



## Surrey Health and Social Care

### SURREY COMMISSIONING COMMITTEES IN COMMON MINUTES

Committees in Common between the following organisations:

NHS North East Hants and Farnham CCG	✓
NHS Surrey Heartlands CCG	✓
NHS Surrey Heath CCG	✓
Surrey County Council	✓

<b>Date</b>	Wednesday 31 March 2021	<b>Time</b>	10:00 – 10:30
<b>Venue</b>	Virtual meeting		

#### Members/ Attendees:

Name	Title/ Role	Attendance (✓)/ Apologies (A)			
		Surrey Heartlands CCG	North East Hants and Farnham CCG	Surrey Heath CCG	Surrey County Council
<b>Convener</b>					
Dr Charlotte Canniff (CC)	Clinical Chair, Surrey Heartlands CCG				
<b>Members</b>					
Dr Charlotte Canniff (CC)	Clinical Chair, Surrey Heartlands CCG	✓			
Jacqui Burke (JB)	Lay Member Audit, Surrey Heartlands CCG	✓			
Jonathan Perkins (JP)	Lay Member Finance, Surrey Heartlands CCG	✓			
Steve Hams (SH)	Registered Nurse, Surrey Heartlands CCG	✓			
Dr Claire Fuller (DrCF)	Interim CCG Accountable Officer	✓			
Karen McDowell (KMc)	CCG Deputy Accountable Officer/ ICS Chief Operating Officer	✓			

Reviewed by: CC (14/06/2021)

Name	Title/ Role	Attendance (✓)/ Apologies (A)			
		Surrey Heartlands CCG	North East Hants and Farnham CCG	Surrey Heath CCG	Surrey County Council
Dr Timothy Bates (TB)	GP for Surrey-wide Services, Surrey Heartlands CCG	✓			
Steven Clarke (SC)	Clinical Leader, North East Hants and Farnham CCG		✓		
Dr Andy Brooks (AB)	Chief Clinical Officer Frimley Collaborative		A		
Kathy Atkinson (KA)	Lay Member, North East Hants and Farnham CCG		A		
Tony Fitzgerald (TF)	Lay Member, Surrey Heath CCG		✓		
Nicola Airey (NA)	Managing Director, Surrey Heath CCG		A		
Daryl Gasson (DG)	Managing Director, North East Hants and Farnham CCG		A		
Rob Morgan (RM)	Chief Finance Officer, Surrey Heath CCG		A		
Cllr Tim Oliver (TO)	Leader of the Council (Chair)				✓
Cllr Sinead Mooney (SM)	Cabinet Member for Adults and Public Health				✓
Cllr Mary Lewis (ML)	Cabinet Member for Children, Young People and Families				✓
<b>Attendees</b>					
Liz Uliasz (LU) <i>For item 8</i>	Deputy Director, Adult Social Care, Surrey County Council				✓
Natasha Moore (NM)	Governance Manager		A		
Louise O'Byrne (LO)	Head of Corporate Governance and Risk (Minute taker)		✓		
Debo Sokoya (DS)	Governance Co-ordinator		✓		

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. It was noted that this meeting was taking place virtually, consistent with the Government guidance for COVID-19.</p> <p>The Convener notified members and those present that the meeting was being webcast live via the Surrey County Council website. Additionally, she reminded all present that the meeting would be recorded for administration purposes only; and the recording would be deleted once the minutes had been approved.</p> <p>TF advised that he was representing both Surrey Heath CCG and NEHF CCG at this meeting.</p> <ul style="list-style-type: none"> <li>• <b>Confirmation of Convener</b> The Committees confirmed CC as Convener for this meeting.</li> </ul>		
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 Chair invited members and attendees to report any new declarations or any amendments to the register.</p> <p>TB advised that his wife was currently working part-time as a vaccinator via Central Surrey Health. CC stated that she and other Governing Body members were doing the same and <b>asked for the Governance Team to advise outside this meeting whether this should be declared.</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	30/04/2021
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 North East Hants and Farnham CCG</li> <li>• NHS Surrey Heartlands CCG</li> <li>• NHS Surrey Heath CCG</li> <li>• Surrey County Council</li> </ul>		

