

North East London Strategic Planning Board – Action Log

Thursday 24th March 2016

Clifton House, 75 - 77 worship Street, 5th Floor, Boardroom London EC2A 2DU

Attendees: Jane Milligan (JM), Cheryl Coppell (CC), Alwen Williams (AW), Neil Kennett-Brown (NKB), Meradin Peachey (MP), Sarah Mable (SM), Jane Gateley (JG), Steve Russell (SR), Steve Gilvin (SG), Paul Haigh (PH), Terry Huff (TH), Tara-Lee Baohm (TLB), David Maher (DM), , Nigel Turner (NT), Sam Everington (SE), Joy Ogbonna (JO)

Teleconference: Jacqui VanRossum (JVR), Grainne Siggins (GS), Matthew Hopkins (MH)

Apologies: Conor Burke, Tom Travers, Tracey Fletcher

Agenda Item/Summary	Lead	Outcome/Update	RAG
<p>1.0 Welcome & Introductions JM started the meeting with a brief introduction from members of the group. She welcomed colleagues to the meeting and noted the apologies.</p> <p>Objective of meeting To follow requirements from NHSE for NEL STP submissions and to give an update of where things currently are in advance of the April 15th submission.</p>	JM		
<p>2.0 Minutes and Matters arising Minutes were confirmed as agreed. Matters arising to be addressed the agenda.</p>			
<p>3.0 Governance</p> <p>Draft terms of Reference The ToR were circulated to the group for feedback and comments. Following review of the documents it was agreed that some changes were required such as the narrative of the independent chair to independent facilitator.</p>	JO/JM	The ToR to be updated to reflect the changes discussed	In progress

<p>4.0 STP Progress update:</p> <p>STP Progress update circulated to group</p> <p>Update from the LA engagement session 24/03 - CC gave an update on the purpose of the session and assist in shaping the 10 big questions. Area LA would be contribute support to STP are highlighted below-</p> <ul style="list-style-type: none"> • H&WB engagement • Workforce (technical) • View that consideration of shared services (back office) could be a key opportunity Financial analysis doesn't currently include LA finances • Information technology <p>National guidance- TLB gave an update on the National guidance, a national template has been provided for submission on the 15/04. There seem to be an expectation between National ask and London ask which was separate. Regional STP leads meeting confirmed we will only submit the National template.</p> <p>The National template sets out the 10 big questions for consideration in the June 30 submission.</p> <p>DM reported that there was expectation of London stocktake meetings April16-18 with deep dives on governance; financial base case, clinical base. STP leads group suggested this needed reframing.</p>			
<p>5.0 Clinical Base Case</p>			

<p>The clinical base case document was circulated to the group for review and comment.</p> <p>Specialised commissioning – Russ Platt highlighted key areas-</p> <ul style="list-style-type: none"> • Paediatric Oncology • Neuro-Rehab • HIV • Tier 4 CAMHS <p>The group raised concern on the inclusion the modelling of the spec comm and NHSE (primary care, dental care) in respect to population growth in the STP.</p>	<p>RP</p>	<p>RP to confirm position on population growth</p>	<p>In progress</p>
<p>6.0 Financial Base Case Progress update</p> <p>The financial base case update was circulated. NT gave an update on progress so far and outlines activities towards the 15/04 submission deadline.</p> <p>The schedule agreed below:</p> <ul style="list-style-type: none"> • Submission of 5 year plan – 24th March • Sign off 1st draft – 4th April at F&A meeting • Final 2016/17 operating plans update to 5-year plans – 6th April • Technical leads to review impact of final plans – 8th April • STP consolidation to be reviewed & signed-off by F&A Group – 13th April • Submission of NEL consolidated financial to NHS England – 15th April <p>NT reported that the next steps to review requirements for the 30th June Inter SPG cross cutting themes and ascertain ability of WEL’s TST model suitability for inter SPG modelling. Gap in specialised commissioning.</p> <p>NT notes concerns on responses not received from City & Hackney CCG,</p>	<p>NT/CC</p>	<p>JG to follow up with TT re: BHR CCG finance position</p>	<p>In Progress</p>

<p>Newham advised can't do it. Follow up after the meeting. BHR CCG has given a high level summary and requires the details. JG to follow up with TT after the meeting.</p>			
<p>7.0 10 big questions and emerging priorities for NEL</p> <p>A draft of the 15 April submission of the template which informs the initial hypothesis on key work was circulated for review and comment.</p> <p>Feedback as follows:</p> <p>1. Improving the health of people in your area Section 2a:</p> <ul style="list-style-type: none"> • Need to include narrative on MH • Need to include focus on work with the most vulnerable • Inclusion of dementia for prevention priorities • Include Children services • Shift language to focus on building resilience <p>2. Improving care and quality section 2b:</p> <ul style="list-style-type: none"> - Include narrative on new care models <p>There is the need to enhance the effective use of assets materially and socially.</p> <p>Improving productivity and closing the local financial gap Section 2c:</p> <p>Key messages needs to be clear with focus on population growth, new models of care, workforce, estates/capital and specialised commissioning.</p>	<p>NKB/ALL</p>	<p>The 10 big question and emerging priorities was signed off by the group.</p>	<p>Complete</p>

8. AOB			
King Fund – JM noted that the King’s Fund have asked to do some research to help in some areas around the STP process going into June. JM to pick up after the meeting.	JM	JM to follow up and provide update at the next meeting	
Next Meeting: 20 th April at Boardroom B/C, Kirkdale house, 7 Kirkdale house Waltham Forest CCG			

North East London Strategic Planning Board – Action Log – updated 31st March 2016

Ref ID	Actions	Action lead	Due date	Status
01	Update on Terms of reference in regards to language for Independent facilitator, membership and governance structure to include H&WBB. <u>Update 31/03/2016</u> The ToR have been updated and would be circulated to the group with the minutes	JO	11 th Apr	Complete
02	Independent Facilitator -The summary of the accountability requirements to be sent to all. <u>Updated 31/03/2016</u> NKB forwarded the JD to TLB 28/03, which would be circulated to the group with the minutes	NKB/TL	1 st Apr	Complete
03	Independent facilitator nominee in the person of Ron Kerr - MH to follow up with RK after the meeting	MH	1 st Apr	In progress
04	Specialised commissioning - The group raised concern on the inclusion the modelling of the spec comm and NHSE (primary care, dental care) in respect to population growth either as a	TLB/SM/JM	1 st Apr	In progress

	STP or TST. JM/TLB and SM to follow up after the meeting and provide update at the next meeting.			
05	Financial Base Case Progress update - NT to follow up with BHR CCG on summary update.	NT	1 st Apr	In progress
06	<p>King's Fund - JM noted that the King's Fund have asked to do some research to help in some areas around the STP process going into June. JM to pick up after the meeting.</p> <p><u>Update 31/03/2016</u> JM reported that she followed up with the King's fund and they are happy to progress with the research.</p>	JM	11 th Apr	Complete

Key	
Open	
In Progress	
Escalated	
Complete	