

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

to be held in Public on Thursday, 8 March 2018, 1:30 pm to 3:00 pm  
at Heron House, Nuneaton

### 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	AC-P	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>	AC-P	Enclosure A
	1.3.	Minutes of the last Meeting in Common held in Public held on 10 January 2018	AC-P	Enclosure B
	1.4.	Matters Arising/Action Schedule	AC-P	Enclosure C
1.35	1.5.	Chair's Report		
	a)	Coventry and Rugby CCG	AC-P	Enclosure D
	b)	Warwickshire North CCG	DS	Enclosure E
1.40	1.6.	Chief Officer's Report	AG	Enclosure F
	<b>2.</b>	<b>Strategy and Planning</b>		
1.45	2.1.	Local Maternity System Transformation Plan	AG	Enclosure G
1.50	2.2.	Public Health Report		
	a)	Coventry and Rugby	LG	Enclosure H
	b)	Warwickshire	JL/ RR	Enclosure I
1.55	2.3.	Communications and Engagement Report	JN	Enclosure J
	<b>3.</b>	<b>Quality, Safety and Performance</b>		
2.00	3.1.	Patient Story - Stroke	AG	Video
2.10	3.2.	Integrated Safety, Quality and Performance:		Enclosure K
	•	Safety and Quality Report	JG	
	•	Performance Report	SJ-D	
2.15	3.3.	Warwickshire Safeguarding Adults and Children Annual Reports	JG	Enclosure L
	<b>4.</b>	<b>Financial Performance</b>		
2.20	4.1.	Finance and Contract Report: Month 10	CH	
	a)	Coventry and Rugby CCG		Enclosure M
	b)	Warwickshire North CCG		Enclosure N
2.30	4.2.	Procurement Report	CH	Enclosure O
2.35	4.3.	Financial Plans and High Level Budgets	CH	Enclosure P (to follow)
2.40	4.4.	Transformation Funding	JN	Enclosure Q

Time	No	Item	Presenter	Enclosure
2.45	<b>5.</b>	<b>Assurance and Governance</b>		
	5.1.	Information Governance Toolkit – Delegation Arrangements	MM	Enclosure R
	5.2.	Equality and Diversity Delivery System – Delegation Arrangements	MM	Enclosure S
	5.3.	Annual Report and Accounts – Delegation Arrangements	CH	Enclosure T
2.50	<b>6.</b>	<b>Policies for Ratification</b>		
	6.1.	<b>Commissioning Policies</b> <ul style="list-style-type: none"> <li>• Care (Education) and Treatment Review Policy – Arden and Solihull TCP</li> </ul>	JG	Enclosure U
2.55	<b>7.</b>	<b>Committee Reports - Coventry and Rugby CCG</b>	Committee Chairs	Enclosure V
	a)	Clinical Quality and Governance Committee: 20 <sup>th</sup> December 2017		
	b)	Audit Committee: 12 <sup>th</sup> December 2017		
	c)	Finance and Performance: 18 <sup>th</sup> December 2017 and 29 <sup>th</sup> January 2018		
		<b>Committee Reports - Warwickshire North CCG</b>	Committee Chairs	Enclosure W
	d)	Commissioning Finance and Performance Committee: 21 <sup>st</sup> December 2017 and 25 <sup>th</sup> January 2018		
	e)	Clinical Quality and Governance Committee: 21 <sup>st</sup> December 2017		
	<b>Other</b>			
f)	Health and Wellbeing Board – Warwickshire: 10 <sup>th</sup> January 2018			
	g)	Health and Wellbeing Board – Coventry: 27 <sup>th</sup> November 2017 and 5 <sup>th</sup> February 2017		Enclosure X
2.55	<b>8.</b>	<b>Questions from Visitors</b>	AC-P	Verbal
3.00	<b>9.</b>	<b>Any Other Business</b>	AC-P	Verbal

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

Date	Time	Venue
Wednesday 09 May 2018	1.30 pm – 3.00 pm	Venue TBC, Coventry
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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