

Final Minutes

Leeds Committee of the West Yorkshire Integrated Care Board (WY ICB)

Wednesday 11 September 2024, 1.15pm – 4.30pm

St George's Centre, 60 Great George Street, Leeds, LS1 3DL

Members	Initials	Role	Present	Apologies
Rebecca Charlwood	RC	Independent Chair, Leeds Committee of the WY ICB	✓	
Caroline Baria	CB	Director of Adults and Health, Leeds City Council (LCC)		✓
Dr Jason Broch (deputising for SF)	JB	Chief Clinical Information Officer, ICB in Leeds	✓	
Alex Crickmar	AC	Director of Operational Finance	✓	
Hannah Davies (deputising for JM)	HD	Chief Executive, Healthwatch Leeds	✓	
Selina Douglas	SD	Chief Executive, Leeds Community Healthcare NHS Trust (LCH)	✓	
Victoria Eaton	VE	Director of Public Health, Leeds City Council	✓	
Dr Sarah Forbes	SF	Medical Director, ICB in Leeds		✓
James Goodyear (deputising for PW)	JG	Director of Strategy, Leeds Teaching Hospital NHS Trust (LTHT)		
Pip Goff	PG	Volition Director, Forum Central	✓	
Jo Harding	JH	Director of Nursing and Quality, ICB in Leeds	✓	
Cheryl Hobson	CH	Independent Member – Finance and Governance	✓	
Yasmin Khan	YK	Independent Member – Health Inequalities		✓
Shona McFarlane (deputising for CB)	SMc	Deputy Director, Adults and Health, LCC	✓	
Dr Sara Munro	SMu	Chief Executive, Leeds and York Partnership Foundation Trust (LYPFT)	✓	
Jane Mischenko	JM	Co- Chair, Healthwatch Leeds		✓
Tim Ryley	TR	Place Lead, ICB in Leeds	✓	
Dr George Winder	GW	Chair, Leeds GP Confederation	✓	
Prof. Phil Wood	PW	Chief Executive, LTHT		✓
Additional Attendees				
Sue Baxter	SB	Head of Partnership Governance, WYICB	✓	

Members	Initials	Role	Present	Apologies
Tim Fielding (Items 30/24 & 31/24)	TF	Deputy Director of Public Health	✓	
Harriet Speight	HS	Corporate Governance Manager, WYICB	✓	

Members of public/staff observing – 4

No.	Agenda Item	Action
22/24	<p>Welcome and Introductions</p> <p>The Chair opened the meeting of the Leeds Committee of the West Yorkshire Integrated Care Board (WY ICB) and welcomed all attendees to the meeting. The Chair welcomed Alex Crickmar (AC) and Selina Douglas (SD) to their first meetings as members of the Committee.</p>	
23/24	<p>Apologies and Declarations of Interest</p> <p>Apologies were noted as set out above.</p> <p>Members were asked to declare any interests presenting an actual or potential conflict of interest arising from matters under discussion. No further interests were declared.</p>	
24/24	<p>Minutes of the Previous Meeting – 22 May 2024</p> <p>The public minutes were approved as an accurate record.</p> <p><u>The Leeds Committee of the WY ICB:</u></p> <p>a) Approved the minutes of the previous meeting held on 22 May 2024.</p>	
25/24	<p>Matters Arising</p> <p>No matters were raised.</p>	
26/24	<p>Action Tracker</p> <p>The committee noted the completed actions set out in the action tracker.</p>	
27/24	<p>People's Voice</p> <p>Hannah Davies (HD) introduced the summary report from the 'how does it feel for me?' series with Mercy from Chapeltown, coordinated by Healthwatch Leeds.</p> <p>It was noted that the Committee and its sub-committees had watched videos with Mercy during the last cycle of meetings, which generated an important discussion</p>	

