



## Surrey Health and Social Care

### SURREY COMMISSIONING COMMITTEES IN COMMON MINUTES

Committees in Common between the following organisations:

NHS Frimley CCG	✓
NHS Surrey Heartlands CCG	✓
Surrey County Council	✓

<b>Date</b>	Wednesday 24 November 2021	<b>Time</b>	10:00 – 10:45
<b>Venue</b>	Virtual meeting/ Woodhatch Place, Reigate (Surrey County Council)		

#### Members/ Attendees:

Name	Title/ Role	Attendance (✓)/ Apologies (A)		
		Surrey Heartlands CCG	Frimley 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 (Chair)	✓		
Vacant	Lay Member, 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	A		
Karen McDowell (KMc) <i>On behalf of DrCF</i>	CCG Deputy Accountable Officer/ ICS Chief Operating Officer	✓		
Matthew Knight (MK)	Chief Finance Officer	✓		
Dr Timothy Bates (TB)	GP for Surrey-wide Services, Surrey Heartlands CCG	✓		

Reviewed by: CC (11/10/2021)

Name	Title/ Role	Attendance (✓)/ Apologies (A)		
		Surrey Heartlands CCG	Frimley CCG	Surrey County Council
Steven Clarke (SC)	Clinical Leader, Frimley CCG		A	
Kathy Atkinson (KA)	Lay Member, Frimley CCG		A	
Tony Fitzgerald (TF)	Lay Member Primary Care, Frimley CCG		A	
Nicola Airey (NA)	Managing Director, Frimley CCG (Chair)		✓	
Daryl Gasson (DG)	Managing Director, Frimley CCG		A	
Rob Morgan (RM)	Chief Finance Officer, Frimley CCG		A	
Cllr Denise Turner-Stewart (DTS)	Cabinet Member for Education and Learning			✓
Cllr Sinead Mooney (SM)	Cabinet Member for Adults (Chair)			✓
Cllr Clare Curran (CCu)	Cabinet Member for Children			A
Cllr Matt Furniss (MF) <i>On behalf of CCu</i>	Cabinet Member for Transport and Infrastructure			✓
<b>Attendees</b>				
Simon White (SW) <i>(For Item 8)</i>	Executive Director- Adult Social Care and Integrated Commissioning, Surrey County Council		✓	
Maureen Attewell (MA) <i>(Observer)</i>	Deputy Cabinet Member for Children and Lifelong Learning, Surrey County Council		✓	
Tapiwa Songore (TS)	(Minute-taker) Interim Governance Manager		✓	
Debo Sokoya (DS)	Governance Coordinator		✓	

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.</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>		

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	<p>The Convener also confirmed that the Surrey County Council Committee were meeting 'in person' to fulfil their decision-making requirements. NHS Frimley and NHS Surrey Heartlands CCGs were meeting virtually.</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> <ul style="list-style-type: none"> <li>• SM reported that she was no longer a Governor at Ashford and St Peter's NHS FT.</li> <li>• SM reported that she was a Councillor at Spelthorne Borough Council.</li> </ul> <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>								
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 CCG</li> <li>• NHS Surrey Heartlands CCG</li> <li>• Surrey County Council</li> </ul>								
4	<p><b>Minutes from last meeting on 29/09/2021</b></p> <p>The minutes of the last meeting were presented.</p> <p><b>Decision Applicable to:</b></p> <table border="1" data-bbox="252 1675 1070 1794"> <tbody> <tr> <td data-bbox="252 1675 935 1715">NHS Frimley CCG</td> <td data-bbox="935 1675 1070 1715">✓</td> </tr> <tr> <td data-bbox="252 1715 935 1756">NHS Surrey Heartlands CCG</td> <td data-bbox="935 1715 1070 1756">✓</td> </tr> <tr> <td data-bbox="252 1756 935 1794">Surrey County Council</td> <td data-bbox="935 1756 1070 1794">✓</td> </tr> </tbody> </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 CCG	✓	NHS Surrey Heartlands CCG	✓	Surrey County Council	✓		
NHS Frimley CCG	✓								
NHS Surrey Heartlands CCG	✓								
Surrey County Council	✓								

