

System Management Board

29th January 2020, 15.00-17.00

Room 3, Education Centre, North West Boroughs FT, Hollins Park, Winwick,
Warrington WA2 8WA

Final MINUTES

Present:

Alan Yates (AY)	Chair	HCP Executive Team
Sam Proffitt (SP)	Interim Lead	HCP Executive Team
Steven Broomhead (SBr)	Chief Executive	Warrington Borough Council
Linda Buckley (LB)	Director of Strategic Transformation, Locality Director (C&M)	NHS North West/HCP Executive Team
Ben Wright (BW)	Director of Strategy & Governance	HCP Executive Team
Mel Sirotkin (MS)	Director PHE Northwest	Public Health England
Edna Boampong (EB)	Communications Lead	C&M Health & Care Partnership
Sarah O'Brien (SO'B)	Chief Officer	NHS St Helens CCG
Clare Watson (CW)	Chief Officer	NHS South Cheshire & Vale Royal and Eastern Cheshire and West Cheshire CCGs
Kath O'Dwyer (KO'D)	Chief Executive	Cheshire East Council
Gerald Meehan (GM)	C&M Advisor	HCP Executive Team
Ann Marr (AM)	Chief Executive	St Helens & Knowsley Teaching Hospitals NHS FT
Marie Boles (MB)	Director of Nursing	HCP Executive Team
Jan Ledward (JL)	Chief Officer	NHS Liverpool CCG
Raj Kumar (RK)	GP Federation Representative	Eric Moore Health Centre
Ann Marr (AM)	Chief Executive	St Helens & Knowsley Teaching Hospitals NHS FT

In attendance:

Heidi Swann (HS)	Executive Assistant (minutes)	C&M Health & Care Partnership
Diane Whittingham (DW)	Senior Associate	HCP Executive Team
Michael West		PA Consulting
John Rooke		PA Consulting
Phil Wadeson	Advisor	C&M Health & Care Partnership

Eileen O'Meara	C&M Population Health Clinical Lead	Director of Public Health and Public Protection for Halton and Warrington
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Apologies:

Dwayne Johnson (DJ)	Chief Executive	Sefton Borough Council
Warren Escadale (WE)	Chief Executive	Voluntary Sector North West
Terry Whalley (TW)	Director of Delivery	HCP Executive Team
Simon Barber (SBa)	Chief Executive	NW Boroughs NHS FT
Dave Sweeney (DS)	Implementation Director	HCP Executive Team
Kieran Murphy (KM)	Clinical Lead	HCP Executive Team

Agenda No	Item	Action
SMB/20/01	Welcome, Introduction and Apologies	
	<p>AY welcomed the board members and introductions were made. John Rooke and Michael West from PA Consulting are in attendance for the Governance MOU discussion.</p> <p>Apologies were received and noted as above.</p> <p>It was noted that Steve Broomhead must leave at 16.00pm</p>	AY
SMB/20/02	Minutes/Actions of the last meeting	
	The minutes of the meeting held on 18 th December were accepted as an accurate reflection of the meeting and all actions were marked as complete.	ALL
SMB/20/03	H&CP Lead Update	
	<p><u>Operational Plan</u></p> <p>SP updated on the operational plan which will require further work to reduce the financial gap across Cheshire and Merseyside.</p> <p><u>Chief Officer Update</u></p> <p>AY confirmed that we have received 3 applicants to date for the Chief Officer post and interviews are scheduled for Thursday 13th February.</p> <p><u>Publication of Plans</u></p> <p>AY addressed members to advise that the date for publication of plans is March 2020.</p>	SP/AY



