

CLINICAL COMMISSIONING GROUP BOARD

FRIDAY 28 JANUARY 2022 AT 9.30 AM

PART 1

Via Microsoft Teams

Item no	Item	Led by	Action required	Enclosed / Verbal	Timings
1.	Apologies for Absence D Lowe M Littlewood	Chair	To Note	Verbal	9.30 am
2.	Minutes of The Previous Meeting held on 26 November 2021 <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.	Matters Arising / Action List from the Minutes 26 November 2021 <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	9.36 am
4.	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 10.</i>	Chair	To Note	Verbal	9.40 am
5.	Governance				
5.1	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 the top of the agenda item which it relates to</i>	Chair	To Note	Verbal	9.41 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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5.2	Declarations of Gifts and Hospitality There had been no declarations of Gifts and Hospitality	Chair	To Note	Verbal	9.46 am
5.3	Use of Corporate Seal There had been no use of the Corporate Seal	Associate Director of Corporate Affairs	To Note	Verbal	9.47 am
5.4	Accountable Officer's Update Report	Accountable Officer	To Note	Enclosed	9.48 am
6.	Quality and Performance				
6.1	Quality and Performance Report (including Contracts, Finance and Performance) Part 1	Chief Finance Officer	To Consider	Enclosed	10.05 am
6.2	Covid Update	Interim Chief Operating Officer	For Information	Verbal	10.25 am
6.3	GP Practice / PCN involvement in COVID19 Research and Development projects/programmes, April 2020 to December 2021	Strategic Lead – Primary Care	To Note	Enclosed	10.35 am
7.	Strategy				
7.1	Workforce and Organisational Development Report including Action Plan <i>This Report has been deferred to the May 2022 Board Meeting</i>			-	-
7.2	Humber Coast and Vale Integrated Care System Humber Partnership Update	Accountable Officer	To Note	Verbal	10.45 am
7.3	CCG Transition Arrangements Update	Accountable Officer/ Associate Director of Corporate Affairs/COO	For Information	Presentation	11.00 am
7.4	Joint Health & Wellbeing Strategy	Director of Public Health/Public Health Consultant	To Approve	Enclosed	11.20 am
8.	Reports For Information Only				
8.1	Integrated Audit and Governance Committee Chair's Assurance Report and (i) Approved Minutes 9 November 2021	Chair of the Integrated Audit and Governance Committee	For Information	Enclosed	11.30 am
8.2	Planning and Commissioning Committee Chair's Update Reports and (i) Approved Minutes 1 October 2021 (ii) Approved Minutes 3 December 2021	Chair of the Planning and Commissioning Committee		Enclosed Enclosed Enclosed Enclosed	
8.3	Primary Care Commissioning Committee Chair's Update Report and (i) Approved Minutes 22 October 2021	Chair of the Primary Care Commissioning Committee		Enclosed Enclosed	
8.4	Quality and Performance Committee Chair's Update Report and (i) Approved Minutes 29 October 2021	Chair of the Quality and Performance Committee		Enclosed Enclosed	

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8.5	Committees in Common Approved Minutes 22 December 2021	Interim Chief Operating Officer		Enclosed	
9.	Policies				
9.1	Media Policy	Associate Director of Communications and Engagement	To Approve	Enclosed	11.31 am
9.2	Agile Working Policy	Interim Chief Operating Officer	To Approve	Enclosed	11.35 am
10.	Any Other Business				
	No Items Received	No report assigned to this item			
11.	Date and Time of Next Meeting: The next meeting will be held on Friday 25 March 2022 at 9.30 am.				

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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