

Agenda **Part 1** **Meeting held in public**

Meeting title: Northern CCG Joint Committee

Date: Thursday 4 July 2019

Time: 2.00pm – 2.45pm

Location: The Durham Centre, Belmont, Durham, DH1 1TN

| Item | | Lead | Time | Paper |
|---|---|--------------|-----------|--------------|
| 01 | Welcome, apologies and declarations of conflicts of interest in relation to the agenda | Chair | 2.00-2.05 | Enclosure 01 |
| 02 | Minutes and action log of previous meeting – 2 May 2019 02.1 Minutes 02.2 Actions | Chair | 2.05-2.10 | Enclosure 02 |
| 03 | Matters arising from the previous meeting | Chair | 2.10-2.15 | Verbal |
| Items for decision | | | | |
| 04 | Future reporting arrangements for the North East and North Cumbria Prescribing Forum | Neil O'Brien | 2.15-2.25 | Enclosure 03 |
| Items for information | | | | |
| 05 | Questions from members of the public relating to specific items on the agenda | Chair | 2.25-2.30 | Verbal |
| 06 | Any other business | Chair | 2.30-2.35 | Verbal |
| Date and time of next meeting: 5 September 2019 2.00pm – 5.00pm The Durham Centre, Belmont, Durham DH1 1TN | | | | |

Representatives of the press and other members of the public are excluded from part 2 of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest (Section 1 (2)) Public Bodies (Admission to Meetings) Act 1960

Northern CCG Joint Committee

Future meetings 2019

| Date | Time | Venue |
|---------------------------|---------------|-------------------|
| Thursday 4 July 2019 | 2.00 – 5.00pm | The Durham Centre |
| Thursday 5 September 2019 | 2.00 – 5.00pm | The Durham Centre |
| Thursday 7 November 2019 | 2.00 – 5.00pm | The Durham Centre |

2020

| Date | Time | Venue |
|----------------------------|---------------|-------------------|
| Thursday 9 January 2020 | 2.00 – 5.00pm | The Durham Centre |
| Thursday 12 March 2020 | 2.00 – 5.00pm | The Durham Centre |
| Thursday 14 May 2020 | 2.00 – 5.00pm | The Durham Centre |
| Thursday 9 July 2020 | 2.00 – 5.00pm | The Durham Centre |
| Thursday 10 September 2020 | 2.00 – 5.00pm | The Durham Centre |
| Thursday 12 November 2020 | 2.00 – 5.00pm | The Durham Centre |


Register of Interests as at 20 June 2019

| Name | Current position(s) held in the CCG(s) | Declared Interest (name of the organisation and nature of business) | Type of Interest | | | | | Nature of interest | Is the interest direct or indirect | Date declared | Action taken to mitigate risk |
|---------------|---|---|---------------------|----------------------------|------------------------|------------------------|--|--------------------------------------|------------------------------------|--|-------------------------------|
| | | | Financial Interests | Non-financial Professional | Non-financial Personal | Indirect | | | | | |
| Mark Adams | Accountable Officer for Newcastle Gateshead CCG and North Tyneside CCG and | Newcastle Gateshead CCG | ✓ | | | | Accountable Officer | direct | Nov-17 | Will declare at meetings as required | |
| | | North Tyneside CCG | ✓ | | | Accountable Officer | direct | Will declare at meetings as required | | | |
| | | Northumberland CCG | ✓ | | | Accountable Officer | direct | Will declare at meetings as required | | | |
| | | Beverley Park Leisure Ltd | ✓ | | | Director | direct | Not relevant to CCG role | | | |
| | | GLSKR.com Ltd | ✓ | | | Director | direct | Will declare at meetings as required | | | |
| Nicola Bailey | Chief Officer Durham, Darlington and Tees CCGs | Conflict of interest relating to Chief Officer role across five CCGs | ✓ | | | | Chief Officer | direct | Nov-18 | The person declaring the financial interest will not take part in any decision making relating to that area of financial interest. They will be asked to leave any meeting where that area is being discussed. | |
| Amanda Bloor | Accountable Officer for Harrogate & Rural District CCG Hambleton, Richmondshire and Whitby CCG Scarborough and Rydale CCG | Harrogate & Rural District CCG Hambleton, Richmondshire and Whitby CCG Scarborough and Rydale CCG | ✓ | | | | Accountable Officer | direct | Feb-19 | Will declare at meetings as required | |
| Mark Dornan | Clinical Chair for Newcastle Gateshead CCG | Hambleton, Richmondshire and | ✓ | | | | Assistant Clinical Chair Governing Body member Executive Committee Chair | direct | Feb-18 | Will be declared at meetings where relevant | |
| | | Scarborough and Rydale CCG | ✓ | | | Partner and GP Trainer | direct | | | | |
| | | Academic Health Science | | ✓ | | Governing Body Member | direct | | | | |

