

## Surrey Health and Social Care

### SURREY-WIDE COMMISSIONING COMMITTEES IN COMMON

#### AGENDA Part One

This meeting will be webcast live via the Surrey County Council website via: <https://surreycc.public-i.tv/core/portal/webcasts> with the agenda, papers and minutes being published on the Surrey County Council website.

Questions from the public are welcome and should be emailed to the Team in advance of the meeting so a response can be provided, via: [syheartlandsicb.governance@nhs.net](mailto:syheartlandsicb.governance@nhs.net)

#### Committees in Common between the following organisations:

NHS Frimley ICB	✓
NHS Surrey Heartlands ICB (SyHt ICB)	✓
Surrey County Council (SCC)	✓

<b>Date</b>	Wednesday 13 December	<b>Time</b>	10:00- 10:30
<b>Venue</b>	Virtual meeting/ Woodhatch Place, Reigate (Surrey County Council)		

#### Members/ Attendees:

Name	Title/ Role	Att (✓)/ Apols (A)		
		SyHt ICB	Frimley ICB	SCC
<b>Convener</b>				
Andrew Lloyd (AL)	(Convener) Surrey-wide Commissioning Committees in Common Independent Convener			
<b>Members</b>				
Ian Smith (IS)	Chair	A		
Clare Stone (CS)	Director of Multi-Professional Leadership and Chief Nurse	✓		
Karen McDowell (KMc)	Acting Chief Executive Officer	A		
Michael Pantlin (MP) <i>On behalf of KMc</i>	Acting Deputy Chief Executive and Chief People and Digital Officer	✓		
Matthew Knight (MK)	Chief Finance Officer	✓		
Vacant	Clinical member	-		

Name	Title/ Role	Att (✓)/ Apols (A)		
		SyHt ICB	Frimley ICB	SCC
Tracey Faraday-Drake (TFD)	(Chair) Director for Children and Young People and All Age Learning Disabilities and Autism		✓	
Sarah Bellars (SBe)	Chief Nursing Officer		A	
Samuel Burrows (SBu)	Chief Transformation & Digital Officer		A	
Richard Chapman (RC)	Chief Finance Officer		A	
Cllr Tim Oliver (TO)	(Chair) Council Leader			✓
Cllr Clare Curran (CC)	Cabinet Member for Education and Learning			✓
Cllr Sinead Mooney (SM)	Cabinet Member for Children and Families			✓
Cllr Mark Nuti (MN)	Cabinet Member for Adults and Health			A
<b>Attendees</b>				
Jonathan Lillistone (JL)	Director of Integrated Commissioning, Adult Social Care & Integrated Commissioning, Surrey County Council		✓	
Helen Coombes (HC) <i>For item 7</i>	Executive Director of Adults, Wellbeing and Health Partnerships, Surrey County Council		✓	
Sara Saunders (SS) <i>For item 7</i>	Health Policy Integration Lead, Surrey Heartlands Integrated Care System		✓	
Angela Guest (AG)	Committee Manager: Legal and Democratic Services, Surrey County Council		✓	
Natasha Moore (NM)	(Minute-taker) Governance Manager, Surrey Heartlands ICB		✓	

Item No.	Timings	Item	Action	Presenter	Paper No
1.	10:00 5 mins	Welcome, Introductions and Apologies a) Confirmation of Convener	To note	Convener	Verbal
2.		Declarations of Interest a) To receive confirmation from all members and attendees that their entry in the Register of Interests is up-to-date, accurate and complete. b) To receive any declarations of interest pertinent to items on this agenda.	To note	Convener	1
3.		Quorum *	To confirm	Convener	Verbal
4.	10:05 5 mins	Minutes from the previous meeting on 20/09/2022	To approve	Convener	2

Item No.	Timings	Item	Action	Presenter	Paper No
5.		Matters Arising: a) Action Log (no open actions) b) Emergency/ Urgent Decision taken since the previous meeting: Better Care Fund Section 75 Agreements 2022/23 and 2023-25	To note To ratify	Convener	Verbal 3
6.		Questions from members of the public	To respond	Convener	Verbal
7.	10:10 15 mins	Mental Health Investment Fund	To approve	HC/ SS	4
<b>AOB</b>					
8.	10:25 5 mins	AOB	To note	All	Verbal
9.	10:30	Meeting close	To note	Convener	Verbal
<p><b>Date of future meetings for 2023/24:</b>  <i>(All hybrid meetings, with 'in person' facility at Woodhatch Place for SCC colleagues)</i></p> <ul style="list-style-type: none"> <li>Wednesday 20 March 2024; 10:00- 12:00</li> </ul>					

**\*Quorum** and membership agreed by organisations individually. Details on Quoracy and voting are included in the Terms of Reference for each organisation as below:

Organisation	Quorum
<b>Frimley ICB</b>	One member
<b>Surrey Heartlands ICB</b>	A minimum of three members
<b>Surrey County Council</b>	Any three Cabinet members

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## REGISTER OF INTERESTS

### **Definition of an interest**

A conflict of interest occurs where an individual's ability to exercise judgement, or act in a role is, could be, or is seen to be, impaired or otherwise influenced by his or her involvement in another role or relationship. In some circumstances, it could be reasonably considered that a conflict exists even when there is no actual conflict. In these cases, it is important to still manage these perceived conflicts in order to maintain public trust.

