



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	✓
Surrey County Council	✓

Date	Wednesday 22 March 2023	Time	14:30 – 14:40
Venue	Virtual meeting/ Woodhatch Place, Reigate (Surrey County Council)		

Members/ Attendees:

Name	Title/ Role	Attendance (✓)/ Apologies (A)		
		Surrey Heartlands ICB	Frimley ICB	Surrey County Council
Convener				
Cllr Sinead Mooney	Cabinet Member for Children and Families			
Members				
Ian Smith (IS)	Chair	A		
Clare Stone (CS)	Director of Multi-Professional Leadership and Chief Nurse	✓		
Prof Claire Fuller (ProfCF)	(Chair) Chief Executive Officer	✓		
Matthew Knight (MK)	Chief Finance Officer	✓		
Dr Tim Bates (TB)	Clinical Director – Integrated Services	A		
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

Name	Title/ Role	Attendance (✓)/ Apologies (A)		
		Surrey Heartlands ICB	Frimley ICB	Surrey County Council
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			✓
Attendees				
Liz Bruce (LB)	Joint Executive Director, Adult Social Care & Integrated Commissioning, Adult Social Care		✓	
Danielle Bass (DB) <i>For item 7</i>	Procurement Partner, 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>Welcome, Introductions and Apologies</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.</p> <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 were meeting virtually.</p> <ul style="list-style-type: none"> • Confirmation of Convener The Committees confirmed SM as Convener for this meeting. 		
2	<p>Declarations of Interest</p> <p>a) To receive confirmation from all members and attendees that their entry in the Register of Interests is up-to-date, accurate and complete.</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>		

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	<p>b) To receive any declarations of interest pertinent to items on this agenda. The Convener invited members and attendees to report any conflicts pertinent to items on this agenda. None were received.</p>								
3	<p>Quorum The required quorum was met for the following organisations:</p> <ul style="list-style-type: none"> • NHS Frimley ICB • NHS Surrey Heartlands ICB • Surrey County Council 								
4	<p>Minutes from last meeting on 14/12/2022 The minutes of the last meeting were presented.</p> <p>Decision Applicable to:</p> <table border="1" data-bbox="252 824 890 943"> <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>The above Surrey-wide Commissioning Committees:</p> <ul style="list-style-type: none"> • APPROVED the minutes of the last meeting. 	NHS Frimley ICB	✓	NHS Surrey Heartlands ICB	✓	Surrey County Council	✓		
NHS Frimley ICB	✓								
NHS Surrey Heartlands ICB	✓								
Surrey County Council	✓								
5	<p>Action Log It was noted that there were no actions from the last meeting.</p>								
6	<p>Questions from members of the public No questions were received from the public.</p>								
7	<p>Annual Procurement Forward Plan 2023/24 DB presented the above, noting that in March 2019, SCC Cabinet approved the recommendation to delegate authority and decision making related to the strategic commissioning of health and social care services across Surrey to the Surrey-wide Commissioning Committee, as outlined in the report. The report was seeking approval of annex 1 covering 26 projects: 14 relating to Public Health Public Service Reform; one for Childrens Families and Lifelong Learning and Public Health; and 11 for Adult Social Care.</p> <p>All schemes highlighted in grey would be presented at a future Surrey-wide Commissioning Committees in Common meeting before going out to tender as follows: Mental Health Investment Fund; Childrens Community Health Services; Mental Health and Substance Misuse Supported Living; and Dementia Navigators.</p> <p>Decision Applicable to:</p> <table border="1" data-bbox="252 1973 890 2092"> <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>	NHS Frimley ICB	✓	NHS Surrey Heartlands ICB	✓	Surrey County Council	✓		
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Surrey County Council	✓								

Item No.	Discussion and actions raised	Who	By when
	<p>Recommendation/s: The Surrey County Council Committee is asked:</p> <ol style="list-style-type: none"> 1. GIVE APPROVAL to procure for the projects listed in Forward Plan in accordance with SCC's Procurement and Contract Standing Orders. 2. TO AGREE that where the first ranked tender for any SCC projects listed in Annex 1 is within the +5% budgetary tolerance level, the relevant Executive Director, Director, or Head of Service (as appropriate) is authorised to award such contracts, while consulting with the relevant Cabinet Member as appropriate. 3. TO AGREE the procurement activity marked as 'yes' in the far right column within the Forward Plan will be returned to the Surrey-Wide Commissioning CinC for review of the commissioning and procurement strategy before going to the market. <p>The Surrey County Council Committee:</p> <ol style="list-style-type: none"> 1. GAVE APPROVAL to procure for the projects listed.. 2. AGREED that where the first ranked tender for any SCC project within the +5% budgetary tolerance level, the relevant Executive Director, Director, or Head of Service (as appropriate) is authorised to award such contracts, while consulting with the relevant Cabinet Member (as appropriate). 3. AGREED the procurement activity marked as 'yes' in the far right column within the Forward Plan will be returned to the Surrey-Wide Commissioning CinC for review of the commissioning and procurement strategy before going to the market. 		
8	<p>AOB None</p>		
9	<p>Meeting close Meeting closed at 14:40</p>		
<p>Date of next meeting: Wednesday 14 June 2023; 10:00- 12:00</p>			
<p>Signed and agreed by:</p> <p>Date: DD MMM YYYY Cllr Sinead Mooney, Cabinet Member for Children and Families (Convener)</p>			