| | | | | | | | | | | |
|-----------------|---|--|---|---|--|---|--|----------|--------|--|
| | | Gateshead Community Based Care | ✓ | | | | Teams Medical Practice is a member | direct | Sep-18 | |
| | | Branch End Practice, Stocksfield | ✓ | | | | Wife is GP Partner | indirect | | |
| Stewart Findlay | Chief Officer Durham, Darlington | Bishopgate Medical Practice, Bishop Auckland | ✓ | | | | Part owner | direct | Nov-18 | The person declaring the financial interest will not take part in any decision making |
| | | NECS Shadow Customer Board | | ✓ | | | Member | direct | | The person declaring the non-financial professional interest will not take part in any decision making relating to the area of interest being declared, may take part in decision making if appropriate. |
| | | North Durham CCG | | | | ✓ | Daughter is employed as Commissioning and Development Lead | indirect | | Any conflict of interest declared in relation to an indirect interest will be considered on a case by case basis depending on the discussions taking place at the time. |
| | | Conflict of interest relating to Chief Officer role across five CCGs | ✓ | | | | Chief Officer | direct | | The person declaring the financial interest will not take part in any decision making relating to that area of financial interest. They will be asked to leave any meeting where that area is being discussed. |
| David Gallagher | Accountable Officer for Sunderland CCG | Sunderland CCG | ✓ | | | | Chief Officer | direct | May-18 | Will declare at meetings as appropriate |
| | | Specsavers Peterlee | | ✓ | | | Daughter is Store Manager | indirect | | |
| David Hambleton | Accountable Officer for South Tyneside CCG | South Tyneside CCG | ✓ | | | | Chief Executive | direct | Nov-17 | Will declare all interests within meetings as appropriate and exclude myself from discussion when required |
| | | North of England Commissioning Support | | ✓ | | | Wife employed by NECS | indirect | | |
| Neil O'Brien | Clinical Chief Officer Durham, Darlington | Cestria Health Centre, Chester-le-Street | ✓ | | | | GP Partner | direct | Nov-18 | The person declaring the financial interest will not take part in any decision making |
| | | Cestria Health Centre, Chester-le-Street | ✓ | | | | Cestria provides intermediate level service in ear, nose and throat, dermatology and minor surgery and palpations in which I financially benefit | direct | | The person declaring the financial interest will not take part in any decision making relating to that area of financial interest. They will be asked to leave any meeting where that area is being discussed. |
| | | Chester-le-Street Health Ltd (GP Federation) | | | | ✓ | Cestria is a member of | indirect | | Any conflict of interest declared in relation to an indirect interest will be considered on a case by case basis depending on the discussions taking place at the time. |

