

NHS BOLTON CLINICAL COMMISSIONING GROUP
Public Board Meeting

AGENDA ITEM NO:14.....

Date of Meeting:8th October 2021.....

TITLE OF REPORT:	CCG Conflicts of Interest Committee	
AUTHOR:	Joanne Taylor, Board Secretary	
PRESENTED BY:	Joanne Taylor, Board Secretary in the absence of Tony Ward, Committee Chair	
PURPOSE OF PAPER: (Linking to Strategic Objectives)	For the Board to receive and review the minutes of the Conflicts of Interest Committee meeting held by email on 10 th September 2021.	
LINKS TO CORPORATE OBJECTIVES (tick relevant boxes):	Deliver the outcomes in the Bolton Joint Health and Care Plan.	
	Joint collaborative working with Bolton FT and the Council.	
	Supporting people in their home and community.	
	Shared health care records across Bolton.	
	Regulatory Requirement	
	Standing Item	√
RECOMMENDATION TO THE BOARD: (Please be clear if decision required, or for noting)	The Board is asked to approve the Minutes.	
COMMITTEES/GROUPS PREVIOUSLY CONSULTED:	Conflicts of Interest Committee.	
REVIEW OF CONFLICTS OF INTEREST:	Conflicts of Interest are reviewed at every meeting.	
VIEW OF THE PATIENTS, CARERS OR THE PUBLIC, AND THE EXTENT OF THEIR INVOLVEMENT:	Patient views are not specifically sought as part of this report.	
EQUALITY IMPACT ASSESSMENT (EIA) COMPLETED & OUTCOME OF ASSESSMENT:	EIA and an assessment is not considered necessary for the report.	

MINUTES
CONFLICTS OF INTEREST COMMITTEE – VIRTUAL MEETING
Date: 10th September 2021

Time: 12.00pm

Present:

Tony Ward	Lay Member, Governance (Committee Chair)
Kelly Knowles	Acting Chief Finance Officer
Romesh Gupta	Secondary Care Specialist

Minutes by:

Joanne Taylor	Board Secretary
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Minute No.	Topic
08/21	<p><u>Apologies for Absence</u> Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Su Long, CCG Chief Officer. • Zieda Ali, Lay Member, Public Engagement.
09/21	<p><u>Declarations of Interest</u> There were no specific declarations of interest.</p> <p>The Chair reminded members of their obligation to declare any interest they may have on any issues arising at meetings which might conflict with the business of the CCG Board.</p> <p>It was noted that declarations declared by members of the Board are listed in the CCG's Register of Interest. The Register is available either via the CCG Board Secretary or the CCG's website at the following link: http://www.boltonccg.nhs.uk/about-us/declarations-of-interest</p>
10/21	<p><u>Minutes and Decision Log from 11th June 2021 Meeting</u> The Minutes were approved as a correct record.</p> <p>The Chair referred to the action on the log with regard to the role of emerging PCNs and the GP Federation and updated members on a response received from Dharmesh Mistry, one of the PCN Clinical Directors and member of the ICP Board. The response had referred to how conflicts of interest were managed in these emerging new organisations, noting that the ICP alliance, including the PCN groups, were not directly commissioning services, therefore there were no conflicts of interest to record currently.</p> <p>It was noted that PCN Clinical Directors do declare all interests to the CCG and are recorded on the CCG's register of interests.</p> <p>The only exception was with regard to pooling of resources for the roll out of the oximetry services which was delegated to PCNs to deliver and the query raised on whether there were any conflicts of interest to consider regarding this. It was noted that the funding for this was specific funding from the Covid expansion fund and that this is being delivered through Bolton FT's community services. Committee members reviewed further and agreed there were no conflicts of interest to consider.</p>

	<p>One other area for discussion was with regard to the emerging ICP Board and the response received that declarations of interest are not a standing item at this Board. It was noted that the Board is not yet a statutory organisation but members agreed that general guidance should follow that this is an area considered and formal processes put in place.</p> <p>Members noted the response received and agreed to receive a copy of the full response with the Minutes.</p> <p>Members also agreed to request the CCG Chief Officer send a reminder to the ICP Chair regarding conflicts of interest and proposing more formal arrangements are put in place at the ICP Board to declare and record any interests.</p>
11/21	<p><u>Standing Item – Review of Corporate Registers</u></p> <p>The Committee reviewed the current corporate registers for:</p> <ul style="list-style-type: none"> • Register of Interests – full register reviewed. • Register of Gifts and Hospitality – no updates for review. • Non-Consent Declarations of Interest – it was reported that, following the annual review of forms, 4 staff have now declared as non-consent. • Register of Conflicts of Interest Breaches - no changes to report. • Procurement Register – no updates to review. • FoI Annual Report – reviewed and noted. <p>The Committee noted the updates to the corporate registers and requested further information be provided on the FoI annual report as to the reasons for declining 5 of the Fols due to exemptions.</p>
12/21	<p><u>Commissioning Decisions – Managing Conflicts of Interest</u></p> <p>The Committee received an update on commissioning decisions taken, and future decisions to be taken, since the last report presented to the Committee in March 2021.</p> <p>The Committee noted the update and agreed any conflicts of interest have been appropriately managed.</p>
13/21	<p><u>Minutes from the Part 1 and Part 2 PCCC Meetings held on 11th March, 13th May, 10th June and 5th August 2021</u></p> <p>The Minutes from the last meetings of the Primary Care Commissioning Committee were reviewed. The Committee noted that declarations of interest had been appropriately managed by the Committee and exclusions taking place as appropriate.</p> <p>The Minutes were noted.</p>
14/21	<p><u>Update on the Annual Internal Audit Review of Col – MIAA</u></p> <p>The Committee was informed that the outcome of this year's annual internal audit review has confirmed that the CCG is fully compliant in all 5 areas reviewed, with no further recommendations required. The draft report was shared with the Committee.</p> <p>Members were informed that, with regard to conflicts of interest compliance training, the CCG is showing 93.1% compliant. Any staff who have not completed the training have been contacted to undertake this by 30th September 2021.</p> <p>The final report will be distributed to CCG leads and presented to the Audit Committee at their next meeting.</p> <p>The Committee noted the results of the annual internal audit review.</p>

15/21	<p><u>Draft Annual Report and Terms of Reference 2020/21</u> The draft Annual report for 2020/21 and updated terms of reference were reviewed by the Committee. It was noted that both documents would be presented to the Board for final approval at the October board meeting.</p> <p>The Committee approved the draft Annual Report and Terms of Reference.</p>
16/21	<p><u>Monitoring of Joint Governance Structures including the Emerging Role of PCNS and the GP Federation</u> Previously discussed under the Action Log item.</p>
17/21	<p><u>Time and Date of Next Meeting</u> Agreed as 10th December 2021 at 12.00pm.</p>