

CLINICAL COMMISSIONING GROUP BOARD

FRIDAY 25 September 2020 at 9.30 AM

Via Zoom

PART 1

Item no	Item	Led by	Action required	Enclosed / Verbal	Timings
1.	Patient Story: Homeless Health: working together in Hull		To Note	Video	9.30 am
2.	Apologies for Absence Emma Latimer Clare Linley	Chair	To Note	Verbal	9.40 am
3.	Minutes of The Previous Meeting held on 24 July 2020 <i>To approve as a true and correct record and to authorise the Chair to sign them as such.</i>	Chair	To Approve	Enclosed	9.42 am
4.	Matters Arising/Action List from the Minutes <i>In accordance with the CCG's Constitution and Standards of Business Conduct, no discussion shall take place upon the Minutes except upon their accuracy or where the Chair considers discussion appropriate</i>	Chair	To Note	Enclosed	9.43 am
5.	Notification of Any Other Business <i>Any proposed item to be taken under Any Other Business must be raised and, subsequently approved, at least 24 hours in advance of the meeting by the Chair.</i> <i>Any approved items of Any Other Business to be discussed at item 12</i>	Chair	To Note	Verbal	9.44 am
6.	Governance				
6.1	Declarations of Interest <i>In relation to any item on the agenda of the meeting members are reminded of the need to declare:</i> <i>(i) any interests which are relevant or material to the CCG;</i> <i>(ii) any changes in interest previously declared; or</i> <i>(iii) any financial interest (direct or indirect) on any item on the agenda</i> <i>Any declaration of interest should be brought to the attention of the Chair in advance of the meeting or as soon as they become apparent in the meeting. For any interest declared the minutes of the meeting must record:</i> <i>(i) the name of the person declaring the interest;</i> <i>(ii) the agenda item number to which the interest relate;</i> <i>(iii) the nature of the interest;</i> <i>(iv) be declared under this section and at</i>	Chair	To Note	Verbal	9.45 am

Quorum: Chair or Vice Chair, at least
2 GP Members, and either
CCG Chief Officer/Chief Finance Officer, or
Director of Integrated Commissioning

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	<i>the top of the agenda item which it relates to;</i>				
6.2	Declarations of Gifts and Hospitality <i>Members are reminded of the need to declare the offer and acceptance/refusal of gifts or hospitality in the CCG's public register.</i>	No declarations of Gifts and Hospitality			
6.3	Use of Corporate Seal	Associate Director of Corporate Affairs	No Use of Seal		9:47 am
6.4	Declarations of Interest for Board Members	Associate Director of Corporate Affairs	To Note	Enclosed	9:48 am
6.5	Annual General Meeting	Associate Director of Communications and Engagement	To Note	Verbal	9:52 am
6.6	Accountable Officer Update Report	Chief Finance Officer	To Note	Enclosed	9:56 am
6.7	Workforce Race Equality Standard Report 2020	Associate Director of Corporate Affairs	To Endorse	Enclosed	10:05 am
6.8	Board Committee's Terms of Reference Updates <ul style="list-style-type: none"> • Primary Care Commissioning • Quality and Performance • Integrated, Audit and Governance • Planning and Commissioning • Committees in Common • Remuneration Committee 	Associate Director of Corporate Affairs	To Approve	Enclosed	10:10 am
6.9	Risk Register	Associate Director of Corporate Affairs	To Consider	Enclosed	10:20 am
6.10	Board Assurance Framework 2019/20	Associate Director of Corporate Affairs	To Approve	Enclosed	10.30am
7.	Strategy				
7.1	Humber Coast and Vale ICS Humber Partnership Update	Chief Finance Officer	For Information	Verbal	10.40am
8.	Quality and Performance				
8.1	Quality and Performance Report	Chief Finance Officer/ Deputy Director of Quality and Clinical Governance/ Lead Nurse	To Consider	Enclosed	10.50am
8.2	Communications and Engagement Annual Report	Associate Director of Communications and Engagement	To Approve	Enclosed	11.00am
8.3	Humber Acute Services Review Update	Accountable Officer	To Note	Verbal	11.10am
8.4	Primary Care Commissioning Committee Chair's Annual Report 2019-2020	Committee Chair	To Approve	Enclosed	11.20am
8.5	Planning and Commissioning Committee	Committee Chair	To Approve	Enclosed	11.21am

