS Foundation Trust A Russell, Director of Nursing – Rotherham & Doncaster, NHS SY ICB G Laidlaw, Head of Communications – Rotherham, NHS SY ICB W Allott, Director of Financial Transformation Rotherham, NHS SY ICB |
| Conflicts of Interest: | General declarations were acknowledged for Members as providers/commissioners of services. |
| Quoracy: | 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:

Chris Edwards (**CE**), Executive Place Director (Rotherham) NHS South Yorkshire Integrated Care Board (NHS SY ICB)

Dr Jason Page (**JP**), Medical Director, (Rotherham), NHS SY ICB

Shahida Siddique (**SS**), Independent Non-Executive Member, NHS SY ICB

Claire Smith (**CS**), Director of Partnerships (Rotherham) NHS SY ICB

Julie Warren Sykes (**JWS**), Deputy Chief Nurse, NHS SY ICB - Deputising

Participants:

Jude Archer (**JA**), Assistant Director of Transformation, NHS SY ICB

Kym Gleeson (**KG**), Service Manager, Healthwatch Rotherham

Lydia George (**LG**), Transformation & Partnership Portfolio Manager (Rotherham), NHS SY ICB

Shafiq Hussain (**SH**), Chief Executive, Voluntary Action Rotherham

Alex Hawley (**AH**), Interim Director of Public Health, Rotherham MBC

Julie Thornton (**JT**), Care Group Director, Rotherham, Doncaster & South Humber NHS Trust

In attendance

Karen Smith, Programme Director (VCSE), NHS SY ICB – observing

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

| Item Number | Discussion Items |
|---|--|
| I103/03/25 | Place Integrated Performance Report |
| <p>JA gave an overview from the March report highlighting:</p> <ul style="list-style-type: none"> – Urgent and Emergency Care – slight improvement had been seen at 68.8% against the target of 78% with patients seen within four hours. However, the hospital remains under significant press with high demand around capacity and patient flow. – Bed Occupancy remains high at 97.3% a decline on last month with challenges being seen on the number of patients who no longer meet the criteria to reside at 18.6% against the standard of 10.8%. – Category 2 Ambulance Response Time – there had been a significant improvement with YAS meeting the 30 minute response in 28.44 minutes. However, meeting the average handover time had proved a challenge at 39 minutes against a target of 18 minutes. – Urgent Community Health referrals seen within 2 hours was at 74% against the standard of 70%. – Utilisation of the virtual ward (above 80%) is currently not being met at 62%. – In Primary Care there had been a reduction in the numbers of GP appointments, although a significant number of appointments were available. – The number of appointments available within 14 days had improved on the previous period to 80.3%. – On elective care the total waiting over 52 weeks stood at 1069 with 49 waiting over 65 weeks reflecting an increase in performance. – The standard for the percentage of patients awaiting an outpatient procedure within 6 weeks was not being met. – The cancer 28 day standard was at 77% against the target of 84.4%. The 62 day referral to treatment standard was being met and had improved month on month and year on year. 31 day cancer diagnosis to treatment was at 87.6% against the 96% standard but was an improvement on the previous period. <p>Members noted the position outlined in this month’s performance report.</p> | |
| I104/03/25 | Rotherham Quality, Patient Safety and Experience Report |
| <p>Julie Warren-Sykes highlighted areas of the report for members:</p> <ul style="list-style-type: none"> – South Yorkshire ICB has established a SEND Board which will be chaired by the Executive Chief Nurse. – The Regional Treatment Centre for pregnancy termination services has opened at a Rotherham location. Unfortunately, surgical termination is unable to be offered at this time as the service is yet to obtain its controlled drugs licence. In the meantime, women are having to travel out of area or access alternative provision. The licence is expected to be issued by the end of March 2025. – RDaSH has advised of their decision to decline any new tasks related to the CHC caseload for learning disability. They are completing 12 weekly safe and well check until a long term solution can be found. Executive Directors have been updated and the risk noted on the ICB risk register. Negotiations are ongoing with funding agreed for one WTE Band 6 professional so that the work can be carried out in house. Discussions continue to address the issue. | |

- Discussions are underway with Children’s social care regarding children subject to safeguarding plans for harm outside the home to ensure there are no unintended risks. Work is ongoing to discuss potential ways forward.

