

**UN-CONFIRMED MINUTES OF THE MID-NOTTINGHAMSHIRE INTEGRATED CARE PARTNERSHIP (ICP) BOARD MEETING HELD ON 28<sup>TH</sup> JANUARY 2021 VIA MICROSOFT TEAMS**

<b>PRESENT:</b>	Rachel Munton	Independent Chair	RMu
	Richard Mitchell	ICP Executive Lead and Chief Executive, Sherwood Forest Hospital NHS Foundation Trust	RMi
	Hayley Barsby	ICP Deputy Executive Lead and Chief Executive, Mansfield District Council	HB
	Thilan Bartholomeuz	Clinical Lead, Mid-Nottinghamshire ICP	TB
	Lorraine Palmer	Interim Programme Director, Mid-Nottinghamshire ICP	LP
	Ben Widdowson	Mid-Nottinghamshire ICP Estates Lead	BW
	David Ainsworth	Locality Director, NHS Nottingham and Nottinghamshire CCG	DA
	Amanda Sullivan	Accountable Officer, NHS Nottingham and Nottinghamshire Clinical Commissioning Group	AS
	Jane Hufton	Engagement Assistant NHS Nottingham and Nottinghamshire CCG	JHu
	Greg Cox	General Manager – Nottinghamshire Division, East Midlands Ambulance Service	GC
	Sarah Furley	Director of Partnerships, Nottinghamshire Healthcare NHS Foundation Trust	SF
	Sharon Creber	Deputy Director of Business Development and Marketing, Nottinghamshire Healthcare NHS Foundation Trust	SC
	Khalid Butt	Primary Care Network Representative	KB
	Lorna Branton	Director of Communications, Sherwood Forest Hospitals NHS Foundation Trust	LB
	Theresa Hodgkinson	Director of Place and Communities, Ashfield District Council	TH
	Suzanne Shead	Director of Housing, Health and Wellbeing, Newark and Sherwood District Council	SS
	Leanne Monger	Business Manager – Housing, Health and Community Relations, Newark and Sherwood District Council	LM
	Rebecca Larder	Programme Director, Nottingham and Nottinghamshire Integrated Care System	RL
	Teresa Jackson	Manager, Ashfield Voluntary Action	TJ
	Mariam Amos	Strategic Director, Mansfield District Council	MA
	Lesley Watkins	Partnership and Engagement Manager, Mansfield CVS	LWa
	Dr Gavin Lunn	Clinical Lead – Mid-Nottinghamshire, PICS Limited and Primary Care Network Representative	GL
<b>IN ATTENDANCE:</b>			
	Laura Webster	Sherwood Forest Hospitals NHS Foundation Trust (Minutes)	LW
	Maria Ballantyne	Group Manager – Living Well South, Nottinghamshire County Council	MB
	Philip Britt	Tomorrow's NUH Programme Director, Nottingham University Hospitals NHS Trust	PB
	Kinsi Clarke	Partnerships Manager, Healthwatch	KC
	Dr Milin Seth	Observer	MS
	Ann Mackie	Observer	AM

Pat Kelsey  
Gilly Hagan

Observer  
Observer

PK  
GH

**APOLOGIES:** Michael Cawley

Jonathan Gribbin  
Alison Rounce  
Michael Cawley  
Paul Robinson

Sue Batty  
Jane Laughton

Jane Hildreth

Julie Tasker  
Claire White

Tim Guyler

Arwel Griffiths

Operational Director of Finance – Mid-Nottinghamshire, NHS Nottingham and Nottinghamshire Clinical Commissioning Group  
Director of Public Health, Nottinghamshire County Council  
Managing Director, PICS Limited  
Operational Director of Finance, Mid-Nottinghamshire  
Chief Financial Officer, Sherwood Forest Hospitals NHS Foundation Trust  
Service Director, Nottinghamshire County Council  
Chief Executive, Healthwatch Nottingham and Nottinghamshire  
Partnership and Engagement Officer, Newark and Sherwood CVS  
Observer  
Deputy Director of Integration, Nottingham University Hospitals NHS Trust  
Director of Integration, Nottingham University Hospitals NHS Trust  
Chief Executive, Nottingham Emergency Medical Services Community Benefit Services

**ABSENT:**

Richard Henderson  
Carol Cooper-Smith  
Dawn Jenkin

Sarah Taylor  
Madeleine O'Sullivan  
Steve Morris

Chief Executive, EMAS  
Interim Chief Executive, Ashfield District Council  
Consultant in Public Health, Nottinghamshire County Council  
Health and Wellbeing Officer, Ashfield Voluntary Action  
Chief Executive, Newark and Sherwood CVS  
Chief Officer, Mansfield Community and Voluntary Services (CVS)

