

REPORT TO:	NHS SOMERSET INTEGRATED CARE BOARD ICB Board Part A	ENCLOSURE:
		N
DATE OF MEETING:	30 January 2025	
REPORT TITLE:	Key Meeting Reports	
REPORT AUTHOR:	Non-Executive Directors and System Group Chairs	
EXECUTIVE SPONSOR:	Jonathan Higman, Chief Executive	
PRESENTED BY:	Non-Executive Directors and System Group Chairs	

PURPOSE	DESCRIPTION	SELECT
Approve	To formally receive a report and approve its recommendations, (authorising body/committee for the final decision)	<input type="checkbox"/>
Endorse	To support the recommendation (not the authorising body/committee for the final decision)	<input type="checkbox"/>
Discuss	To discuss, in depth, a report noting its implications	<input type="checkbox"/>
Note	To note, without the need for discussion	<input type="checkbox"/>
Assurance	To assure the Board/Committee that systems and processes are in place, or to advise of a gap along with mitigations	<input checked="" type="checkbox"/>

LINKS TO STRATEGIC OBJECTIVES
(Please select any which are impacted on / relevant to this paper)

<input checked="" type="checkbox"/> Objective 1: Improve the health and wellbeing of the population
<input type="checkbox"/> Objective 2: Reduce inequalities
<input type="checkbox"/> Objective 3: Provide the best care and support to children and adults
<input type="checkbox"/> Objective 4: Strengthen care and support in local communities
<input type="checkbox"/> Objective 5: Respond well to complex needs
<input type="checkbox"/> Objective 6: Enable broader social and economic development
<input checked="" type="checkbox"/> Objective 7: Enhance productivity and value for money

PREVIOUS CONSIDERATION / ENGAGEMENT

N/A

REPORT TO COMMITTEE / BOARD

The Key Meeting Reports are a record of the most recent Board Committee and System Group meetings. They are presented to the ICB Board and are published in the public domain through the NHS Somerset website, to provide clarity and transparency about the discussions and decisions made, and to ensure the principles of good governance are upheld.

The Key Meeting Reports are provided for **Assurance**.

IMPACT ASSESSMENTS – KEY ISSUES IDENTIFIED
(please enter 'N/A' where not applicable)

Reducing Inequalities/Equality & Diversity	N/A
Quality	N/A
Safeguarding	N/A
Financial/Resource/ Value for Money	N/A
Sustainability	N/A
Governance/Legal/ Privacy	N/A
Confidentiality	N/A
Risk Description	N/A

REPORT OF THE FINANCE COMMITTEE MEETING HELD ON 10 DECEMBER 2024

1 ITEMS DISCUSSED

- 1.1
- Continuing Health Care (1)
 - 2025/26 Financial position and Medium-Term Financial Plan (2)
 - Electronic Health Record (3)
 - Dental procurement (4)
 - Financial Performance, Savings Plan, Stretch target (5)
 - Contract Extensions
 - Risk Register

2 NEW ISSUES AND/OR NEW RISKS IDENTIFIED

- 2.1 No new risks identified but some changes made to risk ownership, one risk (relating to obesity workstream) recommended for review and reassignment to a different committee, another (relating to non-emergency patient transport) to be reviewed. Work was initiated on reflecting financial risks for 2025/26.

3 DECISIONS TAKEN BY THE COMMITTEE/SYSTEM GROUP UNDER DELEGATED AUTHORITY

- 3.1 None. The Committee supported recommendations reported to it for contract extensions.

4 ITEMS REQUIRING ESCALATION TO THE ICB AND/OR OTHER SYSTEM BOARDS

Items for Consideration/Decision

- 4.1 None

Reports for Information for Future Board Agendas

- 4.2 None

5 CHAIR'S SUMMARY

- 5.1 Provide a brief summary of the Chair's opinion about the assurance received and upon which, therefore, the Board members can rely.

- (1) The Committee was assured by a presentation on CHC highlighting an improved benchmarking ranking (35th out of 42 ICBS in total CHC spend in Q2), and consistent delivery of the 80% 28-day target, with no waits over 12 weeks for 3 years. A significant inflation uplift had caused a variance but this had stabilised so the budgeted variance outturn was back on track.

A review of CHC staffing structure was in the consultation phase, to mitigate the increasing service demand from the ageing population, and increased number of care home beds, while enhancing efficiency from a new digital platform. The Committee noted the importance of discussions with Somerset Council about new care home provision and its impact on CHC.

