



Oxfordshire Clinical Commissioning Group Board Meeting

Date of Meeting: 25 July 2019	Paper No: 19/46
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Title of Paper: Corporate Governance Report
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Paper is for: (please delete tick as appropriate)	Discussion		Decision		Information	✓
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Conflicts of Interest (please delete tick as appropriate)	
No conflict identified	✓
Conflict noted: conflicted party can participate in discussion and decision	
Conflict noted, conflicted party can participate in discussion but not decision	
Conflict noted, conflicted party can remain but not participate in discussion	
Conflicted party is excluded from discussion	

Purpose and Executive Summary: This report includes information on the following: <ul style="list-style-type: none">• Use of the Seal• Single Tender Action Waivers• Declarations of Hospitality• Declarations of Interest

Engagement: clinical, stakeholder and public/patient: Not applicable.

Financial Implications of Paper: Use of the seal and single tender action waivers has financial implications for the organisation.
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Action Required:

The OCCG Board is asked to note the contents of the paper and check the Register of Interests advising on any changes.

OCCG Priorities Supported (please delete tick as appropriate)

✓	Operational Delivery
✓	Transforming Health and Care
✓	Devolution and Integration
✓	Empowering Patients
✓	Engaging Communities
✓	System Leadership

Equality Analysis Outcome:

Not applicable as this is a regular report informing the Board of use of the seal, single tender action waivers, declarations of hospitality and declarations of interest.

Link to Risk:

Not applicable.

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Clinical / Executive Lead: Dr Kiren Collison, Clinical Chair:

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Date of Paper: 15 July 2019

Corporate Governance report: June – July 2019

Use of the Seal

There have been no uses of the Seal in the period June – July 2019.

Single Tender Action Waivers: June – July 2019

Supplier	Justification	Cost
Oxfordshire Health NHS Foundation Trust, Trust Headquarters, Warneford Hospital, Warneford Lane, Headington, Oxford, OX3 8JX	Foot and lower limb problems are common and are a significant cause of ill health, pain and disability and can lead to impaired balance increasing the risk of falling. NICE guideline NG 1915 sets out expectations on the prevention and management of foot problems in people with diabetes, including at least annual foot checks and the availability of a foot protection service for preventing, treating and managing diabetic foot problems in the community and a multidisciplinary foot care service able to manage diabetic foot problems in hospital and provide support to the community foot protection service. The current Podiatry Contract will expire in March 2020 and as part of the Diabetes Care Transformation plan it is anticipated that the service will be incorporated into the integrated Diabetes service which was planned to be launched in April 2018. This was delayed due to the Diabetes model of care.	19/20 Budgeted Plan 19/20 Annual Budget £3.363m
HealthCare Computing, Unit 10 Millstream Trading Estate, Ringwood, Hampshire, BH24 3SB	GPIT PC Refresh and Windows 10 Deployment 2018/19. To replace PCs that have been identified as not meeting the requirements of the Warranted Environment/where the PCs Dell warranty has expired. The lack of Dell warranty will lead to delays in repairing/replacing PCs in practices as spare parts/replacement PCs will need to be procured with its associated delays. HealthCare Computing is the incumbent IT support company who manage and support the GP Practice estate in the central, west and south localities which includes Oxfordshire. Having carried out all previous GP installations in these localities they have the knowledge of the practices and IT infrastructure in Oxfordshire to enable them to provide an efficient implementation of the GPIT PC refresh. Another supplier would add another layer of support and potentially costly delays to the practice. In addition HealthCare Computing may be reluctant as a supplier	£200,640.00

	to support an estate which potentially would cause issues with business as usual.	
ABS Computer Services Ltd, Ockley Barn, Upper Aynho Grounds, Aynho, Banbury, Oxon, OX17 3AY	GPIT PC Refresh and Windows 10 Deployment 2018/19. To replace PCs that have been identified as not meeting the requirements of the Warranted Environment/where the PCs Dell warranty has expired. The lack of Dell warranty will lead to delays in repairing/replacing PCs in practices as spare parts/replacement PCs will need to be procured with its associated delays. ABS is the incumbent IT support company who manage and support some of the GP practice estate in Oxfordshire. Having carried out all previous GP installations for their practices in Oxfordshire, they have the knowledge of the practices and IT infrastructure to enable them to provide an efficient implementation of the GPIT PC refresh. Another supplier would add another layer of support and potentially costly delays to the practice. In addition ABS may be reluctant as a supplier to support an estate which potentially would cause issues with business as usual.	£78,951.00
Freshwater UK plc, 3 rd Floor Boundary House, 91 Chaterhouse Street, London EC1M 6HR	Provision of additional expert communications and engagement support to the programme of work being undertaken to address the recommendations from the Secretary of State following the referral by the Oxfordshire JHOSC. This will include support in document writing, preparation of materials and running stakeholder engagement events. The work required on responding to the Secretary of State referral for the Horton HOSC alongside the Judicial review appeal is complex, sensitive and high profile. OCCG required additional experienced capacity to be put in place rapidly. NHS England recommended Freshwater as a company with significant expertise in health and local knowledge as they had supported service reconfiguration work in an adjacent county. This is an extension of the work undertaken to ensure continued support to the end of the programme.	£25,000 excluding VAT

Declaration of Hospitality: June – July 2019

There were no declarations of hospitality in the period June – July 2019.