Item No.	Item	Action	Date
ICP/20/096	<b>WELCOME AND INTRODUCTIONS INCLUDING MINUTES OF THE PREVIOUS ICP BOARD MEETING HELD 26TH NOVEMBER 2020</b> Quoracy Check; Chair, ICP Chief Executive Lead and a member of each of the member bodies is required.		
Length of Discussion; 3 minutes	The meeting was held by video conference. All participants confirmed they were able to hear each other. The meeting being quorate, RMu declared the meeting open at 13:00.  RMu welcomed LB to the meeting, this being her first meeting of the ICP Board.  Following a review of the minutes of the ICP Board held on 26 <sup>th</sup> November 2020 the Board CONFIRMED the minutes as a true and accurate record.		
ICP/20/097	<b>APOLOGIES FOR ABSENCE</b>		
Length of Discussion; 1 minute	Apologies for absence were noted as outlined above. It was emphasised that attendance or non-attendance should be notified in advance to optimise on line meeting efficiency.		

ICP/20/098	<b>DECLARATIONS OF INTEREST</b>		
Length of Discussion; 1 minute	No declarations of interest were received from those present relating to items on the agenda.		
ICP/20/099	<b>ACTION TRACKER</b>		
Length of Discussion; 5 minutes	<p>The Board CONFIRMED that actions ICP/20/073 (2), ICP/20/074, ICP/20/87, ICP/20/88, ICP/20/090.1 and ICP/20/095 were COMPLETE and could be removed from the tracker.</p> <p>The Board REVIEWED the remaining actions. The Board AGREED actions ICP/20/089.1 and ICP/20/090.2 are now complete.</p> <p>The Board AGREED to keep action ICP/20/089.2 open to ensure this is monitored overtime.</p>		
ICP/20/100	<b>ICP EXECUTIVE UPDATE</b>		
Length of Discussion; 13 minutes	<p>HB provided members with an update and advised that the ICP Executive Team met on 15<sup>th</sup> January 2021. HB stated there were reduced numbers in attendance due to Covid-19 pressures albeit ample contributions and outcomes were still achieved. A PCN update to members informed them of remote monitoring which has been utilised at a local level. The suggestion of virtual Covid-19 wards and pathways on setting this up will further assist with remote monitoring. An update was provided regarding East Midlands Ambulance Service (EMAS) attendance. Out of 98 cases, 91 were covered by GP services which eased on acute support. The method of working collaboratively has helped manage the current demand. A campaign called 'We Are One' to help motivate communities has also been rolled out. HB felt that the Board are to be mindful on how this will align with the ICP's values and objectives.</p> <p>RMi informed the Board that work has been on-going at Sherwood Forest Hospitals (SFH) NHS Foundation Trust to inform the wider community about acceptable behaviours within the organisation. This is anticipated to help alleviate abusive behaviour experienced within various areas of the Trust.</p> <p>RMi advised the Board that the current Covid-19 pressures are reflected across the system, noting that the number of Covid-19 patients within Critical Care is three times its capacity. SFH has reported to have 10% of staff recorded as sick-absent at any one time, which reflects rising pressures amongst colleagues.</p> <p>RMi advised the three main points being focused on this Winter are:-</p> <ol style="list-style-type: none"> <li>1. Caring for everybody, effectively and collaboratively.</li> <li>2. Recognising more can be done to support colleagues, patients and ourselves.</li> <li>3. Being proud of the collective response to Covid-19 to date, whilst recognising the challenges to overcome during 2021/22.</li> </ol>		

