

Surrey Heartlands System Board Forward Work Plan 2021

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Standing items

Item	Frequency	Date added
Key updates and Escalations from the System	Monthly	Nov 2019
Health and Wellbeing Strategy implementation quarterly reports	Quarterly following HWB	April 2020
Key updates and escalations from Recovery Board	Monthly	17 June 2020
ICP updates- <i>opportunity to raise anything- not a requirement</i>	Monthly	4 November 2020- <i>draft report meeting</i>
ICP Deepdive	2x ICP deepdives at meeting every 6 months, other 2 ICPs the following month Monthly (order: NWS, East Surrey, G&W, Surrey Downs)- <i>expired</i>	4 November 2020- <i>draft report meeting</i> Agreed 29 August 2020
Turning the Tide: Addressing racial inequalities across our workforce and communities	Quarterly- at every public meeting	Agreed 21 October 2020
2021 forward plan (under AOB)	Monthly except public meetings	Nov 2020 System Board

Meeting forward plan

February 2021

Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
Welcome, minutes, updates and context <ul style="list-style-type: none"> • Apologies and conflict of interests • Oct ICS System Board notes • National and regional updates from NHSE/I 	Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership Claire Fuller, SRO		agree the minutes and check progress against actions. For approval To set the scene for the meeting.	Verbal Oct minutes Verbal
Key updates and Escalations from SOAG <ol style="list-style-type: none"> Overview from SOAG Finance Quality and Performance Other key updates including for our response to COVID19 	<ol style="list-style-type: none"> Claire Fuller, SRO Karen McDowell, ICS Director of Finance Chair Quality & Performance Board 	<ol style="list-style-type: none"> Karen McDowell/Vicki Taylor 	Key areas of discussion for noting and those for escalation	<ol style="list-style-type: none"> Verbal Paper Verbal Verbal
IPMO paper for Feb	Linda Honey message			
End of Life Care	Vicky Stobbart		Discussion	Paper
Integrated Care Partnership Deepdive <ol style="list-style-type: none"> North West Surrey ICP East Surrey ICP 	<ol style="list-style-type: none"> Jack Wagstaff Michael Wilson/Sumona Chatterjee 		For noting and discussion	Paper

<p>Key Updates and Escalations from Recovery Board</p> <p>a. Key updates from Recovery Board</p>	<p>Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey</p>			
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March 2021				
Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
<p>Welcome, minutes, updates and context</p> <ul style="list-style-type: none"> • Apologies and conflict of interests • Oct ICS System Board notes • National and regional updates from NHSE/I 	<p>Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership</p> <p>Claire Fuller, SRO</p>		<p>agree the minutes and check progress against actions.</p> <p>For approval</p> <p>To set the scene for the meeting.</p>	<p>Verbal</p> <p>Oct minutes</p> <p>Verbal</p>
<p>Key updates and Escalations from SOAG</p> <p>a. Overview from SOAG</p> <p>b. Finance</p> <p>c. Quality and Performance</p> <p>d. Other key updates including for our response to COVID19</p>	<p>a. Claire Fuller, SRO</p> <p>b. Karen McDowell, ICS Director of Finance</p> <p>c. Chair Quality & Performance Board</p>	<p>b. Karen McDowell/Vicki Taylor</p>	<p>Key areas of discussion for noting and those for escalation</p>	<p>a. Verbal</p> <p>b. Paper</p> <p>c. Verbal</p> <p>d. Verbal</p>
<p>10 year Health and Wellbeing Quarterly Report</p>	<p>Tim Oliver/ Ruth Hutchinson</p>	<p>Phill Austen-Reed</p>	<p>For noting and discussion</p>	<p>Link to public papers</p>

Integrated Care Partnership Deepdive a. Guildford & Waverley ICP b. Surrey Downs ICP	a. Louise Stead b. Daniel Elkeles		For noting and discussion	Paper
Key Updates and Escalations from Recovery Board a. Key updates from Recovery Board	Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey			
Hot topics/ AOB 2021 Forward Plan				

April 2021 PUBLIC

Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
Welcome, minutes, updates and context <ul style="list-style-type: none"> Apologies and conflict of interests Oct ICS System Board notes National and regional updates from NHSE/I 	Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership Claire Fuller, SRO		agree the minutes and check progress against actions. For approval To set the scene for the meeting.	Verbal Oct minutes Verbal
Key updates and Escalations from SOAG a. Overview from SOAG	a. Claire Fuller, SRO			

b. Finance c. Quality and Performance d. Other key updates including for our response to COVID19	b. Karen McDowell, ICS Director of Finance c. Chair Quality & Performance Board	b. Karen McDowell/Vicki Taylor	Key areas of discussion for noting and those for escalation	a. Verbal b. Paper c. Verbal d. Verbal
Turning the Tide: Addressing racial inequalities across our workforce and communities	Russell Hills- Equality, Diversity and Inclusion Lead/ Gillian Francis-Musanu- Director of Corporate Affairs for SASH and Executive Lead for BAME		For noting and discussion	Paper
Integrated Care Partnership update	ICP Leads	N/A	For noting and discussion	Verbal
Key Updates and Escalations from Recovery Board b. Key updates from Recovery Board	Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey			
Hot topics/ AOB				