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	<p>around barriers to improving the balance of types of practitioners in primary care settings, which led to an alert in the AAA report to the WYICB on this issue and request that the WYICB continue to lobby NHS England for changes to the funding requirements to promote more flexibility and balance.</p> <p>Members noted the clear theme of digital exclusion in Mercy's story, and further risk associated with the shift nationally from analogue to digital data management for NHS services. It was noted that the upcoming WY digital strategy would address the risks associated with the digital transition.</p> <p>There was recognition from members that the communication around changes to audiology services had been challenging and there was some discussion around broadening the neighbourhood health model used at LCC to communicate changes with communities and the potential for the development of a shared equality impact assessment to ensure a coordinated approach across the partnership and better inform decision making.</p> <p>Members welcomed the comprehensive report and noted the actions set out. agreed the insights would also be used by relevant Population Boards to inform discussions and decisions. In addition, the reports would feed directly into the Leeds Health and Care Partnership, including the citywide Person-Centred Care Board and the Quality and People's Experiences Committee.</p>	
28/24	<p>Questions from Members of the Public</p> <p>No questions were submitted on this occasion.</p>	
29/24	<p>Place Lead Update</p> <p>TR provided an overview of the report, setting out the national context, including the new government and c commitment to stronger focus on preventative approaches, a welcome focus on determinants of health and reducing gap in healthy life expectancy, and a commitment to neighbourhood model of health and care which aligns well with the priorities of Leeds and Local Care Partnerships (as referenced in the Peoples Voice item, minute 27/24 refers.)</p> <p>TR also provide an update on the recent audit undertaken of neurodiversity services, which provided an assessment of capacity of 16 per month, with the demand at around 170, compared to around 20 when the service was established in 2011. The waiting list was reported at around 4,400 people. Members noted the particular challenges for those transitioning between children and adult services, and the shift in approach to providing support prior to diagnosis as opposed to requiring diagnosis to access support services. The Committee recommended that the ICB Board be advised of the gap between capacity to assess and the rise in demand on assessment for both adult and children's services.</p> <p><u>The Leeds Committee of the WY ICB:</u></p>	

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	a) Received the update.	
30/24	<p>Fairer Healthier Leeds – a Marmot City</p> <p>Tim Fielding (TF) introduced the report and provided an overview of the ‘Fairer, Healthier Leeds’ programme, intended to enable the city to better understand how to maximise opportunities to address health inequalities and the findings and recommendations following the whole system review. TR set out two priority workstreams for the programme – 0 – 5-year-olds and the link between housing and health, along with the governance of the schemes and timelines for completion of work.</p> <p>Whilst recognising the challenging financial context currently, members discussed the need for proportional financing of Local Care Partnerships (LCPs) in the most deprived areas of Leeds, to support the priorities and recommendations set out, and the need to utilise levers to influence national policy through the Leeds Hub to support this.</p> <p>A query was raised around the approaches taken to address racism discrimination as set out in the report, and TF advised that analysis had been undertaken to build on existing successful approaches in the city (e.g. Synergi-Leeds) to enable system leaders to have conversations about ethnicity, racism and discrimination through a health lens.</p> <p>The Committee accepted the recommendations noting that these would shape an action plan to be developed by November 2024. The Committee requested an update on the progress of the programme in 12 months’ time.</p> <p>ACTION – To add ‘Fairer Healthier Leeds – a Marmot City’ update to the work programme for September 2025.</p> <p><u>The Leeds Committee of the WY ICB:</u></p> <ul style="list-style-type: none"> a) Noted progress of the Fairer, Healthier Leeds programme. b) Considered the findings in the ‘Fairer, Healthier Leeds – Reducing Health Inequalities’ and commit to supporting delivery of the IHE recommendations. 	HS
32/24	<p>Quality and People’s Experience Sub-Committee Update</p> <p>The Committee received the AAA report on behalf of the Chair, Rebecca Charlwood.</p> <p><u>The Leeds Committee of the WY ICB:</u></p> <ul style="list-style-type: none"> a) Noted the update. 	