It is not possible, or desirable, to define all instances in which an interest may be a real or perceived conflict. It is for each Individual to exercise their judgment in deciding whether to register any interests that may be construed as a conflict. If any Individual is unsure as to whether an interest should be declared then he or she should seek guidance from the meeting secretary or, if relevant, from the committee or sub- committee chair. (Examples below are non-exhaustive.)

Source: [NHS England Revised Statutory Guidance on Managing Conflict of Interest for ICBs](#)

### **Financial Interests**

This is where an individual may get Direct financial benefits from the consequences of a commissioning decision. This could, for example, include being:

- A Director, including a non-executive Director, or senior employee in a private company or public limited company or other organisation which is doing, or which is likely, or possibly seeking to do, business with health or social care organisations;
- A shareholder (or similar ownership interests), a partner or owner of a private or not-for-profit company, business partnership or consultancy which is doing, or which is likely, or possibly seeking to do, business with health or social care organisations;
- A management consultant for a provider.

This could also include an individual being:

- In secondary employment;
- In receipt of secondary income from a provider;
- In receipt of a grant from a provider;
- In receipt of any payments (for example honoraria, one-off payments, day allowances or travel or subsistence) from a provider;
- In receipt of research funding, including grants that may be received by the individual or any organisation in which they have an interest or role; and having a pension that is funded by a provider (where the value of this might be affected by the success or failure of a provider).

### **Non-Financial Professional Interests**

This is where an individual may obtain a non-financial professional benefit from the consequences of a commissioning decision, such as increasing their professional reputation or status or promoting their professional career. This may, for example, include situations where the individual is:

- An advocate for a particular group of patients;
- A GP with special interests, e.g. in dermatology, acupuncture, etc.;
- A member of a particular specialist professional body (although routine GP membership of the RCGP, British Medical Association (BMA) or a medical defence organisation would not usually by itself amount to an interest which needed to be declared);
- An advisor for the are Quality Commission (CQC) or the National Institute for Health and Care Excellence (NICE);
- A medical researcher;
- GPs and Practice Managers, who are members of the Governing Body or Committees of the ICB should declare details of their roles and responsibilities held within their GP practice.

### **Non-Financial Personal Interests**

This is where an individual may benefit personally in ways which are not Directly linked to their professional career and do not give rise to a Direct financial benefit. This could include, for example, where the individual is:

- A voluntary sector champion for a provider;
- A volunteer for a provider;
- A member of a voluntary sector board or has any other position of authority in or connection with a voluntary sector organisation; Suffering from a particular condition requiring individually funded treatment;
- A member of a lobby or pressure group with an interest in health.

### **Indirect Interests**

This is where an individual has a close association with an individual who has a financial interest, a non-financial professional interest or a non-financial personal interest in a commissioning decision (as those categories are described above) for example:

- A spouse/partner;
- Close relative e.g., parent, grandparent, child, grandchild or sibling;
- Close friend; or
- Business partner.

A declaration of interest for a "business partner" in a GP partnership should include all relevant collective interests of the partnership, and all interests of their fellow GP partners

Whether an interest held by another person gives rise to a conflict of interest will depend upon the nature of the relationship between that person and the individual, and the role of the individual within the ICB.

## REGISTER OF INTERESTS: Surrey-wide Commissioning Committees in Common Members

Interests **highlighted in yellow** have been updated since the last meeting.

