

**Unadopted Minutes of the meeting of NHS Sheffield Clinical Commissioning Group
Governing Body held in public on 7 May 2020 in the Boardroom,
by videoconference**

Present: Dr Terry Hudson (TH), CCG Chair
(voting members) Dr Amir Afzal (AA), GP Elected Representative, Central
 Dr Nikki Bates (NB), GP Elected City-wide Representative
 Ms Nicki Doherty (ND), Director of Delivery – Care Outside of Hospital
 Ms Amanda Forrest (AF), Lay Member (Deputy Chair)
 Professor Mark Gamsu (MG), Lay Member
 Mr Brian Hughes (BH), Director of Commissioning and Performance / Deputy
 Accountable Officer
 Dr Andrew McGinty (AMc), GP Locality Representative, Hallam and South
 Dr Zak McMurray, Medical Director
 Ms Jackie Mills (JM), Director of Finance
 Ms Anthea Morris (AM), Lay Member
 Ms Chris Nield (CN), Lay Member
 Dr Marion Sloan (MS), GP Elected City-wide Representative
 Ms Lesley Smith (LSm), Accountable Officer
 Dr Leigh Sorsbie (LSo), GP Elected City-wide Representative
 Dr David Warwicker (DW), GP Locality Representative, North
 Mr Alun Windle (AW), Acting Chief Nurse

In Attendance: Ms Lucy Ettridge (LE), Deputy Director of Communications, Engagement and
 Equality
 Ms Kirsty Gillgrass (KGi), Clinical Director
 Dr Anthony Gore (AG), Clinical Director
 Ms Carol Henderson (CRH), Corporate Secretariat / Business Manager
 (Minutes)
 Dr StJohn Livesey, Clinical Director
 Mr John Macilwraith, Executive Director of People’s Services, Sheffield City
 Council
 Mr Nicky Normington (NN), Locality Manager North
 Mr Gordon Osborne (GO), Locality Manager, Hallam and South
 Dr Steve Thomas (ST), Clinical Director
 Ms Lorraine Watson (LW), Locality Manager, West

Members of the Public:

Members of the public joined the meeting via the livestream on YouTube.

Minute No:	Agenda Item	ACTION
58/20	Welcome, Introductions, Apologies for Absence and Confirmation of Quoracy The Chair welcomed members and those in attendance to this meeting of the Governing Body.	

He also welcomed members of the public to the meeting and explained that due to the current restrictions on social distancing we were now livestreaming Governing Body meetings being held in public.

For the benefit of members of the public and others in attendance, the Chair asked that Governing Body members raise their hands virtually or through the chat function if they wished to speak and to identify themselves first with their name and role on Governing Body.

Apologies for absence had been received from Dr Lisa Philip (LP), GP Elected City-wide Representative.

Apologies for absence from those who were normally in attendance had been received from Mr Greg Fell, Sheffield Director of Public Health, Ms Judy Robinson, Chair, Healthwatch Sheffield, and Mr Paul Wike, Locality Manager, Central.

The Chair declared the meeting was quorate.

59/20 Declarations of Interest

The Chair reminded members of their obligation to declare any interest they may have on matters arising at Governing Body meetings which might conflict with the business of NHS Sheffield Clinical Commissioning Group (CCG). The Chair also reminded members that not only would any conflicts of interests need to be noted but there would also need to be a note of the action taken to manage this.

A conflict of interest occurs where an individual's ability to exercise judgement, or act in a role, is or could be impaired or otherwise influenced by his or her involvement in another role or relationship. The Standards of Business Conduct and Conflicts of Interest Policy and Procedure can be found at: <http://www.sheffieldccg.nhs.uk/our-information/documents-and-policies.htm>

Declarations made by members of the Governing Body are listed in the CCG's Register of Interests. The Register is available either via the secretary to the meeting or the CCG website at the following link: <http://www.sheffieldccg.nhs.uk/about-us/declarations-of-interest.htm>

The Director of Finance explained that under item 66/20, feedback from the Remuneration Committee meeting held earlier in the day would be given on two items relating to the Very Senior Manager (VSM) Pay Award and Terms of Office for Ms Forrest and Professor Gamsu. However, as the Accountable Officer, Deputy Accountable Officer, Director of Finance, Governing Body GPs and Lay Members would all be conflicted in the first item it was proposed there be no discussion.

Ms Forrest and Professor Gamsu would not take part in any decision making relating to their Terms of Office.