May 2021				
Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
Welcome, minutes, updates and context • Apologies and conflict of interests			agree the minutes and check progress against actions.	Verbal

<ul style="list-style-type: none"> Oct ICS System Board notes National and regional updates from NHSE/I 	<p>Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership</p> <p>Claire Fuller, SRO</p>		<p>For approval</p> <p>To set the scene for the meeting.</p>	<p>Oct minutes</p> <p>Verbal</p>
<p>Key updates and Escalations from SOAG</p> <p>a. Overview from SOAG</p> <p>b. Finance</p> <p>c. Quality and Performance</p> <p>d. Other key updates including for our response to COVID19</p>	<p>a. Claire Fuller, SRO</p> <p>b. Karen McDowell, ICS Director of Finance</p> <p>c. Chair Quality & Performance Board</p>	<p>b. Karen McDowell/Vicki Taylor</p>	<p>Key areas of discussion for noting and those for escalation</p>	<p>a. Verbal</p> <p>b. Paper</p> <p>c. Verbal</p> <p>d. Verbal</p>
<p>Integrated Care Partnerships update</p>	<p>ICP Leads</p>	<p>N/A</p>	<p>For noting</p>	<p>Verbal</p>
<p>Key Updates and Escalations from Recovery Board</p> <p>c. Key updates from Recovery Board</p>	<p>Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey</p>			
<p>Hot topics/ AOB</p> <p>2021 Forward Plan</p>				

June 2021

Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
<p>Welcome, minutes, updates and context</p>				<p>Verbal</p>

<ul style="list-style-type: none"> • Apologies and conflict of interests • Oct ICS System Board notes • National and regional updates from NHSE/I 	<p>Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership</p> <p>Claire Fuller, SRO</p>		<p>agree the minutes and check progress against actions.</p> <p>For approval</p> <p>To set the scene for the meeting.</p>	<p>Oct minutes</p> <p>Verbal</p>
<p>Key updates and Escalations from SOAG</p> <ul style="list-style-type: none"> a. Overview from SOAG b. Finance c. Quality and Performance d. Other key updates including for our response to COVID19 	<ul style="list-style-type: none"> a. Claire Fuller, SRO b. Karen McDowell, ICS Director of Finance c. Chair Quality & Performance Board 	<ul style="list-style-type: none"> b. Karen McDowell/Vicki Taylor 	<p>Key areas of discussion for noting and those for escalation</p>	<ul style="list-style-type: none"> a. Verbal b. Paper c. Verbal d. Verbal
<p>10 year Health and Wellbeing Quarterly Report</p>	<p>Tim Oliver/ Ruth Hutchinson</p>	<p>Phill Austen-Reed</p>	<p>For noting and discussion</p>	<p>Link to public papers</p>
<p>Integrated Care Partnerships update</p>	<p>ICP Leads</p>	<p>N/A</p>	<p>For noting</p>	<p>Verbal</p>
<p>Key Updates and Escalations from Recovery Board</p> <ul style="list-style-type: none"> d. Key updates from Recovery Board 	<p>Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey</p>			
<p>Hot topics/ AOB 2021 Forward Plan</p>				

July 2021 PUBLIC

Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
Welcome, minutes, updates and context <ul style="list-style-type: none"> Apologies and conflict of interests Oct ICS System Board notes National and regional updates from NHSE/I 	Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership Claire Fuller, SRO		agree the minutes and check progress against actions. For approval To set the scene for the meeting.	Verbal Oct minutes Verbal
Key updates and Escalations from SOAG <ol style="list-style-type: none"> Overview from SOAG Finance Quality and Performance Other key updates including for our response to COVID19 	<ol style="list-style-type: none"> Claire Fuller, SRO Karen McDowell, ICS Director of Finance Chair Quality & Performance Board 	<ol style="list-style-type: none"> Karen McDowell/Vicki Taylor 	Key areas of discussion for noting and those for escalation	<ol style="list-style-type: none"> Verbal Paper Verbal Verbal
Turning the Tide: Addressing racial inequalities across our workforce and communities	Russell Hills- Equality, Diversity and Inclusion Lead/ Gillian Francis-Musanu- Director of Corporate Affairs for SASH and Executive Lead for BAME		For noting and discussion	Paper
Integrated Care Partnerships update	ICP Leads	N/A	For noting	Verbal
Key Updates and Escalations from Recovery Board				

a. Key updates from Recovery Board	Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey			
Hot topics/ AOB				

