

## NHS Coventry and Rugby CCG and NHS Warwickshire North CCG Governing Body Meetings in Common

to be held in Public on Wednesday, 9 May 2018, 1:30 pm to 3:00 pm  
 in Meeting Rooms M1.3/M1.4 at Friarsgate, Eaton Road, Coventry, CV1 2FJ

### A G E N D A

Time	No	Item	Presenter	Enclosure
	<b>1.</b>	<b>Standing Items</b>		
1.30	1.1.	Welcome and Apologies Received: Andrea Green	Deryth Stevens	Verbal
	1.2.	Declarations of Interest: <i>Where possible, any conflict of interest should be declared to the Chair of the meeting in advance of the meeting. See guide below.</i>	Deryth Stevens	Enclosure A
	1.3.	Minutes of the last Meetings held in common on 8 <sup>th</sup> March and 29 <sup>th</sup> March 2018	Deryth Stevens	Enclosure B
	1.4.	Matters Arising/Action Schedule	Deryth Stevens	Enclosure C
1.35	1.5.	Chair's Report		
		a) <i>Coventry and Rugby CCG</i>	Sarah Raistrick	Enclosure D
		b) <i>Warwickshire North CCG</i>	Deryth Stevens	Enclosure E
1.40	1.6.	Chief Officer's Report	Clare Hollingworth	Enclosure F
	<b>2.</b>	<b>Strategy and Planning</b>		
1.45	2.1.	Public Health Report		
		a) <i>Coventry and Rugby</i>	Liz Gaulton	Enclosure G
		b) <i>Warwickshire</i>	John Linnane / Rachel Robinson	Enclosure H
1.50	2.2.	Communications and Engagement Report	Jenni Northcote	Enclosure I
	<b>3.</b>	<b>Quality, Safety and Performance</b>		
1.55	3.1.	Patient Story – Community Rapid Response Team	Jo Galloway	Presentation
2.10	3.2	Integrated Safety, Quality and Performance:		
		• Safety and Quality Report	Jo Galloway	Enclosure J
		• Performance Report	Steve Jarman- Davies	
	<b>4.</b>	<b>Financial Performance</b>		
2.20	4.1	Finance and Contract Report: Month 12	Clare Hollingworth	
		a) <i>Coventry and Rugby CCG</i>		Enclosure K
		b) <i>Warwickshire North CCG</i>		Enclosure L
2.30	4.2	2018/19 Financial Plan update	Clare Hollingworth	
		a) <i>Coventry and Rugby CCG</i>		Enclosure M
		b) <i>Warwickshire North CCG</i>		Enclosure N
2.40	4.3	Procurement Report	Clare Hollingworth	Enclosure O

Time	No	Item	Presenter	Enclosure
2.45	5.	<b>Assurance and Governance</b>		
	5.1.	Assurance Framework – Quarter 4	Maria Maltby	Enclosure P
2.50	6.	<b>Policies for Ratification</b>		
	6.1	FreeStyle Libre® Flash Continuous Glucose Monitoring System Policy	Steve Allen	Enclosure Q
	6.2	Policy for Approving Pharmaceutical Industry Rebate Schemes	Clare Hollingworth	Enclosure R
	7.	<b>Committee Reports - Coventry and Rugby CCG</b>	Committee Chairs	Enclosure S
		a) Audit Committee: 6 February 2018		
		b) Finance and Performance Committee: 26 February 2018		
		c) Primary Care Commissioning Committee Report – Quarter 4		
		<b>Committee Reports - Warwickshire North CCG</b>	Committee Chairs	Enclosure T
		d) Finance and Performance Committee: 22 February 2018		
		e) Clinical Quality and Governance Committee: 25 January 2018		
		f) Audit Committee: 15 February 2018		
		g) Joint Commissioning Committee Report – Quarter 4	Committee Chairs	
		<b>Committees in Common Reports</b>		
		h) Clinical Quality and Governance Committees in Common: 28 February 2018		Enclosure U
		i) Commissioning, Finance and Performance Committees in Common: 29 March 2018		
		<b>Other</b>		
		j) Health and Wellbeing Board – Warwickshire: 22 March 2018		Enclosure V
		k) Health and Wellbeing Board – Coventry: 5 February 2017		
2.55	8.	<b>Questions from Visitors</b>	DS	Verbal
3.00	9.	<b>Any Other Business</b>	DS	Verbal