There were no further declarations of interests made relating to agenda items at today's meeting.

60/20 Questions from Members of the Public

The Director of Finance advised that no questions from members of the public had been received.

The CCG's response to the question that had been asked at the March meeting was appended to the minutes and was noted.

61/20 Chair's Opening Remarks

The Chair commented that these were extraordinary times that we were all having to adjust to and it had been very visible over the past few weeks as to the transformations and adjustments that people across the whole system had made whilst we had moved into the national Command and Control structure. He thanked all CCG staff who had pulled together and contributed to keeping the people of Sheffield safe and well during this time.

62/20 Approval of Unadopted Minutes of the Previous Meeting

The unadopted minutes of the meeting held in public on 5 March 2020 were agreed as a correct record and would be signed by the Chair at a later stage.

63/20 Matters Arising

a) Question from Member of the Public Relating to Current Levels of Vacancies and Agency Staffing within Provider Services (minute 122/19 refers)

The Director of Commissioning and Performance explained that the work to produce a consolidated report of vacancy rates across all of the sectors in the Accountable Care Partnership (ACP) had been paused in light of the current situation. The Director of Finance suggested she contact the member of the public to advise them that this work would be paused until further notice and this action would be carried forward to the next meeting.

Action: Director of Finance to advise the member of the public who had raised the question that this work would be paused until further notice

JM

b) Dementia Strategy (minute 07/20 refers)

The Director of Commissioning and Performance confirmed that the Mental Health and Learning Disabilities portfolio would be amending the strategy to reflect Governing Body comments made at their review of the strategy in January.

Action: Ms Nicola Shearstone and Ms Liz Tooke to update the strategy to reflect the comments made at Governing Body in January

**BH
(NS/LT)**

c) Performance, Quality and Outcomes Report: Position Statement Month 8 (minute 13/20 refers)

The Director of Commissioning and Performance explained that the work to design feedback from practices into service developments with the Yorkshire Ambulance Service NHS Trust (YAS), and the consideration of how to record demand in primary care had been paused in light of the current situation. This action would be carried forward to the next meeting.

d) Question from Member of the Public Relating to Transcranial Magnetic Stimulation (TMS) (minute 31/20 refers)

The Director of Finance drew Governing Body's attention to the response to this question which had been appended to the minutes of the 5 March 2020 meeting and therefore this action could be considered complete.

e) Inclusion Strategy Including Special Educational Needs and Disability (SEND) (minute 34/20 refers)

The Director of Commissioning and Performance confirmed that a letter of thanks from the CCG Chair had been sent to the family that had shared their story and experience of having a child with a Special Educational Needs and Disability (SEND) and therefore this action could be considered complete.

f) Governing Body Assurance Framework (GBAF) (minute 35/20 refers)

The Director of Finance explained that the Quarter 4 assessment of the GBAF would be discussed later in the meeting under minute 67/20. An update of the framework for 2020/21 including changes requested to the wording of Objective 5 had been deferred to the June Governing Body meeting. She advised that actions 1, 2 and 4 against this item could be considered complete.

Action: Director of Finance to present 2020/21 Governing Body Assurance Framework refresh in June

JM

g) Operational Plan including Commissioning Intentions (CIs) (minute 36/20 refers)

The Deputy Director of Communications, Engagement and Equality explained that the work to ensure that the public facing documents were easier for the public to digest had been paused in light of the current situation. This action would be carried forward to the next meeting.

h) Improvement Plan Update (minute 42/20 refers)

The Director of Commissioning and Performance advised Governing Body that he would confirm the date when the report that linked the culture survey with the Cultural Change Programme hosted by the Pacific Institute would be submitted to a future Governing Body development session.

Action: Director of Commissioning and Performance to confirm with Ms Buchan when she expected the report could be presented to a future Governing Body development session

**BH
(SBU)**

64/20 Adoption of NHS Sheffield CCG Unaudited Financial Accounts for 2019/20 and Finance Report at Month 12

The Director of Finance presented this report that included the draft unaudited accounts for 2019/20 and the final Month 12 finance report for 2019/20.

Part A: Unaudited Accounts for 2019/20

The Director of Finance presented the CCG's unaudited financial accounts for 2019/20 and advised that the accounts had been submitted to the CCG's auditors and NHS England (NHSE) in advance of the deadline of 27 April 2020. She reminded members that it was good practice for the accounts to be presented to Governing Body for adoption before they were audited and reported that, subject to audit, she was presenting a set of accounts that delivered on the CCG's key finance duties. An explanatory commentary that gave the main highlights and key changes from the previous year had been provided along with an explanation of what all the information in the accounts means and the different statements included in there.

