

MINUTES OF THE NCL STP PROGRAMME DELIVERY BOARD
15:00-17:00 on Tuesday 14 November 2017
Room 10.10-10.11, 5 Pancras Square, London, N1C 4AG

Members	Role and job title	Attended	Deputy sent	Apologies
Helen Pettersen (HP)	STP Convenor (Chair) and SRO Lead for CCGs	✓		
Charlotte Pomery (CP)	SRO Children and Young People Workstream; Assistant Director for Commissioning Haringey Council	✓		
David Stout (DSt)	STP Senior Programme Director	✓		
Dawn Wakeling (DW)	Deputy SRO Estates Workstream; Strategic Director, Adults, Communities and Health, Barnet Council			✓
Jo Sauvage (JS)	STP Co-Clinical Lead; Chair Islington CCG			✓
Julie Billett (JB)	SRO Prevention Workstream; Director of Public Health, Camden and Islington	✓		
Kathy Pritchard-Jones (KPJ)	SRO Cancer Workstream; CMO UCLH Cancer Collaborative			✓
Marcel Levi (ML)	SRO Planned Care Workstream; Chief Executive, UCLH	✓		
Martin Pratt	Executive Director support People, Camden Council			✓
Mike Cooke (MC)	Vice Chair and SRO Lead for Local Authorities; CEO Camden Council	✓		
Paul Jenkins (PJ)	SRO Mental Health Workstream; CEO T&P FT	✓		
Paul Trevethick (PT)	GP Federation Representative	✓		
Rachel Lissauer (RL)	SRO Maternity Workstream; Acting Director of Commissioning, Haringey CCG			✓
Ray James (RJ)	Director Social Services Representative; Director Health, Housing & Adult Social Care (Enfield)	✓		
Richard Jennings (RJ)	STP Co-Clinical Lead; Co-SRO Planned Care Workstream; Medical Director, Whittington Health NHS Trust			✓
Sarah Mansuralli	SRO Urgent & Emergency Care Workstream; Local Executive Director, Camden CCG			✓
Simon Goodwin (SG)	Chief Financial Officer, North Central London CCGs	✓		
Maria Kane (MK)	SRO Workforce Workstream; CEO BEH	✓		
Sir David Sloman (DSI)	SRO Digital Workstream; Vice Chair and SRO Lead for Providers; CEO Royal Free London NHS Foundation Trust	✓		

Tim Jaggard (TJ)	SRO Productivity Workstream; Finance Director UCLH	✓		
Tony Hoolaghan	SRO Care Closer to Home Workstream; COO Islington and Haringey CCGs	✓		
Will Huxter	Director of Strategy, NCL CCGs	✓		
Charlie Davie	Managing Director, UCLPartners	✓		

Attendees	Job Title	Reason for attendance
Richard Dale	Head of Programme Management	PMO support
Ash More	Public Health, Specialised Commissioning, NHSE	Attendee
Ceri Jacobs	DCO NHS England	Attendee
Kevin Monteith	STP PMO	PMO Support
Jamie Cross	HLP Mental Health, Embedded support	

No.	Agenda Item	Action owner
1.0	GENERAL BUSINESS	
1.1	Welcome and Apologies	
	<p>Helen Pettersen (HP) welcomed everyone to the meeting. Introductions were made and apologies noted. The meeting was QUORATE.</p> <p>HP then invited Charlie Davey (CD), Managing Director of UCLPartners to say a little about his role as this was his first meeting. CD summarised his role and highlighted a few areas of opportunity to collaborate with STPs on including Digital; Research and Evidence base; Mental Health; Informatics; and Genomics. He explained that this would be an opportune time to work towards strategic alignment and synergy around key areas of this work. This led to a more general discussion about resourcing and alignment with the aim of reducing duplication of effort and maximising available resources in a more strategic and coordinated way.</p>	
1.2	Review of minutes from the previous meeting	
	The minutes from the last meeting held on 10 October 2017 were reviewed and agreed without amendment.	
1.3	Review of action log	
	The actions from the last meeting held on 10 October 2017 were reviewed and agreed as met or covered by the agenda.	
1.5	New Declarations of interest	
	<p>The following new declarations were made:</p> <ul style="list-style-type: none"> • Tim Jaggard: Now one of the two UCLH representatives on the Health Services Laboratories Board 	