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|-----------------|--|--|---|---|---|--|--|-------------|--|--------|
| | | County Durham and Darlington NHS Foundation Trust (CDDFT) | | | ✓ | Wife employed at CDDFT | indirect | | Any conflict of interest declared in relation to an indirect interest will be considered on a case by case basis depending on the discussions taking place at the time. | |
| | | Conflict in relation to being Accountable Officer across five CCGs | ✓ | | | | direct | | The person declaring the financial interest will not take part in any decision making relating to that area of financial interest. They will be asked to leave any meeting where that area is being discussed. | |
| Charles Parker | Chair for Hambleton, Richmond and Whitby CCG | Conflict in relation to being Accountable Officer across five CCGs | ✓ | | | Chair | direct | Jan-18 | Declare before discussion and exclude from decision voting | |
| | | Topcliffe Surgery | ✓ | | | GP | direct | | | |
| | | South Tees NHS Foundation Trust | ✓ | | | GP in A&E | direct | | | |
| Ian Pattison | Clinical Chair for Sunderland CCG | NHS Sunderland CCG | ✓ | | | Clinical Chair | direct | May-18 | Will declare at meetings as appropriate | |
| | | Southlands Medical Group | ✓ | | | GP Partner | | | | |
| | | | ✓ | | | Practice is a member of the Sunderland GP Alliance | | | | |
| | | NHS England | ✓ | | | GP Appraiser | | | | |
| | | | | ✓ | | Wife is a locum GP | indirect | | | |
| Boleslaw Posmyk | Chair for Hartlepool and Stockton CCG and Darlington CCG | NHS Hartlepool and Stockton CCG | ✓ | | | CCG Chair/salary | direct | Nov-17 | Interests will be declared at meetings as required | |
| | | NHS Darlington CCG Havelock Grange GP Practice | ✓ | | | CCG Chair/salary | direct | Sep-18 | | |
| | | | ✓ | | | Profit share | direct | Nov-17 | | |
| | | | | | | | Income from owned practice premises | | | |
| | | | | | | | Interest via practice shareholding in federation | Indirect | | |
| | | | | HAST GP Federation Rockcliffe Court Surgery, Hurworth | ✓ | | | Salaried GP | | direct |
| | | | ✓ | | | | | | | |
| David Rogers | Medical Director / Interim Accountable Officer for North Cumbria CCG | NHS North Durham CCG | ✓ | | | Medical Director / Interim Accountable Officer | direct | Dec-17 | Will declare at meetings as appropriate | |

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|---------------|---------------------------------------|--|---|--|---|--|----------|--------|---|
| Jon Rush | Chair for North Cumbria CCG | NHS North Cumbria CCG | ✓ | | | Chair | direct | Jan-18 | Where there is a relevant decision required at the Joint Committee that affects my role as Chair of the Safeguarding Board and could deem to be a potential conflict, I will declare it and then decide what role I take in the decision making. Bearing in mind I am at the meeting in 2 roles: 1. Chair of North Cumbria CCG – which does not affect my role in Redcar 2. Chair of the joint committee – which could impact on my role but not be particularly impactful as all the decisions need to be unanimous so the chair vote does not come into particular significance |
| | | Redcar and Cleveland Safeguarding Children Board | | | ✓ | Independent Chair - role is to hold to account all relevant statutory agencies in the Redcar and Cleveland area that affect/impact on children. One of which is the South Tees CCG – a member of our Committee | direct | | |
| Richard Scott | Clinical Chair for North Tyneside CCG | North Tyneside CCG | ✓ | | | Clinical Chair | direct | Apr-18 | Will comply with the Standards of Business Conduct and Declarations of Interest Policy |
| | | Centre, Whitey Bay (GP Practice) | ✓ | | | member of CCG Council of Practices | direct | | |
| | | Tyne Health (North Tyneside GP Federation) | ✓ | | | Partner in a GP Practice that is a shareholder of TyneHealth. Practice Manager is a director of TyneHealth | direct | | |
| | | Northumbria Healthcare FT | | | ✓ | Wife works as a District Nurse for Northumbria Healthcare FT | indirect | | |
| David Shovlin | Director | NHS Northumberland CCG | ✓ | | | West Locality Director & Director for Unplanned Care | direct | Feb-18 | Will declare at meetings as appropriate |

