



**West Yorkshire & Harrogate Joint Committee of Clinical Commissioning Groups**

**DRAFT Minutes of the meeting held in public on Tuesday 6<sup>th</sup> April 2021**

Held virtually by Microsoft Teams

<b>Members</b>	<b>Initials</b>	<b>Role and organisation</b>
Marie Burnham	<b>MB</b>	Independent Lay Chair
Ruby Bhatti	<b>RB</b>	Lay member
Stephen Hardy	<b>SH</b>	Lay member
John Mallalieu	<b>JM</b>	Lay member
Dr James Thomas	<b>JT</b>	Chair, NHS Bradford District and Craven CCG
Helen Hirst	<b>HH</b>	Chief Officer, Bradford District and Craven CCG
Dr Steven Cleasby	<b>SC</b>	Chair, NHS Calderdale CCG
Robin Tuddenham	<b>RT</b>	Chief Officer, NHS Calderdale CCG
Dr Khalid Naeem	<b>KN</b>	Chair, NHS Kirklees CCG
Carol McKenna	<b>CMc</b>	Chief Officer, NHS Kirklees CCG
Dr Jason Broch	<b>JB</b>	Chair, NHS Leeds CCG
Tim Ryley	<b>TR</b>	Chief Officer, NHS Leeds CCG
Dr Adam Sheppard	<b>AS</b>	Chair, NHS Wakefield CCG
Jonathan Webb	<b>JWb</b>	Director of Finance, NHS Wakefield CCG (deputy for Jo Webster)
<b>Associate members</b>		
Dr Charles Parker	<b>CP</b>	Chair, NHS North Yorkshire CCG
<b>Apologies</b>		
Jo Webster	<b>JW</b>	Chief Officer, NHS Wakefield CCG
Amanda Bloor	<b>AB</b>	Chief Executive, NHS North Yorkshire CCG
Matthew Groom	<b>MG</b>	Assistant Director, Specialised Commissioning, NHS England
<b>In attendance</b>		
Esther Ashman	<b>EA</b>	Programme Director, Commissioning Futures
Karen Coleman	<b>KC</b>	Communications and Engagement Lead
Stephen Gregg	<b>SG</b>	Governance Lead, Joint Committee of CCGs (minutes)
Ian Holmes	<b>IH</b>	Director, WY&H HCP
Anthony Kealy	<b>AKe</b>	Locality Director WY&H, NHS England & NHS Improvement
<b>For item 17/21</b>		
Andy Weir	<b>AW</b>	Senior Responsible Officer, Assessment and Treatment Units (ATU)
Tom Jackson	<b>TJ</b>	ATU Clinical Lead, SWYFT
Patrick Scott	<b>PS</b>	Chief Operating Officer, Bradford District Care Trust, Provider ATU Lead
Jo Butterfield	<b>JB</b>	WY&H Programme Manager, Mental Health & Learning Disabilities
Jamie Wike	<b>JWi</b>	Chief Operating Officer, NHS Barnsley CCG

<b>For items 18 and 18a</b>		
Dr Steve Ollerton	<b>SO</b>	Healthy Hearts Project Sponsor, NHS Kirklees CCG
Pete Waddingham	<b>PW</b>	Yorkshire and the Humber Academic Health Science Network

<b>Item No.</b>		<b>Action</b>
<b>11/21</b>	<b>Welcome, introductions and apologies</b>	
	The Chair welcomed everyone to the meeting, including Dr Khalid Naeem and Carol McKenna to their first meeting as representatives of the newly-merged Kirklees CCG. The Chair proposed a formal vote of thanks to Dr Steve Ollerton for his contribution to the Committee as Chair of Greater Huddersfield CCG. The Chair noted that levels of COVID-19 had reduced significantly since the last meeting and that lockdown restrictions were starting to be lifted. On behalf of the Committee, she thanked colleagues who had been working on the COVID response, including those involved in the West Yorkshire Vaccination Programme.	
<b>12/21</b>	<b>Declarations of Interest</b>	
	MB asked Committee members to declare any interests that might conflict with the business on today's agenda. None were declared.	
<b>13/21</b>	<b>Questions and deputations</b>	
	The Chair advised that as the meeting was being held virtually, members of the public were able to watch the livestream of the meeting and had been invited to send questions in advance. None had been received:	
<b>14/21</b>	<b>Minutes of the meeting in public – 12<sup>th</sup> January 2021</b>	
	The Committee reviewed the minutes of the last meeting.	
	<b>The Joint Committee: Approved</b> the minutes of the meeting on 12 January 2021.	
<b>15/21</b>	<b>Actions and matters arising – 12<sup>th</sup> January 2021</b>	
	SG presented an updated the action log.	
	<b>The Joint Committee: Noted</b> the action log.	
<b>16/21</b>	<b>Joint Committee membership and voting</b>	
	Stephen Gregg advised that on 1st April 2021, NHS Greater Huddersfield CCG and North Kirklees CCGs had merged to form NHS Kirklees CCG. Kirklees CCG was now a party to the MoU and a member of the Joint Committee.	
	<b>The Joint Committee:</b> a) <b>Noted</b> that Kirklees CCG was now a party to the MoU and a member of the Joint Committee	
<b>17/21</b>	<b>Assessment and Treatment Units (ATUs) for people with a learning disability</b>	
	Helen Hirst introduced the report, highlighting the benefits of developing a single approach across West Yorkshire. The report focussed on the commissioning arrangements.	