Updated: 08/11/2023

Name	Role	Declared Interest (Name of the organisation and nature of business)	Type of Interest				Is the interest direct or indirect	Nature of interest	Date of Interest		Action taken to mitigate risk
			Financial	Non-financial Professional	Non-Financial Personal	From			To		
Andrew Lloyd	Surrey-wide Commissioning Committees in Common Independent Convener	Farnborough Air Sciences Trust	N	N	Y	Direct	Chair of Farnborough Air Sciences Trust (Aerospace related Charity)	27/06/2023	Present	Withdrawn from specific commissioning decisions	
		Rushmoor Voluntary Services	N	N	Y	Direct	Chair of Voluntary Sector Charity: Rushmoor Voluntary Services	27/06/2023	Present	Withdrawn from specific commissioning decisions	
		Members Group Prospect Trust	N	N	Y	Direct	Chair of Members Group Prospect Trust (Multi Academy Trust)	27/06/23	Present	Withdrawn from specific commissioning decisions	
NHS Surrey Heartlands ICB											
Ian Smith	Chair, Surrey Heartlands ICB	Trilantic Partners	Y			Direct	Private Equity	01/01/2005	Present	N/A	
		Allsripts	Y			Direct	US Healthcare IT	25/06/2018	Present	N/A	
		Ministry of Defence	Y			Direct	Ministry of Defence	01/05/2018	Present	N/A	
		Edyn.care	Y			Direct	Ordinary	01/01/2015	Present	N/A	
		On the Mend	Y			Direct	Ordinary	15/12/2021	Present	N/A	
		Time for Medicine	Y			Direct	Ordinary	01/05/2010	Present	N/A	
		Blenheim Chalcot	Y			Direct	Ordinary	01/04/2000	Present	N/A	
Metabolic Health Institute	Y			Direct	Investment	17/05/2022	Present	Withdrawn from specific commissioning decisions			
Clare Stone	Director of Multi-Professional Leadership and Chief Nurse	Nil declaration									
Karen McDowell	Acting Chief Executive	SWL ICB				Indirect	Close Family Member is employed as the Locality Finance Director for Wandsworth & Merton Place	23/07/2018	Present	Interest Noted	

Name	Role	Declared Interest (Name of the organisation and nature of business)	Type of Interest				Is the interest direct or indirect	Nature of interest	Date of Interest		Action taken to mitigate risk
			Financial	Non-financial Professional	Non-Financial Personal	From			To		
		Renewed Hope - Support for Homeless & Vulnerable	N	Y	N	Direct	Volunteer for the shelter at weekends supporting homeless and vulnerable people. Applied for role as Trustee on the board.	30/06/2023	Present	Interest Noted	
Matthew Knight	Chief Finance Officer	Nil declaration									
NHS Frimley ICB											
Tracey Faraday-Drake	Director for Children and Young People and All Age Learning Disabilities and Autism	Frimley ICB			Y	Direct	Close family member works as part of Frimley ICB finance bank team as an Invoice Validator, 12 hours per week whilst studying for a Banking degree at the University of Sussex	09/10/2022	Present	Works to a different budget and portfolio. Deputy CFO is aware of the relationship as is his manager.	
		Red Kite Housing Association		Y		Indirect	Non Executive Director, Chair of Remuneration Committee	11/09/2023	Present	Will be managed in accordance with the Conflicts of Interest policy	
Sarah Bellars	Chief Nursing Officer	FHFT			Y	Indirect	Two close family members work for FHFT	01/04/2021	Present	Seek the advice of other senior members of the executive and non-executive team if there is a potential conflict	
Samuel Burrows	Chief Transformation & Digital Officer	Nil declaration									
Richard Chapman	Chief Finance Officer	Nil declaration									
Surrey County Council											
Cllr Tim Oliver	Council Leader	Surrey County Council	Y			Direct	Health & Wellbeing Board Member	23/05/2018	Present	Interest Noted	
		County Councils Network		Y		Direct	Chair	01/01/2020	Present	Interest Noted	
		Shooting Star Childrens' Hospital		Y		Direct	Vice President	01/01/2015	Present	Interest Noted	
		Surrey County Council	Y			Direct	Employee	23/05/2018	Present	Interest Noted	

Name	Role	Declared Interest (Name of the organisation and nature of business)	Type of Interest				Is the interest direct or indirect	Nature of interest	Date of Interest		Action taken to mitigate risk
			Financial	Non-financial Professional	Non-Financial Personal	From			To		
		Surrey Heartlands ICS	Y			Direct	Independent Chair	01/04/2019	Present	Interest Noted	
		University of Surrey		Y		Direct	Nominated to the Innovate Surrey Board (a board of the University of Surrey for educational purposes)	01/05/2023	Present	Interest Noted	
Cllr Clare Curran	Cabinet Member for Education and Learning	Bookham United Charities			Y	Direct	Trustee of Bookham United Charities	tbc	Present	Interest Noted	
		Bookham Residents' Association			Y	Direct	Director of Bookham Residents' Association	tbc	Present	Interest Noted	
		St Nicholas, Great Bookham			Y	Direct	Member of the Parochial Church Council at St Nicholas, Great Bookham	24/11/2021	Present	Interest Noted	
Cllr Sinead Mooney	Cabinet Member for Children and Families	Daybreak (Charity)		Y		Direct	Trustee nominated by Spelthorne BC	tbc	Present	Withdraw from specified commissioning discussion and decisions	
		Surrey and Borders Partnership NHS Trust Council of Governors					Member				
Cllr Mark Nuti	Cabinet Member for Adults and Health	Chertsey Cricket Club			Y	Direct	Chairman	tbc	Present	Interest Noted	
		Henry Smith Charity			Y	Direct	Chairman of Trustees	tbc	Present	Interest Noted	
		Feoffees of Chertsey Market			Y	Direct	Trustee	tbc	Present	Interest Noted	
		Chertsey Almshouses			Y	Direct	Trustee	tbc	Present	Interest Noted	
		Chertsey Town Football Club			Y	tbc	Vice Chairman	tbc	Present	Interest Noted	
		Chertsey Black Cherry Fair			Y	tbc	Committee Member	tbc	Present	Interest Noted	
		Chertsey Christmas Goose Fair			Y	tbc	Chairman	tbc	Present	Interest Noted	



