

Minutes of the SYCOM Commissioners only meeting held on Friday 3 May 2013 at 12:00 noon in the Boardroom at 722 Prince of Wales Road.

Present:

- Martha Coulman - Head of Strategy and Partnership, Doncaster CCG
- Richard Cullen - Commissioning Executive, Rotherham CCG (Chair)
- Eleri de Gilbert - Director (interim) (South Yorkshire and Bassetlaw) – NHS England
- Cathy Edwards - Head of Specialised Commissioning (South Yorkshire and Bassetlaw) – NHS England
- Chris Edwards - Chief Officer, Rotherham CCG
- Carol Ferguson - Network Manager (South Yorkshire and Bassetlaw) – NHS England
- Tim Furness - Chief of Business Planning and Partnerships, Sheffield CCG
- Ian Golton - SCN and Senate Associate Director (South Yorkshire and Bassetlaw) – NHS England
- Steve Hackett - Director of Finance (South Yorkshire and Bassetlaw) – NHS England
- Clare Hillitt - Network Manager (South Yorkshire and Bassetlaw) – NHS England
- Brian Hughes - Director of Operations and Delivery (South Yorkshire and Bassetlaw) – NHS England
- Phil Mettam - Chief Officer, Bassetlaw CCG
- Vicky Peverelle - Head of Corporate Affairs, Barnsley CCG
- Chris Stainforth - Doncaster CCG
- Nick Tupper - Chief Officer, Doncaster CCG

Apologies:

- Ian Atkinson - Chief Officer, Sheffield CCG
- David Black - Medical Director (South Yorkshire and Bassetlaw) – NHS England
- Margaret Kitching - Nurse Director (South Yorkshire and Bassetlaw) – NHS England

In Attendance:

- Rebecca Copley – Senior Administrative Support (South Yorkshire and Bassetlaw) – NHS England

13/23 DECLARATIONS OF MEMBERS INTERESTS

No declarations of interest were made.

13/24 WELCOME AND INTRODUCTIONS

Richard Cullen welcomed everyone to the meeting.

13/25

MINUTES OF THE PREVIOUS MEETING

The minutes of SYCOM Commissioners only meeting held on Friday 5 April 2013 were agreed to be a true and accurate record with the exception of two amendments from Cathy Edwards. One amendment was highlighted on page 3 under the vascular heading where Chris Edwards should read Cathy Edwards and the second amendment on page 4 under the heading other contracts where the last paragraph should read "The acute contracts for Rotherham, Barnsley and Doncaster had been agreed..."

13/26

MATTERS ARISING

Neuromuscular Service

Vicky Peverelle agreed to circulate an update by email on the neuromuscular service week commencing 6 May 2013. Cathy Edwards noted that the political and patient interest in the service had not gone away and this was something that should be focused on.

VP

Vascular Services

The actions around vascular services agreed at the SYCOM Commissioners and Providers meeting were noted.

Transition Update

Eleri de Gilbert confirmed that no update was required under this item as the transition had now happened with the safe transfer of staff and responsibilities to the new system.

Commissioning of Upper GI Services

Cathy Edwards provided an update on the commissioning of upper GI Services and the ongoing discussions between Doncaster and Sheffield through the Commissioners. Nick Tupper queried the process undertaken to resolve the issues. Cathy Edwards agreed to provide background details on the process undertaken to Nick Tupper and Chris Stainforth.

Cathy
Edwards

Divert Policy

Brian Hughes discussed the revised version of the divert policy. The Group had no issues with the policy but comments from YAS were outstanding. Brian Hughes agreed to cascade the policy formally by Wednesday 8 May for organisations to sign up to.

BH

13/27 DRAFT TERMS OF REFERENCE

The draft terms of reference were discussed and it was agreed to review again in 6 months time. **IdG/IA**

Tim Furness commented that a statement of commitment to integration rather than competition should be included.

13/28 IMPROVING PRIMARY CARE

Nick Tupper provided an overview of the improving primary care meeting that had recently taken place and discussed the overarching principles which were agreed by the Group. Martha Coulman agreed to circulate information regarding this to the Group. **MC**

Eleri de Gilbert confirmed the commitment of the NHS England team to work with CCGs and suggested that a detailed proposal arising from the discussions should be brought to the next SYCOM commissioner's only meeting. Laura Sherburn at NHS England was the lead for this and would work with Martha and Karen.

Richard Cullen thanked Nick, Eleri, Martha and Karen Curran for organising the event.

The website details containing the GP intelligence data had been flagged at the meeting by GPs as containing out of date information. Eleri de Gilbert informed the Group that the national team was working on improving and updating the data collection with the tool only being demonstrated for illustrative purposes at this stage.

13/29 CARDIAC COMMISSIONING STANDARDS

Martha Coulman discussed the papers shared prior to the meeting on cardiac commissioning standards and the work ongoing following issues raised by Sheffield Teaching Hospitals. A further discussion would take place at CCGCOM regarding resources.

It was noted that some areas of the standards would have an impact on specialised commissioning.

13/30 CONTRACTS UPDATE

Cathy Edwards provided an update on the latest contract positions.

The acute contracts for Barnsley, Doncaster and Rotherham

had been agreed.

The contracts for RDASH, Sheffield Care Trust and SWYPT had been agreed.

A full and final offer would be made to Sheffield Children's Hospitals.

The contract for Sheffield Teaching Hospitals was still under discussion with numerous issues still to be resolved. A series of meetings would take place week commencing 6 May 2013.

13/31 ANY OTHER BUSINESS

Brian Hughes discussed the actions arising from the A & E joint summit held on 19 April 2013. The actions included arranging a learning event for providers and commissioners, including a quality and safety aspect of A & E performance within the Quality Surveillance Group and finding intelligence already out there that could be used.

Eleri de Gilbert informed the Group of a regional event to be held on 13 June 2013 for CCGs and other commissioners. A letter would be sent to all CCGs and Area Teams in the near future.

13/32 DATE AND TIME OF THE NEXT MEETING

The next meeting of the SYCOM Commissioners only would be held on Friday 7 June 2013 at 12:00 noon in the Boardroom at 722 Prince of Wales Road, Sheffield.