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	Chair's Annual Report 2019-2020				
8.6	Integrated Audit and Governance Committee Chair's Annual report 2019/20	Committee Chair	To Approve	Enclosed	11.22am
8.7	Integrated Commissioning Committee (Committees in Common) Chair's Annual Report 2019-2020	Committee Chair	To Approve	Enclosed	11.23am
8.8	Quality and Performance Committee Chair's Annual Report 2019-2020	Committee Chair	To Approve	Enclosed	11.24am
8.9	Rapid Health Needs Assessment – Hull	Director of Public Health/ Public Health Specialty Registrar	To Note	Enclosed	11.25am
8.10	Learning Disability Mortality Reviews (LeDeR) Annual Report in 2019/20	Deputy Director of Quality and Clinical Governance/ Lead Nurse	To Approve	Enclosed	11.30am
9.	Standing Reports				
9.1	Planning and Commissioning Committee Chair's Update Report – 03 July 2020	Chair of the Planning and Commissioning Committee	To Note	Enclosed	11.35am
9.2	Quality and Performance Committee Chairs Update Report – 23 June 2020	Chair of the Quality and Performance Committee	To Note	Enclosed	11.36am
9.3	Integrated Audit and Governance Committee Chairs Assurance Report – 07 July 2020	Chair of the Integrated Audit and Governance Committee	To Note	Enclosed	11.37am
9.4	Primary Care Commissioning Committee Chairs Assurance Report 26 June 2020	Chair of the Primary Care Commissioning Committee	To Note	Enclosed	11.38am
10.	Policies				
	<i>No Items Received</i>				
11.	Reports for Information Only				
11.1	Planning and Commissioning Committee Approved Minutes - 03 July 2020	Chair of the Planning and Commissioning Committee	For Information	Enclosed	11.40am
11.2	Quality and Performance Committee Approved Minutes - 23 June 2020	Chair of the Quality and Performance Committee	For Information	Enclosed	11.41am
11.3	Integrated Audit and Governance Committee Approved Minutes - 07 July 2020	Chair of the Integrated Audit and Governance Committee	For Information	To Follow	11.42am
12.	Any Other Business	Chair	To Note	Verbal	11.45am
13.	Date and time of next meeting: The next meeting will be held on Friday 27 November 2020 at 9.30am , in the Boardroom at Wilberforce Court, Alfred Gelder Street, Hull, HU1 1UY and via GoToMeeting .				

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COMMISSIONING CYCLE AND POTENTIAL CONFLICTS OF INTEREST

Notes:

- The illustrations given below should not be considered to be prescriptive in every instance.
- These are guidelines and both the materiality of the conflict and the significance of the issue should be considered carefully by the Chair in deciding on how to manage the conflict.
- It is the responsibility of the Chair to review the agenda and operate caution in terms of deferment or referral if necessary.
- Chairs to also consider potential conflicts of interest arising from verbal reports.
- Links should be considered to strategy direction e.g. is the introduction of a Local Enhanced Service in line with the strategy?
- If significant/complete conflict of interest at a locality level the matter could be referred to the CCG for decision.

Interest	Financial (Self, partner or close associate)	Personal (Self)	Personal (Partner or close associate)	Competing Loyalties
Needs assessment	Fully participate	Fully participate	Fully participate	Fully participate
Decide priorities	Discuss but cannot vote	Discuss and vote	Discuss and vote	Discuss and vote
Review commissioning proposals	Remain but cannot speak or vote	Remain but cannot speak or vote	Remain but cannot speak or vote	Discuss and vote
Design services (ensure a fully inclusive process)	Discuss and vote	Discuss and vote	Discuss and vote	Discuss and vote
Review prioritised business cases	Leave the room	Remain but cannot speak or vote (unless interest is deemed not prejudicial)	Remain but cannot speak or vote (unless interest is deemed not prejudicial)	Discuss and vote
Procurement/contracting	Leave the room	Remain but cannot speak or vote (unless interest is deemed not prejudicial)	Remain but cannot speak or vote (unless interest is deemed not prejudicial)	Discuss and vote
Performance Management	Remain but cannot speak or vote (unless significant and then leave the room)	Remain but cannot speak or vote (unless significant and then leave the room)	Remain but cannot speak or vote (unless significant and then leave the room)	Discuss and vote
Review Health Outcomes	Fully participate	Fully participate	Fully participate	Fully participate

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