Name	Role	Declared Interest (Name of the organisation and nature of business)	Type of Interest				Is the interest direct or indirect	Nature of interest	Date of Interest		Action taken to mitigate risk
			Financial	Non-financial Professional	Non-Financial Personal	From			To		
		Stepgates Community School	tbc			tbc	Co-opted Governor	tbc	Present	Interest Noted	
		Runnymede Borough Council	tbc			tbc	Borough Councillor	tbc	Present	Interest Noted	
<b>CEASED INTERESTS/ PREVIOUS MEMBERS' INTERESTS</b> <i>(to remain on register for 6 months following cessation)</i>											
Prof Claire Fuller <b>Ceased as a member from 11/09/2023</b>	Chief Executive Officer	Surrey University		Y		Direct	Visiting professor faculty of health sciences	10/05/2021	Present	Withdrawn from specific commissioning decisions	
		Pfizer	Y			Direct	Life long pension from Pfizer, following death of spouse.	24/04/2004	Present	Interest Noted	
		Park Road Group Practice		Y		Direct	Work in the practice weekly on voluntary basis as a Locum GP - not financially remunerated.	01/11/2021	Present	Withdrawn from specific commissioning decisions. Declare and withdraw from decision, should decisions affect Surrey Heath PCN.	

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## Surrey Health and Social Care

# SURREY COMMISSIONING COMMITTEES IN COMMON MINUTES

Committees in Common between the following organisations:

NHS Frimley ICB	✓
NHS Surrey Heartlands ICB (SyHt)	✓
Surrey County Council (SCC)	✓

<b>Date</b>	Wednesday 20 September 2023	<b>Time</b>	10:00- 10:20
<b>Venue</b>	Virtual meeting/ Woodhatch Place, Reigate (Surrey County Council)		

### Members/ Attendees:

Name	Title/ Role	Att (✓)/ Apols (A)		
		SyHt ICB	Frimley ICB	SCC
<b>Convener</b>				
Andrew Lloyd (AL)	<b>(Convener)</b> Surrey-wide Commissioning Committees in Common Independent Convener			
<b>Members</b>				
Ian Smith (IS)	Chair	✓		
Clare Stone (CS)	Director of Multi-Professional Leadership and Chief Nurse	✓		
Karen McDowell (KMc)	Acting Chief Executive Officer	A		
Matthew Knight (MK)	Chief Finance Officer	✓		
Vacant	Clinical member	-		
Tracey Faraday-Drake (TFD)	(Chair) Director for Children and Young People and All Age Learning Disabilities and Autism		✓	
Sarah Bellars (SBe)	Chief Nursing Officer		A	
Samuel Burrows (SBu)	Chief Transformation & Digital Officer		A	
Richard Chapman (RC)	Chief Finance Officer		A	
Cllr Tim Oliver (TO)	(Chair) Council Leader			A
Cllr Clare Curran (CC) <i>On behalf of TO</i>	Cabinet Member for Education and Learning			✓
Cllr Sinead Mooney (SM)	Cabinet Member for Children and Families			✓
Cllr Mark Nuti (MN)	Cabinet Member for Adults and Health			✓

Name	Title/ Role	Att (✓)/ Apols (A)		
		SyHt ICB	Frimley ICB	SCC
<b>Attendees</b>				
Jonathan Lillistone (JL)	Director of Integrated Commissioning, Adult Social Care & Integrated Commissioning		✓	
Rachael Wardell (RW)	Executive Director for Children, Families and Lifelong Learning, Surrey County Council		✓	
Angela Guest (AG)	Committee Manager: Legal and Democratic Services, Surrey County Council		✓	
Natasha Moore (NM)	(Minute-taker) Governance Manager, Surrey Heartlands ICB		✓	

