

**Calderdale Primary Medical Service Committee  
Decision Notice**

**Report circulated 3 September 2020**

*Due to the COVID 19 public health emergency this single item meeting did not take place in public.*

*A virtual committee meeting was held with a single paper circulated on 3 September 2020 for decision by the committee members via email.*

**DECISION NOTICE**

**Member Recipients**

Neil Smurthwaite	NS	Interim Accountable Officer
John Mallalieu	JM	Committee Chair, Lay Member, Finance and Performance
Lesley Stokey	LS	Interim Chief Finance Officer
Alison MacDonald	AM	Lay Member, Patient and Public Engagement
Dr Rob Atkinson	RA	Secondary Care Specialist
Prof Rob McSherry	RM	Registered Nurse
Dr Steven Cleasby	SC	GP Member
Dr James Gray	JG	GP Member

**Other recipients**

Debbie Robinson	DR	Head of Primary Care, Quality and Improvement
Emma Bownas	EB	Senior Primary Care Manager
Neil Coulter	NC	Senior Primary Care Manager– NHS England/Improvement
Tim Swift	TS	Council Leader and Chair of the Calderdale Health and Well Being Board
Rob Gibson	RG	Corporate Systems Manager
Helen Hunter	HH	Chief Executive, Health Watch, Kirklees and Calderdale
Martin Pursey	MP	Head of Contracting & Procurement
Penny Woodhead	PW	Chief Quality & Nursing Officer

**Action**

**1. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

The Register of Interests can be obtained from the CCG's website: <https://www.calderdaleccg.nhs.uk/key-documents/#registerofinterests> or from the CCG's headquarters.

## **2. PROCESS FOR URGENT DECISIONS**

The paper circulated proposed the establishment of urgent decision making arrangements for matters relating to COVID-19 that could not wait until the next scheduled committee meeting for decision.

In their responses, committee members were supportive of the proposal to establish the urgent decision making process and underlying rationale for the process being put in place. They recognised the reporting plan to the full committee and public, the intention to utilise the full committee where timing allowed and the intention to review the arrangements in three months' time.

### **DECISION:**

That the Committee **approve** the urgent decision making process.

## **3. DATE AND TIME OF THE NEXT MEETING IN PUBLIC:**

Thursday 15 October 2020, 3.00pm, Video Conference