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4	<p><b>Minutes from last meeting on 09/12/2020</b> The minutes of the last meeting were presented.</p> <p><b>Decision Applicable to:</b></p> <table border="1" data-bbox="252 416 1070 568"> <tr> <td>NHS North East Hants and Farnham CCG</td> <td>✓</td> </tr> <tr> <td>NHS Surrey Heartlands CCG</td> <td>✓</td> </tr> <tr> <td>NHS Surrey Heath CCG</td> <td>✓</td> </tr> <tr> <td>Surrey County Council</td> <td>✓</td> </tr> </table> <p>The above Surrey-wide Commissioning Committees are asked:</p> <ul style="list-style-type: none"> <li>• <b>TO APPROVE</b> the minutes of the last meeting.</li> </ul> <p>The above Surrey-wide Commissioning Committees:</p> <ul style="list-style-type: none"> <li>• <b>APPROVED</b> the minutes of the last meeting.</li> </ul>	NHS North East Hants and Farnham CCG	✓	NHS Surrey Heartlands CCG	✓	NHS Surrey Heath CCG	✓	Surrey County Council	✓		
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5	<p><b>Action Log</b> It was noted that shaded actions on the log were marked as completed and would only be discussed by exception. All actions had been completed.</p>										
6	<p><b>Questions from members of the public</b> No questions had been received from the public.</p>										
7	<p><b>Better Care Fund submission 2020/21</b> LU presented the above (refer to paper for details). LU explained that this had been signed off by the Surrey Health and Wellbeing Board and was presented here for information.</p> <p>JP noted that the tables on Page 11 referred to the former CCGs, which no longer existed. KMc explained that as the Integrated Care Partnerships were not legal entities, so the report had to reference either the newly merged Surrey Heartlands CCG, or the legacy CCGs. The latter was chosen, as the budgets had been set for the former CCG areas; the presentation would be corrected for next year's report.</p> <p><b>Decision Applicable to:</b></p> <table border="1" data-bbox="252 1675 1038 1827"> <tr> <td>NHS North East Hants and Farnham CCG</td> <td>✓</td> </tr> <tr> <td>NHS Surrey Heartlands CCG</td> <td>✓</td> </tr> <tr> <td>NHS Surrey Heath CCG</td> <td>✓</td> </tr> <tr> <td>Surrey County Council</td> <td>✓</td> </tr> </table>	NHS North East Hants and Farnham CCG	✓	NHS Surrey Heartlands CCG	✓	NHS Surrey Heath CCG	✓	Surrey County Council	✓		
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	<p><b>The above Surrey-wide Commissioning Committees are asked:</b></p> <ul style="list-style-type: none"> <li>• <b>TO NOTE</b> the finalised 2020/21 Better Care Fund submission.</li> <li>• <b>TO NOTE</b> that the national planning conditions have been met; including the minimum CCG funding contribution, the minimum funding allocation to NHS Commissioned Out of Hospital Spend, and minimum funding allocation to Adult Social Care services.</li> <li>• <b>TO NOTE</b> the following next steps: Section 75 partnership agreements will be updated and agreed between Surrey County Council and CCGs; and the 2021/22 Better Care Fund planning process will begin as soon as national guidance is released.</li> </ul> <p><b>The above Surrey-wide Commissioning Committees:</b></p> <ul style="list-style-type: none"> <li>• <b>NOTED</b> the finalised 2020/21 Better Care Fund submission.</li> <li>• <b>NOTED</b> that the national planning conditions have been met; including the minimum CCG funding contribution, the minimum funding allocation to NHS Commissioned Out of Hospital Spend, and minimum funding allocation to Adult Social Care services.</li> <li>• <b>NOTED</b> the next steps as above as per the report.</li> </ul>		
8	<p><b>AOB</b> TF advised that NHSE had formally approved the merger of East Berkshire, North East Hampshire &amp; Farnham and Surrey Heath CCGs. On 1 April 2021 therefore, NHS Frimley CCG would replace the existing three organisations.</p>		
9	<p><b>Meeting close</b> Meeting closed at 10:30.</p>		
<p><b>Date of next meeting:</b> Wednesday 30 June 2021, 10:00- 12:00; Virtual meeting</p>			
<p><b>Signed and agreed by:</b></p>  <p><b>Date: DD MMM YYYY</b> <b>Dr Charlotte Canniff, Clinical Chair, Surrey Heartlands CCG (Convener)</b></p>			

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