Item No.	Discussion and actions raised	Who/ By When
1	<p><b>Welcome, Introductions and Apologies</b></p> <p>The Convener welcomed members and attendees; apologies were received as detailed above. AL was confirmed as Convener for this meeting.</p> <p>The Convener confirmed that the SCC Committee were meeting 'in person' to fulfil their statutory decision-making requirements; NHS Frimley and NHS Surrey Heartlands ICBs were meeting virtually.</p>	
2	<p><b>Declarations of Interest</b></p> <p><b>a) To receive confirmation from all members and attendees that their entry in the Register of Interests is up-to-date, accurate and complete.</b></p> <p>The Convener noted the register of members' and attendees' interests included in the meeting papers. The Convener invited members and attendees to report any new declarations or any amendments to the register.</p> <p>The following additional interests were declared:</p> <ul style="list-style-type: none"> <li>TFD declared that she had an additional interest regarding Red Kite Housing Association.</li> <li>SM declared that she was now a member of the Surrey and Borders Partnership NHS Trust Council of Governors.</li> </ul> <p><b>ACTION: NM to add to the register of interests.</b></p> <p><b>b) To receive any declarations of interest pertinent to items on this agenda.</b></p> <p>The Convener invited members and attendees to report any conflicts pertinent to items on this agenda. None were received.</p>	NM 01/12/2023
3	<p><b>Quorum</b></p> <p>The required quorum was met for the following organisations:</p> <ul style="list-style-type: none"> <li>NHS Frimley ICB</li> <li>NHS Surrey Heartlands ICB</li> <li>Surrey County Council</li> </ul>	

Item No.	Discussion and actions raised	Who/ By When						
4	<p><b>Minutes from last meeting on 28/06/2023</b> The minutes of the last meeting were presented.</p> <p><b>Decision Applicable to:</b></p> <table border="1" data-bbox="252 376 890 488"> <tr> <td>NHS Frimley ICB</td> <td>✓</td> </tr> <tr> <td>NHS Surrey Heartlands ICB</td> <td>✓</td> </tr> <tr> <td>Surrey County Council</td> <td>✓</td> </tr> </table> <p><b>The above Surrey-wide Commissioning Committees:</b></p> <ul style="list-style-type: none"> <li>• <b>APPROVED</b> the minutes of the last meeting.</li> </ul>	NHS Frimley ICB	✓	NHS Surrey Heartlands ICB	✓	Surrey County Council	✓	
NHS Frimley ICB	✓							
NHS Surrey Heartlands ICB	✓							
Surrey County Council	✓							
5	<p><b>Action Log</b> It was noted that there were no actions from the last meeting.</p>							
6	<p><b>Questions from members of the public</b> No questions were received from the public.</p>							
7	<p><b>Dynamic Purchasing System (DPS) For Care and Support With Community Accommodation for Working Age Adults</b> JL presented the above:</p> <ul style="list-style-type: none"> <li>• Outlined a proposed joint approach between NHS Surrey Heartlands (SyHt) and Surrey County Council (SCC) and seeks to bring together strategic arrangements across services for learning disabilities and autism (LD&amp;A), mental health and other physical/ sensory disabilities.</li> <li>• Focus was on community-based accommodation.</li> <li>• Acknowledging that some arrangements were currently in place for LD&amp;A services and mental health but not for some other physical/ sensory disabilities.</li> <li>• This approach would bring all these services together for a systematic approach to market; a joint approach between partners; and allow for a common set of standards.</li> <li>• Extensive preparative work had taken place involving engagement with the provider market which indicated that this was a positive approach to take.</li> <li>• Paper outlined how approach would be structured; this would take the form of 13 lots. Lots 1-8 would go live first as part of the initial tender and Lots 9-13 signalled future intentions with additional work planned on these areas.</li> <li>• The approach had received prior approval by the Committees so endorsement to proceed was being sought today.</li> </ul> <p>Following a question from MK regarding how the differing technical and legal requirements of health and social care would be addressed during the procurement, JL clarified that solutions had been identified to address this via ongoing work between now and the contract commencement in April 2024 (additional information available in the part two version of the paper).</p>							