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	<p>Andy Weir outlined the detailed work that had been undertaken, including extensive engagement with service users, carers and staff and work in Leeds to ensure connectivity into the single system and centre of excellence. Commissioners and providers had worked together collaboratively to develop the proposed approach and Bradford Care Trust had been identified as the lead provider for the new care model. The model also included ATU provision commissioned by Barnsley CCG.</p> <p>The collaborative commissioning model, governance arrangements and financial model had been developed by representatives of all the affected CCGs and were now presented to the Joint Committee for formal approval. Jamie Wike, Chief Operating Officer for Barnsley CCG, confirmed that Barnsley fully supported the proposals.</p>	
	<p><b>The Joint Committee:</b></p> <p>a) <b>Approved</b> the oversight framework, collaborative commissioning and risk / benefits approach detailed in this report for Year 1.</p> <p>b) <b>Requested</b> the CCG Accountable Officers to nominate a lead CCG/ commissioner to hold the contract on behalf of the CCGs.</p> <p>c) <b>Endorsed</b> the approach to further develop the collaborative commissioning model and agree a financial investment mechanism for year 2 onwards.</p> <p>d) <b>Supported</b> the staged implementation of the new model with effect from Quarter 2 onward.</p>	
18/21	<b>West Yorkshire and Harrogate Healthy Hearts - Project delivery timescales</b>	
	<p>Steve Ollerton presented the report. Delivery of the Healthy Hearts had been due to end on 31 March 2021. As a result of the impact of COVID-19, phase three of the project had experienced significant delays. It was therefore proposed that the delivery timeframe be extended by a further 12 months.</p>	
	<p><b>The Joint Committee:</b></p> <p>a) <b>Agreed</b> the extension of the WYH Healthy Hearts project by a further 12 months until 31 March 2022 to support the implementation of phases two and three of the Healthy Hearts project.</p> <p>b) <b>Approved</b> the use of £80,000 of membership fees to enable full delivery.</p>	
18a/21	<b>West Yorkshire and Harrogate Healthy Hearts - Diabetes Treatment Guidance</b>	
	<p>Steve Ollerton presented the report, which highlighted that Cardiovascular disease (CVD) was a major complication and the most common cause of death in adults with type 2 diabetes</p> <p>The paper presented standardised and simplified treatment guidance for Type 2 Diabetes patients with CVD or at high risk of CVD. The guidance supported phase three of West Yorkshire and Harrogate (WY&amp;H) Healthy Hearts and had been developed for use in primary care, following extensive stakeholder engagement. It had been approved by the WY&amp;H Area Prescribing Committee and Improving Planned Care Board.</p> <p>SC welcomed the guidance, noting that some primary care clinicians might need support in implementing it. SO confirmed that support would be available.</p>	
	<p><b>The Joint Committee: Agreed</b> the Diabetes Treatment Guidance to enable adoption across West Yorkshire and Harrogate.</p>	

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19/21	<b>White Paper: Integration and Innovation</b>	
	<p>Carol McKenna presented a report on the White Paper “Integration and Innovation: Working together to improve integration and innovation for all”, which set out proposals for health legislation, including how Integrated Care Systems (ICSs) would be established in statute.</p> <p>The presentation focused on how the proposals would affect CCGs. It outlined the proposed future arrangements, including the employment of staff working in CCGs, how the change would be managed and the expected timescales. CMC outlined the work that was underway in West Yorkshire and Harrogate including the ICS operating model, Integrated Care Partnerships (ICP) in place, workforce, financial arrangements, clinical and professional leadership and citizen involvement.</p> <p>SH highlighted the importance of strong clinical leadership and citizen voice in the new arrangements. JT outlined the work underway to support clinical and professional leadership and HH noted that the ICP development framework recognised the critical role of citizen voice.</p> <p>The Chair highlighted the extent of collaborative working across West Yorkshire and Harrogate and that the partnership was well placed to transition to the new arrangements. AS endorsed this and said that the system was making good progress. A further update would be brought to a future meeting,</p>	<b>SG</b>
	<b>The Joint Committee: Noted</b> the update on the White Paper and the associated implications for CCGs alongside the planned future employment arrangements	
20/21	<b>Risk management</b>	
	Stephen Gregg presented the significant risks to the delivery of the Joint Committee work plan. Controls, assurances and planned mitigating actions were set out for each risk. There were currently 9 risks scored at 12 or above after mitigation, including two new risks.	
	<b>The Joint Committee Reviewed</b> the risks to delivery of the Joint Committee workplan and <b>noted</b> the actions being taken to mitigate the risks.	
	<b>Any other business</b>	
	There was none.	

**Next Joint Committee in public** – Tuesday 6 July 2021, 11am – 1pm.