

MINUTES

| | |
|----------------------|--|
| Meeting | STP/ICS Partnership Board |
| Date and time | 10am-12noon, Tuesday, 3 September 2019 |
| Location | Motivation Room, Village Hotel, Castle View, Forstal Road, Maidstone, ME14 3AQ |
| Chair | David Highton, Interim Chair of Kent and Medway STP |

Discussion points and key decisions

1. Welcome, introductions and declarations of Interests

- 1.1. David Highton welcomed members to the meeting and asked all attendees to introduce themselves.
- 1.2. There were no declarations of interest.
- 1.3. Apologies were noted as per page 10 of this document.

2. Kent and Medical School Update

- 2.1. Chris Holland gave members a verbal update on the progress of the Kent and Medway Medical School establishment following a stage 5 visit from the General Medical Council (GMC). The Kent and Medway Medical School has successfully passed this stage, which means they can now accept students and are now taking applications via UCAS.
- 2.2. The GMC was generally pleased with the strategic plans for opening the Kent and Medway Medical School, including the refreshed admissions policy which contextualises all applicants. The medical school is expecting 1000 applicants for 100 places.
- 2.3. The General Medical Council had some concerns around the current staffing numbers of the medical school, so the recruitment has been sped up but the medical school will need more funding to complete this.
- 2.4. It has been confirmed that primary care networks will receive a like for like payment to match Brighton for every medical student placement undertaken within their footprint. This could equal £900 per week per student. However,

Discussion points and key decisions

the Kent and Medway PCNs have not yet signed their service level agreements and these need to be completed by December 2019.

- 2.5. The General Medical Council has scheduled an interim visit to the Kent and Medway Medical School in December. Assuming the visit goes well, there will be no delay to the opening.
- 2.6. To ensure the smooth and successful opening of the Kent and Medway Medical School, Chris Holland asked the board for their support in providing additional funding and a Sustainability and Transformation Partnership representative for the newly forming Medical School Governance Board.
- 2.7. Gaurav Gupta advised that the Kent Local Medical Committee would be meeting with the primary care networks across Kent and Medway to ascertain which primary care networks would be able to take on medical students for placements when the medical school opens. There was some discussion around the need to understand the capacity of Primary Care Networks and surgeries within them that already host London medical students for placements.
- 2.8. Chris Holland advised members that the Kent and Medway Medical School has already received their first fully funded scholarship.
- 2.9. Michael Ridgwell went through the funding paper circulated to members prior to the meeting which set out an agreement in principal for the breakdown by organisation of the £2m proposed investment to the medical school. Glenn Douglas urged members to understand that the Kent and Medway Medical School received no start-up funding, which is unique.
- 2.10. Members **AGREED** to the proposed split of the £2m funding to be split as per organisational turn over to be recurrent for the first five years of the Medical School being operational (noting the apportionment of costs beyond 2019/20 will need to be reviewed).

ACTION: Glenn Douglas to write to chief executives of each organisation to formally agree the funding split.

Discussion points and key decisions

ACTION: Members to email expressions of interest to sit on the academic board for the Medical School and represent the STP to Glenn Douglas by 17 September 2019.

3. System Escalation Milestones Update

- 3.1. Matt Capper presented members with the key outcomes from the winter 2018/2019 debrief session which are now being used as indicators for systems pressures throughout the entire year, not just winter season. These outputs will feed in to the System Transformation piece, the five year plan work and urgent and emergency care.
- 3.2. For 2019/2020 the usual seasonal pressures are coinciding with the UK exit from the EU which could have an increased impact on both health and social care. Whole system data is being analysed including some predictive intelligence work from primary care.
- 3.3. Funding has been made available which is being held by the Kent and Medway Sustainability and Transformation Partnership which will be applied to the system as a whole. The funding is being applied to ongoing pieces of work which will extend beyond the winter of 2019/2020.
- 3.4. Gaurav Gupta implored members to consider directing some of this money towards primary care as they are often the front door to the NHS during times of pressure.

4. EU Exit Update

- 4.1. Matt Capper updated members on the progression of EU Exit plans including a timeline from the Department of Health. All current plans are preparing for a No Deal.
- 4.2. Kent and Medway is in a good position for the execution of the plans.
- 4.3. There are contingency measures in place surrounding medicines.
- 4.4. Traffic management operation Manston will be in effect and extensive work has been undertaken to understand the impact this will have on the health and social care system of Kent and Medway.

4.5. The risk of the impact the EU Exit will have on immigration, especially at the Kent ports has been raised to the Home Office.

4.6. Members welcomed the reintroduction of the EU Exit Oversight group and Matt Capper will be standing this back up.

4.7. Julia Rogers informed members that NHS England is rolling out a communications toolkit for EU Exit at regional workshops, but a dedicated workshop will take place for Kent on 14 October directly. The team is also working very closely with partners, as part of the Kent Resilience Forum.

5. STP Financial Position – Month 3 2019/2020

5.1. Paul Hyde advised board members the STP financial position for months 3 and 4 of the financial year 2019/2020 is stable but that it is supported by commissioner support funds of approximately £98m.

5.2. The Long Term Plan work being undertaken at the moment is clear on which elements of funding are recurrent.

5.3. Paul Hyde will bring disaggregated figures to the next Partnership Board, meeting in November.

6. Chief Executive's Update

Analytics Strategy Update

6.1. Ravi Baghirathan advised members the analytics strategy will be ready at the end of September 2019 and it will be included in the Kent and Medway response to the Long Term Plan.

6.2. Michael Ridgwell stated more work needed to be done regarding the digital piece within the Long Term Plan and there is a proposal to recruit a chief information officer for Kent and Medway.