Item No.	Discussion and actions raised	Who/ By When						
	<p>SM commended JL and the team for their work on this project and endorsed the use of DPS frameworks in obtaining ‘value for money’ from providers’. She asked for additional detail on Lot 11 regarding transition services and why implementation of this lot was delayed until after the remaining lots were ‘live’. JL confirmed that discussions were ongoing regarding a service specification for those age 16-18 as distinct from the ‘adult’ service but also providing the required level of support during transition. RW added that these discussions were also within a context of changing regulatory requirements for the accommodation settings of those aged 16-18.</p> <p><b>Decision Applicable to:</b></p> <table border="1" data-bbox="252 667 817 786"> <tr> <td>NHS Frimley ICB</td> <td>✓</td> </tr> <tr> <td>NHS Surrey Heartlands ICB</td> <td>✓</td> </tr> <tr> <td>Surrey County Council</td> <td>✓</td> </tr> </table> <p><b>Recommendation/s: Each of the Surrey-wide Commissioning Committees are asked:</b></p> <ul style="list-style-type: none"> <li>• <b>TO AGREE</b> the commencement of the procurement process that will put in place a Dynamic Purchasing System arrangement for Care and Support with Community Accommodation, to ensure we embed a consistent, high quality and cost effective procurement approach to supported independent living in the Surrey marketplace.</li> <li>• <b>TO AGREE</b> the delegation of the award of contract to Exec Director of Adult Social Care in consultation with the Cabinet Member for Adult Social Care &amp; Health</li> <li>• <b>TO NOTE</b> the Interdependencies which are being addressed currently, specifically: <ul style="list-style-type: none"> <li>○ progress in developing a Section 75 that facilitates smooth funding flow and the development of formal contracts;</li> <li>○ development of shared operational systems for shared assessment when appropriate.</li> </ul> </li> <li>• <b>TO NOTE</b> the risks should the introduction of the DPS be delayed.</li> </ul> <p><b>The Surrey-wide Commissioning Committees:</b></p> <ul style="list-style-type: none"> <li>• <b>AGREED</b> the commencement of the procurement process that will put in place a Dynamic Purchasing System arrangement for Care and Support with Community Accommodation, to ensure we embed a consistent, high quality and cost effective procurement approach to supported independent living in the Surrey marketplace.</li> <li>• <b>AGREED</b> the delegation of the award of contract to Exec Director of Adult Social Care in consultation with the Cabinet Member for Adult Social Care &amp; Health</li> <li>• <b>NOTED</b> the Interdependencies which are being addressed currently, specifically: <ul style="list-style-type: none"> <li>○ progress in developing a Section 75 that facilitates smooth funding flow and the development of formal contracts;</li> <li>○ development of shared operational systems for shared assessment when appropriate.</li> </ul> </li> </ul>	NHS Frimley ICB	✓	NHS Surrey Heartlands ICB	✓	Surrey County Council	✓	
NHS Frimley ICB	✓							
NHS Surrey Heartlands ICB	✓							
Surrey County Council	✓							

Item No.	Discussion and actions raised	Who/ By When
	<ul style="list-style-type: none"> <li>• <b>NOTED</b> the risks should the introduction of the DPS be delayed.</li> </ul>	
8	<b>AOB</b> None.	
9	<b>Meeting close</b> Meeting closed at 10:20.	
<b>Date of next meeting:</b> Wednesday 13 December 2023; 10:00- 12:00		
<b>Signed and agreed by:</b>  <b>Date: DD MMM YYYY</b> <b>Andrew Lloyd, Surrey-wide Commissioning Committees in Common Independent Convener</b>		

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## Surrey Health and Social Care

### SURREY-WIDE COMMISSIONING COMMITTEES IN COMMON

#### Emergency and Urgent Decision (Chairs' Actions)

<b>Date of resolution:</b>	07/11/2023
<b>Subject of resolution:</b>	<b>BCF Section 75 Agreements 2022/23 and 2023-25</b>
<b>Lead Officer:</b>	Susan Stern, BCF Policy and Programme Manager, Surrey County Council
<b>Ratification:</b>	This action will be reported to the next meeting of the Surrey-wide Commissioning Committees in Common on 18/12/2023

#### Summary

The Better Care Fund (BCF) Section 75 (S75) agreements are the underlying contracts which govern the delivery of the BCF. There are separate but aligned agreements between: Surrey County Council and Surrey Heartlands Integrated Care Board (ICB); and Surrey County Council and Frimley ICB.

Surrey's BCF 75 agreements have been updated during 2023 to reflect new ICB governance arrangements. This has been an iterative process, with initial updates made to the 2022/23 agreements and further refinement within the 2023-25 agreements.

The updated agreements will help clarify governance arrangements, increase transparency across the system and have support from partners across the system.

We are now seeking approval, via delegated authority, for Surrey County Council to seal these agreements by 31 October 2023 to meet NHS England policy requirements for the BCF.

#### Recommendation:

The Surrey-wide Commissioning Committees are asked to:

1. Approve the 2022/23 BCF S75 agreement between SCC and Surrey Heartlands ICB.
2. Approve the 2022/23 BCF S75 agreement between SCC and Frimley ICB.
3. Approve the 2023-25 BCF S75 agreement between SCC and Surrey Heartlands ICB.
4. Approve the 2023-25 BCF S75 agreement between SCC and Frimley ICB.
5. Authorise SCC Legal Services to seal the above Section 75 Agreements.

**Reason for Chair's Action:** Due to the non-alignment of meeting dates with the decision required.

**Signed:**

**Confirmation that support for the above decision has been received from the following** (as per section 15 of the Committees' Terms of Reference<sup>1</sup>):

	<b>Committee Chair</b>	<b>Support received from (at least) one other Committee member</b>
<b>NHS Frimley</b>	Tracey Faraday-Drake; 30/10/2023	Sam Burrows; 07/11/2023
<b>NHS Surrey Heartlands</b>	Ian Smith; 20/10/2023	Matthew Knight; 26/10/2023
<b>Surrey County Council</b>	Cllr Tim Oliver; 26/10/2023	Cllr Mark Nuti; 25/10/2023

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**<sup>1</sup> 15. Emergency/ Chair's action**

15.1 The Committee will delegate responsibility for emergency powers and urgent decisions to the Chair of each Committee who must consult at least one other member of the Committee.