Place & Programme Updates		
SMB/20/03	<p>Reducing Health Inequalities</p> <p>Eileen Omeara advised members the purpose of this paper is to set out the benefits of Cheshire and Merseyside adopting an evidence based approach to tackling health inequalities by exploring the opportunity of becoming a Marmot Community.</p> <p>AY addressed members to gauge the level of support for this approach. EOM confirmed that it has been well received in Place and has already been agreed and adopted in Warrington, Cheshire East and Halton. K O'D supported the need for this to be led by place but said that C & M could adopt to ensure more benefit for system. SBr queried the cost involved to take this forward. EOM confirmed that £62K funding has been received from the Innovation Agency to implement this.</p> <p>JL confirmed that she will need to address this with Liverpool HWB before making decisions.</p> <p>The board agreed that this should be led by Place.</p> <p>The System Management Board agreed to support this and for Place to take this forward.</p>	EOM
ICS Governance Steering Group		
SMB/20/04	<p>Acute Sustainability</p> <p>DW explained the work being done to undertake a stocktake and discussed the next steps which would produce a case for change, the necessary governance and the clinical priorities.</p> <p>DW confirmed it was important to get the right leadership and ownership to take forward to implementation. A standardised approach and defined processes are needed. Continued working with NHSE/I, CCGs, Place & Partnership is crucial for decision making.</p> <p>DW advised that further information will come to March board. Re-launch April.</p> <p>The System Management Board noted the progress to date and the looked forward for a further update at the March Board.</p>	DW
Strategy, Planning & Governance		
SMB/20/05	Governance Group Update	AY



SMB/20/06	<p>back to board when received to discuss with hosting going live from 1st April 2020.</p> <p>The Board Agreed the following;</p> <ul style="list-style-type: none"> • To note progress to date • Agree and ratify the process for selecting the new host • Confirmed with Liverpool CCG and Liverpool University Hospitals NHS FT as the preferred partner subject to finalisation of the contractual arrangements 	PW
Finance & Performance		
SMB/20/07	<p>Programme Performance Update – Month 9</p> <p>The Board noted the report</p>	SP
SMB/20/08	<p>FY 20/21 Programme Funding</p> <p>SP updated the board on the FY 20/21 programme funding paper to advise SMB of the need to now approve some initial spend on Collaboration at Scale and Core PMO assurance resources to ensure we're well placed to deliver from April. The PDO roles will be funded within the £350k PMO allocation.</p> <p>The Board approved the following recommendations;</p> <ul style="list-style-type: none"> • The commitment with MIAA will be non-recurrent for FY 20/21 only. • PDO roles will be funded within the £350k PMO allocation set out above, as this is not dependent upon the further definition of scope / precise allocations to projects. • We will, as we did in 19/20, assume an element of Collaboration at Scale budget will fund enabling / delivery resources to be leveraged across all agreed programmes / projects. This will amount to no more than 10% of the allocation to CaS set out above until and unless more detailed allocations have been confirmed. 	SP
SMB/20/09	2019/20 Investment Funding Update	SP



	<p>SP advised the purpose of this paper is to advise SMB of December scheduled drawdowns of funding and amendments to funding allocations in 2019/20 based on most recent programme reviews.</p> <p>The Board noted the report</p>	
SMB/20/10	<p>Month 8 Position Report</p> <p>The purpose of the paper was to provide an update on the C&M month 8 finance position as well as the forecast outturn.</p> <p>The Board noted this report.</p>	SP
SMB/20/11	<p>Communications Update</p> <p>The purpose of the paper was to provide an update to the System Management Board about the communications and engagement activity delivered by the Partnership over the December 2019 period.</p> <p>The Board noted this report.</p>	EB
SMB/20/12	<p>AOB None</p>	
	<p>Date and Time of the next meeting</p> <p>Wednesday 26th February 2020 - Time: 15.00pm to 17.00pm</p>	



Action No.	Date Allocated	Owner	Actions	Status	Update
1	18.12.19	SP	Draft MOU Discussion. SP to bring back an approach for taking the work forward	Due	On agenda
2	18.12.19	BW	Next Steps time line for LTP requested by Steve Broomhead	Due	On Agenda
3	18.12.19	SP	Sam to request Louise Shepherd and Kate Warriner attend a future SMB Board to address the Health System Led Investment (HSLI) Funding Requirement	Due	Completed and on Agenda
4	18.12.19	TW	TW to develop a more detailed Programme funding proposal based on agreed provisional funding allocations, with associated statement of benefits and governance proposals.	Due	On Agenda