She thanked members of her finance team for the significant amount of work they had undertaken during difficult circumstances to ensure we could meet the national deadline for submission of the accounts to NHSE.

She explained that the deadline for submission of approved audited accounts to NHSE had been extended to 5.00 pm on 25 June. The Audit and Integrated Governance Committee (AIGC) would review and consider the audited accounts on Thursday 18 June and recommend them to Governing Body for formal adoption later the same afternoon, alongside the final version of the CCG's Annual Report including the Annual Governance Statement (AGS).

She reminded members that the 18 June meetings replaced the meetings that had previously been scheduled to take place on 21 May.

Part B: Month 12 Finance Report

The Director of Finance presented the Month 12 finance report. She advised that, subject to audit review, the CCG would deliver an in-year surplus of £21.9m, £3.8m better than plan. She explained that £3.7m of this related to South Yorkshire and Bassetlaw's (SYB) Integrated Care System (ICS) slippage from transformation funding that had been added to the CCG's reported surplus as host of the ICS. She also advised that the ICS had achieved its system control total which meant that all provider organisations now had access to Provider Sustainability Funding (PSF). She drew Governing Body's attention to two key issues.

The report and accounts included prescribing figures up to the end of

February. Although final information for March was still awaited we had forecast this as a normal month, but there were indications that expenditure would be exceptional. National discussions were ongoing as to how to treat that in accounts if that was the case.

Action: Director of Finance to keep Governing Body updated on how exceptional expenditure on prescribing would be treated in annual accounts

JM

She also reported that last week confirmation had been received that the national rate for Funded Nursing Care would be increased by a further 9 per cent for 2019/20, backdated to April 2019. She explained that as this was after closure of CCG draft accounts, NHSE had instructed CCGs not to make any adjustments to their accounts as this would be adjusted for in NHS England's own accounts.

In relation to Covid-19 spend, the Director of Finance explained the arrangements and processes that NHSE had put in place for additional Covid-19 related costs incurred by providers and CCGs to be reimbursed separately and so have no impact on accounts. She also explained the new arrangements put in place for 2020/21 in terms of payment to our providers

The Director of Finance also drew members' attention to section 4 which set out a key budget movement relating to Better Care Fund (BCF) budgets and a transfer of £1.2m from reserves to Sheffield City Council (SCC) in Month 12 to fund the non-recurrent agreement to provide additional support to social care cost pressures in line with discussions that have taken place throughout the year relating to collective pressures and mitigations.

The Governing Body:

- Adopted the unaudited 2019/20 accounts
- Noted the final 2019/20 outturn position for the CCG, which was subject to external audit of the CCG's annual accounts
- Approved the budget changes in relation to the Better Care Fund (BCF) set out in section 4

65/20 NHS Sheffield CCG Draft Annual Report for 2019/20

The Director of Finance presented the draft annual report and advised Governing Body that the report would be reviewed by our auditors before the final version was presented to Governing Body on 18 June alongside the annual accounts. The report had been circulated to members separately as part of the supporting information pack and she advised that it had been submitted in line with the national deadline noted above alongside the accounts. She explained that, due to the current situation, a small number of areas were not fully complete at this stage; none of these sections are subject to audit.

She explained that the external auditors have responsibility for auditing specific sections of the report. Governing Body members now also had the opportunity to comment on the report and were asked to submit any comments to the Director of Finance by the end of May to allow for amendments to be made in time for the final version to be presented to

the 18 June Governing Body meeting.

Action: Comments on the draft report to be sent to the Director of Finance by 31 May 2020 latest

All to note

The Chair asked that our key achievements and the significant progress we had made over the past year be recognised. Ms Forrest, Lay Member, asked that the introduction on page 2 also reflect the amount of time we had spent working on our culture plan over the past year. The Director of Finance was also asked to review the description of the CCG and make up of Governing Body with a view to recognising the different backgrounds that people come from as they weren't all necessarily clinicians and share the proposed revised description with members for comment.

Action: Director of Finance to review the description of the CCG and make up of Governing Body with a view to recognising the different backgrounds that people come from and that they weren't necessarily clinicians and to how we work as a CCG, and share the proposed revised description with members for comment.