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33/24	<p>Finance and Best Value Sub-Committee Update</p> <p>The Committee received the AAA report on behalf of the Chair, Cheryl Hobson (CH).</p> <p><u>The Leeds Committee of the WY ICB:</u></p> <p>a) Noted the update.</p> <p><i>The meeting adjourned for a comfort break at 2.45 p.m. until 2.55 p.m.</i></p>	
34/24	<p>Financial Update at Month 4</p> <p>Alex Crickmar (AC) introduced the report, highlighting that the ICB in Leeds financial plan for 2024/25 reported a £12.3m deficit at month four, with additional pressures of pay award, impact of junior doctors' industrial action, potential risk for LTHT's achievement of elective recovery fund. Significant risks and potential pressures were reported, which would need to be managed to achieve a balanced position. This included delivery of a significant efficiency programme in 2024/25. Building on the PricewaterhouseCoopers's (PWC) independent review of finances of West Yorkshire Association of Acute Trusts (WYAAT), a further review of the ICB and other NHS partners had been agreed.</p> <p>In response to a query around funding for the NHS Agenda for Change pay uplift, members were advised that a national funding formula would determine the level of funding supplied to support the increases in pay, however it was noted that this would not reflect external provider contracts, leaving a shortfall for the ICB to cover.</p> <p>Members welcomed the proactive approach taken by WY to bring in external auditors to explore opportunities to improve financial management. Members queried the risk of Winter pressures worsening the financial position and potential for mandatory NHS England intervention. Members were advised that it was too early to predict at this stage, however the review would support fast and effective mitigations.</p> <p><u>The Leeds Committee of the WY ICB:</u></p> <p>a) Reviewed the 2024/25 financial position at Month 4</p> <p>b) Reviewed the QIPP position for 24/25 at Month 4</p> <p>c) Noted the national context and the extended WY review of finances building on from the West Yorkshire Association of Acute Trusts (WYAAT) commissioned review of acute trusts.</p> <p>d) Discussed next steps across the Leeds System as we continue to focus on achieving a financially balanced position across the Leeds system and for the ICB in Leeds</p>	
31/24	Director of Public Health Annual Report	

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	<p><i>Please note, this item was postponed until after item 34/24 due to technical difficulties.</i></p> <p>Victoria Eaton (VE) introduced the Director of Public Health Annual Report 2023 titled 'Ageing Well: Our Lives in Leeds' and provided an overview of the findings and recommendations. VE advised that the report explores how healthy people, places, and communities all contribute to living and ageing well in Leeds. A short film was played to members depicting Leeds residents sharing their experiences and outcomes of ageing. Key findings focussed on actions to create the conditions for healthy ageing and increasing the number of years spent in good health.</p> <p>Members noted that population trends show that the older population (50+) is growing in the most deprived areas and becoming more diverse, and referenced that the ongoing work to improve prevention through the Healthy Leeds Plan (goal 2) would be key in addressing this, along with national public health interventions such as smoking cessation and increased sugar tax.</p> <p>Members welcomed the report and supported the recommendations.</p> <p><u>The Leeds Committee of the WY ICB:</u></p> <ul style="list-style-type: none"> a) Noted the findings and recommendations of the of the 2023 Director of Public Health Annual Report. b) Noted and supported the recommendations identified for Leeds Health & Care Partnership and Leeds NHS organisations. 	
35/24	<p>Assurance and update on our plan for financial sustainability in 24/25</p> <p>TR presented the report, highlighting that, in the context of an increasingly challenging financial forecast, the Committee agreed a financial plan for 2024/25 in March 2024. TR highlighted that the report provides an assurance update on the work undertaken to risk assess, assure and (in some instances) engage on efficiency schemes that sit outside of core provider contracts, along with an update on the schemes reviewed since. TR welcomed suggestions on how the process could be improved.</p> <p>Jason Broch (JB) declared for visibility that some of the efficiency schemes detailed in the report impacted him in his role as GP in Leeds.</p> <p>There was some concern raised around the process to determine efficiency schemes, as it was reported that feedback had been received that not all decisions had been taken through the Population and Care Delivery Boards, therefore highlighting inconsistent engagement. It was also suggested that the Health Inequalities Group (THIG) would also be helpful in this space. TR recognised that the process had not always been clear and that the Partnership Leadership Team (PLT) would be looking at the Population Board's roles moving forward to ensure</p>	