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|---|---|---|---|---|---|--|---|----------|--------|---|
| | | Vocare, Provider of out of hours GP services | ✓ | | | | | direct | | |
| | | Northumbria Healthcare NHS Trust | ✓ | | | | Hospital Practitioner in Cardiology | Direct | | |
| | | Burn Brae Medical Group | ✓ | | | | GP Partner | direct | | |
| | | HPCA, provider of extended hours GP access | ✓ | | | | Member practice | direct | | |
| Jonathan Smith | Clinical Chair for Durham Dales, Easington and | Durham Dales, Easington and Sedgfield CCG | ✓ | | | | Clinical Chair | direct | Dec-17 | All interests will be declared at meetings as appropriate |
| | | Silverdale Family Practice, South Hetton | ✓ | | | | GP Partner | direct | | |
| | | Council of Members, Durham Dales, Easington and Sedgfield CCG | ✓ | | | | Representative for Silverdale Family Practice | direct | | |
| | | Academic Health Science Network | | ✓ | | | Director | direct | | |
| | | South Durham Health Federation | ✓ | | | | Member | direct | | |
| Matthew Walmsley | Chair for South Tyneside CCG | Chair | ✓ | | | | Chair | direct | Feb-18 | Declaration and withdrawal |
| | | Health and Wellbeing Board | | ✓ | | | Vice Chair | direct | | |
| | | Marsden Road Health Centre | ✓ | | | | Partner | direct | | |
| | | Houghton Medical Group | ✓ | | ✓ | | Wife is a Partner | indirect | | |
| Non voting members | | | | | | | | | | |
| Stephen Childs, Managing Director of NECS |  C:\Users\gillian.stanger\Desktop\DOI | | | | | | | | | Non-voting member |
| Ken Readshaw, Lay member | member | Hambleton Richmondshire Whitby CCG | ✓ | | | | Governing Body member | direct | Jan-18 | Non-voting member |

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|---------------|---|--|---|--|---|--|--|----------|--------|-------------------|
| | | Scarborough and Ryedale CCG | ✓ | | | | Governing Body member | direct | | |
| | | The Wensleydale School and sixth form | | | ✓ | | Governing Body member | direct | | |
| | | Charlton Highdale Parish meeting | | | ✓ | | Responsible financial officer | direct | | |
| | | University of York | ✓ | | | | Spouse is project manager for TB and tobacco | indirect | | |
| Feisal Jassat | Governing Body lay member | North Durham CCG | ✓ | | | | Governing Body lay member | direct | Jan-18 | Non-voting member |
| | | Durham Dales, Easington and Sedgefield CCG | ✓ | | | | Governing Body lay member | direct | Aug-18 | |
| | | Wheels 2 Work Project - supporting people into work with transport option-motorbikes | | | ✓ | | Trustee | direct | Aug-18 | |
| | | Investing in Children County Durham | | | ✓ | | Trustee | direct | Sep-18 | |
| Jon Connolly | Chief Finance Officer for North Tyneside CCG and Northumberland CCG | North Tyneside CCG | ✓ | | | | Chief Finance Officer | direct | Feb-19 | Non-voting member |
| | | Northumberland CCG | ✓ | | | | Chief Finance Officer | direct | | |



Northern CCG Joint Committee

2 May 2019 /2.00 – 2.30pm / The Durham Centre

Part 1 - Meeting held in public

Present

| CCG members | | |
|--------------------|------|---|
| Mark Adams | MA | NHS Newcastle Gateshead CCG and NHS North Tyneside CCG NHS Northumberland CCG |
| Mark Dornan (part) | MD | NHS Newcastle Gateshead CCG |
| David Gallagher | DG | NHS Sunderland CCG |
| David Hambleton | DH | NHS South Tyneside |
| Neil O'Brien | NO'B | NHS Darlington CCG NHS Hartlepool and Stockton on Tees CCG NHS North Durham CCG NHS Durham Dales, Easington and Sedgefield CCG NHS South Tees CCG |
| Charles Parker | CP | NHS Hambleton, Richmond and Whitby CCG |
| Boleslaw Posymyk | BP | NHS Hartlepool and Stockton CCG NHS Darlington CCG |
| Jon Rush (Chair) | JR | NHS North Cumbria CCG |
| Richard Scott | RS | NHS North Tyneside CCG |
| Jonathan Smith | JS | NHS Durham Dales, Easington and Sedgefield CCG |
| Matthew Walmsley | MW | NHS South Tyneside CCG |

