

<b>Minutes</b>	
<b>Title of Meeting:</b>	Rotherham Place Board: <b>ICB Business</b>
<b>Time of Meeting:</b>	10.00 – 10.30am
<b>Date of Meeting:</b>	Wednesday 13 July 2022
<b>Venue:</b>	Elm Room, Oak House, Bramley, S66 1YY
<b>Chair:</b>	Chris Edwards
<b>Contact for Meeting:</b>	Lydia George: lydia.george@nhs.net/ Wendy Commons: wcommons@nhs.net

<b>Apologies:</b>	Sharon Kemp, Chief Executive, RMBC Kathryn Singh, Chief Executive, RDaSH Richard Jenkins, Chief Executive, TRFT Goks Muthoo, Medical Director, Connect Healthcare Cllr David Roche, Joint Chair, Health and Wellbeing Board Pearse Butler, Chair, NHS SY ICB Wendy Allott, Chief Finance Officer, NHS SY ICB
<b>Conflicts of Interest:</b>	General declarations were acknowledged for Members as providers/commissioners of services. However, no specific direct conflicts/declarations were made relating to any items on today's agenda.
<b>Quoracy:</b>	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 Present:

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

Ian Atkinson (**IA**), Deputy Place Director – Rotherham Place, NHS South Yorkshire

Sue Cassin (**SC**), Chief Nurse - Rotherham Place, NHS South Yorkshire Integrated Care Board

### Participating Observers:

Ben Anderson (**BA**), Director of Public Health, Rotherham Metropolitan Borough Council

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

Ian Spicer (**IS**), Strategic Director, Adult Care, Rotherham Metropolitan Borough Council

Michelle Veitch (**MV**) Chief Operating Officer, Rotherham, Doncaster and South Humber NHS Foundation Trust

Michael Wright (**MW**), Deputy Chief Executive, The Rotherham NHS Foundation Trust

### In Attendance:

Lydia George (**LG**), Strategy & Delivery Lead - Rotherham Place, NHS South Yorkshire Integrated Care Board

Gordon Laidlaw (**GL**), Head of Communications, Rotherham Place, NHS South Yorkshire Integrated Care Board

Wendy Commons (**WC**), ICP Support - Rotherham Place, NHS South Yorkshire Integrated Care Board

Item Number	Discussion Items
1	<p><b>Welcomes and Introductions</b></p>
<p>Members present introduced themselves and the Chair welcomed everyone to today's inaugural meeting.</p>	
2	<p><b>South Yorkshire Integrated Care Board Governance and Decision Map</b></p>
<p>CE presented the functions and decision map which provides a high-level summary of how the South Yorkshire Integrated Care Board will work with other organisations, committees, partnerships and groups to deliver the four key purposes of an ICS to:</p> <ul style="list-style-type: none"> <li>• improve outcomes in population health and healthcare</li> <li>• tackle inequalities in outcomes, experience and access</li> <li>• enhance productivity and value for money</li> <li>• help the NHS support broader social and economic development</li> </ul> <p>At its inaugural meeting on 1 July 2022, the South Yorkshire Integrated Care Board formally approved the adoption of these documents as part of its governance handbook and scheme of delegation arrangements.</p> <p>Members <b>adopted</b> the decision map, noting the position of Rotherham Place and the Health and Wellbeing Board and acknowledging that discussion and development around delegation will continue with SY ICB.</p> <p>The documentation is in the public domain and Partners are welcome to share with their Boards.</p>	
3	<p><b>Updated Governance Documents: Rotherham Place Board Terms of Reference, Rotherham Place Agreement and Board Cover Report</b></p>
<p>Following the establishment of the of NHS South Yorkshire Integrated Care Board on 1 July 2022, it had been necessary to update the terms of reference for Rotherham Place Board and the Rotherham Partnership Agreement. These changes mean that the Place Board now carries out two roles which had been reflected in the terms of reference. Members noted the two elements, one undertaking partnership business (which is split into confidential and public sessions) and one to carry out ICB business. The terms of reference clearly set out the membership for each of the sessions showing members and participants.</p> <p>It was confirmed that these had now been agreed by the Rotherham Place Board in principle subject to a change to reflect that governance arrangements for managing the 'Better Care Fund' takes place outside of Integrated Care Board governance and the terms of reference will be updated accordingly.</p> <p>Following discussion, it had been agreed that the Deputy Place Director be a 'Member' of Rotherham Place Board: ICB Business rather than a participant. Approval for this must be sought in writing from the Chair of SY Integrated Care Board. CE will write to Pearse Butler and formally request approval.</p> <p style="text-align: right;"><b>Action: CE</b></p> <p><b>Post Meeting Note:</b> CE confirmed that permission had been granted by Pearse Butler, Chair of SY ICB for Ian Atkinson, as Deputy Place Director to become a member of Rotherham Place Board: ICB Business.</p>	

