

**MINUTES OF THE POPULATION HEALTH AND STRATEGIC COMMISSIONING
COMMITTEE**

STRATEGIC SESSION

HELD ON THURSDAY 9TH MAY 2024, 9.00AM – 9:30AM

DERBY CITY COUNCIL HOUSE

Present:		
Richard Wright (CHAIR)	RW	Non Executive Director, NHS Derby and Derbyshire ICB
Michelle Arrowsmith	MA	Chief Strategy & Delivery Officer, Deputy CEO, Executive lead for PHSCC, DDICB
Avi Bhatia	AB	Representative for Clinical and Professional Leadership Group
Robyn Dewis	RD	Director of Public Health, Derby City Council
Linda Garnett	LG	Interim Chief People Officer, DDICB
Wynne Garnett	WG	Programme Lead - Engaging the VCSE sector in the Derbyshire Integrated Care System
Margaret Gildea	MG	Non Executive Member for People & Culture, DDICB
Keith Griffiths	KG	Chief Finance Officer, DDICB
Ellie Houlston	EH	Director of Public Health, Derbyshire County Council
Adedeji Okubadejo	AO	Non-Exec Director & Chair of the Quality & Performance Committee, DDICB
Emma Pizzey	EP	GP representative
James Reilly	JR	Non-Executive Director, DCHS
Suneeta Teckchandani	ST	Consultant Physician in Acute Medicine, Secondary Care Representative
Chris Weiner	CW	Executive Medical Director, DDICB
In Attendance:		
Felicity Coxon	FC	Senior Partnerships Manager, DDICB
Louise Swain	LS	Assistant Director of Partnerships, DDICB
Kevin Watkins	KW	Business Associate, 360 Assurance
Rosalie Whitehead	RW	Risk Management and Legal Assurance Manager, DDICB
Minute Taker:		
Victoria Wright	VW	Executive Assistant, DDICB
Apologies:		
Penny Blackwell	PB	Integrated Place Executive Chair, DDICB
Craig Cook	CC	Director of Strategy & Planning, DDICB
Dean Howells	DH	Chief Nursing Officer, DDICB
Steve Hulme	SH	Chief Pharmacy Officer, DDICB
Clive Newman	CN	Director of Primary Care , DDICB
Mark Powell	MP	CEO, DHcFT
Sardip Sandu	SS	Non-Executive Director, UHDB
Lucy Smith	LS	Lead for Allied Health Professionals, CRH

Item No.	Item	Action
PHSCC/2425/18	<p>Welcome, introductions and apologies</p> <p>The Chair welcomed everyone to the meeting.</p> <p>The above apologies were noted as were the values and purposes of the Committee:</p> <p>Our Values & Purpose:</p> <p><i>In delivering their roles and responsibilities, the Committee shall undertake to contribute towards delivery of the following key purposes of an Integrated Care System:</i></p> <ul style="list-style-type: none"> • <i>Strive to improve the outcomes in population health and healthcare.</i> • <i>Tackle inequalities in outcomes, experience, and access.</i> • <i>Enhance productivity and value for money; and</i> • <i>Assist the NHS in supporting broader social and economic development.</i> <p>The Chair confirmed this was a short Business meeting to close some 2023/2024 business and to ask the Committee to approve a contract award. This will be followed by the scheduled Development meeting.</p>	
PHSCC/2425/19	<p>Confirmation of quoracy</p> <p>The meeting was confirmed as quorate.</p>	
PHSCC/2425/20	<p>Declarations of Interest</p> <p>The Chair reminded Committee members of their obligation to declare any interest they may have on any issues arising at Committee meetings which might conflict with the business of the ICB.</p> <p>No declarations of interest were made.</p>	
CORPORATE ASSURANCE		
PHSCC/2425/21	<p>Risk Register Report</p> <p>The Committee agreed to discuss the risks responsible to the Committee in the following Development session.</p> <p>The Committee approved closure of confidential risk 10C relating to the Post (Long) Covid Syndrome Service for 2024/25 onwards.</p>	
PHSCC/2425/22	<p>Board Assurance Framework</p> <p>Michelle Arrowsmith (MA) asked the Committee to agree the closing Quarter 4 position for 2023/24 and opening Quarter 1 position for 2024/25.</p>	

	<p>MA confirmed there had been no significant change with Risk 7, 8 and 9, that actions were ongoing and there could be the opportunity to request changes following the Development workshop if agreed.</p> <p>Key discussion points:</p> <ul style="list-style-type: none"> • The Chair mentioned that in looking at the Risks, there were actions that had been taken but the Risk score has not moved. • Chris Weiner (CW) said he felt the Risk scoring was not sensitive enough as it is hard to move the score. • Adedeji Okubadejo (AO) stated he felt that although we have come a long way, we are not where we need to be. • MA raised that the Risk documentation and process does not reflect the dynamic live reality of the situation. <p>The Committee AGREED the closing Quarter 4 position for 2023/24 and the opening Quarter 1 position for 2024/25.</p>	
STRATEGIC COMMISSIONING		
<p>PHSCC/2425/23</p>	<p>Derbyshire Wheelchair Services – Notification of Contract Award</p> <p>This was a confidential item so the minutes have been redacted.</p>	
CLOSING ITEMS		
<p>PHSCC/2425/24</p>	<p>Assurance questions</p> <ul style="list-style-type: none"> • Has the Committee been attended by all relevant Executive Directors and Senior Managers for assurance purposes? <i>Yes</i> • Were the papers presented to the Committee of an appropriate professional standard, did they incorporate detailed reports with sufficient factual information and clear recommendations? <i>Yes</i> • Has the committee discussed everything identified under the BAF and/or Risk Register, and are there any changes to be made to these documents as a result of these discussions? <i>This will be further discussed at the development session on Risk following this meeting.</i> • Were papers that have already been reported on at another committee presented to you in a summary form? <i>Yes</i> • Was the content of the papers suitable and appropriate for the public domain? <i>It was identified which were suitable and which were confidential.</i> • Were the papers sent to Committee members at least 5 working days in advance of the meeting to allow for the review of papers for assurance purposes? <i>Yes apart from two</i> 	

	<p><i>papers which were not received until the day before the meeting.</i></p> <ul style="list-style-type: none"> • Does the Committee wish to deep dive any area on the agenda, in more detail at the next meeting, or through a separate meeting with an Executive Director in advance of the next scheduled meeting? <i>No</i> • What recommendations do the Committee want to make to the ICB Board following the assurance process at today's Committee meeting? <i>None - all items to be included on the ICB Board Assurance Report</i> 	
<p>PHSCC/2425/25</p>	<p>Any other business</p> <p>None.</p>	
<p>DATE AND TIME OF NEXT STRATEGY MEETING</p>		
<p>Date: 13th June 2024</p>		
<p>Time: 9am – 11.30am</p>		
<p>Venue: MS Teams</p>		