15.2 Urgent decisions must be reported to the next Committee meeting following the urgent decision for ratification by the full meeting together with a report detailing the grounds on which it was decided to take the decision on an urgent basis and the efforts made to contact the relevant other members of the Committee prior to taking the decision.



<b>Agenda item:</b>
<b>Paper no:</b>

	Surrey County Council use	ICB/s use
<b>Section 151 Finance cleared on:</b>	04/12/2023	13/12/2023
<b>Legal cleared on</b>	05/12/2023	
<b>Executive Director cleared on:</b>	02/11/2023	02/11/2023
<b>Cabinet Member cleared on:</b>	28/11/2023	

<b>Title of Report:</b>	<b>Mental Health Investment Fund Delegated Decision Making</b>	
<b>Status:</b>	<b>TO APPROVE</b>	
<b>Committee:</b>	<b>Surrey-wide Commissioning Committees in Common</b>	<b>Date: 13/12/2023</b>
<b>Venue:</b>	Woodhatch Place, 11 Cockshot Hill, Reigate, RH2 8EF	
<b>Presented By:</b>	Helen Coombes, Executive Director Adults, Wellbeing and Health Partnerships, Surrey County Council	
<b>Author(s)/ Lead Officer(s):</b>	Sara Saunders, Health Integration Policy Lead, Surrey County Council and Surrey Heartlands Health and Care Partnership	

**Executive Summary:**

The purpose of this paper is to present a recommendation for the ongoing Delegated Decision Making of the Mental Health Investment Fund (MHIF) given the recent change in Joint Executive Director roles.

The MHIF is a joint fund established by Surrey County Council and Surrey Heartlands Integrated Care Board (ICB) in September 2022 consisting of a £6m contribution from Surrey County Council and a £4.5m contribution from Surrey Heartlands ICB.

In September 2022, Committees in Common (CiC) approved the transfer of responsibility and accountability for the MHIF to the Joint Executive Director for Public Service Reform from 1 October 2022, to reflect the joint nature of the fund across Surrey County Council and NHS Surrey Heartlands (ICB).

**The recommendation** being presented is for the delegated decision making of the fund to be joint responsibility and accountability between the following two Executive Directors to continue to reflect the joint nature of the fund:

Executive Director Adults, Wellbeing and Health Partnerships, Surrey County Council

Joint Chief Medical Officer and Executive Director Adult Mental Health, Surrey Heartlands ICB

No other changes are proposed to be made and the fund will continue to be managed in line with what was outlined and approved in the CiC paper in September 2022.

## Governance:

<b>Conflict of Interest:</b> The Author considers:	None identified	✓
<b>Previous Reporting:</b> (relevant committees/forums this paper has previously been presented to)	<b>Committee name:</b> Surrey Heartlands ICS Executives Meeting date: 27/11/2023 Outcome: noted <b>Committee name:</b> Surrey Heartlands Commissioning, Contracting and Commercial Committee Meeting date: 13/11/2023 Outcome: approved <b>Committee name:</b> Surrey-wide Commissioning Collaborative Meeting date: 24/11/2023 Outcome: approved	
<b>Freedom of Information:</b> The Author considers:	Open – no exemption applies. Part I paper suitable for publication.	✓

## Decision Applicable to:

Decision applicable to the following partners:	NHS Frimley ICB	
	NHS Surrey Heartlands ICB	✓
	Surrey County Council	✓

## Recommendation(s):

The Surrey-wide Commissioning Committees in Common is asked to:

1. Approve the transfer of delegated decision making to be joint responsibility and accountability between the Executive Director Adults, Wellbeing and Health Partnerships, Surrey County Council and Joint Chief Medical Officer and Executive Director Adult Mental Health, Surrey Heartlands ICB

## Reason for recommendation(s):

In September 2022, Committees in Common approved the transfer of responsibility and accountability for the MHIF to the Joint Executive Director for Public Service Reform from 1 October 2022 to reflect the joint nature of the fund across Surrey County Council and Surrey Heartlands ICS.

This joint role no longer exists as of October 2023, but decision making should continue to reflect the joint nature of the fund.

## Next Steps

1. The change will be implemented immediately.
2. The fund will continue to be managed in line with what was outlined and approved in the Committees in Common paper in September 2022.
3. Now that rounds 1 and 2 have been concluded a further decision will be required in the future regarding remaining funds.

