



Shaping Care Together Joint Committee

31 March 2025 (Shadow Committee Meeting)

09:15am – 11:30am

CONFIRMED Minutes

ATTENDANCE	
Name	Role
Members	
Dr Ruth Hussey CB, OBE, DL	Non-Executive Member, NHS Cheshire & Merseyside ICB (NHS C&M ICB)
Jim Birrell	Non-Executive Member, NHS Lancashire and South Cumbria ICB (NHS L&SC ICB)
Sarah O'Brien	Chief Nurse, NHS Lancashire and South Cumbria ICB (NHS L&SC ICB)
Debbie Eytayo	Chief People Officer, NHS Lancashire and South Cumbria ICB (NHS L&SC ICB)
Mark Bakewell	Executive Director of Finance, NHS Cheshire & Merseyside ICB (NHS C&M ICB)
Clare Watson	Assistant Chief Executive, NHS Cheshire & Merseyside ICB (NHS C&M ICB)
In Attendance	
Matthew Cunningham	Associate Director of Corporate Affairs & Governance / Company Secretary, NHS Cheshire & Merseyside ICB (NHS C&M ICB)
Rob Cooper	Chief Executive, Mersey and West Lancashire Teaching Hospitals NHS Trust (MWL)
Halima Sadia	Programme Director, Shaping Care Together, Mersey and West Lancashire Teaching Hospitals NHS Trust (MWL)
Tracy Jeffes	Associate Director of Strategy and Transformation, NHS Cheshire & Merseyside ICB (NHS C&M ICB)
Sarah James	Integrated Place Leader – Central Lancashire, NHS Lancashire and South Cumbria ICB (NHS L&SC ICB)
Apologies	
Prof. Hilary Garratt	Non-Executive Member, NHS Cheshire & Merseyside ICB (NHS C&M ICB)

Item	Discussion, Outcomes and Action Points
Preliminary Business	
SCT/25/03/01	Welcome, Introductions and Apologies
The meeting started with everyone introducing themselves. Following introductions, apologies were noted from Hilary Garratt. Quoracy was confirmed.	
SCT/25/03/02	Appointment of Chair and Deputy Chair
It was outlined that the need to appoint a Chair and Deputy Chair from the ICB Non-Executive Members of the Joint Committee, in line with the Committee Terms of Reference (TOR). It was proposed that Hilary Garrett (NHS C&M ICB) would be as the chair and Jim Birrell (NHS L&SC ICB) as the deputy chair, which was supported by the committee. Due to Hilary being absent, it was agreed that for today's meeting that Ruth Hussey would Chair.	

Decision: Prof Hilary Garratt would be the Chair of the Committee for year one, Jim Birrell would be Deputy Chair

SCT/25/03/03 Declaration of Interest and Development of register of interests

The Chair asked whether there were any declarations to be raised at today's meeting – none were raised.

Matthew highlighted to the Committee that a combined declaration of interest register, based on those currently in Place for both ICBs and Mersey and West Lancashire Teaching Hospitals NHS Trust (MWL) would be prepared for the first meeting in Public of the Committee, which would be circulated in advance and published with the Committee papers.

Action: Matthew to develop Declaration of Interest Register for the Committee to bring to first meeting of the Committee in public.

SCT/25/03/04 Matters raised in advance notice to the Chair

Chair confirmed that no matters had been raised in advance.

Business Items

SCT/25/03/05 Committee Terms of Reference & Committee Operation

It was outlined to Committee members and attendees that the committee terms of reference (TOR) had been approved by the Boards of both ICBs and reaffirmed that if there was a need for any changes to the TOR, as recommended by the Committee, that the changes would need to be approved by both boards. He also discussed the operation of the committee as highlighted within the TOR, including it meeting in public for significant decisions, adhering to the public interest test.

It was highlighted that there were a number of recommendations within the paper for consideration by the Committee with regards the operation of the Committee going forward. The Committee agreed on the following:

- **Location of meetings:** it was supported that meetings held in public would be rotated between the Southport and Ormskirk areas **(Decision)**
- **Notice of meeting/publications of papers:** it was supported that notification of and papers for the Committee meetings held in public would be made available on the websites of both ICBs and the Shaping Care Together website. **(Decision)**
- **Public Speaking Sessions:** Matthew discussed the possibility of allowing public speaking sessions during meetings. The committee debated the pros and cons, ultimately deciding to allow written questions to be submitted in advance and answered during the meeting, however there would not be opportunity for a member of the public to speak/raise questions directly at the meeting itself. **(Decision).** The Committee supported the recommendations within the paper regarding the timeframe for people to submit questions and for the Committee to respond and ICBs to publish the question and answers. **(Decision)**
- **Committee Chairs reports and minutes:** the committee supported the recommendations for Committee Chair reports to be developed in the style of existing Triple A reports and to be provided to the subsequent Board meetings of ICBs along with any confirmed minutes of the Committee. **(Decision)**

Committee also noted the intention to develop for the Committee the following items:

- risk register
- committee forward plan
- action and decision logs
- reports/minutes from the SCT Programme Board to the Committee

Action: Matthew to work with Halima to develop the risk register, committee forward plan, action and decision logs and the reports from the SCT Programme Board to the Committee.

SCT/25/03/06 Shaping Care Together Programme Governance and future reporting

An overview of the programme governance was provided, explaining the structure and functions of the various groups involved, detailing the roles of the SCT programme governance, statutory bodies, and the joint committee. She emphasized the importance of clear reporting lines and accountability.

The importance of managing risks within the programme was discussed, ensuring that risks are identified, assessed, and mitigated effectively. Committee were informed of the role of the programme board in overseeing risk management.