Declaration of Interest Register

Please see below the Declaration of Interests by members of the OCCG Board:

CCG Board Members - Declarations of Interest

Name	Current position(s) held in the CCG	Declared Interest (Name of the organisation and nature of business)	Type of interest	Is the interest direct or indirect (including details of the relationship with the person who has the interest where indirect)	Nature of Interest	Date of interest		Action taken to mitigate risk (to be agreed with line manager or a senior CCG manager)	Last Update
						From	To		
Dr Ed Capo-Bianco	Locality Clinical Director - South East Locality (voting)	1. Goring & Woodcote Medical Practice 2. Woodlands Medical Centre 3. Principal Medical Ltd 4. SEOX GP Federation 5. Red Kite Shop Ltd	Financial Non-financial personal Financial Non-financial professional Financial	Direct Indirect Indirect Indirect Direct	1. GP Partner 2. Wife is salaried GP 3. Practice owns one share 4. Practice is a member of SEOX GP Federation 5. Director of a dispensing pharmacy	May-11 2014 2008 2016 Current	Current Current Current Current Current	Standing Declaration Not directly involved in schemes with this provider. Review at meetings as required/standing declaration Standing Declaration Standing Declaration Standing Declaration	23-May-19
Dr Miles Carter	Locality Clinical Director - West Locality (voting)	1. Qmasters Medical Informatics Ltd 2. Hanborough Medical Services 3. Eynsham Medical Group 4. Principal Medical Ltd 5. WestMed Federation 6. Oxford University Hospitals NHS Foundation Trust	Financial Financial Financial Financial Non-financial professional Non-financial personal	Direct Direct Direct Indirect Indirect Indirect	1. Director, 50% owner and stakeholder 2. Director and Shareholder 3. GP Partner 4. Practice owns shares 5. Practice is a member of WestMed Federation 6. Wife is a Consultant Radiologist	Dec-13 2008 2008 2008 2016 2010	Current Current Current Current Current Current	Standing Declaration Standing Declaration Standing Declaration Standing Declaration Standing Declaration Review at meetings as required/standing declaration	23-May-19
Dr David Chapman	Locality Clinical Director - Oxford City Locality (voting)	1. Hollow Way Medical Centre 2. Oxford Health Learning Disability 3. OxFED 4. Oxford Citizens Advice Bureau	Financial Financial Financial Non-financial personal	Direct Direct Indirect Indirect	1. GP Partner and part owner 2. Undertakes work for Oxford Health paid via Practice Practice is a member of OxFED; Practice Partner is a Director of OxFed 3. Appointed as Board Member	1998 2017 2016 2014	Current Current Current Current	Standing Declaration Not directly involved in schemes with this provider. Review at meetings as required/standing declaration Standing Declaration Standing Declaration	23-May-19
Dr Kiren Collison	Clinical Chair (voting)	1. Nuffield Health Centre 2. Oxford University Hospitals NHS Foundation Trust 3. NHS Clinical Commissioners	Financial Non-financial personal Financial	Direct Indirect Direct	1. Seasonal GP 2. Partner is employed by the Trust 3. Appointed as Board Member	2017 2010 Mar-19	Current Current Current	Standing Declaration Standing Declaration Standing Declaration	23-May-19
Dr Jonathan Crawshaw	Locality Clinical Director - South West Locality (voting)	1. Berinsfield Health Centre 2. Abingdon Federation 3. Abingdon Healthcare Ltd 4. Principal Medical Ltd 5. University Hospitals Birmingham NHS Foundation Trust 6. Local Medical Committee (LMC)	Financial Non-financial professional Non-financial professional Financial Non-financial personal Non-financial professional	Direct Indirect Direct Indirect Indirect Indirect	1. GP Partner 2. Practice is a member 3. Director (as practice representative) 4. Practice owns shares 5. Wife is employed as a respiratory Medicine Consultant at the Queen Elizabeth Hospital 6. Representative on the LMC for South West Oxfordshire practices and the Abingdon Federation	Jun-11 Jan-16 May-15 Jun-11 Jun-17 Mar-19	Current Current Current Current Current Current	Standing Declaration Standing Declaration Standing Declaration Standing Declaration Not directly involved in schemes with this provider. Not authorising expenditure with this provider Standing Declaration	23-May-19