JM

The Director of Finance advised that the final report would be presented to Governing Body in June, alongside the annual accounts, and that the communications team were hoping to present a short video at that meeting that showed how we were presenting the information in a public, user friendly way.

Finally, she thanked the teams that had pulled the document together, recognising the difficulties and challenges they had faced over the last few months.

The Governing Body:

- Reviewed and adopted the draft Annual Report, subject to the caveats noted above.
- Noted that a final version, post audit and NHS England review, would be presented at the June 2020 Governing Body meeting for approval alongside the CCG's audited accounts for final approval

66/20 Recommendations from NHS Sheffield CCG Remuneration Committee Meeting held on 7 May 2020

As noted under minute 59/20 the Director of Finance explained that under item 66/20, the Accountable Officer, Deputy Accountable Officer, Director of Finance, Governing Body GPs and Lay Members would all be conflicted in the update given under Very Senior Manager (VSM) Pay Award, and Ms Forrest and Professor Gamsu in the Extension of Terms of Office for Lay Members update.

Professor Gamsu, Lay Member and Chair of the Remuneration Committee, gave an oral update in relation to issues discussed at the meeting held prior to Governing Body. He highlighted that the first main item related to a national recommendation that an additional one-off non-consolidated cash lump sum of 0.77 per cent be added to the 2019/20 pay awards for Very Senior Managers (VSMs). He explained that the Remuneration Committee had previously agreed that national pay awards also be reflected across other members of Governing Body whose pay

falls under its remit. He highlighted that some of the other CCGs in the ICS had already agreed the national recommendation. Noting that there had been one abstention, he reported that the Remuneration Committee had agreed to recommend the proposal to Governing Body.

The Director of Finance reminded members that they had agreed in private on 23 April to ask Ms Forrest and Professor Gamsu if they would remain in their current Lay Member roles which were both due to come to an end at the end of June, for a further three months to ensure business continuity in a period of uncertainty and crisis. She explained that the committee had previously approved the recruitment and selection process for the two roles, which it had not been possible to do at this time.

She explained that, as they would both have been appointed for the maximum three year period as set out in the CCG's Constitution, to be able to extend their terms of office Governing Body would need to agree to the suspension of Standing Order 2.2.5(d) and enact Standing Order 3.9. She highlighted that the three month extension would be reviewed at the 2 July Remuneration Committee and consideration would be given as to whether their terms of office would need to be extended further.

The Governing Body:

- On the back of national guidance, accepted the recommendation in relation to the proposal to increase the 2019/20 pay award for Very Senior Managers (VSMs) with the additional one-off non-consolidated cash lump sum of 0.77%, noting the conflict of interest from the Accountable Officer, Deputy Accountable Officer, Director of Finance, Governing Body GPs and Lay Members.
- Noting the conflict of interest from Ms Forrest and Professor Gamsu, agreed to the enactment of Standing Order 3.9 to suspend Standing Order 2.2.5(d) to allow an extension of the term of office for Lay Members and noted that this suspension would be in place until the end of September in recognition of the current response to the Covid-19 crisis
- Noting the conflict of interest from Ms Forrest and Professor Gamsu, agreed the extension of their contracts for three months until 30 September 2020.

67/20 NHS Sheffield CCG 2019/20 Governing Body Assurance Framework Update

The Director of Finance presented the final review of the Governing Body Assurance Framework (GBAF) for 2019/20. She drew Governing Body's attention to the key issues.

The Interim Quarter 4 review had been considered by the Audit and Integrated Governance Committee in March. Noting that at the time we were in the midst of responding to the Covid-19 outbreak, she explained that the report included risk ratings based on final assessments, including an assessment of the likely impact of Covid. These were included in the supporting information pack circulated to Governing Body members. She also described the CCG's robust approach to risk management in response to the crisis, in that each of our workstreams and command structures had established risk registers. In the case of Gold Command, this was reviewed on a weekly basis by members supported by two of our

Lay Members.

She also drew members' attention to the draft Head of Internal Audit Opinion and their assessment of the CCG's risk management arrangements throughout the year, which had been included in the report for noting. As noted earlier in the meeting, she confirmed that the 2020/21 GBAF refresh would be presented to Governing Body for approval in June.

Noting the reduction in the risk score and closure of the principal risk relating to delivery of the Quality, Innovation, Productivity and Prevention (QIPP), Dr Sorsbie, Governing Body GP, thanked all that had contributed to achieving this position.