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5	<p><b>Action Log</b> It was noted that all actions had been completed.</p>								
6	<p><b>Questions from members of the public</b> No questions from the public were received.</p>								
7	<p><b>CiCs Committee Effectiveness Review 2021/22</b></p>								
	<p>CC reported that the Committee would undertake a review of its effectiveness which would be useful for improving governance. A series of open-ended questions had been developed to help with the process.</p> <p>Members reflected on the growth and maturity that the Committee had gone through and hoped that an equally effective forum would be in place to deal with all the crossover issues as the ICS was developing.</p> <p>It was agreed that the questions would be circulated together with the Terms of Reference and written responses would be discussed at the next meeting.</p> <p><b>Recommendation(s):</b></p> <p><b>The Surrey-wide Commissioning Committees are asked to approve the questions for the review</b></p> <table border="1" data-bbox="252 1272 1070 1391"> <tbody> <tr> <td data-bbox="252 1272 935 1312">NHS Frimley CCG</td> <td data-bbox="940 1272 1070 1312">✓</td> </tr> <tr> <td data-bbox="252 1319 935 1359">NHS Surrey Heartlands CCG</td> <td data-bbox="940 1319 1070 1359">✓</td> </tr> <tr> <td data-bbox="252 1366 935 1406">Surrey County Council</td> <td data-bbox="940 1366 1070 1406">✓</td> </tr> </tbody> </table> <p><b>The Surrey-wide Commissioning Committees</b></p> <ul style="list-style-type: none"> <li>• approved the questions for the review.</li> </ul>	NHS Frimley CCG	✓	NHS Surrey Heartlands CCG	✓	Surrey County Council	✓	TS	Dec 21
NHS Frimley CCG	✓								
NHS Surrey Heartlands CCG	✓								
Surrey County Council	✓								
8	<p><b>Better Care Fund plan submission</b></p>								
	<p>SW presented a report on the 2021/22 Better Care Fund Submission outlining the national planning conditions which had 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.</p> <p>The submission set out the plan for how £109.0m of funding across Surrey's health and social care system would be spent and this included the £80.6m minimum contributions from CCGs,</p>								

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	<p>£11.1m of iBCF grant funding paid directly to SCC and £10.2m of Disabled Facilities Grant monies paid to D&amp;B Councils.</p> <p>The narrative for Surrey has been agreed following local discussions with a wide range of stakeholders, including strategic leaders, finance colleagues, and commissioners.</p> <p><b>Recommendation(s):</b></p> <ul style="list-style-type: none"> <li>• <b>The Surrey-wide Commissioning Committees are asked to note the 2021/22 Better Care Fund Submission</b></li> <li>• <b>Note the next steps and procurement process timeline.</b></li> </ul> <table border="1" data-bbox="252 801 1070 920"> <tr> <td data-bbox="252 801 933 842">NHS Frimley CCG</td> <td data-bbox="938 801 1070 842">✓</td> </tr> <tr> <td data-bbox="252 842 933 882">NHS Surrey Heartlands CCG</td> <td data-bbox="938 842 1070 882">✓</td> </tr> <tr> <td data-bbox="252 882 933 920">Surrey County Council</td> <td data-bbox="938 882 1070 920">✓</td> </tr> </table> <p><b>The Surrey-wide Commissioning Committees.</b></p> <ul style="list-style-type: none"> <li>• noted the 2021/22 Better Care Fund Submission</li> <li>• Noted the next steps and procurement process timeline.</li> <li>• Recommended it for approval by the Health and Wellbeing Board.</li> <li>• Commended the team working on the submission for their hard work in producing the work within short timescales</li> </ul>	NHS Frimley CCG	✓	NHS Surrey Heartlands CCG	✓	Surrey County Council	✓		
NHS Frimley CCG	✓								
NHS Surrey Heartlands CCG	✓								
Surrey County Council	✓								
9	<p><b>AOB</b></p> <p>CC reported that the governance team had advised that there would be a meeting in January 2022 and dates would be circulated.</p>								
10	<p><b>Meeting close</b> Meeting closed at 10:25</p>								
<p><b>Date of next meeting: 26 January 2022</b></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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