## 1. Details:

- 1.1 The MHIF is a joint fund established by Surrey County Council and Surrey Heartlands ICB in September 2022 consisting of a £6m contribution from Surrey County Council and a £4.5m contribution from Surrey Heartlands ICB.
- 1.2 The MHIF is a Surrey wide, all age, resource to enable the delivery of the outcomes in Priority Two of the Health and Wellbeing Strategy. This priority area is focused on prevention, removing barriers, and supporting people to become proactive in improving their emotional health and wellbeing. The fund is for new and/or existing non-statutory services.
- 1.3 In September 2022, Committees in Common approved the transfer of responsibility and accountability for the MHIF to the Joint Executive Director for Public Service Reform from 1 October 2022, to reflect the joint nature of the fund across Surrey County Council and Surrey Heartlands ICP.
- 1.4 The recommendation approved was “to delegate decision making about the deployment of and budget accountability for Mental Health Investment Fund (MHIF) monies to the Joint Executive for Public Service Reform, in line with delegation levels.”
- 1.5 In regard to wider governance and reporting it was agreed that “the reporting and accountability will be up to the ICB/ICP Mental Health System Delivery Board, who has a remit to oversee mental health improvement and transformation in Surrey. All decisions in relation to the MHIF will also be published and an annual report presented to the Committees in Common as well as regular reporting through Health and Wellbeing Board as part of Priority 2 and engagement through the Surrey Heartlands Place Based Boards and Adult and Health Select Committee as appropriate.”
- 1.6 Please refer to [this paper](#) for further details.
- 1.7 The recommendation being presented is for the delegated decision making of the fund to be joint responsibility and accountability between the following two Executive Directors, to continue to reflect the joint nature of the fund:
- 1.8 Executive Director Adults, Wellbeing and Health Partnerships, Surrey County Council
- 1.9 Joint Chief Medical Officer and Executive Director Adult Mental Health, Surrey Heartlands ICB
- 1.10 No other changes are proposed to be made and the fund will continue to be managed in line with what was outlined and approved in the Committees in Common paper in September 2022.

## 2. Consultation:

- 2.1 Members of the Surrey Heartlands Contracting, Commissioning and Commercial Committee have reviewed this proposal and endorsed its recommendations.
- 2.2 No public engagement/consultation is required.
- 2.3 Members of the Commissioning Collaborative have been consulted.

- 2.4 Elected Members (via draft reports meeting and Cabinet Members on the assessment panel)

### 3. Risk Management and Implications:

Type of risk	Risk	Implication	Mitigation
Non-financial	By not agreeing revised delegated decision making contracts cannot be signed and payments cannot be processed to successful providers from round 1 and 2	Delivery of new provision would be delayed and the reputation of the MHIF would be damaged	As an interim measure, budgets have been transitioned from Executive Director for Public Service Reform to Interim Executive Director Adults, Wellbeing and Health Partnerships

### 4. Financial and ‘Value For Money’ Implications

- 4.1 This paper does not propose any decisions with financial implications.

### 5. Section 151 Officer Commentary

- 5.1 Significant progress has been made in recent years to improve the Council’s financial resilience and the financial management capabilities across the organisation. Whilst this has built a stronger financial base from which to deliver our services, the increased cost of living, global financial uncertainty, high inflation and government policy changes mean we continue to face challenges to our financial position. This requires an increased focus on financial management to protect service delivery, a continuation of the need to be forward looking in the medium term, as well as the delivery of the efficiencies to achieve a balanced budget position each year.
- 5.2 In addition to these immediate challenges, the medium-term financial outlook beyond 2023/24 remains uncertain. With no clarity on central government funding in the medium term, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority, in order to ensure the stable provision of services in the medium term.
- 5.3 In this context the Section 151 Officer notes and supports the proposed change in accountability to ensure there is clear joint governance going forward for the Mental Health Investment Fund.

### 6. Legal Implications – Monitoring Officer

6.1 Legal Services will continue to provide such assistance as is required.

## **7. Equalities and Diversity**

- 7.1 The use of the MHIF is specifically being used to focus on priority populations and key neighbourhoods specified in the Health and Wellbeing Strategy. This priority area is focused on prevention, removing barriers, and supporting people to become proactive in improving their emotional health and wellbeing.
- 7.2 Any relevant commissioned services will need to complete an equalities impact assessment (EQIA).

## **8. Other Implications:**

8.1 None other than those set out in the main body of the report.

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### **Consulted:**

Committee name: Surrey Heartlands Commissioning, Contracting and Commercial Committee  
Meeting date: 13/11/2023  
Outcome: Agreed

Committee name: Surrey-wide Commissioning Collaborative  
Meeting date: 24/11/2023  
Outcome: Agreed

Committee name: Surrey Heartlands ICS Executives  
Meeting date: 27/11/2023  
Outcome: noted

### **Annexes:**

None

### **Sources/background papers:**

Surrey All Age Mental Health Investment Fund Arrangement – Surrey Wide Commissioning Committees in Common – 21/09/2022

Surrey All Age Mental Health Investment Fund (MHIF): process for use of funding - Surrey Wide Commissioning Committees in Common – 28/06/2023

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