| Lay members (non-voting) | | |
|---------------------------------|----|--|
| Feisal Jassat | FJ | |
| Ken Readshaw | KR | |

| In attendance | | |
|----------------------|----|---|
| Stephen Childs | SC | North of England Commissioning Support (NECS) |
| Jon Connolly | JC | NHS North Tyneside CCG |
| Dan Jackson | DJ | NHS Sunderland CCG |
| Gillian Stanger | GS | North of England Commissioning Support (NECS) |

| Members of the public | | |
|------------------------------|--|----------------------|
| Elizabeth Hughes | | Abbott Diabetes Care |
| Eve Mackey | | DAC Beachcroft |

| Minutes | Action |
|---|---------------|
| 01 Welcome, apologies and declarations of conflicts of interest in relation to the agenda | |
| <p>The Chair welcomed everyone to the meeting.</p> <p>Apologies were received from Nicola Bailey (Darlington, Hartlepool and Stockton on Tees, North Durham, Durham Dales, Easington and Sedgefield and South Tees CCGs), Amanda Bloor (NHS Hambleton, Richmond and Whitby CCG) and Ian Pattison (Sunderland CCG) and Janet Walker (NHS South Tees CCG).</p> <p>The Committee's register of Interests was received. This would be updated to reflect MA's role as Accountable Officer for NHS Northumberland CCG.</p> | |

| | |
|--|----|
| 02 Minutes and action log of previous meeting (7 March 2019) | |
| The minutes of the meeting held on 7 March 2019 were accepted as an accurate record, The action log was updated. | |
| 03 Matters arising from the previous meeting (and action log) | |
| In relation to live-streaming of public meetings, DJ noted that an Integrated Care System (ICS) website was in development which could be a potential platform for publicising meetings. | |
| 04 Northern CCG Joint Committee – Annual Report 2018/19 | |
| The Joint Committee's Annual Report for 2018/19 was discussed and the Chair reflected on the decisions made by the Committee and the progress made to work collaboratively as CCGs and support the shared ambitions to become an ICS. This would be developed going forward, building relationships as a health economy and with Local Authorities. The report was felt to be a succinct reflection of business and it was recognised that the Committee performed best where there was clarity of purpose e.g. NHS111 regional procurement. The report was in the public domain and could be considered by CCG Governing Bodies. Members welcomed the Committee as a 'place' where they could come together as commissioners. Decision: The Chair agreed to add some wording to reflect this in the report's foreword. | JR |
| 05 Questions from members of the public relating to specific items on the agenda | |
| There were no questions from members of the public. | |
| 06 Any Other Business | |
| 06.1 The Applied Research Collaborative (ARC) Implementation Advisory Group | |
| The Chair noted that Andrea Jones had committed to represent CCGs on this group and a replacement was now needed. It was queried whether the replacement needed to be a member of the Joint Committee and also whether there might be an opportunity for the same CCG representative on the Allied Health Science Network (AHSN) to sit on the Implementation Advisory Group. Decision: DJ would speak to Paula Whitty to request the Group's terms of reference/meeting schedule and to check membership status as described above, following which the request for a replacement member would be circulated. | DJ |

Representatives of the press and other members of the public were excluded from part 2 of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest (Section 1 (2)) Public Bodies (Admission to Meetings) Act 1960

Date and time of next meeting:

Thursday 4th July 2019

2.00pm

The Durham Centre

Joint CCG Committee for Cumbria and the North East – Action log (completed actions shown in be greyed out section)

| | Date of Action | Action captured | Owner | Timescale | Progress | Outcome |
|---|----------------|--|--------------|---------------|---|---------|
| 1 | 7.3.19 | Review of Northern Treatment Advisory Group Terms of Reference Contact Heathwatch to see if a replacement could be identified | Gavin Mankin | Not specified | GM contacted Healthwatch County Durham to see if they would like to nominate a patient representation (as NTAG meetings take place in Durham). As yet, no reply but GM will continue to follow up on behalf of NTAG | |
| 2 | 2.5.19 | Annual Report 2018/19 Chair to add some wording to reflect the value of a 'place' for commissioners to meet in the report's foreword and then circulate | JR | 4.7.19 | | |
| 3 | 2.5.19 | The Applied Research Collaborative (ARC) Implementation Advisory Speak to Paula Whitty to request the Group's terms of reference/meeting schedule and to check membership status as described above, following which the request for a replacement member would be circulated. | DJ | 4.7.19 | | |

