

## CLINICAL COMMISSIONING GROUP BOARD

FRIDAY 28 MAY 2021, 9.30 AM

### PART 1

Via Microsoft Teams

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Item no	Item	Led by	Action required	Enclosed / Verbal	Timings
1.	<b>Patient Story: Sensory Processing</b>	Chair	For Information	Presentati on	9.30 am
2.	<b>Apologies for Absence</b> Dan Roper Emma Latimer	Chair	To Note	Verbal	9.40 am
3.	<b>Minutes of The Previous Meeting held on 26 March 2021</b> <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.	<b>Matters Arising/Action List from the Minutes</b> <i>In accordance with the CCG's Constitution and Standards of Business Conduct, no discussion shall take place upon the Minutes expect upon their accuracy or where the Chair considers discussion appropriate</i>	Chair	To Note	Enclosed	9.43 am
5.	<b>Notification of Any Other Business</b> <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 11.</i>	Chair	To Note	Verbal	9.44 am
6.	<b>Governance</b>				
6.1	<b>Declarations of Interest</b> <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>	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 name of the person declaring the interest; (ii) the agenda item number to which the interest relate; (iii) the nature of the interest; (iv) be declared under this section and at the top of the agenda item which it relates to				
6.2	<b>Declarations of Gifts and Hospitality</b> <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>	Chair	To Note	Verbal	9.46 am
6.3	<b>Accountable Officer's Update Report</b>	Chief Finance Officer	To Note	Enclosed	9.47 am
6.4	<b>Annual Accounts Report Final Sign Off</b>	Chief Finance Officer	To Follow		9.57 am
6.5	<b>Annual Governance Statement with Accounts</b>	Associate Director of Corporate Affairs/Chief Finance Officer	To Follow		10.00 am
6.6	<b>NHS Hull CCG Annual Report 2020-21</b>	Associate Director Communication and Engagement	To Approve	Enclosed	10.10 am
6.7	<b>CCG Strategic Objectives</b>	Associate Director of Corporate Affairs	To Approve	Presentation	10.20 am
<b>7.</b>	<b>Strategy</b>				
7.1	<b>Workforce and Organisational Development Update</b>	Head of Human Resources on behalf of Director of Quality and Clinical Governance / Executive Nurse	To Endorse	Enclosed	10.30 am
7.2	<b>Humber Coast and Vale ICS Humber Partnership Update</b>	Interim Chief Operating Officer	For Information	Verbal	10.40 am
7.3	<b>Building Forward Together Report Voluntary Community and Social Enterprise (VCSE)</b>	Associate Director Communication and Engagement	To Discuss	Enclosed	10.50 am
<b>8.</b>	<b>Quality and Performance</b>				
8.1	<b>Quality and Performance Report</b>	Chief Finance Officer /Deputy Director of Nursing and Quality	To Consider	Enclosed	11.00 am
8.2	<b>Humber Acute Services Review Update</b>	Director of Strategic Development/	To Consider	Enclosed	11.10 am

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		Director Humber Acute Services			
8.3	NHS Hull CCG Safeguarding Annual Report	Interim Director of Nursing and Quality	To Note	Enclosed	11.20 am
9.	<b>Standing Reports</b>				
9.1	Planning and Commissioning Committee Chair's Update Report 5 March 2021	Chair of the Planning and Commissioning Committee	For Information	Enclosed	11.30 am
9.2	Quality and Performance Committee Chairs Update Report 19 February 2021	Chair of the Quality and Performance Committee	For Information	Enclosed	11.31 am
9.3	Integrated Audit and Governance Committee Chairs Assurance Report 2 March 2021	Chair of the Integrated Audit and Governance Committee	For Information	Enclosed	11.32 am
9.4	Primary Care Commissioning Chairs Update Report 26 February 2021	Chair of the Primary Care Commissioning Committee	For Information	Enclosed	11.33 am
10.	<b>General</b>				
10.1	<b>Policies</b> <ul style="list-style-type: none"> <li>• Recruitment and Retentions Policy</li> <li>• Attendance Management Policy</li> </ul>	Interim Director of Nursing and Quality	To Approve	Enclosed	11.34 am
11.	<b>Reports for Information Only</b>				
11.1	Planning and Commissioning Committee Approved Minutes 05 March 2021	Chair of the Planning and Commissioning Committee	For Information	Enclosed	11.36 am
11.2	Quality and Performance Committee Approved Minutes 19 February 2021	Chair of the Quality and Performance Committee	For Information	Enclosed	11.37 am
11.3	Integrated Audit and Governance Committee Meeting Approved Minutes 2 March 2021 & 21 April 2021	Chair of the Integrated Audit and Governance Committee	For Information	Enclosed	11.38 am
11.4	Primary Care Commissioning Committee Part 1 Approved Minutes 26 February 2021	Chair of the Primary Care Commissioning Committee	For Information	Enclosed	11.39 am
11.5	Integrated Commissioning Committee (Committees in Common) 24 February & 28 April 2021	Chair	For Information	Enclosed	11.40 am

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12.	Any Other Business	Chair	To Note	Verbal	11.41 am
12.	Date and time of next meeting: The next meeting will be held on <b>Friday 23 July 2021 at 9.30 am</b>				

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2 GP Members, and either  
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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