

**Transformation Board for STP**  
**Kingsley Village, Kingsley Suite, Fraddon**  
**26<sup>th</sup> July 2016**

**2.00 p.m. – 4.00 p.m.**

**Attendees:**

Joyce Redfearn (Chair)	JR
Phil Confue	PC
Barbara Vann.	BV
Rachael Rotheroe	RR
Trevor Doughty	TD
Kate Kennally	KK
Chris Blong	CB
Katherine Hudson	KH
Christine Savill	CS
Theo Leijser	TL
Jane Pike	JP
Kathy Byrne	KB
Christina Quinn	CQ
Jim McKenna	JM
Cara Bolton (minute taker)	CB

**1. Apologies/ Minutes**

Apologies were received from Amanda Fisk, Anne Eden, Peter Stokes, Richard Crompton and Jon Andrewes.

The minutes from the last meeting needed to be amended to include Jim McKenna as being present

**2. Draft Strategic Outline Case/ draft STP**

PC outlined some of the key issues from the presentation of the draft STP that had been made at the national conversation with NHS England and NHS Improvement. There had been a strong team presentation, with Phil leading and all the team backing each other up. Cornwall's approach had influenced the date of the next submission which is due in October. The strongest issue raised by Simon Stephens was about bringing savings back into 2016/17.

KK informed the group that it has been recognised that in Cornwall and the Isles of Scilly the local authorities and NHS are working together closer than in most of the other STP programmes. The STP programme needed to demonstrate deliverable change and that it was a shared single plan on health and care which can deliver the significant financial reductions required.

KB commented on the divided approach which had been apparent at the national conversation between NHS England and Improvement and how significant the current year pressures were on finance and performance.

The STP covered the need for reduction in beds which was an issue that stood out when Cornwall and the Isles of Scilly were compared with other places. There was a debate about the issue with CB informing the group that the oversupply of beds across Cornwall has been challenged by his local League of Friends. The sensitivity of this issue was explored and the need to work together on managing changes.

BV's suggestion that the local MPs are kept informed as we progress the issue was accepted.

The Board agreed that a final version of the STP would be approved in September and that it formed the Strategic Outline case for the Programme planning process.

### **3. Project Initiation Document Phase 2**

RR talked the group through the next phase of the programme. Phase 1, the development phase is now complete. The Board will be asked to sign off the options for the work streams as well as the final STP in September. An engagement strategy is being drafted / planned and will be presented to the Board in October.

RR informed the group that the PID was approved by the Chief Executives last week and would need to go through a gateway process with NHS England. Before December, a detailed business case will be established that is aligned to the green book. The Phase 2 Outline Business case will be complete by November and will require sign off in November/December through the organisations represented on the Transformation Boards separate decision making processes. It was important therefore to ensure agreement at the Board and to keep the separate decision making systems aware of progress and issues. JP raised the need to comply with NHSE checkpoints

The 16/17 pressures and the need to have a collective strategic understanding of the savings approach of each organisation were discussed with CB outlining the scale and legal direction applying to the CCG.

JR stated to the group that we need to implement significant shifts as soon as possible as we are overspending and that performance issues need to be addressed. KB reinforced the need to start moving quickly. Action needed to be taken as delays just increased the deficit and the need for even greater cuts.

It was agreed that a meeting of Chief Executives would be arranged in the following week to look at the 16/17 issues and that the strategic headlines would be shared with the Board at its meeting on 16th August.

BV requested that some outline protocols need to be written in brief for those leading the work stream groups to set positive and respectful standards on the management of change. KK built on BV's approach sharing a 3 interconnecting parts of system leadership. These are i) common purpose/ public value ii) authorising environment to manage change iii) capacity to make change happen. These could be used as reflective headings to consider the style and effectiveness of our system leadership.

JM queried the length of stakeholder engagement between November and January. The group debated this and concluded that this would fit well into both the Council's and the NHS's budget timetables.

The use of a shared select committee between Cornwall and the Isles of Scilly on the business case was the preferred approach of the Board and the potential of a select committee / pre scrutiny on the characteristics of successful locality teams was also raised. KB raised the issue of Union consultation.

JM agreed to speak to the Chair of Scrutiny to seek his agreement to the above approach.

It was agreed to ask the Workforce Lead to consider and give advice on the approach to the Trade Unions.

It was agreed to sign off the Phase 2 Project Initiation Document to support the development of the Outline Business Case.

It was agreed that the SOC would be formally signed off by the Transformation Board in September and then through the separate sign off processes of the organisations.

It was agreed that the next meeting of the Board will look at the Planning and objective parameters and as part of the context of those objectives a strategic understanding of the savings approach for 16/17.

#### **4. Future dates of the next meeting**

It was agreed that meeting dates should be aligned to the required approvals following the timings in the business case PID.

Next date and time for the Transformation Board STP

16<sup>th</sup> August 2016, 10.30 a.m. – 12.30 p.m.  
Confirmed – New County Hall, Truro, Room TBC

Then 30th Sept

31st October

Previous dates should be removed