**Future Governing Body Meetings in Common held in Public:**

Date	Time	Venue
Thursday 12 July 2018	1.30 pm – 3.00 pm	Heron House, Nuneaton
Wednesday 12 September 2018	1.30 pm – 3.00 pm	Venue TBC, Coventry
Thursday 08 November 2018	1.30 pm – 3.00 pm	Heron House, Nuneaton

## Declarations of Interest

Under the Health and Social Care Act 2012, there is a legal obligation to manage conflicts of interest appropriately. **Where possible, any conflict of interest should be declared to the Chair of the meeting as soon as it is identified in advance of the meeting.** Where this is not possible, it is essential that at the beginning of the meeting a declaration is made if anyone has any conflict of interest to declare in relation to the business to be transacted at the meeting. An interest relevant to the business of the meeting should be declared whether or not the interest has previously been declared.

Type of Interest	Description
<b>Financial Interests</b>	<p>This is where an individual may get direct financial benefits from the consequences of a commissioning decision. This could include being:</p> <ul style="list-style-type: none"><li>• A director, including a non-executive director, or senior employee in a private company or public limited company or other organisation which is doing, or which is likely, or possibly seeking to do, business with health or social care organisations;</li><li>• A shareholder (of more than 5% of the issued shares), partner or owner of a private or not for profit company, business or consultancy which is doing, or which is likely, or possibly seeking to do, business with health or social care organisations.</li><li>• A consultant for a provider;</li><li>• In secondary employment;</li><li>• In receipt of a grant from a provider;</li><li>• In receipt of research funding, including grants that may be received by the individual or any organisation in which they have an interest or role; and</li><li>• Having a pension that is funded by a provider (where the value of this might be affected by the success or failure of the provider).</li></ul>
<b>Non-Financial Professional Interests</b>	<p>This is where an individual may obtain a non-financial professional benefit from the consequences of a commissioning decision, such as increasing their professional reputation or status or promoting their professional career. This may include situations where the individual is:</p> <ul style="list-style-type: none"><li>• An advocate for a particular group of patients;</li><li>• A GP with special interests e.g., in dermatology, acupuncture etc.</li><li>• A member of a particular specialist professional body (although routine GP membership of the RCGP, BMA or a medical defence organisation would not usually by itself amount to an interest which needed to be declared);</li><li>• An advisor for CQC or NICE;</li><li>• A medical researcher.</li></ul>
<b>Non-Financial Personal Interests</b>	<p>This is where an individual may benefit personally in ways which are not directly linked to their professional career and do not give rise to a direct financial benefit. This could include, for example, where the individual is:</p> <ul style="list-style-type: none"><li>• A voluntary sector champion for a provider;</li><li>• A volunteer for a provider;</li><li>• A member of a voluntary sector board or has any other position of authority in or connection with a voluntary sector organisation;</li><li>• A member of a political party;</li><li>• Suffering from a particular condition requiring individually funded treatment;</li><li>• A financial advisor.</li></ul>
<b>Indirect Interests</b>	<p>This is where an individual has a close association with an individual who has a financial interest, a non-financial professional interest or a non-financial personal interest in a commissioning decision (as those categories are described above). This should include:</p> <ul style="list-style-type: none"><li>• Spouse / partner;</li><li>• Close relative e.g., parent, [grandparent], child, [grandchild] or sibling;</li><li>• Close friend;</li><li>• Business partner.</li></ul>

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