Members noted the contents of the March report and action being taken.

| | |
|-------------------|--|
| I105/03/25 | Feedback from Rotherham Place Executive Team (RPET) |
|-------------------|--|

CS updated Members on the discussions and decisions undertaken by the Place Executive Team. There were two items.

- RPET had received a paper regarding the outcome of the procurement process for the Dementia Carers Resilience Service and to seek support to award a one-year NHS Standard contract with an option to extend it for one year. The report recommendation to award the contract had been approved.
- RPET received a paper regarding a process relating to the OPEL (Operational Pressure Escalation Levels) NHS England Framework, created in conjunction with the Local Medical Committee (LMC), to make amendments to the local Directory of Services and to consider the LMC’s request to allow practices to make their own amendment to the DoS. Following discussion RPET agreed that Rotherham Place ICB would not support the request for GPs to individually decide to ‘turn off’ the Directory of Services when at high escalation. LMC has received feedback on the decision.

Place Board noted the decisions taken by RPET.

| | |
|-------------------|---|
| I106/03/25 | Rotherham Place Board Partnership Minutes – 19 February 2025 |
|-------------------|---|

The minutes from February’s Place Board Partnership session were noted for information.

| | |
|-------------------|--|
| I107/03/25 | ICB Board Assurance Framework, Risk Register & Issues Log |
|-------------------|--|

All members had received and reviewed the board assurance framework, risk register and issues log.

Following the Government’s announcement last week about the 50% reduction in costs which has now been confirmed will also apply to Integrated Care Boards. Further detail is awaited from the Department which will be assessed. Members will be kept updated and advised of the risks for Rotherham Place

There were no new risks to be added.

| | |
|-------------------|--|
| I108/03/25 | Minutes and Action Log and Assurance Report from the last Meeting |
|-------------------|--|

The minutes from the meeting held on Wednesday 19 February 2025 were accepted as a true and accurate record.

The action log was reviewed. There were two outstanding actions:

I109/02/25 – The slides used to showcase Rotherham at the Integrated Neighbourhood Working event will be shared with Partners. JA will share the slides.

I110/02/25 – Fostering to be raised with ICP to help raise awareness across Rotherham. JBR will take forward.

It was agreed that both the above actions can be rated green.

The assurance report for the Integrated Care Board noted that there are no actions to be escalated arising from February minutes.

| | |
|---|---|
| I109/03/25 | Communication to Partners/Promoting Consultations & Events |
| As part of Autism Acceptance Month, it was noted that a tour bus will be touring going around Barnsley. This was highlighted with RDaSH (from a South Yorkshire perspective) to determine if they wish to be involved. | |
| I110/03/25 | Risks and Items for Escalation |
| None. | |
| I111/03/25 | Forward Agenda Items |
| <p>Standing Items</p> <ul style="list-style-type: none"> - Rotherham Place Performance Report (monthly) - Risk Register (Monthly for information) - Place Medicines Management Report (Quarterly – next due May) - Quality, Patient Safety and Experience Dashboard (Bi- monthly – next due May) - Quarterly Medical Director Update (Quarterly) | |
| I112/03/25 | Date of Next Meeting |
| The next meeting will take place on Wednesday 16 April 2025 in the John Smith Room, Rotherham Town Hall. | |

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 |
| Sharon Kemp | Chief Executive | Rotherham Metropolitan Borough Council |
| Toby Lewis | Chief Executive | Rotherham, Doncaster and South Humber NHS Foundation Trust |
| Cllr Joanna Baker-Rogers | H&WB Board Chair | Rotherham Health and Wellbeing Board/ Rotherham Metropolitan Borough Council |
| Dr Anand Barmade | Medical Director | Connect Healthcare Rotherham |
| Bob Kirton | Managing Director | The Rotherham NHS Foundation Trust |
| Kym Gleeson | Service Manager | Healthwatch Rotherham |
| Mat Cottle-Shaw | Chief Executive | Rotherham Hospice |
| 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 |