

**CLINICAL COMMISSIONING GROUP BOARD**

**FRIDAY 27 MAY 2022, 9.30 AM**

**PART 1**

**Reception Room, Guildhall & Via Microsoft Teams**

Item no	Item	Led by	Action required	Enclosed / Verbal	Timings
1.	<b>Apologies for Absence</b>	Chair	To Note	Verbal	9.30 am
2.	<b>Minutes of the previous meeting held on 25 March 2022</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	9.31 am
3.	<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 except upon their accuracy or where the Chair considers discussion appropriate</i>	Chair	To Note	Enclosed	9.36 am
4.	<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	9.40 am
5.	<b>Governance</b>				
5.1	<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> <i>(i) the name of the person declaring the interest.</i> <i>(ii) the agenda item number to which the interest relates.</i> <i>(iii) the nature of the interest.</i> <i>(iv) be declared under this section and at the top of the agenda item which it relates to</i>	Chair	To Note	Verbal	9.41 am
5.2	<b>Declarations of Gifts and Hospitality</b>	Chair	To Note	Enclosed	9.46 am

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

Item no	Item	Led by	Action required	Enclosed / Verbal	Timings
5.3	Use of Corporate Seal	Chair	To Note	Enclosed	9.47 am
5.4	Accountable Officer's Update Report	Chief Finance Officer	To Note	Enclosed	9.48 am
5.5	Annual Accounts Report Final Sign Off	Chief Finance Officer	To Follow		9.58 am
5.6	Annual Governance Statement with Accounts	Associate Director of Corporate Affairs/Chief Finance Officer	To Follow		10.08 am
5.7	NHS Hull CCG Annual Report 2021-22	Associate Director Communication and Engagement	To Approve	Enclosed	10.18 am
6.	<b>Strategy</b>				
6.1	ICS – Transition Arrangements	Interim Chief Operating Officer/CCG Chair	To Note	Enclosed	10.38 am
7.	<b>Quality and Performance</b>				
7.1	Quality and Performance Report	Chief Finance Officer /Deputy Director of Nursing and Quality	To Consider	Enclosed	10.48 am
7.2	<b>Committee Annual Reports</b>				
	(i) Planning and Commissioning Committee	Committee Chair	To Approve	Enclosed	10.58 am
	(ii) Quality and Performance Committee	Committee Chair			
	(iii) Primary Care Commissioning Committee	Committee Chair			
	(iv) Integrated Commissioning Committee in Common (CiC)	Committee Chair			
8.	<b>Standing Reports</b>				
8.1	Planning and Commissioning Committee Chair's Update Report 4 February & 4 March 2022	Chair of the Planning and Commissioning Committee	For Information	Enclosed	11.08 am
8.2	Quality and Performance Committee Chairs Update Report 18 February 2022	Chair of the Quality and Performance Committee	For Information	Enclosed	11.09 am
8.3	Integrated Audit and Governance Committee Chairs Assurance Report	Chair of the Integrated Audit and Governance Committee	No report assigned to this item		
8.4	Primary Care Commissioning Chairs Update Report 25 February 2022	Chair of the Primary Care Commissioning Committee	For Information	Enclosed	11.10 am

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Item no	Item	Led by	Action required	Enclosed / Verbal	Timings
9.	Policies				
			No reports assigned to this item		
10.	<b>Reports for Information Only</b>				
10.1	<b>Planning and Commissioning Committee Approved Minutes 4 February &amp; 4 March 2022</b>	Chair of the Planning and Commissioning Committee	For Information	Enclosed	11.11 am
10.2	<b>Quality and Performance Committee Approved Minutes 18 February 2022</b>	Chair of the Quality and Performance Committee	For Information	Enclosed	11.12 am
10.3	<b>Integrated Audit and Governance Committee Meeting Approved Minutes</b>	Chair of the Integrated Audit and Governance Committee	No report assigned to this item		
10.4	<b>Primary Care Commissioning Committee Part 1 Approved Minutes 25 February 2022</b>	Chair of the Primary Care Commissioning Committee	For Information	Enclosed	11.13 am
10.5	<b>Integrated Commissioning Committee (Committees in Common)</b>	Chair	For Information	Enclosed	11.14 am
11.	<b>Any Other Business</b>	<b>Chair</b>	<b>To Note</b>		
12.	Date and time of next meeting: The next meeting will be held on <b>Friday 24 June 2022 at 9.30am</b>				

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

## 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