

Oxfordshire Clinical Commissioning Group Board Meeting

Date of Meeting: 26 September 2019

Paper No: 19/58

Title of Paper: Corporate Governance Report

Paper is for:

(please delete tick as appropriate)

Discussion

Decision

Information

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:

- 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.

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.

Author: Catherine Mountford, Director of Governance:

catherine.mountford@nhs.net

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

k.collison@nhs.net

Date of Paper: 13 September 2019

Corporate Governance report: August - September 2019

Use of the Seal

There have been no uses of the Seal in the period August - September 2019.

Single Tender Action Waivers: August - September 2019

Supplier	Justification	Cost
Sitekit CMS	Annual support contract for the OCCG website and ClinOx websites renewable each March. The management of both websites is supported by Sitekit CMS who provide the content management system and support the service. Without an annual support contract Sitekit would no longer provide the content management system making the websites redundant. It is not possible for any other provider to deliver this service.	£11,000 (excluding VAT)

Declaration of Hospitality: August - September 2019

There were no declarations of hospitality in the period August - September 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	25-Jul-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 Non-financial professional Non-financial personal	Direct Direct Direct 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	25-Jul-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 Wife is an Advisor Manager	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	25-Jul-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. Sessional 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	25-Jul-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	25-Jul-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	25-Jul-19
Roger Dickinson	Lay Member Lead for Governance and Vice Chair (voting)	None							25-Jul-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	31/07/2019 Current	Standing Declaration Standing Declaration	01-Aug-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	25-Jul-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	25-Jul-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	25-Jul-19
Catherine Mountford	Director of Governance and Business Process (non-voting)	None	N/A	N/A	N/A	N/A	N/A	N/A	25-Jul-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	25-Jul-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	25-Jul-19
Guy Rooney	Medical Specialist Advisor (voting)	1. Great Western Hospitals NHS Foundation Trust 2. Thames Valley Clinical Senate	Financial Non-financial professional	Direct Indirect	1. Medical Director 2. Member	Jul-14 Jul-19	Current Current	Review at meetings as required/standing declaration Standing Declaration	25-Jul-19
Duncan Smith	Lay Membr (voting)	1. Dudley Smith Ltd Management Consultants	Financial	Direct	1. Partner	2013	Current	Standing Declaration	25-Jul-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	Ceased to be a Board Member 30 April 2019	
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 6. Open University 7. Department of health National Institute for Health	Financial Financial Financial Non-financial professional Financial	Direct Direct Direct Direct Direct	2. Managing Director 3. Lay Member Fitness to Practice Panel 4. Clinical Advisor 5. Director and Trustee 6. Part-time Professor of Psychology and Health 7. Dissemination Centre Clinical Adviser	Oct-15 Jun-15 Apr-15 Sep-16 Apr-16 Mar-19	Current Current Current Current Current Current	Standing Declaration Standing Declaration Standing Declaration Standing Declaration Standing Declaration Standing Declaration	25-Jul-19
Sula Wiltshire	Director of Quality/Lead Nurse (voting)	1. Oxford University Hospitals NHS Foundation Trust 2. Oxford Health NHS Foundation Trust	Non-financial personal Non-financial professional	Indirect Indirect	1. Daughter is employed as a Nurse 2. Appointed Member of the Council of Governors	2007 Jan-16	Current Current	Standing Declaration Review at meetings as required/standing declaration	25-Jul-19

OCCG Board Members - Declarations of Hospitality

Name	Position	Declined / Accepted	Date of Receipt	Details of Gift / Hospitality	Estimated Value	Supplier / Offeror Name and Nature of Business
Azhar, Dr Ansaf	Director of Public Health					
Capo-Bianco, Dr Ed	South East Locality Clinical Director					
Carter, Dr Miles	West Locality Clinical Director					
Chandler, Stephen	Director of Adult Services					
Chapman, Dr David	Oxford City Locality Clinical Director	Accepted	12/01/2019	Two tickets to MIND fundraising Charity Comedy Gala at Oxford Playhouse	£25.00 each	MIND Chief Executive
Cogswell, Jo	Director of Transformation					
Collison, Dr Kiren	Clinical Chair					
Crawshaw, Dr Jonathan	SW Locality Clinical Director					
Devenish, Heidi	Practice Manager Representative					
Dickinson, Roger	Lay Vice Chair					
Hayles, Dr Shelley	North Locality Clinical Director					
Hedges, Diane	Chief Operating Officer and Deputy Chief Executive	Accepted	At monthly Locality Meetings 2015	Lunch for NE Locality Group meeting	£5.00 each	Various pharmaceutical companies
		Accepted	At monthly Locality Meetings 2016	Lunch for NE Locality Group meeting	£5.00 each	Various pharmaceutical companies
Kenworthy, Gareth	Director of Finance	Accepted	20/01/2013	Three complimentary tickets for London Welsh v Lyon	£0.00	Oxford Health NHS Foundation Trust
		Accepted	At monthly Locality Meetings 2015	Lunch for NE Locality Group meeting	£5.00 each	Various pharmaceutical companies
		Accepted	At monthly Locality Meetings 2016	Lunch for NE Locality Group meeting	£5.00 each	Various pharmaceutical companies
Mountford, Catherine	Director of Governance	Accepted	At monthly Locality Meetings 2015	Lunch for NE Locality Group meeting	£5.00 each	Various pharmaceutical companies
		Accepted	02/06/2015	Lunch	£20.00	Swan Parnters
		Accepted	19/06/2016	Dinner	£40.00	Royal Society of Medicine
		Accepted	24/11/2016	Dinner	£50.00	Blake Morgan LLP
		Accepted	At monthly Locality Meetings 2016	Lunch for NE Locality Group meeting	£5.00 each	Various pharmaceutical companies
O'Gorman, Dr Will	North East Locality Clinical Director					
Patten, Louise	Chief Executive					
Rooney, Guy	Medical Specialist Adviser					
Smith, Duncan	Lay Member	Accepted	18/07/2016	Dinner	£100.00	Henley Healthcare Investments and Common Cause Consulting Ltd
Wallace, Louise	Lay Member - PPI					
Wiltshire, Sula	Director of Quality and Board Nurse	Accepted	At monthly Locality Meetings 2015	Lunch for NE Locality Group meeting	£5.00 each	Various pharmaceutical companies
		Accepted	At monthly Locality Meetings 2016	Lunch for NE Locality Group meeting	£5.00 each	Various pharmaceutical companies