Heidi Devenish	Practice Manager Representative (non-voting)	1. Summertown Health Centre 3. Great Western Hospital NHS Foundation Trust	Financial Non-financial personal	Direct Indirect	1. Business Practice Manager 3. Husband is Director of Pharmacy & Medicines Optimisation, Associate Deputy Director for Diagnostics and Outpatients Division, Trust Controlled Drug Accountable Officer	Nov-16 2018	Current Current	Standing Declaration Standing Declaration	23-May-19
Roger Dickinson	Lay Member Lead for Governance and Vice Chair (voting)	None	N/A	N/A					23-May-19
Dr Shelley Hayles	North Locality Clinical Director	2. Carpenter Catering 3. NHS England	Financial Financial	Direct Direct	2. Director and Shareholder 3. Employee	1986 2017	Current Current	Standing Declaration Standing Declaration	23-May-19
Diane Hedges	Deputy Chief Executive and Chief Operating Officer (non-voting)	1. Diane Hedges Ltd 2. Helen and Douglas House Charity 3. Integrated Respiratory Pilot Project	Financial Non-financial personal Non-financial professional	Direct Indirect Indirect	1. Managing Director 2. Niece has commenced employment with the Charity 3. Involvement in the Boehringer Ingelheim Respiratory Project as Chair of the Joint Project Board for the Integrated Respiratory Pilot Project	Mar-14 Jan-19 Mar-19	Current Current Current	Standing Declaration Standing Declaration Standing Declaration	23-May-19
Gareth Kenworthy	Director of Finance (voting)	1. Oxfordshire Infracare LIFT 2. Oxford University Hospitals NHS Foundation Trust 3. Integrated Respiratory Pilot Project	Financial Non-financial professional Non-financial professional	Indirect Indirect Indirect	1. Director 2. Member of the Council of Governors 3. Involvement in the Boehringer Ingelheim Respiratory Project as member of the Joint Project Board for the Integrated Respiratory Pilot Project	Jul-17 Jan-18 Mar-19	Current Current Current	Review at meetings as required/standing declaration Review at meetings as required/standing declaration Standing Declaration	23-May-19
Val Messenger	Interim Director of Public Health, Oxfordshire County Council (non-voting)	1. KVS Consulting Ltd	Financial	Indirect	1. Company Secretary	17-Sep-88	Current	Standing Declaration	23-May-19
Catherine Mountford	Director of Governance and Business Process (non-voting)	None	N/A	N/A	N/A	N/A	N/A	N/A	23-May-19
Dr Will O'Gorman	North East Locality Clinical Director	1. Montgomery Surgery 2. Principal Medical Limited 3. Oxford University Hospitals NHS Foundation Trust	Financial Financial Non-financial personal	Direct Indirect Indirect	1. GP Partner 2. Practice Partnership owns one share 3. Wife is a Consultant Rheumatologist	01-Apr-05 2007 2006	Current Current Current	Standing Declaration Standing Declaration Standing Declaration	23-May-19
Louise Patten	Chief Executive (voting)	1. Buckinghamshire CCG 2. Patten Associates 3. Oxfordshire CCG 5. Brunel Business School	Financial Non-financial personal Financial Non-financial professional	Direct Direct Direct Direct	1. Chief Executive 2. Company Secretary; husband's IT consultancy business 3. Chief Executive 5. Member of the Strategic Advisory Board	Apr-13 2017 Jan-18 2011	Current Current Current Current	Standing Declaration Standing Declaration Standing Declaration Standing Declaration	23-May-19
Guy Rooney	Medical Specialist Advisor (voting)	1. Great Western Hospitals NHS Foundation Trust	Financial	Direct	1. Medical Director	Jul-14	Current	Review at meetings as required/standing declaration	23-May-19
Duncan Smith	Lay Membr (voting)	1. Dudley Smith Ltd Management Consultants	Financial	Direct	1. Partner	2013	Current	Standing Declaration	23-May-19
Kate Terroni	Director for Adult Services, Oxfordshire County Council (non-voting)	1. OCC Pooled Budgets	Non-financial professional	Indirect	1. Pooled budgets with NHS	Nov-13	Current	Standing Declaration	23-May-19
Louise Wallace	Lay Representative - Patient and Public Involvement	2. Health Behaviour Research Consultancy Ltd 3. General Dental Council 4. Department of Health National Institute for Health Research Health Services and Delivery Research Programme 5. UK Public Health Register	Financial Financial Financial Non-financial professional	Direct Direct Direct Direct	2. Managing Director 3. Lay Member Fitness to Practice Panel 4. Clinical Advisor 5. Director and Trustee	Oct-15 Jun-15 Apr-15 Sep-16	Current Current Current Current	Standing Declaration Standing Declaration Standing Declaration Standing Declaration	23-May-19