Governing Body discussed principal risk 3.1: Unable to deliver the Health and Wellbeing Board's plan for reducing health inequalities with some members questioning the CCG's confidence that we would achieve delivery of the plan. The Director of Commissioning and Performance commented that it was recognised that at Quarter 4 that we were going to support this risk at the same level as that reported on page 4 of the report and so had increased the risk score to 12 to reflect the impact of Covid on delivery of the risk. He explained that the risk rating for principal risk 2.3: health inequalities for citizens who experience mental health conditions had also now increased. With regard to Covid-19, the Chair explained that we were now seeing very clear evidence that this illness affected people unequally.

The Director of Commissioning and Performance commented that we needed to be mindful of the impact the last six to eight weeks had had on our population and he reminded Governing Body that pre-Covid we had reaffirmed our focus and priorities including our focus on inequalities. As we moved into the next phase we would need to consider what our system response to that would be, how we would adjust our priorities, ways of working, and reallocating our resource.

Finally, Ms Nield, Lay Member, commented that in line with what we had been trying to achieve pre-Covid and from engagement with the voluntary sector, there was a chance to look at how we do things differently and to capture the learning from Covid to make a step change to doing things differently.

The Governing Body:

- Reviewed and commented on the Quarter 4 GBAF, as noted above
- Agreed to the closure of risks 4.3, 5.2 and 5.4.
- Noted the impact of the Covid-19 pandemic on the assessment of risks to the delivery of the strategic objectives, as well as the risk framework for management of the response to the pandemic.
- Noted the actions undertaken with regard to the comments identified within the draft Head of Internal Audit (HOIA) Opinion Statement.
- Noted that the identified gaps in control and assurance would be included within the Annual Governance Statement (AGS).
- Noted the proposal to revisit the CCG's objectives and principal risks prior to the June meeting of Governing Body.

68/20 Performance, Quality and Outcomes Report: Position Statement

The Director of Commissioning and Performance presented this report which updated Governing Body on key performance, quality and outcome measures. He explained that the report was a slimmed down version of the usual report, both in reflection of the current situation and what we were being asked to monitor in terms of the impact Covid-19 was having on the system. He highlighted that it was not timely information but takes us through a position of the effect on our system from the start of the crisis.

He highlighted that A&E maximum 4 hour wait performance had r improved, impacted by the reduction in the number of A&E attendances. However, following a national drive to re-emphasise that the NHS was still open for business, attendance over the past couple of weeks had been seen to be increasing. He also highlighted the change in ambulance standards as set out on page 1 and he reported that the 111 service had been busier than usual due to the number of Covid related calls.

As we started to move to reset / recovery and reopen activity we knew had been suppressed, we needed to be mindful about seeing the effect the crisis had had on our performance. He explained that the four metrics presented today that were outlined on page 1 would be those of an area of focus by NHSE in addition to the other metrics we normally reported on. These were: A&E 4 hour waits and 12 hour trolley waits; ambulance standards in terms of handover, crew clear and response times; referral to treatment within 18 weeks (waiting times for elective or planned treatments) and cancer waiting times.

He also explained that the report tried to make reference as to how the system had changed over the last six weeks including how delivery of primary and secondary care services had changed and we didn't want to lose sight of that and revert back to normal practices. Noting that whilst some of the performance metrics and quality reporting had been changed in terms of what we needed to measure, the Chair reminded Governing Body that the CCG was still committed to ensuring it maintained the same quality standards in the services it delivered and / or commissioned.

The Acting Chief Nurse advised Governing of the following Quality issues.

Whilst it was the responsibility of provider organisations to provide quality assurance reports to the CCG, these had somewhat reduced over the past weeks but our focus on quality had remained and we were still reporting through our Quality Assurance Committee (QAC). An overarching issue at the moment related to the Care Quality Commission's (CQC) inspection report for Sheffield Health and Social Care NHS Foundation Trust (SHSCFT) that had been published on 30 April and rated the trust as 'Inadequate' which meant they had been moved into special measures. The CCG was working with the CQC and the trust to ensure an action plan to address the issues was developed

and implemented and he would keep Governing Body updated on progress.