CCG Merger Update

Discussion points and key decisions

6.3. Glenn Douglas updated the members on the progress of merging the eight Kent and Medway Clinical Commissioning Groups. The first votes from member practices have been undertaken in the DGS CCG area and the result was unanimously in favour of the merger.

6.4. Glenn Douglas thanked the Local Medical Committee for all their help and hard work in engaging with the GPs in Kent and Medway.

6.5. The CCGs are mandated to produce a 20% cut in management costs and these will need to happen even if the CCG merger is unsuccessful.

Update on 5 Year plan process

6.6. Michael Ridgwell informed members that Kent and Medway had been involved in a peer review sessions surrounding the five year plan and that several themes across the region had become apparent.

6.7. The five year plan response process will include the primary care strategy, East Kent transformation work and the estates strategy but there are some challenges to be faced with inputting the data required for the templates. There are also significant challenges surrounding the trajectories and using an outcome based approach.

6.8. Julia Rogers informed members that there will be four Long Term Plan engagement events, one in each integrated care partnership area. This is just one way in which patients and public are involved in developing our five year plan. Bob Bowes suggested the public should play an important role in defining the outcomes they would like to see from the response.

6.9. Members felt it was important for the system to all sign up to the same future vision and that the response should extend past the initial five years and avoid being too short sighted.

7. Minutes and Actions from 9 July 2019, AOB

7.1. Members reviewed the actions from the previous meeting. It was noted that the Kent and Medway Care Record has selected a preferred supplier and discussions are ongoing.

Discussion points and key decisions

7.2. Members agreed the accuracy of the minutes from the previous meeting.

7.3. There was no other business.

The meeting closed at 11:49.

ACTIONS – to be reviewed at the next meeting

| Action | Owner | Deadline |
|--|---------------|-------------------|
| Glenn Douglas to write to Chief Executives of each organisation to formally agree the funding split. | Glenn Douglas | 3 October 2019 |
| Members to email expressions of interest for the Medical School. | All | 18 September 2019 |

ATTENDEES

| Name | Role | Organisation |
|--|--|---|
| David Highton | Interim Chair | Kent & Medway Sustainability & Transformation Partnership |
| Alan Jarrett | Leader of the Council | Medway Unitary Authority |
| Alison Duggal | Deputy Director of Public Health | Kent County Council |
| Anne Tidmarsh | Director of Older People & Physical Disability | Kent County Council |
| Basirat Sadiq (Deputising for Louise Ashley) | Director of Improvement | Dartford and Gravesham NHS Trust |
| Bethan Haskins | Executive Director of Nursing and Quality | South East Coast Ambulance Service NHS Trust |
| Bob Bowes | CCG Clinical Chair | NHS West Kent CCG |
| Caroline Selkirk | Managing Director – East Kent CCGs, Local Care SRO | NHS East Kent CCGs |
| Chris Holland | Founding Dean | Kent and Medway Medical School |
| David Brake | Portfolio Holder for Adult Services/Chairman | Medway Unitary Authority/Medway Health & Wellbeing Board |
| David Radbourne | Regional Director of Strategy and Transformation | NHS England and NHS Improvement – South East Region |
| Diane Marsh (cllr.) | Deputy Cabinet Member for Adult Social Care and Public Health | Kent County Council |
| Gaurav Gupta | Chair | Kent Local Medical Committee |
| Glenn Douglas | Chief Executive and Accountable Officer for Kent & Medway CCGs | Kent & Medway Sustainability & Transformation Partnership |

| Name | Role | Organisation |
|------------------|---|---|
| Helen Greatorex | Chief Executive, Mental Health SRO | Kent and Medway NHS and Social Care Partnership Trust |
| James Williams | Director of Public Health, Prevention SRO | Medway Council |
| Julia Rogers | Director of Comms and Engagement | Kent & Medway Sustainability & Transformation Partnership |
| Lexy Young | Programme Administrator | Kent & Medway Sustainability & Transformation Partnership |
| Martin Riley | Chief Executive | Medway Community Healthcare |
| Matt Capper | Head of System Planning and Resilience | Kent & Medway Sustainability & Transformation Partnership |
| Michael Ridgwell | Deputy Chief Executive | Kent & Medway Sustainability & Transformation Partnership |
| Mike Parks | Senior Primary Care Advisor | Kent & Medway Sustainability & Transformation Partnership |
| Miles Scott | Chief Executive | Maidstone & Tunbridge Wells NHS Trust |
| Morfydd Williams | Director of IT Transformation (Deputising for James Devine) | Medway NHS Foundation Trust |
| Paul Bentley | Chief Executive | Kent Community Health NHS Foundation Trust |
| Paul Hyde | Director of Finance | NHS England (South East Region) |
| Ravi Baghirathan | Director of Operations | Kent & Medway Sustainability & Transformation Partnership |
| Susan Acott | Chief Executive, Digital SRO | East Kent Hospitals University NHS Foundation Trust |

APOLOGIES

| Name | Role | Organisation |
|--------------------|--|--|
| Paul Carter | Leader of the Council (Diane Marsh Deputising) | Kent County Council |
| Clair Bell (Cllr.) | Cabinet Member for Adult Social Care and Public Health (Diane Marsh Deputising) | Kent County Council |
| Louise Ashley | Chief Executive (Basirat Sadiq Deputising) | Dartford and Gravesham NHS Trust |
| Fiona Armstrong | Clinical Chair, STP Clinical and Professional Board Co-Chair | NHS Swale CCG |
| Ian Ayres | Managing Director | NHS Medway and North West Kent CCGs |
| James Devine | Chief Executive (Morfydd Williams Deputising) | Medway NHS Foundation Trust |