

Decision Notice

Public Section of the meeting of NHS Calderdale CCG Governing Body held on Thursday 28 January 2021 2020 at 2pm via Video Conference.

Due to the COVID 19 public health emergency this meeting was not held in public.

Present

Dr Steven Cleasby (SC) CCG Chair

Robin Tuddenham (RT) Accountable Officer

Neil Smurthwaite (NS) Chief Operating Officer

Caroline Taylor (CT) Clinical Vice Chair, Governing Body Member

John Mallalieu (JM) Deputy Chair, Lay Member (Finance and Performance)

Dr Farrukh Javid (FJ) GP Member

Dr James Gray (JG) GP Member

Penny Woodhead (PW) Chief Quality and Nursing Officer

Alison MacDonald (AM) Lay Member (Patient and Public Engagement)

Prof Peter Roberts (PR) Lay Member (Audit)

Dr Rob Atkinson (RA) Secondary Care Specialist

In attendance

Lesley Stokey (LS) Director of Finance

Denise Cheng-Carter (DCC) Lay Advisor

Iain Baines (IB) Advisor to the Governing Body, Director of Adult Services,
Calderdale Metropolitan Borough Council

Andrew O'Connor (AOC) Senior Corporate Governance Officer (Minutes)

Martin Pursey (MP) Head of Contracting and Procurement (for item 7)

Kate Bell, (KB) Equality Lead (for item 9)

Rob Gibson (RG) Corporate Systems Manager (for item 12)

Observing

Steven Reed (SR) – Communications Officer

Agenda Items and Decisions

Item 1 - Apologies for absence

Prof. Rob McSherry, Registered Nurse

Deborah Harkins, Advisor to the Governing Body, Director of Public Health,
Calderdale Metropolitan Borough Council

Item 2 - Declaration of interest

There were no declarations of interest.

The CCG's Registers of Interest can be obtained from the CCG's website.

Item 3 - Minutes

Decision:

The minutes of the public section of the Governing Body meeting and the CCG's Annual General Meeting held on 22 October 2020 were **received** and **adopted** as a correct record.

Item 4 – Question from the Public

There were no questions from the public.

Item 5 - Accountable Officer's Report

Decision:

The Governing Body:

1. **NOTED** the content of the report.

2. **NOTED** the approval and adoption of the policy for Primary Care Network (PCN) Governance for the Safe and Secure Handling of the COVID-19 Vaccines in Calderdale using urgent decision making powers.
3. **DELEGATED** approval of the annual Equalities Report to the Quality, Finance and Performance Committee.

Item 7 – Seamless Home from Hospital Service Procurement

Decision:

The Governing Body:

1. **Approved** the contract award to the recommended provider.
2. **Noted** the process for selecting the provider for the Seamless Home from Hospital Service.

Item 8 - Equality and Inclusion Strategy 2020-22

Decision:

The Governing Body **approved** the strategy for publication subject to the inclusion of points raised by the Governing Body during its deliberations.

Item 9 – Workforce Report

Decision:

The Governing Body **received** and **noted** the content of the CCG workforce report update.

Item 10 – Performance Report

a. Director of Finance Report

Decision:

The Governing Body **noted**

1. the new temporary financial regime for the period April – March 2021.
2. the financial forecast for the period April –March 2021.
3. the contracting update.

4. the impact of COVID-19 on the progress being made towards achieving the standards set out in the NHS Constitution.

b. Quality and Safety Report

Decision:

The Governing Body **RECEIVED** and **NOTED** the update on Quality and Safety information to provide assurance regarding its main providers, plus the following information:

- Infection Prevention and Control
- Calderdale and Huddersfield NHS Foundation Trust (CHFT) Maternity Update
- Ockenden Review
- New Care Quality Commission Process
- Serious Incident Reporting Bi-Annual Update
- LeDeR Programme
- 2019/20 Provider Quality Accounts.

Item 11 a & b – Committee Terms of Reference

Decision:

The Governing Body:

- **Approved** the amendments to the following committee Terms of Reference:
 - a. Commissioning Primary Medical Services Committee
 - b. Quality, Finance and Performance Committee

Item 12 – High Level Risk Log and Report - Risk Cycle 3 2020/21

Decision:

The Governing Body **confirmed** that it was **assured** that the High Level Risk Register represented a fair reflection of the risks being experienced by the CCG at the end of Risk Cycle 4 of 2020-21. This was following a review of the risks at the combined Quality, Finance and Performance Committee meeting on 17 December 2020.

Item 13 – Committees Minutes

Decision:

The Governing Body **received** the following:

- i. The minutes of the Audit Committee meeting held on 24 September 2020.
- ii. The minutes of the Quality, Finance and Performance Committee meeting held on 24 September 2020.
- iii. The minutes of the Commissioning Primary Medical Services Committee meeting held on 15 October 2020.

Item 14 – External Meetings

Decision:

The Governing Body **received** the minutes of the meeting of the West Yorkshire and Harrogate Joint Committee of CCGs held on 6 October 2020.

Item 15 – Key Messages for Practices

Decision:

The Governing Body **agreed** the following key messages for member practices:

- Seamless Home from Hospital Procurement
- Remote booking of IAPT assessments
- Quality and Approval Strategy

Item 16 – Date and time of the next meeting in public:

Decision:

The Governing Body **noted** that the next meeting would take place as follows:

Governing Body Meeting

Thursday 29 April 2021

2.00pm

Via Video Conference