	<ul style="list-style-type: none"> • David Sloman and Marcel Levi: Now members of UCLPartners Board • Ray James: Transitioning to a new national role with NHS England 	
2.0	PLANNING	
2.1	<p>General STP update WH provided brief updates on the following:</p> <p>18/19 Delivery Plan refresh – work in progress with focus on getting the alignment right with QIPP plans. Incorporating learning from last year and a thank you to SROs and programme leads for their efforts and focus on this. Confirmed that quantifying the financial impacts and forecast outturns for 17/18 part of this work.</p> <p>STP Resourcing: An update on substantive appointments to workstream programme lead positions was provided, and will be included in a future newsletter.</p> <p>Social Care programme – WH confirmed that this will be covered more fully at the next meeting when Sanjay Mackintosh will be present and provided a brief summary of the 5 areas of focus:</p> <ul style="list-style-type: none"> • Improving social care processes around hospital discharge; • Developing more nursing bedded-care provision; • Better management of brokerage functions in health and social care; • Combined health and social care workforce recruitment and retention; and • Developing more provision for people with learning disabilities, autism and complex needs. <p>The Programme Delivery Board NOTED the update</p>	
2.2	<p>Mental Health stocktake (deep-dive) Paul Jenkins (PJ) introduced this item with reference to a related draft slide-deck being prepared for the NHSE assurance meeting on 30th November. PJ explained that he had just received the agenda for the NHSE deep-dive, which would require his slides to be reshaped slightly. PJ drew the PDBs attention to the achievements set out in slides 10-13 and highlighted the elements of the plan that had to be revised due to lack of investment, such as prevention work. PJ also explained the need to address issues relating to 5YFV priorities versus STP priorities and highlighted IAPT expansion as an example that has not been achieved due to funding issues. Lastly PJ spoke about the deadline for submitting a mental health workforce plan for the STP by the December deadline and invited Ceri Jacobs (CJ) to comment regarding preparation and approach for the NHSE discussion. The following points were covered in the discussion that followed:</p> <ul style="list-style-type: none"> • Advice from CJ regarding the deep-dive discussion; • Thoughts about opportunities to link with UCLP work on mental health across London including artificial intelligence and digital IAPT; 	

	<ul style="list-style-type: none"> • The need to manage expectations in relation to patient groups and experts by experience; • The recent opening ahead of schedule of the female PICU at St Pancras Hospital and that this should perhaps be more prominently featured; • What might help in relation to capital projects post the budget and opportunities regarding new models of care for forensic services. <p>The Programme Delivery Board NOTED the detail provided in the MH Stocktake</p> <p>ACTION</p> <p>1. PJ with PMO support to update and finalise the mental health slides for the NHSE assurance meeting on 30th November.</p>	PJ
2.3	<p>Month 6 Financial Position and update on 18/19 planning</p> <p>Simon Goodwin (SG) introduced the month 6 finance report drawing attention to the detail in the executive summary and highlighted the year to date adverse variance to plan. SG drew the Board's attention to the summary table on page 14 of the pack, explained the key movements between month 5 and the month 6 position and highlighted the control total movements in year, which would have a positive impact in 17/18 but will create pressure in 18/19. Tim Jaggard (TG) and SG highlighted a number of other issues, including:</p> <ul style="list-style-type: none"> • The triangulation risk between CCGs and Providers; • The national position in relation to provider control totals which was seeing an increase in providers declaring that they would not meet their totals; • Ongoing issues and discussions regarding 'IR Rules' which TG agreed to share the UCLH response on this; <p>HP enquired about the Local Authority financial positions and it was confirmed that most Councils were forecasting overspends at present. It was noted that Children's services was one of the biggest areas of pressure for Councils and noted that many Councils are taking the adult social care precept. In terms of future Council planning, it was flagged that in 19/20, there would be a requirement to make significantly huge savings. It was suggested that it would be helpful to have key information on Council finances reflected in the STP reports going forward. Mike Cooke (MC) agreed to review which Council finance representatives attend the Finance and Activity Group. There was a brief discussion about the need to finalise and agree priorities for capital expenditure.</p> <p>With regards 18/19 planning, SG and TG provided a short update and the focus on agreeing activity baselines for the acute providers.</p> <p>ACTION</p> <p>2. MC to review finance representatives for the FAM group with the section 151 officers.</p>	MC
2.4	Workforce submission to the Health Select Committee	

	<p>Maria Kane (MK) introduced this item for information to highlight the good work that was taking place in relation to the nursing workforce, which had relevance to both health and social care. MK summarised the 3 key strands of work (training; recruitment; and retention), and explained some of the key issues affecting the nursing workforce in the capital, including the impact of Brexit; retirements; revalidation processes; and lack of affordable accommodation. Mike Cooke informed the Board of related conversations and thinking within the London Councils regarding key worker accommodation.</p> <p>The Programme Delivery Board NOTED the submission and importance of this work to the STP.</p>	
3.3	<p>New workstream exception reports/risks SROs were invited to update the PDB on any new exception reports and/or risks. WH provided a brief report on behalf of the UEC workstream relating to admission avoidance.</p> <p>The Programme Delivery Board NOTED and APPROVED the revised plan.</p>	
4.0	<p>Any Other Business</p>	
	<p>The following information and feedback was shared under AOB:</p> <ul style="list-style-type: none"> • Marcel Levy sought advice from the Board on next steps in progressing the work on tele-dermatology to achieve an aligned approach to implementation across the partnership. The PDB advised that support should be sought from the Health and Care Cabinet and that the STP PMO would support going forward. <p>The next meeting of the Programme Delivery Board was confirmed as 11th December 2017 3-5pm at 5 Pancras Square.</p>	
CLOSE: The meeting closed at 5:00pm.		