CLINICAL COMMISSIONING GROUP BOARD CLOSE DOWN MEETING

FRIDAY 24 JUNE 2022, 9.30 AM

PART 1

Boardroom, Wilberforce Court and Via Microsoft Teams

Item no	Item	Led by	Action required	Enclosed / Verbal	Timings
1.	**Apologies for Absence**	Chair	To Note	Verbal	09.30 am
2.	**Minutes of the previous meeting held on 27 May 2022** *To approve as a true and correct record and to authorise the Chair to sign them as such.*	Chair	To Approve	Enclosed	09.31 am
3.	**Matters Arising/Action List from the Minutes** *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*	Chair	To Note	Enclosed	09.36 am
4.	**Notification of Any Other Business** *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.* *Any approved items of Any Other Business to be discussed at item 11.*	Chair	To Note	Verbal	09.40 am
5.	**Governance**				
5.1	**Declarations of Interest** *In relation to any item on the agenda of the meeting members are reminded of the need to declare:* *(i) any interests which are relevant or material to the CCG.* *(ii) any changes in interest previously declared; or* *(iii) any financial interest (direct or indirect) on any item on the agenda* *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) the name of the person declaring the interest.* *(ii) the agenda item number to which the interest relates.* *(iii) the nature of the interest.* *(iv) be declared under this section and at the top of the agenda item which it relates to*	Chair	To Note	Verbal	09.41 am

Quorum: Chair or Vice Chair, at least
2 GP Members, and either
CCG Chief Officer/Chief Finance Officer, or
Director of Integrated Commissioning   Page 1 of 4

Item no	Item	Led by	Action required	Enclosed / Verbal	Timings
5.2	**Declarations of Gifts and Hospitality** *There had been no declarations of Gifts and Hospitality*	Chair	To Note	Verbal	09.42 am
5.3	**Use of Corporate Seal** *There had been no use of the Corporate Seal*	Chair	To Note	Verbal	09.43 am
5.4	**Corporate Risk Register**	Associate Director of Corporate Affairs	To Consider	Enclosed	09.44 am
5.5	**Board Assurance Framework (BAF)**	Associate Director of Corporate Affairs	To Approve	Enclosed	09.50 am
6.	**Strategy**				
6.1	**Hull Health & Care Partnership Update**	Interim Chief Operating Officer/CCG Chair	To Note	Presentation	09.55 am
6.2	**Integrated Care Board Hand Over Assurance**	Associate Director of Corporate Affairs	To Note	Verbal	10.00 am
7.	**Quality and Performance**				
7.1	**Quality and Performance Report**	Chief Finance Officer /Interim Director of Nursing and Quality	To Consider	Enclosed	10.05 am
7.2	**Safeguarding Annual Report Part 1**	Interim Director of Nursing & Quality	To Note	Enclosed	10.15 am
7.3	**LeDer Annual Report**	Interim Director of Nursing & Quality	To Note	Enclosed	10.20 am
8.	**Standing Reports for Information**				
8.1	**Planning and Commissioning Committee Chair's Update Report 6 May 2022**	Chair of the Planning and Commissioning Committee	For Information	Enclosed	10.25 am
8.2	**Integrated Audit and Governance Committee Chairs Assurance Report 8 March and 25 May 2022**	Chair of the Integrated Audit and Governance Committee	For Information / To Approve	Enclosed	
9.	**Policies**				
	No Items Received	No report assigned to this item			
10.	**Reports for Information Only**				
10.1	**Planning and Commissioning Committee Approved Minutes 6 May 2022**	Chair of the Planning and Commissioning Committee	For Information	Enclosed	10.27 am
10.2	**Integrated Audit and Governance Committee Approved Minutes 8 March and 25 May 2022**	Chair of the Integrated Audit and Governance Committee	For information	Enclosed	

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11.	**Any Other Business**	**Chair**	**To Note**		
12.	**Date and time of next meeting:** This is the final closedown meeting of the Hull CCG Board and therefore no further meetings are scheduled.				

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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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