<p>Length of Discussion; 15 minutes</p>	<p>KC felt it was important for the Board to recognise that some patients unfortunately do not have a home to return to once discharged, and that more can be done for these patients. HB agreed with KC's sentiment and advised that partners across the MN ICP centre patients' requirements and ensure suitable accommodation is obtained prior to discharge. A scheme in relation to this work is being placed within hospitals to ensure patients are suitably discharged, and stated that patients with no fixed abode is reported to be very low, work is also undertaken to ensure the home patients are discharged to is suitable.</p> <p>The ICP Board were ASSURED by the update.</p> <p><b>Consultation Response</b></p> <p>RMi provided members with an update on the consultation response to next steps in building strong effective integrated care systems across England. Organisations were given the opportunity to respond to four key questions in the Integrating Care document, RMi stated that broadly all organisations answered 'yes' to these questions.</p> <p>The Board RECEIVED the document and discussed its contents. TB felt that further thought is needed to understand how the Board will place itself once the 'Integrating Care' document becomes statutory. The Board discussed Patient-Led Assessments of the Care Environment (PLACE) of the MN ICP and recognised the various levels of PLACE within other regions. DA recommended the Board be mindful when defining PLACE and to agree on the size to ensure results are not diluted when capturing data. DA felt that Mid-Nottinghamshire is the right size for PLACE audits.</p> <p>The ICP Board were ASSURED by the update and ENDORSED the proposed recommendations.</p>		
<p>ICP/20/101</p>	<p><b>COVID-19 AND FLU VACCINATION UPDATE</b></p>		
<p>Length of Discussion; 15 minutes</p>	<p>LP provided a verbal update with regards to the current position of the Covid-19 vaccination programme. All Covid-19 vaccination sites across the Country are now fully operational. LP informed the Board that no official / approved statistics regarding the vaccination numbers are available to date, albeit work is underway to assure the population that the vaccination will be available to them in due course, including those who are shielding at home.</p> <p>The over 70s population will have now received a letter informing them on how to book their Covid-19 vaccination. HB highlighted that uptake numbers across the Mid-Nottinghamshire area is still low for the age group 80+ and that more thought is needed to understand how to encourage this group to receive their vaccination. The concern with this age group is that they may not have the support from family members to access sites and more confidence is required on the transport offers currently available. HB informed the Board that the Local Authority has been successful in the Community Champions funds bid; as a result £187k has been made available to support communities who may be disadvantaged to access vaccination sites.</p>		

	<p>The Board discussed various concerns regarding transport and recognised current economic stresses on the public. LP advised the Board that the County Council is now offering support through a Voluntary Transport Programme. Work is underway to explore how to communicate this option to the public to help mitigate transportation concerns.</p> <p>The ICP Board were ASSURED by the update.</p>		
<p>ICP/20/ 102</p>	<p><b>RESHAPING HEALTH SERVICES IN NOTTINGHAMSHIRE (RHSN) PROGRAMME, INCLUDING 'TOMORROW'S NUH'</b></p>		
<p>Length of Discussion; 30 minute</p>	<p>AS gave a presentation on RHSN and Tomorrow's NUH to the Board and introduced the programme.</p> <p>AS advised the Board of the programmes main aims, these include:-</p> <ul style="list-style-type: none"> <li>- Providing the right care in the right location.</li> <li>- Addressing legacy issues that remain from merging two separate organisations to form Nottingham University Hospitals (NUH).</li> <li>- Fixing parts of the ageing estate that have received little or no investment.</li> </ul> <p>AS presented the case for change and the significant challenges such as the supporting system's financial position, ageing population and realising the opportunity of innovative treatments and research.</p> <p>AS advised the Board that public consultation is planned for June-August 2021.</p> <p>AS welcomed comments from the Board. TB felt it is important to ensure when delivering the programme that it is not perceived as mutually exclusive. TB stated that the public may experience anxiety around the language used within the content of the document. Clear objectives are to be outlined within the consultation to ensure clinical pathways are reflected appropriately.</p> <p>A number of members expressed concern regarding the level of detail within the consultation and felt it would be appropriate to communicate a version which will have wider understanding. AS assured the Board the version presented is high level and further revisions will clearly differentiate what the public can expect within their district. Work is underway to build on the public consultation to form proposals and potential impacts, outlining what this means for the local communities.</p> <p>TB felt it would be beneficial for the ICP Board to receive regular updates in support of this programme. RMu agreed with TB's sentiment and suggested this be discussed at a future ICP Executive Team meeting.</p> <p><b>Action: RHSN and Tomorrows NUH programme to be discussed at a future ICP Executive Team with regards to regular assurance updates at ICP Board.</b></p> <p>The ICP Board were ASSURED and ENDORSED the RHSN / Tomorrows NUH programme.</p>	<p>TB</p>	<p>18/02/21</p>