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	<p>consistency and would also consider the role of THIG moving forward. TR also advised that all Quality and Equality Impact Assessments (QEIAs) would be published on the Leeds Health and Care Partnership website in due course for visibility.</p> <p>Jo Harding (JH) and CH, as QEIA Panel members, whilst recognising that the process was developed at pace, they felt that the process undertaken had been robust and challenging.</p> <p>Members requested that a further update be provided at the Committee meeting in February 2025.</p> <p>ACTION – To add a further efficiency scheme assessment process update to the work programme for February 2025.</p> <p><u>The Leeds Committee of the WY ICB:</u></p> <ul style="list-style-type: none"> a) Noted and suggested further improvements on the processes used to meet duties to involve and to consider impacts on quality and inequality. b) Noted progress towards assessing overall impact in light of the balance of protected, new additional, and reduced funding to address health inequality recognising challenges this presents. c) Noted and ratified the outcomes of the processes on those areas that were designated for review (where applicable) in the annual Financial Plan approved by the Committee in March 2024. d) Noted the current level of risk within the health system, and the potential impact not taking these decisions may have on the financial stability and performance of the Leeds Health and Care System implications of the outcomes on the financial plan as submitted and the remedial action. 	HS
36/24	<p>Leeds Joint Working Agreement (JWA) with Astra Zeneca for the Leeds MART Project Phase 2</p> <p>JB introduced the report, highlighting that the Leeds Committee approved the approved the phase 1 Joint Working Agreement in December 2022, and that this report related to the next stage of the work.</p> <p><u>The Leeds Committee of the WY ICB:</u></p> <ul style="list-style-type: none"> a) Approved the recommendation that the Leeds Place enters into a second Joint Working Agreement (JWA) with AstraZeneca for phase 2 of the Leeds MART Project. 	
37/24	<p>Risk Management and Board Assurance Framework (BAF) Report</p> <p>TR provided an overview of the report and provided an update on the request at the last meeting to undertake an in-depth review of the risk register. TR advised that the Director's had agreed that work to fully review the risk register should be slowed until the outputs of wider work is undertaken, including work to develop the BAF</p>	

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	<p>and ongoing discussions taking place amongst the Director of Operational Finance at each Place in WY around consistency of angle, articulation and scoring of financial risks.</p> <p><u>The Leeds Committee of the WY ICB:</u></p> <ul style="list-style-type: none"> a) Received and noted the High-Scoring Risk Report (scoring 15+) as a true reflection of the ICB's risk position in Leeds, following any recommendations from the relevant committees; b) Received and noted the risks directly aligned to the Leeds Committee of the ICB scoring 12 and above; and c) Noted in respect of the effective management of the risks aligned to the Committee and the controls and assurances in place. 	
38/24	<p>Urgent Decision: Direct award of new contract for Social Prescribing Service in Leeds</p> <p>The Chair advised that the report provided detail on the recent decision taken by herself and the Place Lead on 17 July 2024 due to timescales, in line with the terms of reference, in respect of the new contract for the Social Prescribing Service in Leeds. The Chair advised that the report was circulated to members for comment in advance of the decision being taken. Additional information requested (from Healthwatch) in relation to the quality impacts of the proposal had been included in the main report for additional assurance.</p> <p><u>The Leeds Committee of the WY ICB:</u></p> <ul style="list-style-type: none"> a) Ratified the decision taken on 17 July 2024 to approve the Provider Selection Regime (PSR) route for the Social Prescribing service: Direct Award C. 	
39/24	<p>Items for the Attention of the ICB Board</p> <p>The Chair outlined that the Committee would submit a report to the West Yorkshire ICB on items to be alerted on, assured on, action to be taken and any positive items to note. The key areas to highlight were set out as follows:</p> <ul style="list-style-type: none"> - An alert to the impact of considerable financial challenge on people's experiences and specifically health inequalities. - The challenges experienced by neurodiversity services to meet the demand for assessments for both children and adults - Reflections on the People's Voice around communication and coordination - Positive work ongoing through the Fairer, Healthier Leeds' programme and the Director of Public Health Annual Report 	
40/24	Forward Work Plan	

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	The forward work plan was presented for review and comment, noting that it continued to develop and would be an iterative document. Members of the Committee were invited to consider and add agenda items.	
41/24	Any Other Business There were no matters raised on this occasion.	
42/24	Date and Time of Next Meeting The next meeting of the Leeds Committee of the WY ICB to be held at 1.15 pm on Wednesday 27 th November 2024.	