The Committee noted the report.

SCT/25/03/07 Update from NHSE Stage 2 Reviews

The Committee was updated on the recent Stage 2 NHS England (NHSE) review meeting on 18 March 2025. It was broadly positive with most questions and concerns addressed during the meeting; however, it was highlighted that there were some outstanding questions related to maternity services and urgent emergency care services. It was discussed that the recent clinical senate highlighted the following:

- **Maternity services:** concerns about the plans for maternity services, noting limited assurance in this area. They highlighted the need for more detailed plans and options appraisals
- **Urgent and emergency care:** raised issues regarding the overall configuration of urgent and emergency care services, emphasising the need to address co-dependencies and the impact of service changes
- **Clinical Adjacencies and Specialist Availability** - The importance of clinical adjacencies and the availability of specialist advice on-site was discussed, with the Senate seeking assurance that these factors would be adequately addressed in the proposed changes

The committee acknowledged the need to provide detailed responses to the points raised by the Senate and to address the concerns raised.

The Committee was informed that the Programme was still waiting for formal feedback from NHSE, which will be shared with Committee members once received.

The Committee noted the update.

SCT/25/03/09 Shaping Care Together Pre-Consultation Business Case

The SCT pre-consultation business case (PCBC) was presented to the Committee. In summary the following was covered:

- **Need for Change:** citing workforce challenges, infrastructure issues, financial pressures, and the need to improve patient care as key drivers for the proposed changes.
- **Clinical Benefits:** clinical benefits of the proposed changes, including improved workforce sustainability, increased consultant input, and better continuity of care and link to specialities
- **Strategic Fit:** the strategic fit of the proposed changes, aligning with local and national healthcare strategies. There was an emphasis on the importance of integrating services and improving patient pathways.
- **Engagement Process:** the engagement process undertaken around the case for change was detailed, including surveys, public meetings, and focus groups, to gather input from patients, public, and stakeholders. The insights gained were used to inform the options appraisal.

- **Options Appraisal:** The options appraisal process was explained, with ten core options considered and evaluated. The preferred option of co-location at Southport was identified based on a thorough evaluation of clinical, financial, and operational factors.
- **Programme Risks:** included judicial reviews, and the impact on maternity services. There was an emphasis on the importance of having robust mitigations in place.
- **Consultation Plans:** the consultation plans were discussed, including the development of a draft consultation engagement strategy and the importance of targeted MP engagement. There was emphasis on the need for a transparent and inclusive consultation process.

The Committee thanked members from the MWL team in attendance for presenting the PCBC, and the following concerns and areas for further detail were raised/requested:

- **Lack of Detail on Services Left Behind** – concerns raised about the absence of information on what services would be put in place at Southport and Ormskirk if services were to be moved.
- **Depth of Local Support** – question on the level of support from local councils and MPs, particularly in Ormskirk, regarding the proposed changes.
- **Impact on Primary Care** - concern regarding the lack of detailed information on the impact of the changes on primary care services.
- **Maternity Services** – Concerns raised about the potential predetermined outcome for maternity services and how the changes might affect future discussions about these services.
- **Financial and Revenue Risks** - The need to explicitly include the revenue costs and the impact of capital repayment in the business case was to be highlighted.
- **Public Perception and Communication** - The need to clearly communicate the ongoing improvements at Southport ED to avoid public perception of pre-empting the consultation outcome.
- **Inequalities:** Concerns were raised about the engagement and consultation reaching particular groups, especially in areas of deprivation. The need to address inequalities was highlighted as a potential risk, with plans to ensure robust engagement and involvement of all community groups. It was suggested that this should be noted in the risk register to ensure their voices are heard.

These concerns were addressed in the meeting where further information was provided in response to the concerns raised and requests for further clarity on items. The Committee asked that an update on how the concerns are being addressed or will be addressed is provided to the Committee alongside when bringing the final version of the PCBC and Consultation plans.

Action: MWL to address the points raised and ensure that the PCBC and supporting Consultation paper to the next Committee meeting addresses the concerns raised.

Action: Matthew to circulate the appendices of the PCBC to the Committee members

The Committee endorsed the PCBC and noted that it would be considered for approval at the next meeting of the Committee held in public.

SCT/25/03/10 Key Programme Timelines

An overview of the programme timeline was discussed which highlighted the key milestones and steps required to progress through the consultation. It was highlighted that at the next meeting of the committee (in public) will consider the PCBC with the ask for approval and the commencement of the public consultation, for 12 weeks. At this meeting the Committee agreed that it would also receive the Communication and Engagement Strategy for the consultation process. It was discussed that this, albeit lengthy process, was being done due to the current pre-election period in Lancashire, and the need to be as open and transparent in the decision making and therefore the need to meet again in a public setting.

It was highlighted that after the public consultation insights will be collated and reviewed by the joint committee. The decision-making business case (DMBC) and strategic outline case (SOC) will be



developed concurrently. Committee were informed that the DMBC and SOC will require NHSE approval, with the target for submission in February next year.

The Committee noted the report.

SCT/25/03/11	ICB Informing and Reporting Timelines of note, including future Committee Meeting schedule
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A number of key dates were highlighted for consideration by the Committee in terms of meetings of the Committee and meetings of the Boards of each ICB and MWL.

Action: Matthew to follow up with Committee members to determine the date of the next Committee meeting in May/early June 2025

Action: Matthew to follow up with Communication colleagues in Cheshire and Merseyside and Lancashire and South Cumbria regarding possible venues for the next meeting of the Committee.

AOB

None

Date of Next Meeting: 04 July 2025