

25 September 2014

Dear Clinical Senate Councillors,

Our main focus over the summer, as many of you will know, has been the work on the clinical co-dependencies of acute hospital services, instigated by a request from the Sussex Collaborative, and agreed by the Council at our early July meeting. An excellent clinical reference group was established (on which sit a number of the Council members), a literature review commissioned, and a stimulating and successful summit held. We and the CRG are now writing up draft conclusions, which will be incorporated in to the overall report. We will be updating the Council as to where we are with this, and seeking advice on our approach to the content, context, and clinical consensus development, and to anticipate issues on its release. At present, we are working to a timeline of Council signoff at our Nov 5<sup>th</sup> meeting.

Our Advance Care Planning document will have gone to our publishers KMCS by the time of the Council meeting. It is a report I am proud the clinical senate has produced, and thank you again to Mandy and Ali for their efforts in making the final amendments. Thank you also to Priscilla, Carolyn and Maxine for producing a summary ACP document aimed at public and patient groups, which will be released in tandem with the main report.

At a national level, there is an ongoing NHS England review of the structure and function of many of its bodies, under the Organisational Alignment and Capability Programme (OACP). NHS England is undertaking a national review looking at how arms lengths bodies are aligned to maximise their capabilities and to ensure they work more effectively to deliver their core purpose. Clinical Senates, alongside Strategic Clinical Networks, Academic Health and Science Networks, NHS IQ and other arm's length bodies are being looked at as part of this process and a review into our clinical advisory function for commissioners is currently underway.

Like other arms-length bodies we are also required to make cost savings so we can live within our budget, 15% for 2015/16 and these cost savings need to be found from our running costs. As part of OACP a more integrated tier for regional and area teams for the three regions outside of London is being proposed (closer to the model that already exists in London). This will mean a merging of the Surrey Sussex and Kent and Medway Area Teams. We will share the outcome of the above review when it is available.

Our clinical senate website is almost ready for access. We anticipate that it will go live in the first week of October. We will advise you of the web address shortly. Ongoing feedback from the Council about its content, appearance and functionality will be gratefully received.

Finally we propose that we change our full name from Clinical Senate South East Coast (CSSEC) to South East Coast Clinical Senate (SECCS). It has been 'mandated' that the senate websites, letter headers and slide sets are consistent across the 12 senates, and that the region comes first in the title. I'm sure this is something we can live with, and recommend the change!

Best wishes



Lawrence Goldberg  
Chair, Clinical Senate, South East Coast

**South East Coast Clinical Senate  
7th Council Meeting  
2 October 2014, 2.00pm – 4.00pm  
Boardroom, York House, 18-20 Massetts Road, Horley RH6 7DE**

If you are unable to attend York House, you may join the meeting via webinar/teleconference using the details below:

**To join the online meeting**

1. Go to <https://healthsector.webex.com/healthsector/j.php?MTID=m9b9055be302c7167de44a807e48da2a1>
2. If requested, enter your name and email address.
3. If a password is required, enter the meeting password: senate1
4. Click "Join".

**To join the teleconference**

Provide your phone number when you join the meeting to receive a call back. Alternatively, you can call:  
Call-in toll-free number: **0800-9171950** (mobile phones will incur charges to this number)

**Attendee access code:** 390 162 24

**A G E N D A**

Item	Time	Item	Attach	Objective	Lead
<b>Part One</b>					
1.	2.00	<b>Welcome and outline of the meeting</b>  Council members' declarations of interest	Verbal		LG
2.	2.05	<b>Minutes of the previous meeting</b>	Attached		AP
3.	2.10	<b>Chair's Report</b>	Attached	To update Council members on local and national clinical senate activities.	LG
4.	2.25	<b>Sussex Collaborative request for report on the clinical co-dependencies of acute hospital services</b>	Attached	To update Council members on the outcome of the 10 September clinical summit.  To provide the Council members with a detailed update of the project process to-date.  To discuss the draft report and recommendations	LG/AP
5.	3.15	<b>Advance Care Planning – advice document</b>	To follow	To discuss and confirm final publication plans	AP
6.	3.30	<b>Clinical Senate formal documentation for review</b> <ul style="list-style-type: none"> <li>• Single Operating Framework</li> <li>• Clinical Review Process</li> </ul>	Attached	To review and discuss <ul style="list-style-type: none"> <li>• Single Operating Framework</li> <li>• Clinical Review Process</li> </ul>	LG/AP

7.	3.45	Taking our programme of work forward			LG
8.	3.55	Dates of the next meetings			LG
9.	4.00	Meeting Close			LG

Attendees				
Dr Lawrence Goldberg	LG	Rachel Harrington (Deputy to Andrew Foulkes)		RH
Dr Michael Bosch	MB	Dr James Thallon		JT
Mr Edward Palfrey	EP	Dr Caroline Jessel (Deputy to James Thallon)		CJ
Mr Tony Kelly	TK	Joe McGilligan		JMc
Dr Rachael Liebmann	RL	Dr Katie Armstrong		KA
Jo Pritchard	JP	Dr Peter Green		PG
Dr Mandy Assin	MA	Dr Graham Bickler		GB
Linda Honey	LH	Des Holden		DH
Amit Rai	AR	Philippa Spicer		PS
Christopher Allen (Deputy to Amit Rai)	CA	Maxine Bullen		MB
David Davis	DD	Carolyn Morris		CM
Sally Allum	SA	Priscilla Chandron		PC
Julia Dutchman-Bailey	JDB	Deborah Tomalin		DT
Dr Andrew Foulkes	AF	Ali Parsons		AP
Mohit Sharma	MS	Nic Goodger		NG
Ryan Watkins	RW	Steven Duckworth		SD
Jackie Huddleston	JH			
Sharon Harris (Project Manager – minutes)	LM			