August 2021

Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
Welcome, minutes, updates and context <ul style="list-style-type: none"> Apologies and conflict of interests Oct ICS System Board notes National and regional updates from NHSE/I 	Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership Claire Fuller, SRO		agree the minutes and check progress against actions. For approval To set the scene for the meeting.	Verbal Oct minutes Verbal
Key updates and Escalations from SOAG <ul style="list-style-type: none"> a. Overview from SOAG b. Finance c. Quality and Performance d. Other key updates including for our response to COVID19 	<ul style="list-style-type: none"> a. Claire Fuller, SRO b. Karen McDowell, ICS Director of Finance c. Chair Quality & Performance Board 	<ul style="list-style-type: none"> b. Karen McDowell/Vicki Taylor 	Key areas of discussion for noting and those for escalation	<ul style="list-style-type: none"> a. Verbal b. Paper c. Verbal d. Verbal
Integrated Care Partnership deepdive <ul style="list-style-type: none"> a. North West Surrey ICP b. East Surrey ICP 	<ul style="list-style-type: none"> a. Jack Wagstaff b. Michael Wilson/ Sumona Chatterjee 		For noting and discussion	Paper

Key Updates and Escalations from Recovery Board a. Key updates from Recovery Board	Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey			
Hot topics/ AOB 2021 Forward Plan				

September 2021

Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
Welcome, minutes, updates and context <ul style="list-style-type: none"> Apologies and conflict of interests Oct ICS System Board notes National and regional updates from NHSE/I 	Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership Claire Fuller, SRO		agree the minutes and check progress against actions. For approval To set the scene for the meeting.	Verbal Oct minutes Verbal
Key updates and Escalations from SOAG a. Overview from SOAG b. Finance c. Quality and Performance d. Other key updates including for our response to COVID19	a. Claire Fuller, SRO b. Karen McDowell, ICS Director of Finance c. Chair Quality & Performance Board	b. Karen McDowell/Vicki Taylor	Key areas of discussion for noting and those for escalation	a. Verbal b. Paper c. Verbal d. Verbal
10 year Health and Wellbeing Quarterly Report	Tim Oliver/ Ruth Hutchinson	Phill Austen-Reed	For noting and discussion	Link to public papers

Integrated Care Partnership deepdive a. Guildford and Waverley ICP b. Surrey Downs ICP	a. Louise Stead b. Daniel Elkeles		For noting and discussion	Paper
Key Updates and Escalations from Recovery Board e. Key updates from Recovery Board	Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey			
Hot topics/ AOB 2021 Forward Plan				

October 2021 PUBLIC				
Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
Welcome, minutes, updates and context <ul style="list-style-type: none"> • Apologies and conflict of interests • Oct ICS System Board notes • National and regional updates from NHSE/I 	Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership Claire Fuller, SRO		agree the minutes and check progress against actions. For approval To set the scene for the meeting.	Verbal Oct minutes Verbal

<p>Key updates and Escalations from SOAG</p> <p>a. Overview from SOAG b. Finance c. Quality and Performance d. Other key updates including for our response to COVID19</p>	<p>a. Claire Fuller, SRO b. Karen McDowell, ICS Director of Finance c. Chair Quality & Performance Board</p>	<p>b. Karen McDowell/Vicki Taylor</p>	<p>Key areas of discussion for noting and those for escalation</p>	<p>a. Verbal b. Paper c. Verbal d. Verbal</p>
<p>Turning the Tide: Addressing racial inequalities across our workforce and communities</p>	<p>Russell Hills- Equality, Diversity and Inclusion Lead/ Gillian Francis-Musanu- Director of Corporate Affairs for SASH and Executive Lead for BAME</p>		<p>For noting and discussion</p>	<p>Paper</p>
<p>Integrated Care Partnerships update</p>	<p>ICP Leads</p>	<p>N/A</p>	<p>For noting</p>	<p>Verbal</p>
<p>Key Updates and Escalations from Recovery Board</p> <p>f. Key updates from Recovery Board</p>	<p>Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey</p>			
<p>Hot topics/ AOB</p>				

November 2021

Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
Welcome, minutes, updates and context <ul style="list-style-type: none"> Apologies and conflict of interests Oct ICS System Board notes National and regional updates from NHSE/I 	Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership Claire Fuller, SRO		agree the minutes and check progress against actions. For approval To set the scene for the meeting.	Verbal Oct minutes Verbal
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ICP update	ICP Leads	N/A	For noting and discussion	Verbal
Key Updates and Escalations from Recovery Board <ol style="list-style-type: none"> Key updates from Recovery Board 	Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey			
Hot topics/ AOB				

2021 Forward Plan				
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December 2021

Item title	Presenter	Paper author(s)	Item type (<i>discussion, approval, update</i>)	Paper/verbal
Welcome, minutes, updates and context <ul style="list-style-type: none"> Apologies and conflict of interests Oct ICS System Board notes National and regional updates from NHSE/I 	Tim Oliver, Chair of Surrey Heartlands Health and Care Partnership Claire Fuller, SRO		agree the minutes and check progress against actions. For approval To set the scene for the meeting.	Verbal Oct minutes Verbal
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10 year Health and Wellbeing Quarterly Report	Tim Oliver/ Ruth Hutchinson	Phill Austen-Reed	For noting and discussion	Link to public papers
Integrated Care Partnerships update	ICP Leads	N/A	For noting	Verbal
Key Updates and Escalations from Recovery Board				



h. Key updates from Recovery Board	Steve Flanagan, Chair of Recovery Board and CEO CSH Surrey			
Hot topics/ AOB 2021 Forward Plan				