- (2) The Committee noted with concern that the recently announced Budget provision for NHS would, after meeting allocations for non-recurrent pay awards, social care increase, leaving only £10b for funding NHS pay awards and the implications of national assurance increase in the coming year. In what would, therefore, be a challenging situation the Committee was assured that work was in hand (and for update in January) on the financial planning principles for 2025/26.
- (3) The Committee heard of amendments to the Electronic Patient Records outline business case, reflecting cost improvement savings and a reduced capital requirement, to the outline business case originally agreed in June 2024.
- (4) The Committee welcomed an update on the dental recovery plan and the impending market testing for procurement of significant dental activity (focussing on south Somerset) to replace activity lost when contracts were handed back. This involves higher payments (at BDA recommended levels) and with additional costs to attract staff to rural areas. The Committee, pleased that these underserved communities were taking priority, were assured that the costs will be funded within budget. The Committee recognised the importance of this initiative by requesting monthly updates on the dental transformation plan and progress.
- (5) The Committee was assured that at Month 7 NHS Somerset financial performance is on track for a breakeven position and to deliver financial balance. Workforce figures continued to be at required levels with agency spend continuing below plan (but above cap). System cost savings were slightly behind cumulatively but improved in Month 8. We noted the Elective Recovery Fund as a key risk, albeit that other in-year financial risks continue to decline. The focus remains on maximizing recurrent savings to improve the situation for next year.

The Committee received a helpful update on Somerset Council's Month 7 financial position.

Chair: Christopher Foster

Date: 19 January 2025

REPORT OF THE AUDIT COMMITTEE MEETING HELD ON 11 DECEMBER 2024

1 ITEMS DISCUSSED

- Internal Audit, progress update and focus on Data Security & Protection Toolkit.
- Counter Fraud, progress report.
- Verbal update on the External Audit work and broader sector update.
- Discussion on governance (generally) and Specialised Commissioning in particular.

2 NEW ISSUES AND/OR NEW RISKS IDENTIFIED

- 2.1 None at this stage. Specialised Commissioning identification of risks will continue.

3 ITEMS REQUIRING ESCALATION TO THE ICB AND/OR OTHER SYSTEM BOARDS

Items for Consideration/Decision

- 4.1 None noted

5 CHAIR'S SUMMARY

- 5.1 The Audit Committee, whilst acknowledging and discussing the 'business as usual' activity around internal / external audit and counter fraud – we are especially keen to grow our understanding of the risks and issues the Somerset System may experience during the coming planning horizon.

Chair: Grahame Paine

Date: 13 January 2025

**REPORT OF THE ICB QUALITY COMMITTEE MEETING
HELD ON 11 DECEMBER 2024**

1 ITEMS DISCUSSED

- 1.1
- Maternity services improvement
 - Patient transport advice centre complaints
 - Quality and safety report
 - Feedback from System Quality Group
 - Feedback from System Mortality Group
 - Quality Committee risk report
 - David Fuller mortuary inquiry: phase 1 report
 - Barriers to HUC service provision
 - PREVENT guidance for specified authorities
 - Somerset Foundation Trust response to Nottingham CQC findings and Assertive Outreach feedback
 - Armed Forces progress report

2 NEW ISSUES AND/OR NEW RISKS IDENTIFIED

- 2.1 The Medicines Management Team are undertaking a piece of work to reduce opioid over prescribing. However the System Mortality Group have recognised that there is no well-resourced or consistent approach to support those addicted and dependent on prescribed opioid medication.

3 DECISIONS TAKEN BY THE ICB QUALITY COMMITTEE UNDER DELEGATED AUTHORITY

- 3.1 The Committee agreed to the thematic review of Quarter 2 PALS and Healthwatch contacts report to be shared with Healthwatch Board.

4 ITEMS REQUIRING ESCALATION TO THE ICB AND/OR OTHER SYSTEM BOARDS

Items for Consideration/Decision

- 4.1 Some immediate safety concerns were raised following the Somerset Foundation Trust's **maternity safety support programme** onsite diagnostic visit and combined Local Maternity and Neonatal System Insight Visit in November. Assurance in relation to these concerns has been requested from the ICB. The Committee also noted the decision at an extra-ordinary Programme Board for the Trust to declare current non-compliance with some areas of the Maternity Incentive Scheme.
- 4.2 The Committee received an update regarding the **Patient Transport Access Centre** complaints and were pleased to note the reduction in

concerns following the implementation of the call-back system, planned improvements to their complaints process and engagement with quality team.