Completed actions

| | Date of Action | Action captured | Owner | Timescale | Progress | Outcome |
|--------------------------|----------------|---|--------------------------------|-----------|--|--|
| Completed actions | | | | | | |
| 1 | 6.9.18 | Specialised Commissioning Strategy Group Provide supporting information seeking volunteers for CCG representatives from each ICP area. RC to review what out-of-hospital provider representative role might involve and circulate information to members to consider nominations. RC to link in with CCG PPI members across the region to seek a representative | Robert Cornall/ all to respond | 14.9.18 | Update provided by Robert Cornall 13.12.18 – There is a meeting with the Trusts and Commissioners involved on 17 December which will agree next steps and these actions will then be finalised. Meeting had taken place and a note of the key points would be obtained. Notes on agenda 07.03.19 | Notes circulated outwith meeting 8.3.19 - complete |
| 2 | 7.3.18 | Live-streaming of public meetings Circulate basic details of Livestream costs/logistics to Committee members | David Gallagher | asap | Circulated 13.3.19 | Complete |

Northern CCG Joint Committee

Date of meeting: 4 July 2019

Does paper need to be circulated before the agenda goes out (i.e. earlier than 10 working days prior to the meeting) (please circle): **No**

Title of report: Future Reporting Arrangements for CNE Prescribing Forum

Purpose of report:

The North East and North Cumbria Prescribing Forum was formed with the agreement of the Northern CCG forum to discuss prescribing and Medicines Optimisation issues which were common to all CCGs and to help facilitate a consistent at scale approach. Over the past two years numerous joint initiatives have been discussed, agreed and implemented by the Prescribing Forum across the CNE footprint. The headline initiatives of electronic Repeat Dispensing, Self-Care for common conditions and a common approach to gluten free prescribing have shown measurable savings to the prescribing budget of £2.69million.

The Prescribing Forum is chaired by Dr Graham Syers (GP Prescribing, Northumberland CCG) and has a membership which includes Prescribing Leads, Medical Directors and Medicines Optimisation Pharmacists from CCGs and NECS. In addition to this there is Chief Finance Officer and AHSN representation.

In the past the Prescribing Forum has reported into the CNE Elective Care Demand Management Delivery Group, but with group now being stood down, this paper seeks confirmation of the future reporting arrangements for the Prescribing Forum.

Recommendations:

1. It is recommended that CCGs continue to support the need for the collaborative approach of the Prescribing Forum and support representation by nominated GPs/Pharmacists from their organisations.
2. Given the successes of the Prescribing Forum (see appendix 1) and its collaborative approach it is recommended that the reporting arrangements are to the Northern CCG Joint Committee.
3. Terms of reference (see appendix 2) are due to be reviewed – it is recommended that this will be done once confirmation of reporting arrangements have been made.

Is the paper for (please tick):

Decision-making

Information Sharing

Discussion

Actions required by Northern CCG Joint Committee:

1. To confirm the ongoing need for the CNE Prescribing Forum and its collaborative approach
2. To support representation by nominated GPs/Pharmacists from their organisations.
3. To agree future reporting arrangements for the CNE Prescribing Forum
4. To agree the review of the TOR of the CNE Prescribing Forum once reporting arrangements have been agreed.

Appendices:**Appendix 1**Prescribing Forum
report to Demand Ma**Appendix 2**CNE Prescribing
Forum TOR - Sept 17**Sponsor:**

Dr Neil O'Brien

Report Author:Dr Graham Syers (CNE Prescribing Forum Chair)
Ian Morris (CNE Prescribing Forum Professional Secretary)**Date:** 19th June 2019