Action: Acting Chief Nurse to keep Governing Body informed of progress with development and implementation of SHSCFT's action plan

AW

Ms Forrest, Lay Member and Chair of the QAC, reported that the committee had met on 30 April and intended to meet monthly for the foreseeable period to ensure that although responsibilities had changed as an organisation, we continued to ensure safe and high quality services for our patients. She thanked those Governing Body GPs that were not members of the committee but had been able to join the meeting and welcomed their attendance at future meetings. She also advised Governing Body that the committee had received an update from the Acting Chief Nurse about Sheffield Teaching Hospitals NHS Foundation Trust's (STHFT) action plan on Never Events and had been assured by the clear timetable of when the CCG would receive that plan. She advised that this would be discussed in detail at the July QAC meeting.

Ms Forrest also advised Governing Body that the committee had been assured that discharges from hospital were progressing and that people were being discharged appropriately, properly and safely, with follow ups from our continuing healthcare colleagues undertaken 48 hours after discharge. She reported that the committee had also received an update on how the quality, nursing and safeguarding teams had been reorganised and discussed how we would move forward when the emphasis moves away from Covid.

Professor Gamsu, Lay Member, reminded Governing Body that he was Appointed Governor at SHSCFT and highlighted that the CCG, including the commissioning department, was going to be working very closely with the trust. He advised that, as a care trust, SHSCFT was not alone in the assessment it had received from the CHC and reported that it had been recognised that a mixture of unprecedented demand on the trust combined with the block contract arrangements we had with them had contributed to the rating it had received. He commented that one of the issues emerging and our approach here was about how we could work closely with NHS organisations to provide services of a high standard.

The Governing Body:

- Noted Sheffield's performance on delivery of the NHS Constitution Rights and Pledges
- Noted the key issues relating to quality, safety and patient experience

69/20 Reports Circulated in Advance for Noting

The Governing Body formally noted the following reports:

- a) NHS Sheffield CCG Draft Annual Report for 2019/20 (in support of main agenda item 8 (paper D))**
- b) Governing Body Assurance Framework Update (in support of main agenda item 9 (paper E))**

a) Feedback from Lay Members

Ms Nield gave an update from the work she was doing with CCG staff looking at how the organisation had come together to support the Covid response whilst still working towards its strategy and aims. She highlighted that one of the key things was looking at a flexible approach that was focused on staff needs. The initiative for staff to be able to volunteer for some of the key tasks around Covid was felt to have been very successful as it had also recognised the needs of staff that were either carers or were vulnerable. She reflected on the number of opportunities there were to share resources around mental health and wellbeing and on the increase in the capacity of CCG mental health first aiders. Staff briefings that recognised how staff were doing and how they were managing were also commended.

She highlighted that the group was looking at capturing the learning of what we had done differently, how we had transformed services during this time, what we need to do in the short term, what we could stop, and the chances we had to do things differently.

Professor Gamsu reported from the Task and Finish Group that had been set up to look at what had happened in relation to equality and engagement during the crisis the next phase of the work. He highlighted the community insight log that had been used to test the equality impact of the issues that had been raised, which was presented to Silver Command. The group was now looking forward how that intelligence was used going forward and to start to plan how we could strengthen the voice of the population.

Ms Morris advised Governing Body that she was supporting the Executive Team in her role as a 'sounding board' from a governance perspective, through checks and challenges that included ensuring decisions made and the rationale for these were recorded. With Ms Forrest she also attended the weekly risk management meetings and was sharing learning across the patch through her meetings with the other Audit Committee Chairs.

b) Update on Safeguarding

Action: The Acting Chief Nurse would present an update on safeguarding to Governing Body meeting in June.

AW

c) Email from Healthwatch Sheffield

The Chair reported that he had received an email from the Chair of Healthwatch Sheffield outlining three issues of current concern relating to care homes, the national tracing and contacting plan, and information about non-Covid services. He proposed responding to Healthwatch formally in writing following the meeting, with some of those responses coming under the Command and Control structures saying what we would be doing as a local system on those matters.

TH

With regard to information, he thanked Healthwatch for the guides they were preparing on patient transport, dentistry and social care, which would

be helpful for the people of Sheffield.

Action: CCG Chair to respond formally in writing to Healthwatch Sheffield

71/20 Reflection on the Meeting

The Chair reflected that we had successfully managed to livestream the meeting and would do so again for the foreseeable future. He thanked members of the public for joining the meeting.

72/20 Date and Time of Next Meeting

Thursday 18 June from 3.00 pm – 4.30 pm, details to be confirmed

There being no further items of business, the Chair declared the meeting was closed.