Subject to the changes outlined and the list of participants being included, members **agreed in principle** the terms of reference and Rotherham Partnership Agreement.

Partners were asked to take these into their organisations and through Boards for approval. A separate cover paper explaining the changes and the role that Partner representatives will undertake for Rotherham Place had been provided for Partner Boards to use and an updated version of the documents will be sent to Partners.

**Action: LG**

Partners are required to provide feedback from their Boards in September with a view to formally adopting the terms of reference and partnership agreement in October.

**Action ALL**

<b>4</b>	<b>South Yorkshire ICB Scope of Delegation to ICB Committee</b>
<p>CE advised that discussions are on-going on the scope of delegation within the ICB. A more detailed update will be given at the next meeting.</p> <p>CE confirmed that there had been no formal approaches from made from other Rotherham partners for representation on the ICB Committee. Any requests received will be considered and Place members will be kept informed.</p>	
<b>5</b>	<b>Communication to Partners</b>
<p>None to note.</p>	
<b>6</b>	<b>Risks and Items for Escalation</b>
<p>Note to note.</p>	
<b>7</b>	<b>Future Agenda Items:</b>
<ul style="list-style-type: none"> <li>- Performance Report</li> <li>- Quality Report</li> <li>- Place Governance</li> </ul>	
<b>8</b>	<b>Date of Next Meeting</b>
<p>Due to it being the summer holiday period and a risk of not being quorate, the August meeting will be stood down. The next meeting is now scheduled to take place on <b>Wednesday 14 September 2022 – 10.15am</b></p> <p><b>Post Meeting Note:</b> Following discussion at the Place Leadership Team, it had been agreed to extend the length of future meetings to 45 minutes but allow a comfort break between Public Place Board: Partnership Business and this meeting. Going forward meetings will commence at 10.15am to 11.00am.</p>	

## **Membership**

Chris Edwards (Joint Chair)	Executive Place Director/Deputy Chief Executive, ICB	NHS South Yorkshire Integrated Care Board
Wendy Allott	Chief Finance Officer, Rotherham Place	NHS South Yorkshire Integrated Care Board
Ian Atkinson	Deputy Place Director, Rotherham Place	NHS South Yorkshire Integrated Care Board
Sue Cassin	Chief Nurse, Rotherham Place	NHS South Yorkshire Integrated Care Board
TBC	Medical Director, Rotherham Place	NHS South Yorkshire Integrated Care Board
TBC	Independent Non-Executive Member	NHS South Yorkshire Integrated Care Board

## **Participants**

Ben Anderson	Director of Public Health	Rotherham Metropolitan Borough Council
TBC	Joint Chair	Rotherham Health and Wellbeing Board
Shafiq Hussain	Chief Executive	Voluntary Action Rotherham
Richard Jenkins	Chief Executive	The Rotherham NHS Foundation Trust (TRFT)
Sharon Kemp	Chief Executive	Rotherham Metropolitan Borough Council
Cllr David Roche	Joint Chair	Rotherham Health and Wellbeing Board
Kathryn Singh	Chief Executive	Rotherham, Doncaster and South Humber NHS Foundation Trust (RDaSH)
TBC		Rotherham Primary Care Leadership Group