

Northern CCG Joint Committee

Date of meeting: 5 July 2018

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

Title of report: Integration of Northern CCG Forum business

Purpose of report (brief description):

To highlight the arrangements proposed for the integration of Northern CCG Forum business into the work of the Northern CCG Joint Committee.

Recommendations:

Is the paper for (please tick):

Decision-making

Information Sharing

Discussion

Actions required by Northern CCG Joint Committee:

To consider the following:

1. Future arrangements for the reporting of sub-groups into the Committee.
2. Future support arrangements to the Committee

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Date: 31 May 2018

Integration of Northern CCG Forum business

1 Introduction

- 1.1 At its meeting on 3 May 2018, the Northern CCG Forum agreed that it should be stood down and its business transferred to the Northern CCG Joint Committee with a recommendation that it meets more frequently (bi-monthly).
- 1.2 This recommendation to integrate the Forum's work was subsequently agreed by the Northern CCG Joint Committee at its meeting on 3 May 2018.

2. Terms of Reference

- 2.1 The Joint Committee considered whether to amend its Terms of Reference in relation to the need to be aware of unintended consequences of decision making and to be assured that the populations served are treated equitably. Rather than amend its ToR, the Committee agreed to work flexibly as its role evolved, with the work of the Forum being undertaken in the development session, with decisions made within members' CCG delegated authority or being escalated to Governing Bodies.

3. Frequency of meetings

- 3.1 The Joint Committee agreed to meet bi-monthly and meetings will take place on the third Thursday of alternate months as follows:

Date	Time	Venue
Thursday 5 July 2018	1.30 – 5.00pm	The Durham Centre
Thursday 6 September	1.30 – 5.00pm	The Durham Centre
Thursday 1 November	1.30 – 5.00pm	The Durham Centre
Thursday 10 January 2019*	1.30 – 5.00pm	The Durham Centre
Thursday 7 March 2019	1.30 – 5.00pm	The Durham Centre
Thursday 2 May 2019	1.30 – 5.00pm	The Durham Centre
Thursday 4 July 2019	1.30 – 5.00pm	The Durham Centre
Thursday 5 September 2019	1.30 – 5.00pm	The Durham Centre
Thursday 7 November 2019	1.30 – 5.00pm	The Durham Centre

* this is the second Thursday of the month given the proximity to the Christmas and New Year holiday period.

4. Minutes and outstanding actions

- 4.1 As the Northern CCG Forum met in private, the draft minutes of the final meeting of the Forum (3 May) will be considered in the private part of the Joint Committee meeting on 5 July.
- 4.2 The outstanding actions from the final meeting of the Forum have been added to the action log of the Northern CCG Joint Committee and, as these are not considered to be commercially sensitive, will be considered in the public meeting on 5 July.

5 Sub-groups

5.1 North East and Cumbria Contracting Group

A North East and Cumbria Contracting Group reported in to the Forum and the Joint Committee is asked to consider whether this arrangement is to continue.

5.2 CCG Chief Finance Officers' Group

This Group reported into the Forum which received the notes of meetings and regular updates from the Chair who attended meetings. The Joint Committee is asked to consider whether this arrangement is to continue, with the Chair of the Group attending meetings in a non-voting capacity.

6 Other integration arrangements

5.1 Payment for venues (to be considered in the private part of the meeting)

5.2 Business support

Since April 2012 support to the Forum has been provided by NECS and the Joint Committee is asked to consider future arrangements.