

Minutes	
<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 16 July 2025
<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>	W Allott, Director of Financial Transformation Rotherham, NHS SYICB J Edwards, 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 G Laidlaw, Head of Communications – Rotherham, NHS SY ICB Bob Kirton, 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: (Quorate)</b>	No business shall be transacted unless at least 60% of the membership (which equates to 4 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

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

Andrew Russell (**AR**), Director of Nursing – Rotherham & Doncaster, NHS SY ICB

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

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

## Participants:

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

Andrew Brankin (**AB**), Rotherham Care Group Director, Rotherham, Doncaster and South Humber NHS Foundation Trust

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

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

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

## In attendance

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

Item Number	Discussion Items
<b>I31/07/25</b>	<b>Place Integrated Performance Report</b>
<p>JA updated Members on performance noting:</p> <ul style="list-style-type: none"> <li>• Due to the time lag in data, the percentage of A&amp;E patients seen within 4 hours is more positive than shown at 68.6% but now over 70%</li> <li>• The Category 2 ambulance response time is being met whilst the average handover time, although not being met had improved positively from the previous period</li> <li>• Bed occupancy was outside the national standard at by just 0.2% at 92.2% and showing a big improvement on last month.</li> <li>• There had also been an improvement on No Criteria to Reside which stands at 14.8%.</li> <li>• The national target for urgent community referrals to be seen within 2 hours was being met at 85% and virtual ward utilisation showing positive outcomes.</li> <li>• Rotherham continues to offer the highest number of primary care appointments across South Yorkshire per head of population.</li> <li>• On elective care there had been a slight improvement on the numbers waiting over 52 weeks</li> <li>• Rotherham was just under target for the percentage of patients receiving diagnostic tests within 6 weeks at 94.8%.</li> <li>• The percentage of patients with cancer diagnosis communicated within 28 days was under the standard of 80% at 79.6%. There were also challenges in meeting the 62-day referral to treatment standard (75%) at 67.9%</li> </ul> <p>From an overarching perspective focussing more on performance data across South Yorkshire, A&amp;E attendances have increased but are not transferring into admissions as the level of acuity not as prevalent as it was.</p> <p>GP appointments are down on the trajectory with a reduction in the number of appointments, an increase in attendances and reduction on admissions.</p> <p>It was noted that generally, Rotherham performance is strong.</p>	
<b>I32/07/25</b>	<b>Rotherham Place Committee Annual Report 2024/25</b>
<p>In June, Members had received the annual report and reflected on the activity undertaken in year. The members presented at the meeting were assured that it delegated duties had been discharged in accordance with the Committee's terms of reference and its workplan. However, as the meeting was not quorate at that time, it was agreed that the Chair would contact the absent member to get a view.</p> <p>SS confirmed that she was happy to concur with Members and complete assurance from Rotherham Place Committee was confirmed.</p> <p>The Chair's comments have also been added to the annual report which will go to the NHS SY ICB Board in September.</p> <p>In his comments, CE had also added his thanks to team members for their energy, commitment and consistency in driving forward Place priorities and strong partnership working, as well as acknowledging the challenges and opportunities to be faced within the forthcoming year.</p>	

<b>I33/07/25</b>	<b>ICB Board Assurance Framework, Risk Register &amp; Issues Log</b>
<p>All members had received and reviewed the board assurance framework, risk register and issues log.</p> <p>LG asked Members to consider two risks for Rotherham Place, RRP 008 relating to MHRA Bed Alert and RRP 0013 relating to Hospice Funding. Following discussion it was agreed that both risks could now be retired as necessary action had been taken in relation to the bed alert, and the Hospice contract had been agreed and signed off for this year.</p> <p>There were no new risks to be added, but Members were encouraged to advise the Chair at any time with details of any potential additions.</p>	
<b>I34/07/25</b>	<b>Quality, Patient Safety and Experience Dashboard</b>
<p>AR presented this month's report advising that TRFT had presented a paper to its Board of Directors in June outlining findings from the Royal College of Physicians into the ERCP service delivered between 2016 and 2021 following a pattern of adverse incidents and complications. Patients and families had been contacted with an apology and explanation offered as well as going support made available. Place Board was assured that recommendations from the external review have been implemented and the service has since been provided by Sheffield Teaching Hospitals NHS Foundation Trust without concern.</p> <p>AR went on to highlight:</p> <ul style="list-style-type: none"> <li>• The Trust has implemented Call4Concern (Martha's rule) to help improve the quality and safety of care for patients who condition is worsening. The initiative empowers patients, families, carers and staff to ensure their concerns are listened to and acted upon. A positive impact is already being seen.</li> <li>• Rotherham Place CHC team continues to experience significant staffing issues due to ongoing absences and vacancies, despite some actions taken to mitigate the risks. Following scrutiny from NHS England, the focus is on areas around quality, safety and business continuity.</li> <li>• The trajectories around healthcare associated infections for 2025/26 will be in the next report.</li> </ul> <p>JP added that since the report was written, Shakespeare Road GP Practice has moved out of the CQC overall rating from 'requiring improvement' into 'good'.</p> <p>Members noted the contents of the report.</p>	
<b>I35/07/25</b>	<b>Feedback from Rotherham Place Executive Team (RPET)</b>
<p>CS advised that RPET had considered the following items:</p> <ul style="list-style-type: none"> <li>• Talking Therapies Memorandum of Understanding Employment Advisors between RDaSH and NHS SY ICB - continuation of employment advisors in the NHS Talking Therapies Initiative was supported.</li> <li>• All-Age Neurodevelopment Service Procurement Outcome Report – supported the recommendation to award the NHS Standard Contract as outlined in the report.</li> <li>• Rotherham Prescribing Incentive Scheme – supported as presented and encouraged to move to a South Yorkshire approach.</li> <li>• Minor Surgery Service – supported the continuation of service in a different format.</li> </ul>	

- Proposal for continuation of a high complex frailty pathway – supported given good evidence base following a test and learn pilot in line with wider proactive care programme.

Place Board Members noted the business conducted through Rotherham Place Executive.

<b>I36/07/25</b>	<b>Rotherham Place Executive Team (RPET) Terms of Reference</b>
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Rotherham Place Executive Team had undertaken a review of its terms of reference with minor changes. The revised version was presented for ratification by ICB Place Committee in line with governance.

Members ratified the revised terms of reference for RPET.

<b>I37/07/25</b>	<b>Minutes and Action Log and Assurance Report from the last Meeting</b>
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The minutes from the meeting held on Wednesday 18 June 2025 were accepted as a true and accurate record.

The action log was reviewed. There was one amber rated action around an enquiry from BK about the impact of moving from Rotherham Health Record to Yorkshire & Humber Care Record and whether there would be loss of functionality currently available through RHR. Andrew Clayton has been invited to come along to give a digital update to September Place Board and will advise then.

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

<b>I38/07/25</b>	<b>Communication to Partners/Promoting Consultations &amp; Events</b>
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None.

<b>I39/07/25</b>	<b>Risks and Items for Escalation</b>
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None.

<b>I40/07/25</b>	<b>Forward Agenda Items</b>
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Standing Items

- Rotherham Place Performance Report (monthly)
- Risk Register (Monthly for information)
- Place Prescribing Report (Quarterly)
- Quality, Patient Safety and Experience Dashboard (Bi- monthly)
- Quarterly Medical Director Update (September)

<b>I41/07/25</b>	<b>Date of Next Meeting</b>
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The next meeting will take place on **Wednesday 17 September 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

Alex Hawley	Acting 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
John Edwards	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