- 4.3 The Committee noted the areas under intensive and enhanced support outlined with the **quality and safety report**. Particular areas for future update included the work with Symphony Health Services and central document hub, clinical skills training for ICB patient facing staff and processes in place to ensure timely completion of death certificates for those who die in the community.
- 4.4 The Committee noted an update from the **System Quality Group** which included progress with the fire risk at Musgrove Park Hospital neonatal unit, Southwest Ambulance Service Trust's work regarding category 2 performance, the General Medical Council's doctors in training survey, Joint Targeted Area Inspection action plan and plans for Wessex House.
- 4.5 The Committee noted an update from the **System Mortality Group** which included the suicide prevention strategy, community medical examiner service, Somerset Foundation Trust's outlier status for mortality associated with hip fractures, progress with the electronic Somerset Treatment Escalation Plan form and development of a mortality dashboard to coordinate and organise data and insight.
- 4.6 The Committee thanked the Quality Governance Team for their work on the **audit of risks** reporting to Quality Committee, noting that there was further work to do with risk handlers to ensure all risks are reviewed and updated.
- 4.7 The Committee noted the position statements from providers against the **David Fuller mortuary inquiry phase 1 report** findings. An insight visit is planned at Somerset Foundation Trust in January to walk through the assurance provided.
- 4.8 The Committee received a summary of the new national **PREVENT** guidance, outlining the core standards and the action planned to increase awareness and referrals within health services.
- 4.9 To help understand the **HUC service provision** the Committee received a report from the integrated urgent care service. The Committee noted the changes to service delivery aimed to improve resilience and user experience.
- 4.10 The Committee were pleased to note the **Armed Forces progress report** commending the work undertaken as part of this programme of work; including a pilot of two outreach hubs, 100% accreditation of GP surgeries, and examples of success through the Strategic Forum brings. The team were congratulated on being awarded highly commended at the HSJ Awards.

- 4.11 The Committee received a presentation from Somerset FT regarding their **response to Nottinghamshire CQC findings and Assertive Outreach feedback** including an overview of a desktop review against the recommendations. The Committee noted the three areas of focus, governance and oversight, clinical delivery and reconfiguring the service to align with population need.

Reports for Information for Future Board Agendas

- 4.11 None.

5 CHAIR'S SUMMARY

- 5.1 I confirm that the summary above indicates the Committee's assurance in the matters listed and further work we expect in particular the quality and safety report and the detail provided in relation to risks, patient safety and quality of care. The Committee will expect updates on the progress of the maternity improvement programme, digital clinical safety strategy, and Somerset Foundation Trust mortuary insight visit.

Chair: Caroline Gamlin

Date: January 2024

**REPORT OF THE PRIMARY CARE COMMISSIONING COMMITTEE MEETING
HELD ON 3 DECEMBER 2024**

1 ITEMS DISCUSSED

- 1.1
- GP Access Update
 - Workforce Review Report
 - National PCN Pilot
 - Minehead Medical Centre Procurement

2 NEW ISSUES AND/OR NEW RISKS IDENTIFIED

- 2.1 None

**3 DECISIONS TAKEN BY THE COMMITTEE UNDER DELEGATED
AUTHORITY**

- 3.1 Approval of Minehead Medical Centre procurement proposed option

**4 ITEMS REQUIRING ESCALATION TO THE ICB AND/OR OTHER
SYSTEM BOARDS**

Items for Consideration/Decision

- 4.1 None

Reports for Information for Future Board Agendas

- 4.2
- GP Access Update
 - Workforce Review Update

5 CHAIR'S SUMMARY

- This was a collaborative meeting without losing the need for assurance and there was a felt sense of working together, with an understanding of different positions and interest.
- The committee might benefit from some ongoing work around papers, particularly for guest papers. This would ease the burden on the writers and make the best use of readers' attention.

Chair: Suresh Ariaratnam

Date: 21 January 2025

REPORT OF THE SOMERSET COLLABORATION FORUM MEETING HELD ON 13 DECEMBER 2024

1 ITEMS DISCUSSED

- 1.1
- Darzi Review and 10-year Plan
 - Horizon Scanning – VCFSE; SWASFT
 - Health Innovation South West – Overview of Current Work
 - Somerset Acute Hospital-Based Stroke Services Reconfiguration Update
 - Priority Programmes 2024/25 – Exception Reports and Reporting Approach
 - Business Case Evaluations (last three years)
 - Integrated Health & Care Strategy Outcomes.