<p><b>ICP/20/103</b></p>	<p><b>ICP OBJECTIVES UPDATE INCLUDING QUARTERLY UPDATES</b></p>		
<p>Length of Discussion; 15 minute</p>	<p>LP presented the report to the Board providing an overview of the performance for each ICP Objective and the work that is on-going in developing the objectives in year 1.</p> <p>LP advised the Board that the ICP team have worked closely with CVS Leads and three key initiatives have been followed up since the November Board, these being:-</p> <ol style="list-style-type: none"> <li>1. The development and scheduling of 2 virtual events supporting two key areas of care.</li> <li>2. The CVS Support Programme to the COVID Vaccination Programme.</li> <li>3. The 'Fit to Thrive' bid was submitted December 2020, this was reviewed by system peers at the beginning of January and now awaiting the outcome.</li> </ol> <p>LP informed the Board of the Diabetes Awareness and Prevention virtual event, taking place 4<sup>th</sup> March 2021 and the Learning Disabilities Listening Event, taking place 26<sup>th</sup> March 2021.</p> <p>LP stated that the Care Home business case being developed will offer a significant opportunity to deliver a single integrated model. The Enhanced Care Response Team (ECRT) team continue to provide support across the care homes and have now been formally commissioned by Public Health England (PHE) to undertake Covid-19 swabbing across the County. LP highlighted key data figures with regards to this work, as per the report.</p> <p>LP brought the Board's attention to the final slide which set out key points, questions posed and the next steps in the delivery of the ICP Objectives for 2021/22 onwards.</p> <p>RL informed the Board that in light of national guidance on the ICS and PLACE, NHS Improvement &amp; England (NHSI&amp;E) are developing a System Progression Tool (SPT) which will set out expected requirements. This tool will allow the ICS to self-assess against key indicators. The SPT is expected to be available from mid-February 2021. RMi felt this will benefit the ICP and its objectives to be an enabler of nationally lead mandated requirements.</p> <p>The ICP Board were ASSURED by the update and ENDORSED the approach to testing ICP readiness and maturity.</p>		
<p><b>ICP/20/104</b></p>	<p><b>PRIMARY CARE NETWORK (PCN) UPDATE</b></p>		
<p>Length of Discussion; 13 minute</p>	<p>DA provided a verbal update with regards to the current position of the Flu Vaccination programme. DA informed the Board that Mid-Nottinghamshire has vaccinated 91% of the 'at risk population' against the national target of 75%. It was recognised that further work is required to achieve higher vaccination levels amongst individuals with a learning disability who may experience challenges of leaving their home due to personal anxieties.</p>		



	<p>DA provided an update with regards to the PCN and the on-going work surrounding the PLACE agenda. Circa 2.5k of care home residents and staff have now received their Covid-19 vaccination.</p> <p>National requirements are being achieved by the PCN such as developing additional supporting roles. DA informed the Board that Clinical Pharmacists have been employed to further support the PCN and have added value to patients with regard to their medication reviews.</p> <p>DA informed the Board of recent partnership working developments. EMAS are now assessing whether patients are best suited to be treated at home or referred to their local GP, depending on the situation, which has helped alleviate pressures on primary care. Work is underway to monitor Covid-19 positive patients at their homes, if they are well enough to not be an inpatient. This will allow health professionals to monitor patients safely with a finger oximeter. Observations will still be recorded within the relevant system to monitor their progress. Virtual wards are also being explored.</p> <p>DA expressed gratitude to CVS and Health Watch colleagues for their engagement and continued support in response to the Covid-19 pandemic.</p> <p>The Board were ASSURED by the update.</p>		
ICP/20/105	<b>INTEGRATED CARE SYSTEM UPDATE</b>		
Length of Discussion; 6 minute	<p>The report was taken as READ.</p> <p>RL informed the Board that Sir David Pearson, the current Independent Chair for Nottingham and Nottinghamshire ICS, will be leaving his role at the end of February 2021. Kathy McLean has been appointed as the new Independent Chair and will be joining a future ICP Executive call for an introduction.</p> <p>The King's Fund has offered a Nottingham and Nottinghamshire specific workshop on PLACE and ICPs. RL informed the Board this will take place on Friday 12<sup>th</sup> February at 13:30-17:00 and members of the Board are welcome to join.</p> <p><b>Action: LW to collate expressions of interests for the King's Fund workshop on PLACE and ICPs.</b></p> <p>The Board were ASSURED by the update.</p>	LW	18/02/21
ICP/20/106	<b>ANY OTHER BUSINESS</b>		
Length of Discussion; 2 minute	<p>LWa presented a draft poster with regards to the Virtual Listening Event due to take place Friday 26<sup>th</sup> March 2021. This event will give those with a Learning Disability the opportunity to talk about their experiences and to explain how communication and engagement could be improved.</p> <p>This will support work due to take place with Mansfield District Council regarding the Community Champions and safe messaging.</p>		

	No other business was raised.		
ICP/20/ 107	<b>DATE AND TIME OF NEXT MEETING</b>		
	It was CONFIRMED that the next ICP Board meeting would be held on 18 <sup>th</sup> February 2021 at 14.00  There being no further business the Chair declared the meeting closed at 15:10.		
	Signed by the Chair as a true record of the meeting, subject to any amendments duly minuted.  <b>Rachel Munton</b>  <b>Chair</b>		
		<b>Date</b>	