2 NEW ISSUES AND/OR NEW RISKS IDENTIFIED

- 2.1 None.

3 DECISIONS TAKEN BY THE SYSTEM GROUP UNDER DELEGATED AUTHORITY

- 3.1 Terms of Reference approved for a new internal audit in relation to the Better Care Fund (BCF). This will be conducted jointly by the internal auditors of Somerset ICB and Somerset Council. The audit will provide an understanding of the purpose of the BCF and assurance that the funds are being utilised in the areas intended.

4 ITEMS REQUIRING ESCALATION TO THE ICB AND/OR OTHER SYSTEM BOARDS

Items for Consideration/Decision

- 4.1 None.

Reports for Information for Future Board Agendas

- 4.2 Further topics for future meetings of the Collaboration Forum include:

- Considering the approach to developing Integrated Neighbourhood Working in Somerset
- System productivity and efficiency
- SW peninsula research and innovation programme
- Planned Care Strategy
- Oversight of the development of the Integrated Health & Care Strategy Outcome metrics
- Overview of the Better Care Fund.

5 CHAIR'S SUMMARY

- 5.1 The Collaboration Forum took reports and updates from different partners about recent progress and areas of current challenge.
- 5.2 Progress against the five system priority programmes was reported the group and proposals for new reporting processes and templates were shared with forum members for awareness and comment.
- 5.3 The group also considered the position in relation to hyper-acute stroke care in Somerset, which at the time of the meeting included the very recent outcome of the Secretary of State's decision not to 'call in' the reconfiguration scheme.

Chair: Jonathan Higman

Date: 15 January 2025

REPORT OF THE POPULATION HEALTH TRANSFORMATION BOARD MEETING HELD ON 29 NOVEMBER 2024

1 ITEMS DISCUSSED

- 1.1
- Priority Programme Updates – Hypertension and Smoking
 - Programme Workstream Updates
 - Looking forward to 2025/26
 - Future arrangements for the Board

2 NEW ISSUES AND/OR NEW RISKS IDENTIFIED

- 2.1 None

3 DECISIONS TAKEN BY THE POPULATION HEALTH TRANSFORMATION BOARD UNDER DELEGATED AUTHORITY

- 3.1 Change of chair from Trudi Grant to Bernie Marden on an interim basis

4 ITEMS REQUIRING ESCALATION TO THE ICB AND/OR OTHER SYSTEM BOARDS

Items for Consideration/Decision

- 4.1 None

Reports for Information for Future Board Agendas

- 4.2 None

5 CHAIR'S SUMMARY

- 5.1 The focus of the meeting was an update against each of the priority programmes and programme workstream updates. Good progress is being made against priority programmes of hypertension and smoking cessation and increased focus is required against programme workstreams of aligning resources and development of a population health culture. Progress continues against the commissioning of the cloud based Integrated Intelligence Function. This was the last meeting chaired by Trudi Grant, would leave her post in December 2024. Bernie Marden will continue as interim Chair until April 2025. Lucy Danes has been appointed as programme manager for the Board for 12 months.

Chair: Trudi Grant

Date: 16 January 2025

**REPORT OF THE SOMERSET PEOPLE BOARD MEETING
HELD ON 18 DECEMBER 2024**

1 ITEMS DISCUSSED

- 1.1
- State of the Somerset Workforce
 - People Board Purpose and Focus
 - Somerset Health and Care Academy

2 NEW ISSUES AND/OR NEW RISKS IDENTIFIED

2.1 None

**3 DECISIONS TAKEN BY THE COMMITTEE UNDER DELEGATED
AUTHORITY**

3.1 None

**4 ITEMS REQUIRING ESCALATION TO THE ICB AND/OR OTHER
SYSTEM BOARDS**

Items for Consideration/Decision

4.1 None

Reports for Information for Future Board Agendas

4.2 None

5 CHAIR'S SUMMARY

- 5.1 This meeting was to reset and reinvigorate the board, including affirming its strategic purpose. Engagement around the table was high and there was a sense of optimism about what might be achieved going forward.

Chair: Suresh Ariaratnam (deputising for Chris Foster)

Date: 22 January 2025